

# Certificate I in General Education for Adults



22472VIC – Delivered by North Metro TAFE

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**stepping  
STONES**



In partnership with



Department of  
Education



**This qualification aims to improve young people's academic skills to undertake further training or education and enhance employment opportunities.**

Students will see their self-confidence increase throughout the course as they learn about basic life skills and address any barriers they might have to learning to ensure long-term success.



Career planning



Computer skills



Referral and support to other agencies



Job applications



Résumé writing



Mentoring

#### WHO

Year 11 and 12 school-aged young people

#### WHEN

Monday to Thursday over one semester

#### Additional course content

- ✓ Interactive activities
- ✓ Excursions
- ✓ Meal planning
- ✓ Interview techniques

#### No cost for the student

Please note places are limited and selection criteria applies.



## Enrolment

### STEP 1

All students wishing to apply must be referred by one of the following agents:

- Department of Justice
- Western Australia Police Force
- Department of Education Participation Team
- Other nominated agencies

If the student is unsure whether they can be referred by one of the listed agencies, they can contact PCYC directly and they will be guided through the process.

### STEP 2

If the referral is progressed, the young person is required to attend an interview, at least two weeks prior to the course starting, with the Student Support Coordinator, Trainer or Youth Worker.

This provides an opportunity for the young person to view the training environment, find out more information and meet the team.

The student's language, literacy and numeracy level will also be evaluated.

During the interview, prospective students will be asked questions about their experience with schooling, future goals and why they would like to attend this course.

The Student Support Coordinator can assist students to complete this if needed.

### STEP 3

After the interview, the student and referring agency will be notified of the outcome.

If a student is successful in securing a place, they will be provided an official Offer of Place letter and an enrolment pack to complete.

Please be aware, students will not be able to commence training unless all documentation has been provided.

### STEP 4

Once the enrolment pack has been submitted, the student will be provided with a start date.

**Students who identify as Aboriginal or Torres Strait Islander please contact PCYC directly regarding enrolment.**

