

Order of Study

CHC50121 Diploma of Early Childhood Education & Care (Online self-directed)

On successful completion of all 15 units you will receive a Diploma of Early Childhood Education & 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	Unit Type	Suggested Placement Hours	Study Period Schedule	
Must complete in order as listed below					Intake	Completed
	VPC280	VPC280	Placement - A mandatory minimum requirement of 280 hours of placement must be completed at a registered and licenced Early Childhood Education and Care service.			TAFE Queensland Online will enrol you in VPC280
1	CLS-CHC-0115 Innovative Sustainability	BSBSTR501 CHCECE049	Establish innovative work environment Embed environmental responsibility in service operations	Elective Core	56 Hours	Completed
2	CLS-CHC-0112 Partnership	CHCECE050 CHCECE053	Work in partnership with children's families Respond to grievances and complaints about the service	Core Elective	56 Hours	Completed
3	CLS-CHC-0113 Reflective Leadership	BSBLDR412 BSBTWK502 CHCPRP003	Communicate effectively as a workplace leader Manage team effectiveness Reflect on and improve own professional practice	Elective Core Core	56 Hours	Completed
4	CLS-CHC-0114 Service Compliance	CHCECE041 CHCECE044	Maintain a safe and healthy environment for children Facilitate compliance in a children's education and care service	Core Core	56 Hours	Completed

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Programming for Development Cluster: Evidence of a minimum of 280hrs is required in total by the end of this cluster and graded satisfactory at this point of the course

5	CLS-CHC-0116 Programming for Development	CHCECE042 CHCECE043 CHCECE047 CHCECE048	Foster holistic early childhood learning, development and wellbeing Nurture creativity in children Analyse information to inform children's learning Plan and implement children's education and care curriculum	Core Core Core Core	56 Hours		Completed
6	CLS-CHC-0117 Inclusive Practice	CHCECE045 CHCECE046	Foster positive and respectful interactions and behaviour in children Implement strategies for the inclusion of all children	Core Core	56 Hours		Completed
Text Books	Electronic resources are available through Connect , TAFE Queensland's Learning Management System. You must have access to the internet and a reliable PC with Microsoft Office for Windows to be able to complete assessment tasks in line with the assessment requirements.						

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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://tafeqld.t1cloud.com/>.

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 [here](#) for FAQ's that may assist you with your enquiry.

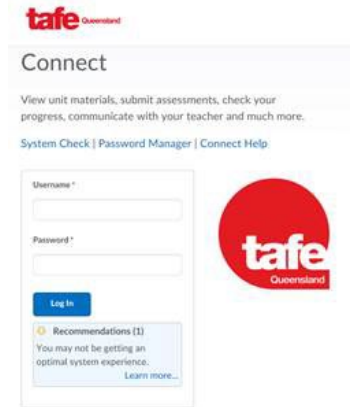


CONNECT

Connect is TAFE Queensland's Learning Management System and 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 enrolment start date. Please see the [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 Queensland 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)'.