



### Course Outcomes

Occupational titles suited to this qualification include:

- Childcare Centre Director / Supervisor
- Children's Services Coordinator
- Childcare Worker
- Children's Services Team Leader
- Children's Services Advisor
- Childcare Program Leader

### Course Structure

Our course has been designed to meet the requirements for the CHC50121 Diploma of Early Childhood Education and Care. It contains 15 units of competency as follows:

- Twelve core units and
- Three elective units.

Unit code	Unit title
BSBTWK502	Manage team effectiveness
CHCECE041	Maintain a safe and healthy environment to children
CHCECE042	Foster holistic early childhood learning, development and wellbeing
CHCECE043	Nurture creativity in children
CHCECE044	Facilitate compliance in a children's education and care service
CHCECE045	Foster positive and respectful interactions and behavior in children
CHCECE046	Implement strategies for the inclusion of all children
CHCECE047	Analyse information to inform children's learning care
CHCECE048	Plan and implement children's education and curriculum
CHCECE049	Embed environmental responsibility in service operations
CHCECE050	Work in partnership with children's families
CHCPRP003	Reflect on and improve own professional practice
CHCMGT003	Lead the work team
CHCPOL002	Develop and implement policy
CHCPOL003	Research and apply evidence to practice

\* Elective units of competency may be changed during the training program without prior notice.

**Fully subsidised course  
under the NSW Government-funded  
Smart & Skilled Program**

**Fee-free for enrolments made before 30 June 2025  
Contact: 02 9791 6020 or [info@upc.edu.au](mailto:info@upc.edu.au)**



National Qualification Code: CHC50121  
Course Duration: 24 months  
Target students: New Entrant Trainees  
Delivery Mode: Workplace anywhere in NSW

### Your Role

This qualification reflects the role of educators in early childhood education and care who work in regulated children's education and care services in Australia. Educators at this level are responsible for designing and implementing curriculum that meets the requirements of an approved learning framework and for maintaining compliance in other areas of service operations. They use specialised knowledge and analyse and apply theoretical concepts to diverse work situations. They may have responsibility for supervision of volunteers or other educators. Early childhood educators work in long day care centres, family day care, pre-schools, or kindergartens.

To achieve this qualification, the individual must have completed a total of at least 280 hours of work in a regulated children's education and care service in Australia as detailed in the Assessment Requirements of units of competency. The total number of hours may be applied collectively across all units of competency that include the requirement for workplace hours.

### Entry Requirements

- English proficiency level: You must pass the Language, Literacy, and Numeracy (LLN) Test.
- Academic: Hold a CHC30113 Certificate III in Early Childhood Education and Care or CHC30121 Certificate III in Early Childhood Education and Care.
- Minimum Age: 18 years or older.

### Credit Transfer & Recognition of Prior Learning

Credit Transfer (CT) and Recognition of Prior Learning (RPL) are available for students who have studied childcare courses or have work experience in a childcare services environment. If RPL and/or CT is granted, your study period will be shortened.

### Delivery Mode and Assessment Method

We offer a combined distance and workplace delivery mode for this course, with a training period ranging from 24 months until all relevant units are successfully completed. For part-time employees, the training period will be extended to double the standard duration. However, the course may be completed earlier with increased effort and commitment.

When developing your training plan, we will take into account the terms specified in your training contract as well as the relevant Vocational Training Order (VTO).

For the theoretical component of the course, our trainer will conduct online sessions via MS Teams, guiding you through a structured self-study program. You will then complete the knowledge assessments through our eLearning system. For the practical component, you will gain hands-on experience at your workplace with support from your supervisor and submit the skills assessments (Workplace logbook) through the same eLearning platform.

### Course Completion

Upon successful completion of all 15 units of competency, you will be awarded the CHC50121 Diploma of Early Childhood Education and Care. This qualification includes two documents: the Testamur and the Record of Results. If you do not complete all 15 required units, you will receive a Statement of Attainment listing the units of competency you have successfully completed.

### Pathways

The CHC50121 Diploma of Early Childhood Education and Care is a Level 5 qualification under the Australian Qualifications Framework (AQF). After completing this diploma, you may progress to a Bachelor of Education (Early Childhood), which typically takes four years. With the CHC50121 diploma, you may be eligible for a credit of 1 to 1.5 years towards the bachelor's degree

### Contact Details

#### University Preparation College

UPC Pty Ltd ● ABN 60 116 021 535 ● RTO 91364 ● CRICOS 02751M  
T: 02 9791 6020 ● E: [info@upc.edu.au](mailto:info@upc.edu.au) ● W: [www.upc.edu.au](http://www.upc.edu.au)  
**Sydney Campus:** 1-5 Randle St, Surry Hills, NSW 2010



## SMART AND SKILLED

NSW Government  
Subsidised Training Now Available

Smart and Skilled Program (SSP) is a reform of the NSW Vocational Education and Training (VET) System. It's helping you get the skills you need to find a job or advance your careers.

Training under Smart & Skilled Program is subsidised by the NSW Government. Subsidised tuition fees are the same whether you study at NSW TAFE or a government-selected college such as UPC College since your qualification is nationally recognised.

### SSP Traineeship Enrolment Conditions

You must satisfy the following conditions:

- living or working in NSW and
- an Australian or NZ citizen, an Australian permanent resident, a humanitarian visa holder or an asylum seeker ([25 temporary visa types](#) are now eligible – Conditions apply) and
- starting employment within the first 3 months (full time) or 12 months (part time).

### Available courses under S&S Program

UPC has six (6) subsidised courses under the Smart and Skilled Entitlement Traineeship Program:

- CHC30121 Certificate III in Early Childhood Education and Care.
- **CHC50121 Diploma of Early Childhood Education and Care.**
- CHC43021 Certificate IV in Ageing Support.
- CHC43121 Certificate IV in Disability Support.
- BSB40120 Certificate IV in Business.
- BSB50420 Diploma of Leadership and Management.

### Enrolment Procedure

- Contact UPC for a pre-enrolment assessment.
- A consultant from an Apprentice Connect Australia Provider will visit you at your workplace to assess your eligibility and help you to sign a Training Contract with your employer.
- A training plan will be worked out based on your commitment to the course.
- Commence the training with a UPC trainer.

**Fee-free for enrolments made before 30 June 2025**  
Contact: 02 9791 6020 or [info@upc.edu.au](mailto:info@upc.edu.au)