Graduate Diploma in

Adult and Vocational Education and Training
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You will gain knowledge and skills related to the design, implementation and management of effective adult learning experiences, working with diversity and creative problem solving. This program is delivered face-to-face and via e-learning to meet the needs of busy adults.

Teaching and Learning

This program uses a variety of teaching and learning approaches, including:
- interactive coursework seminars
- online components
- case studies
- research
- reflective journals
- presentations
- group discussions
- work-based projects
- industry experiences.

Ongoing assessment throughout the semester includes:
- workplace-based projects
- class exercises
- oral presentations
- workshop and seminar facilitation
- online activities.

Flexible Study Options

Classes are held in the evenings and online. There are opportunities to complete some courses in intensive mode.

Time Commitment

Full-time students will attend approximately 12 hours of classes per week, combined with intensive self-directed extra study/research per week. Part-time students will attend approximately six hours of either day, evening or online classes, combined with intensive self-directed extra study/research per week.

Class Sizes

There are approximately 15 students in a class, though this can be higher or lower for particular courses.

Program Structure

This program has been designed to develop your knowledge of and skills in learning and teaching in vocational education and industry-based settings. As part of the program, you’ll undertake work-related projects and assessment. You will also further develop skills in workplace research, self-management and working collaboratively and effectively with people from a range of backgrounds in various educational settings.

You will complete the following courses:
- Contexts of Adult Learning
- Facilitating Literacy and Numeracy Learning in the Workplace
- Principles of Adult Learning and Teaching
- Workplace Based Practicum
- Assessment and Reporting in Adult and Vocational Education
- Cultural Diversity in Training
- Flexible and eLearning in Adult and Vocational Education
- Supervised Teaching Practice*.

* Participants in this course are responsible for arranging their own supervised practicum placements if not already located in an appropriate provider.

Industry Connections

RMIT is a world-class provider of training. This program is led by highly experienced trainers who model best practice training skills and give you the opportunity to practise these skills in a supportive class environment as well as engaging in workplace projects.

You will be encouraged and supported to develop your links to the adult and vocational education and training sector.

Career

You will qualify as an advanced skills teacher, training developer or manager in schools, TAFE, industry and adult and community education. Graduates work in a variety of roles including:
- TAFE teachers
- workplace trainers and assessors
- training managers
- developers of training packages
- private consultants
- human resource trainers
- community educators.

Professional Recognition

TAFE and Vocational Education providers are currently negotiating individual Enterprise Business Agreements. Previously, these agreements were negotiated on an industry-wide basis and this program was recognised as meeting the guideline on teaching qualification requirements for Victorian TAFE teachers that entitled a TAFE teacher to progress to the top of their incremental scale and to be eligible for appointment to the Senior Education classification.

Entry Requirements

An undergraduate degree or its equivalent. Applicants who do not hold an undergraduate degree but have significant and relevant vocational or professional experience may be considered. Before enrolment, interested applicants are advised that preference is given to those who have access to a training context to facilitate workplace-based project work.
How to Apply

Direct Application
Apply online at www.rmit.edu.au/programs/apply/direct.
Semester 1 2015 applications open on 10 August and timely applications are due by 10 November.
Semester 2 2015 applications open on 1 May and timely applications are due by 31 May. For more information: www.rmit.edu.au/programs/midyear.
Applications will continue to be accepted until all places have been filled.
You are encouraged to lodge your application early.
Current RMIT local students and recent graduates can fast-track their application for a new program: www.rmit.edu.au/programs/apply/internal.

Fees Explained

Tuition Fees and Financial Assistance
Full-Fee Places
Students in full-fee places are required to pay the full tuition costs of their program. Financial assistance may be available through FEE-HELP, an optional loan scheme that assists eligible students to pay all or part of their tuition fees. For more information visit www.rmit.edu.au/programs/fees/helploans/fee-help.
Only students who are Australian citizens, New Zealand citizens or hold an Australian Permanent Resident Visa are eligible for a domestic full-fee place. Students who do not meet these citizenship and residency requirements may be offered a place as an onshore international student.
The tuition fees vary according to each program and are adjusted on an annual basis. Fees for 2015 are listed under each program in this booklet or visit www.rmit.edu.au/programs/fees from October 2014.

Scholarships
Before you let financial constraints or living arrangements get in the way of your decision to study, find out about the range of RMIT scholarships available:
www.rmit.edu.au/scholarships

Income Tax Deductions
Students may be eligible to apply for income tax deductions relating to the education expenses that are linked to their employment. The Australian Taxation Office (ATO) website at www.ato.gov.au provides guidance on the taxation treatment of your fees.

Other Fees and Expenses
In addition to tuition fees, you may be charged a student services and amenities fee (SSAF) that is indexed annually. Eligible students can defer payment of the fee through SA-HELP. For more information visit www.rmit.edu.au/programs/fees/ssaf.
You may also be required to purchase items related to your program, including field trips, specified textbooks and equipment. These material fees are not compulsory and students may choose to purchase these items independently. These expenses vary from program to program. For more information visit www.rmit.edu.au/programs/fees.

International Students
For information on fees, selection requirements and how to apply, please go to the program information on the RMIT website at www.rmit.edu.au/programs/gd037 (CRICOS code 019081E).

Prepare yourself for professional training and teaching roles in a diverse range of adult and vocational educational contexts.
The information in this guide is specific to Australian and New Zealand citizens and permanent residents of Australia.

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