SMART AND SKILLED
GOVERNMENT SUBSIDISED COURSES
This training is subsidised by the NSW Government

Improve your English Skills with Full Certificate Courses
Improve your oral communication, reading, writing and numeracy skills, and digital technology skills. These subsidised full certificate courses are open to permanent residents and humanitarian visa holders. Other eligibility criteria apply. An initial interview is required.

Level 1
FSK10113 Certificate I in Access to Vocational Pathways
Cost: $220 ($80 concession) • 3 days a week • Carlingford & Chatswood

Level 2
FSK10213 Certificate I in Skills for Vocational Pathways
Cost: $220 ($80 concession) • 3 days a week • Carlingford & Chatswood

Level 3
FSK20113 Certificate II in Skills for Work and Vocational Pathways
Cost: $320 ($80 concession) • 3 days a week • Carlingford & Chatswood

COMMUNITY SERVICES
OBLIGATION FUNDED COURSES
This training is subsidised by the NSW Government

Spoken and Written English – Level 1
This short course is designed for basic speakers of English who wish to improve their spoken communication skills and workplace writing skills. This subsidised course is open to permanent residents and humanitarian visa holders. Other eligibility criteria apply. An initial interview is required.
Cost: $80.00 • 2 days a week • Carlingford & Chatswood

Spoken and Written English – Level 2
This short course is designed for post-beginner speakers of English who wish to improve their spoken communication skills and workplace writing skills. This subsidised course is open to permanent residents and humanitarian visa holders. Other eligibility criteria apply. An initial interview is required.
Cost: $80.00 • 2 days a week • Carlingford & Chatswood

Spoken and Written English – Level 3
This short course is designed for intermediate speakers of English who wish to enhance their spoken communication skills and workplace writing skills. This subsidised course is open to permanent residents and humanitarian visa holders. Other eligibility criteria apply. An initial interview is required.
Cost: $80.00 • 2 days a week • Carlingford & Chatswood

The NSW Government will pay UP TO 90% of course fees as part of its Smart and Skilled Initiative. To estimate your fees go to smartandskilled.nsw.gov.au/sands/find-a-course
NON ACCREDITED COURSES

Fee paying courses

English Conversation 1/2
Learn to communicate more effectively in social situations. This course covers everyday conversation, pronunciation and grammar. It is suitable for beginners/post-beginners speakers of English including visa holders. Payment plan available.

Cost: $150 • Carlingford & Chatswood

English Conversation 2/3
Learn to communicate more effectively in social situations. This course covers everyday conversation, pronunciation and grammar. It is suitable for intermediate speakers of English including those on a bridging visa and visitors to Australia. Payment plan available.

Cost: $150 • Carlingford & Chatswood

Presentation and Speaking in the Workplace
Develop knowledge, strategies, experience and confidence for speaking in a variety of workplace contexts. The course will cover delivering effective oral presentations, participating successfully at meetings and communicating effectively with work colleagues of different cultural backgrounds.

Cost: $150 • Chatswood

Pronunciation and Oral Skills
Improve your confidence in understanding and using Australian English pronunciation. Learn and practise the rhythm of English, word and sentence stress, and the importance of intonation. Individual pronunciation needs addressed.

Cost: $220 • Chatswood

Written English for Work
During this course you will develop the skills needed to write different types of workplace related documents. We will focus on the purpose of different types of written texts, target audience, levels of formality, drafting and editing texts, layout and formatting and the logical sequencing of information. Content areas can be modified based on students’ needs and requests.

Cost: $220 • Chatswood

Crash Course in Grammar
Using correct grammar is a vital part of writing any professional and effective documents, yet for many it remains a mystery. Learn grammatical rules, sentence structures, correct word usage and punctuation skills. Individual needs will be addressed.

Cost: $80 • Carlingford & Hawkesbury
To check your eligibility and funding status for any of our courses, please contact us on:

- **call us** 1300 845 888 (cost of local call)
- [www.macquarie.nsw.edu.au](http://www.macquarie.nsw.edu.au)
- [info@macquarie.nsw.edu.au](mailto:info@macquarie.nsw.edu.au)

**LOCATIONS**

- **MCC Chatswood**  
  Level 1, 8 Thomas Street, Chatswood
- **MCC Hawkesbury**  
  UWS Campus Building K7, Vines Drive, Hobartville
- **MCC Carlingford**  
  263 Marsden Road, Carlingford