

Order of Study

CHC30121 Certificate III in Early Childhood Education and Care (Online)

On successful completion of all 17 units you will receive a Certificate III in Early Childhood Education and Care

Note: Placement must occur for the full duration of study in this qualification. You are expected to source and Early Education and Care Service suitable in your area. Support can be given upon request. All related paperwork needs to be submitted and processed before placement can commence in the first enrolment.

Follow the below order when enrolling. Enrol in no more than 1 cluster per intake, unless otherwise advised.

Enrolment Code		Unit Code	Unit Name	Suggested Placement Hours	Study Period Schedule	
Must complete in order as listed below					Intake	Completed
	VPC160	VPC160	Placement - A mandatory minimum requirement of 160 hours of placement must be completed at a registered and licenced Early Childhood Education and Care service.		TAFE Queensland Online will enrol you in VPC160	
1	CLS-CHC-0129 Workplace Safety	HLTFSE001 HLTWHS001	Follow basic food safety practices Participate in workplace health and safety	27 hours		Completed
2	CLS-CHC-0108 Legal & Ethical	CHCECE034 CHCECE055 CHCPRT001	Use an approved learning framework to guide practice Meet legal and ethical obligations in children's education and care Identify and respond to children and young people at risk	27 hours		Completed
3	CHCECE054 CHCECE056	CHCECE054 CHCECE056	Encourage understanding of Aboriginal and/or Torres Strait Islander people's cultures Work effectively in children's education and care	27 hours		Completed
4	CLS-CHC-0110 Inclusion and Diversity	CHCECE030 CHCDIV001	Support inclusion and diversity Work with diverse people	27 hours		Completed
5	CHCECE037	CHCECE037	Support children to connect with the natural environment	27 hours		Completed

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Unit CHCECE031: Evidence of a minimum of 160hrs is required in total by the end of this unit and graded satisfactory at this point of the course						
6	CHCECE031	CHCECE031	Support children's health, safety and wellbeing	27 hours		Completed
Relationship Cluster: This cluster requires working with babies 0-12 months and toddlers 12-24 months. A minimum of 30 hrs is required to be with children 0-24 months which is included in the minimum 160 hrs required in total by the end of this cluster and graded satisfactory at this point of the course						
7	CLS-CHC-0109 Relationship	CHCECE032 CHCECE033	Nurture babies and toddlers Develop positive and respectful relationships with children	30 hours		Completed
Learning Through Play Cluster: This cluster requires working with children 0-23 months and 2-6 years. A minimum of 160hrs is required in total by the end of this cluster and graded satisfactory at this point of the course						
8	CLS-CHC-0111 Learning Through Play	CHCECE035 CHCECE036 CHCECE038	Support the holistic learning and development of children Provide experiences to support children's play and learning Observe children to inform practice	27 hours		Completed
You must complete HLTAID012 and submit a copy of your results prior to the commencement of CLS-CHC-0111 Learning Through Play. HLTAID012 is not offered by TAFE Queensland Online						
	First Aid	HLTAID012	Provide First Aid in an education & care setting			
Text Books	Electronic resources are available through Connect , TAFE Queensland's Learning Management System. You must have reliable access to the internet and a PC with Microsoft Office for Windows to be able to complete assessment tasks in line with the assessment requirements.					

All information was accurate at the time of publication V1.2 25/08/2023



STUDENT PORTAL

Through the portal you can enrol, update your details, and check your academic results whenever you like. To login just click on this link <https://tafeqlid.t1cloud.com/> and use your Connect login credentials.

If you have an issue with the student portal please log the issue through the “Report an Issue” form in your forms tile and you will receive a response as soon as possible.

Alternatively, click the link below and scroll through the frequently asked questions that may assist you with your enquiry <https://tafeqlid.edu.au/current-students/student-portal-pilot-faq.html>.

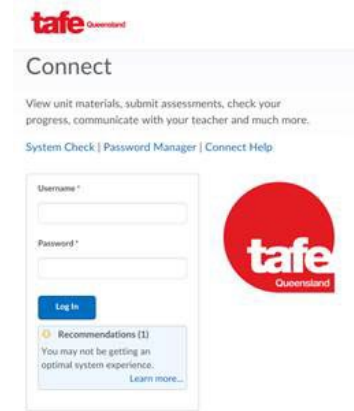


CONNECT

Connect offers access for mobile devices, the ability to communicate with teachers and classmates, and excellent user support, allowing you the flexibility to study anywhere, anytime.

Watch the 45-second video on how to login to Connect by [clicking here](#). Alternatively, [download this PDF](#) to get all the details.

DON'T FORGET to [enable notifications in Announcements](#) so you don't miss an important announcements relating to your study.



HAVE YOU STUDIED BEFORE?

Credit Transfer is a process that offers you credit for earlier formal study that is equal to your nominated qualification. It is important that you apply before your start of study. Please see [eligibility information and the application form](#) for more information.



STUDENT RULES

The [TAFE Queensland Student Rules and Policies](#) are designed to make you aware of your rights as a student, as well as your responsibilities to TAFE and your fellow students.



WITHDRAWALS, TRANSFERS & REFUNDS

We all change our minds, so if for any reason you find the need to leave a course, or if you are seeking to transfer to another intake, or withdraw from study, please speak with your program coordinator and view the [TAFE Queensland Refund Policy](#) before submitting your withdrawal request, as you may not be eligible for a refund

If you are wishing to withdraw prior to the start of an intake - You can withdraw and swap units through the Student Portal. You can access this under the **My Study tile** in the **Withdraw From a Unit** menu. Note: Students with multiple courses in their **My Study tile** will need to select the **Manage your Course** button first. Once you have chosen your course, you can see the **Withdraw From a Unit** menu option, from here choose the unit/units to withdraw.

If you are wishing to withdraw after the start of an intake – you can submit your request through the Student Portal under the **Forms tile**. Scroll to the **Request for Withdrawal and or/Refund (TQ)**.