

General Education, Language and Literacy

English Language Programs
English Language Programs Online
English for Health Professionals
Education Support

Programs for Industry Professionals

Gold Coast Institute of TAFE educates current and future business personnel, individual employees, leaders and managers in key business areas. Our programs are a fast, effective and practical way to develop business skills and knowledge. Programs are delivered in a condensed format, providing hands on experience, to ensure professionals remain ahead of their competition, either as an employee or in running their own businesses.

Our range of programs have been developed by knowledgeable industry professionals who are successful in their own right. From our range of full qualifications to our skill set workshops, our programs are designed to provide those with previous industry experience a continuing competitive edge.

Certificate I, II and III in Spoken and Written English (CSWE) (Online)

Program Description:

Build skills in listening, speaking, reading and writing on topics for everyday life including shopping, health and jobs. These nationally accredited English courses are available via the internet on your home computer, and are designed for students from a non-English speaking background. View a demonstration of these courses at <http://gcit.ames.edu.au> or for further information email CSWEOnline.GCIT@deta.qld.gov.au

Duration: Access to each program is for 6 months

Offering: Ongoing enrolments

Career Outcomes: Employment or further study.

Workplace English Pronunciation - The Grammar you Need - Writing for Work (Online)

Program Description:

Practise how to write notes, messages, memos, letters and emails in a workplace setting. Improve speaking, listening, reading and writing skills for the workplace. View a demonstration of these courses at <http://gcit.ames.edu.au> or for further information email CSWEOnline.GCIT@deta.qld.gov.au

Duration: Access to these programs is for six months

Offering: Ongoing enrolments

Career Outcomes: Improved English in the workplace.

English for Health Professionals - Nurses (Online)

Program Description:

Improve language, pronunciation, grammar and vocabulary through extensive listening practice and exercises. Students have access to a range of supporting resources to help improve their communication skills in the hospital environment. View a demonstration of these resources at <http://gcit.ames.edu.au> or for further information email CSWEOnline.GCIT@deta.qld.gov.au

Duration: Access to these programs is for six months

Offering: Ongoing enrolments

Career Outcomes: Improved English in the hospital environment.

Up to 20 Week Fast Track Programs

Our fast-track programs are the most practical way of gaining formal recognition for skills and industry experience already developed. Completed in up to twenty weeks, these part-time programs are offered over one or two nights a week and are a great way to expand career opportunities or gain a competitive business advantage.

Programs include:

- Diploma of Management
- Diploma of Human Resources Management
- Diploma of Financial Services (Financial Planning)
- Certificate IV in Financial Services (Finance Mortgage Broking)
- Diploma of Project Management

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One-Day Workshops

Gold Coast Institute of TAFE has created a series of one-day, practical workshops designed to develop skills and knowledge in a hands on, condensed learning format. Targeted toward business owners, managers, operational staff or anyone wishing to further their business career, our one-day workshops provide the opportunity to learn directly from industry professionals.

Each program is succinctly developed and designed to provide participants with up-to-date skills and knowledge that can be implemented in the workplace, as well as to expand networking bases and the business bottom line.

Our one-day workshops are offered in the areas of strategic and operational planning, financial management, customer service, leadership, communication and time management.

Recognition of Prior Learning (RPL)

Recognition of Prior Learning (RPL) can be used to fast track a qualification. RPL combines any previous formal studies with life and work experiences to provide evidence of current skills and identify any required study needed to achieve a formal qualification.

Prospective students will meet with our Institute RPL coordinator who will assess each application, identify any gap training needed to complete a qualification and then tailor a training program as required.

More Information

For information on any of the above programs, contact our Customer Service Team on 07 5581 8300.

Diploma of Education Support

Program Description:

Learn basic skills, knowledge and attitudes appropriate to entering or being involved in the vocational field of the Teacher's Aide. Learn how to provide classroom support to teachers, tutor students with additional needs, prepare learning materials and supervise learning activities, operate libraries and computer systems and undertake administrative activities.

Offering: Expressions of interest are invited for this program. Please contact Customer Service on 07 5581 8300.

Career Outcomes: Teacher's Aide in preschools, primary schools, secondary schools, special education settings or outside school hours care.

