



English Language for Credential Enrolment

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Citation:

Working Animals Federation of Australia (WAFA), "English Language for Credential Enrolment",
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Purpose

This guideline outlines the minimum English language competency required for applicants seeking WAFA certification (excluding handlers). The standard ensures that trainers, assessors, and organisation representatives possess the communication skills necessary to understand legal obligations, maintain professional interactions, and uphold safe practices with working animals and their handlers.

Scope

This guideline applies to all applicants at the time of first WAFA credential application.

Standard Statement

Applicants must demonstrate sufficient English language proficiency to communicate effectively, understand professional requirements, and perform assessments, training, and administrative tasks safely and accurately.

Accepted Evidence of English Language Proficiency

1. Australian Education Completion
 - Successful completion of Grade 10 or higher at an Australian high school.
2. Equivalent English-Medium Education from NASRHP-Accepted Countries
 - Successful completion of Grade 10 or higher in an accepted country where English is the primary language of instruction.
 - Accepted countries (as of 1 May 2024) include:
 - New Zealand
 - Canada
 - Republic of Ireland
 - South Africa
 - United Kingdom
 - United States of America
3. Tertiary Qualifications in Australia
 - Completion of a tertiary qualification at AQF Level 4–9:
 - Level 3: Certificate III
 - Level 4: Certificate IV
 - Level 5: Diploma
 - Level 6: Advanced Diploma or Associate Degree

- Level 7: Bachelor Degree
- Level 8: Honours Degree, Graduate Certificate, Graduate Diploma
- Level 9: Masters Degree

- Undergraduate Certificates covering AQF Levels 5–7 are also accepted.

4. Tertiary Qualifications from NASRHP-Accepted Countries

- Completion of a tertiary qualification (equivalent to AQF 5–9) from an accepted country, delivered in English.

5. Approved English Language Tests

- Applicants may submit test results no older than 2 years from a secure testing site (at-home/online tests are not accepted). Minimum scores:

Test	Overall	Listening	Speaking	Reading	Writing
IELTS Academic	7.0	7.0	7.0	7.0	7.0
OET	B (185)	B (185)	B (185)	B (185)	B (185)
TOEFL iBT	98	24	24	27	23
PTE Academic	65	65	65	65	65

Submission of Evidence

- Applicants must provide certified copies of:
 - Original qualification certificate showing completion in an accepted country or institution.
 - Official English language test results meeting the minimum scores above.

Financial Responsibility

- Applicants are responsible for all costs related to English testing, document translation, or certification.

Functional Competency Guidelines

Applicants must demonstrate practical communication competence in the following areas:

1. Speaking

- Explain training plans, animal behaviour, and instructions clearly.
- Communicate effectively in public settings, including escalations or debriefs.

- Adjust tone and vocabulary for diverse audiences, including people with disability or limited English.
- *Examples:* Explaining a training plan, giving safety instructions to a handler, responding to public questions.

2. Listening

- Understand and follow verbal instructions from WAFA assessors and clients.
- Interpret tone, pacing, and concerns across diverse speakers.
- *Examples:* Responding to a vet or handler, understanding instructions during a WAFA assessment.

3. Reading

- Interpret WAFA standards, reports, and legislative materials.
- Navigate online systems and documents (forms, plans, emails).
- *Examples:* Reading a behaviour plan, completing a WAFA reporting form correctly.

4. Writing

- Write incident reports, behaviour notes, and professional emails clearly and respectfully.
- Document case notes and submit formal documentation.
- *Examples:* Completing an intake form, emailing a client, submitting a Public Access Test report.

Reasonable Adjustments

- WAFA recognises that neurodiversity, disability, and cultural background may affect communication style.
- Reasonable adjustments may be made if the applicant can still meet core safety and documentation obligations.
- Requests for adjustments must be made in writing and supported by relevant documentation.

Review

This guideline will be reviewed annually or as necessary to ensure alignment with evolving industry standards, accessibility requirements, and WAFA's strategic mission.

Document Control

Version	Date	Author	Change Description	Approved By
V1.0	23/07/2025	V. Solomon	Initial	C.Williams