

COURSE FACT SHEET

PSP50916 – Diploma of Interpreting (LOTE-English) (International Students)

CRICOS Course Code 091761E

Global Business College of Australia:

We are a vocational education and training provider committed to improving students' practical application abilities and skills, by providing students with high quality international education services to better prepare them for the workforce.

GBCA Values: Innovative Minds, Caring Hearts, Global Skills

Global Business College of Australia (GBCA) is a NAATI approved provider – Institution number: 940716

Course Description:

This course is designed for students who are planning to work as a paraprofessional interpreter (Mandarin - English) typically in the community and business domains.

During the program, our experienced and NAATI qualified trainers will step by step guide you through various interpreting exercises and help you to develop:

- Notes taking skills for interpreting purposes
- Short term memory retention skills
- Make sense of the briefing and quickly set up your mindset in the dialogue context
- Pick up idioms/collocations and relay in the other language correctly in a blink of eye.
- Build a comprehensive knowledge of Australian community services, and collocations/glossary in both English and Mandarin.
- And many more skills...

Our mock exam simulates the final exam conditions, level of difficulty and marking procedures. Our trainers provide personal feedback to help you identify your own strength as well as areas for further development.

Industry accreditation

Students who successfully complete the PSP50916 – Diploma of Interpreting (LOTE-English) and pass the assessment upon which recommendations to the National Accreditation Authority for Translators and Interpreters Ltd (NAATI) for accreditation are based, will be eligible to gain Paraprofessional Interpreter accreditation.



Course duration: 23 weeks (including reassessment, catch up class and holidays)

Schedule: 20 contact hours per week

Delivery mode: Face to face training

Campus location and delivery site: 337-339 La Trobe Street, Melbourne 3000 VIC

Entry requirements:

Applicants must satisfy all requirements as below:

Age requirement: GBCA has a requirement that students enrolling in this course must be at least 18 years of age.

Academic requirements: Students seeking to enrol in this course must complete at least Australian year 12 or equivalent.

Language requirements: Students must demonstrate that they have either an English level equivalent to IELTS 6.0 or above, or they have studied at least 1 year full-time in a course delivered in English.

Entry test: Students are required to undertake the GBCA's entry test to demonstrate adequate competency in both English and Mandarin as part of the enrolment process.

(Prior work experience would be an advantage to students studying this course.)

Course Structure:

| Unit Code and Name |
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| PSPTIS001 - Apply codes and standards to ethical practice |
| PSPTIS002 - Build glossaries for translating and interpreting assignments |
| PSPTIS003 - Prepare to translate and interpret |
| PSPTIS040 - Interpret in general dialogue settings (LOTE-English) |
| PSPTIS041 - Interpret in general monologue settings (LOTE-English) |
| PSPTIS042 - Manage discourses in general settings |
| PSPTIS043 - Use routine subject area terminology in interpreting (LOTE-English) |
| PSPTIS 045 - Demonstrate routine English proficiency in different subjects and cultural contexts |
| PSPTIS046 - Use routine education terminology in interpreting (LOTE-English) |
| PSPTIS047 - Use routine health terminology in interpreting (LOTE-English) |

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| PSPTIS048 - Use routine legal terminology in interpreting (LOTE-English) |
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| SITXLAN003 - Conduct oral communication in a language other than English |
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Assessment methods:

A variety of assessment methods will be used throughout the course, including: Observation of students performing role playing, Written report, Observation of Presentation, Analysis of case study/Response to simulated work scenario, Written questioning, formal examination.

GBCA is responsible for providing compliant training and assessment, and issuing of the AQF certification documentation for qualifications detailed in its scope of registration on the National Training Register (training.gov.au).

Student Support:

GBCA is committed to providing students with a rewarding study and learning experience. GBCA has a range of support services in place to assist students in successfully completing their qualification, balancing their study and life schedules and addressing their concerns. Support services include learning support, mentor support, soft skills workshops, library services, counselling services and IT support.

1. Language, Literacy and Numeracy (LLN):

GBCA will provide LLN supports to students who have any skill/s in their spiky profile that is lower than the spiky profile of the intended course.

2. Learning Support

The teaching staff of GBCA are available to assist students in need with their studying and homework. This support may vary depending on identified needs. Students are encouraged to talk to their trainer when assistance is required to ensure satisfying academic performance.

Students who require additional assistance can schedule appointments with their trainer.

There will be support available to assist students in meeting their course requirements and maintaining attendance, such as:

- Additional individual or group tutorial/academic guidance
- Soft Skills Workshops (see below)
- Counselling Services (see below)

3. Soft Skills Workshops

GBCA offers a range of workshops to improve students' soft skills, which may include but not limited to:

- Time Management
- Communication Skills
- Problem Solving Skills
- Presentation Techniques
- Writing Skills

4. Library Corner

The library corner provides a supportive learning environment for your study and consists of range of accounting and business related books. Computers with access to internet, MS

office and MYOB Educational Edition installed are available as well as printing, photocopying and scanning.

5. Counselling Services

Staff at GBCA are available to provide confidential counselling services. International students may seek advice assistance with matters such as cross-cultural issues or adjusting to life in Australia. We are committed to ensure that every student has a positive experience while studying at GBCA.

6. IT Support

GBCA IT Support Officer will assist students with any computer related issues such as problems with connecting to the wireless network, setting up software or login.

All support services provided by the GBCA are FREE of charge to students. If special or intensive assistance is required, the student will be referred to an appropriate external service. GBCA will not charge any reference fee however any cost associated with the external service will be at students' own expense. The student support officer will provide assistance to students if necessary when attempting to contact external services.

Facilities and resources available to students:

- Classroom
- Whiteboards
- Printers
- Student lounge
- Kitchen
- Bathrooms (including disabled toilet)
- Library corner with a variety of books
- Wi-Fi network

Overseas Student Health Cover:

Students are required to purchase Overseas Student Health Cover (OSHC) prior to commencing studies at GBCA.

There are various Overseas Student Health Cover (OSHC) providers and a comparison of the prices could be found on the website: <https://oshcaustralia.com.au/en>

Course enquiries:

If you have any enquiries, please contact: admissions@gbca.edu.au

Student support service contact:

Student Support Officer

E: Studentsupport@gbca.edu.au

T: 9041 3050

This factsheet should be read in conjunction with our Student Handbook and website www.gbca.edu.au.

