

LET and LEP Essential Skills Tutorial Program

Studying for the **LET & LEP exams** takes time.
At **Technical Training Australia**, we prepare you for your exams,
with study times that fit in with your working schedule.

The Essential Skills Program allows you to study at your pace,
in a positive, active, learning environment..

The Essential Skills Program consists of a three week block
of tutorials that includes:

Week 1 and 2. Tutoring in core content. 10 x 3 hour sessions.

Week 3. Tutoring on practice exams. 5 x 3 hour sessions.

Once the tutorial block is complete, **TTA** will book you in for your
exams and **you will pass!** *see T's & C's.

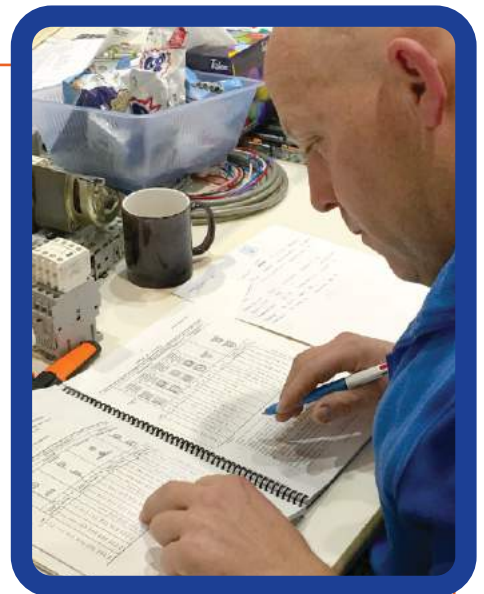
With current first time pass rates being very low, these tutorials will help you get **qualified sooner**.
At present, Apprentices are failing their exams, because they don't have the essential skills to pass
their exams. This course, will allow Electrical Workers to qualify, within a small time frame. Rather
than prolonging their training, with refresher courses that may not be suitable for some students.

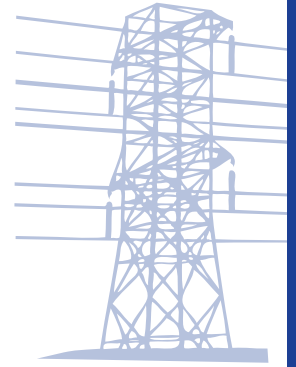
Also, considering the current cost of failed exam attempts, numerous refresher courses, and
private tutoring, this course is designed for Apprentices, 'B' Grade Electricians, 'ES' & 'L' Class
Licensed Electrical Workers and unlicensed electrical workers, to allow you to be qualified quickly.

Call Christine on 0499 011 522 or 03 8555 5050 to book your spot in this tutorial program.
Seats are limited. Please note that classes will be small, for that, one on one attention, to allow
you to understand your licensing topic and to attain your '**A**' **Grade qualification**.

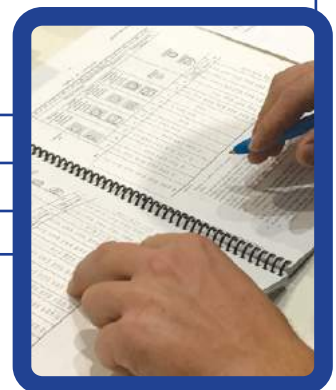
TTA has tutoring options to suit everyone. 5 day refresher courses, one on one tutorials,
(subject to availability), pay as you go options, and **SWP** is offered (one on one tutorials only) with
free **SWP** practice.*

We can get you qualified now. Book now for your free assessment and
to discuss your options with LET and LEP licensing exams.



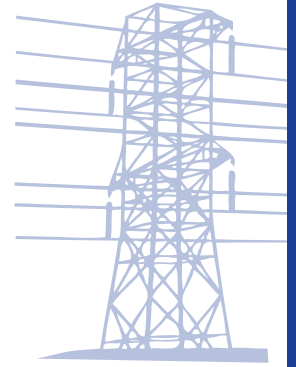


Day	Hrs	Topic
1	4	1. Learning and understanding the AS/NZS 3000 2. Learning and understanding the AS/NZS 3008
2	4	3. Understanding Cable Selection properly (cable tray, duct, buried direct and underground conduit)
3	4	4. Identifying Visual Defects · Switchboard labelling defects · Installation earthing defects · Circuit protection and cable size
4	4	5. Series / Parallel DC Circuits
5	4	6. Understanding R.C.D. operation, R.C.B.O. combinations and R.C.D. / circuit breakers 7. Understanding electrical induction motors and their starting methods 8. Electrical Shock Survival in Australia
6	4	9. Understanding maximum demand, in a domestic, and non-domestic electrical installations · Single domestic · Boarding houses · Shops · Factories
7	4	10. Voltage Drop in 3 Phase electrical installations · Learn common voltage drop tables · What does V.C. actually mean? · How does voltage drop affect electrical appliances?
8	4	11. Understanding fault current at switchboards and the kA rating with circuit breaker selection 12. Understanding circuit breaker types and their tripping characteristics
9	4	13. Understanding your Australian Standards and Electricity Regulations · Construction and Demolition Sites AS/NZS 3012 · Safe Working AS/NZS 4836 · Electricity Safety Regulations (VIC)
10	4	14. Apply exam techniques
11 to 15	20	15. Apply your knowledge on 15 practice L.E.T. exams
		16. SIT THE EXAM



Tutorials- Core Content: (30hrs) 10 x 3hr sessions
Practice Exams: (15hrs) 5 x 3hr sessions
Tutorial Hours- **Mon-Fri:** 9am-8pm, **Sat:** 8am-12pm,
Sun: (by appointment only)

*Conditions Apply & Prices subject to change without notice



Day	Hrs	Topic
1	4	1. Learning and understanding the AS/NZS 3000 2. Learning and understanding the AS/NZS 3008 3. Learning and understanding the Service and Installation Rules (VIC)
2	4	4. Understanding the Switchboard Build <ul style="list-style-type: none"> · Maximum Demand · Cable Selection · Circuit Breaker Selection · Cable Sizes · 3 Phase Metering · Overhead Fuse / Mains Connection Box · Underground Pits and Cable Identification
3	4	5. Attempt 2 Switchboard Builds (one overhead / one underground)
4	4	6. Attempt 2 Switchboard Builds (one overhead / one underground)
5	4	7. Understanding the M.E.N. System <ul style="list-style-type: none"> · Broken Supply Neutral · High Impedence Supply Neutral · Understanding Voltage Fluctuations with a faulty M.E.N. System
6	4	8. Understanding Visual Defects
7	4	9. Identifying Visual Defects Practice
8	4	10. Understanding the Testing of an Electrical Installation
9	4	11. Practice Testing of an Electrical Installation
10	4	12. R.C.D. Testing, Fault Finding & Understanding Section 2.6 of AS/NZS 3000
11	4	13. Switchboard Build Number 1 Practice and Testing of an Electrical Installations
12	4	14. Switchboard Build Number 2 Practice and Visual Defects
13	4	15. Switchboard Build Number 3 Practice and M.E.N. System Measurements
14	4	16. Practice EnergySafe L.E.P. Exam (Commercial Installation)
15	4	17. Practice EnergySafe L.E.P. Exam (Single Domestic Electrical Installation)
		18. SIT THE EXAM



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TERMS & CONDITIONS

for being Successful in your Essential Skills Tutorial Program

1. You must attend all tutorial sessions in your training block. Program expires 4 weeks from start date.
2. The additional 2 hours practice, after each 3 hour tutorial day, must be completed.
3. Each practice exam must be completed by the end of the day, or for homework, and assessed by your trainer, at the next session.
4. Your assessor will advise you on your readiness for your exam. You must have the knowledge, and skills, to sit the L.E.A. exams.

5. Cancellation policy

Two full weeks' notice, prior to the start of the course, is required to receive a full refund, less a \$50 administration fee. One full weeks' notice, prior to the start of the course, is required to receive a 50% refund, less a \$50 administration fee. If a candidate is on the waiting list and completes the program in your place, you may be eligible for a full refund, less a \$50 administration fee.

6. Only an approved medical certificate, pertaining to your inability to attend class, will be accepted, as non attendance, during the L.E.A. program.
7. Only under extraordinary circumstances will you be permitted to reschedule your tutorial booking dates. e.g. death of a family member. This is at the discretion of **Technical Training Australia** management.
8. No refunds will apply, for non attendance, due to work commitments, traffic and/or personal commitments that can be re-prioritised.
9. Payment must be made in full, to confirm your booking to the Essential Skills Program.
10. Payment plans may be pre-arranged with the finance manager. A direct debit bank transfer, or credit card payment authorisation, with the credit card surcharge applied, will be required. Please make an appointment to discuss a payment plan, at least one week prior to the commencement of your booking. **Technical Training Australia reserves the right to impose or vary the fees and charges relating to course fees, administration charges and the general provision of Technical Training Australia's services from time to time and, to do so, without prior notice to the trainee or employer.**
11. If your employer is contributing to the cost of your tutorials, and you do not attend with the conditions above, you may be liable to repay your employer, in full, at your employer's discretion.