

Centre for Adult Education

GENERAL EDUCATION READING, WRITING, SCIENCE, MATHS AND NUMERACY



CAE offers Reading, Writing, Science, Maths and Numeracy classes at many levels. Undertaking these classes will give you the opportunity to complete the Certificate of General Education; and assist you to gain skills to go on to further study, training or employment in a supportive, adult learning environment. We cater for beginners, people preparing for VCE, VCAL or TAFE; and everyone in between. Develop your skills and confidence for study, work and everyday life.

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Centre for Adult Education
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General Education
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P 9652 0611
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E access@cae.edu.au
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W www.cae.edu.au
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CAE
the power of learning

CERTIFICATES IN GENERAL EDUCATION FOR ADULTS INITIAL, INTRODUCTORY, I, II AND III 21770VIC-21774VIC

Develop your confidence in reading, writing, spelling and grammar in a friendly and supportive adult environment. Study maths or numeracy from beginner to Year 10 level. Classes in computing and science are also available. Develop your confidence and skills for study, work or self improvement and enhance your employability through improved literacy, numeracy and computing skills. Extra support is available for students with a mild intellectual disability. Study Vocational Preparation to prepare for work or further study. Career planning and work placement is available.

What will you learn?

English

- Develop your reading, writing and speaking skills
- Improve your spelling, grammar and punctuation
- Enhance your study skills in order to go on to VCE, VCAL and/or further training
- Gain confidence in your writing and reading for work

Maths and Numeracy

- Beginner to Year 10 Maths
- Improve your skills and confidence in maths for everyday life, work or further study
- Prepare for VCE maths
- Learn measurement, graphs, number skills and formal maths

Computing

- Improve your computer skills in word processing, email, blogs and internet research
- Gain confidence in using computers for study
- Learn new skills in using photos and sound to create digital stories
- Use our brand new computer independent learning centre Learn@CAE for study

Science

- Learn about chemistry, biology, geology, physics and the environment
- Gain an understanding of our changing world
- Prepare for future studies in VCE science subjects and other training

Work & study pathways

On completion of Certificates in General Education, learners may continue on to VCE and VCAL, Community Services or Business at CAE, or undertake other training or employment options.

Delivery schedule

Full-time, part-time and evening classes available

Fees

Government fees and charges apply

CERTIFICATE I IN VOCATIONAL PREPARATION 21625VIC

This Certificate is suitable for those who want to improve and develop their literacy skills while preparing for work or further study. Career planning and work placement is available.

What will you learn?

- Organisational and study skills
- Job search, Resume writing, interview skills
- Computer skills

Work & study pathways

These courses help students investigate opportunities for further training, employment, voluntary work or further study.

Delivery schedule

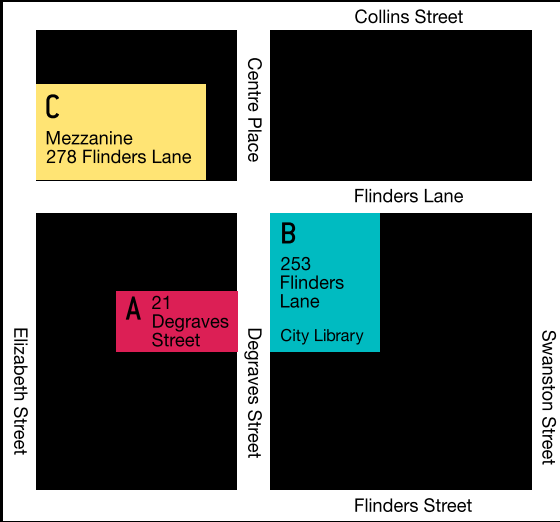
Full-time and part-time classes are available

Fees

Government fees and charges apply



CAE PRECINCT



Centre for Adult Education

Building B
253 Flinders Lane
Melbourne VIC 3000

CAE is committed to
Sustainable Practice

envirocare
100% Recycled

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