STUDYING A TAFE QUEENSLAND COURSE WHILE STILL AT SCHOOL PUTS YOU ONE STEP AHEAD OF YOUR PEERS. COURSES ARE SCHEDULED AROUND YOUR EXISTING TIMETABLE SO YOU CAN COMPLETE THEM DURING SCHOOL HOURS, AND GAIN A NATIONALLY RECOGNISED QUALIFICATION WHILE EXPERIENCING A TASTE OF TERTIARY STUDY.

Better still, you’re guaranteed entry into a diploma as soon as you complete your TAFE at School course. TAFE Queensland offers qualifications from certificate level, right through to degrees, so you can put yourself on a graduation fast-track right now.

TAFE Queensland’s strong industry connections mean we really know what makes employers tick. The key to building a sustainable career lies in being responsive to an ever-changing world. We have a broad range of courses specifically designed to meet the needs of evolving workplaces. Studying with TAFE Queensland gives our students the skills, knowledge and experience to make great happen. We can help you do it too.
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GET STARTED AT TAFE QUEENSLAND

TAFE Queensland is the largest and most experienced provider of vocational education and training in the state. It’s a big statement, but one that’s backed by research and confirms our impressive track record. We’ve been in the business of training for more than 130 years and have trained more than seven million people. At last count, we had more students than all the Queensland universities combined.

TAFE Queensland’s award-winning teachers, purpose-built facilities and strong industry partnerships will help you get the real-world skills that you need to achieve your future career or study goals. We have more than 400 practical, nationally-recognised qualifications for you to choose from, and hundreds of university pathways to take you even further.

GET A HEAD START WITH A TAFE AT SCHOOL COURSE

All year 11 and 12 students (year 10, subject to letter of support from School Principal) are eligible to participate in the TAFE at School program. You can study from more than 50 exciting and varied certificate level vocational education and training (VET) courses. Best of all, a TAFE at School certificate can be achieved in conjunction with your senior studies and counts towards your Queensland Certificate of Education (QCE).

TAFE AT SCHOOL IS A GREAT WAY TO:
- get a qualification while still at school
- gain direct entry into our diploma courses
- gain valuable credits towards your QCE
- gain credits towards an apprenticeship, diploma course or university studies
- make you work ready
- build practical skills in an adult learning environment
- learn from professionals, bursting with current industry knowledge.

FLEXIBLE STUDY OPTIONS

TAFE Queensland offers flexible study options so you can gain a vocational qualification while you’re still at school in a way that best suits you.

TRAIN AT TAFE QUEENSLAND

TAFE Queensland offers some of the best training facilities in the state, with advanced, industry-relevant workspaces and classrooms. All training is delivered in an adult learning environment so you’ll get a taste of what it’s like to study in a higher education setting. You’ll learn from our highly-qualified teachers and benefit from their vast experience.

TRAIN AT SCHOOL

Many Queensland schools have partnered with TAFE Queensland to deliver vocational qualifications. School teachers are given specific training so they are qualified to deliver TAFE Queensland courses. Even if you undertake your training at school, you will still receive a TAFE Queensland certificate when you complete your course.

SCHOOL-BASED APPRENTICESHIP OR TRAINEESHIP

TAFE Queensland offers both school-based apprenticeships and traineeships, which gets you work-ready and a step ahead of your peers.

Becoming a school-based apprentice or trainee gives you skills in a vocation or trade and allows you to earn money while you’re still at school. A school-based apprenticeship or traineeship also contributes credits towards your Queensland Certificate of Education (QCE).

Apprentices are trained in a skilled trade, such as plumbing or electrical, and upon successful completion will become a qualified tradesperson. Trainees are trained in a vocational area, such as animal studies or vet nursing, but the training does not deliver a tradesperson qualification.

After selecting the industry you are interested in and talking with your school and parents, your next step is to secure employment as an apprentice or trainee. An employer can be found through family and friends, by directly contacting employers and group training organisations, or by applying for advertised jobs.

Once you have secured an apprenticeship or traineeship, just let your employer know you want to study with us. School-based apprentices and trainees do not pay fees for training at TAFE Queensland; however, you may need to pay some costs for tools and compulsory protective equipment, which we will outline upon enrolment. When you become a full-time apprentice or trainee after completing Year 12, you may be eligible for fee free training for the remainder of your apprenticeship.

For more information about school-based apprenticeships or traineeships call 1800 210 210 or visit apprenticeshipsinfo.qld.gov.au/school-based.
WHAT DOES IT COST?

Costs vary from course to course, and these individual prices are identified on the TAFE Queensland Brisbane website. If you are undertaking a certificate I or II qualification as part of your senior studies you may pay reduced fees or, in some cases, no tuition fees at all - this is contingent on your enrollment in high school. If you choose to study a certificate III course you will incur fees. You will need to re-enrol in your program at the start of each semester of study. If you are an international student your fees will be different. A schedule of fees is available upon request.

The advertised prices on the website are only applicable if you have not accessed VET subsidised funding in the past and if you meet the funding eligibility and policy requirements. You can undertake more than one TAFE at School course (such as one in year 11 and one in year 12) however the cost of your course may vary from those advertised in this guide.

All pricing was correct at the time of print, however prices and details are subject to change without notice. Always check our website for the most up-to-date information available.

PAYMENT OPTIONS

Payment plans may be available to students undertaking a course that costs $500 or more; however, students under 18 will need a guarantor. Applications will be subject to credit checks.

For information about our withdrawal and refund policy, please visit the TAFE Queensland website.

STUDENT SUPPORT

At TAFE Queensland we aim to create a supportive and inclusive learning environment to help you achieve your study goals. Your school’s student assistance program is responsible for ensuring you receive appropriate levels of support while you are participating in the TAFE environment.

TIMETABLED TO YOUR SCHOOL YEAR

TAFE Queensland term dates align with Queensland school terms and fit within your current timetables.

TERM DATES 2016 - 2017

<table>
<thead>
<tr>
<th>QUEENSLAND SCHOOLS</th>
<th>TAFE QUEENSLAND</th>
</tr>
</thead>
<tbody>
<tr>
<td>TERM 3</td>
<td>TERM 3</td>
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<tr>
<td>START</td>
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</tr>
<tr>
<td>Monday 11 July</td>
<td>Monday 11 July</td>
</tr>
<tr>
<td>FINISH</td>
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</tr>
<tr>
<td>Friday 16 September</td>
<td>Friday 16 September</td>
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<tr>
<td>TERM 4</td>
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<tr>
<td>Tuesday 4 October</td>
<td>Monday 26 September</td>
</tr>
<tr>
<td>FINISH</td>
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<tr>
<td>Friday 9 December</td>
<td>Friday 28 October</td>
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TERM DATES 2017

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<th>TERM 2</th>
<th>TERM 3</th>
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<tr>
<td>START</td>
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<td>START</td>
<td>START</td>
</tr>
<tr>
<td>Monday 23 January</td>
<td>Tuesday 18 April</td>
<td>Monday 10 July</td>
<td>Tuesday 3 October</td>
</tr>
<tr>
<td>FINISH</td>
<td>FINISH</td>
<td>FINISH</td>
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<tr>
<td>Friday 31 March</td>
<td>Friday 23 June</td>
<td>Friday 15 September</td>
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KEY FINISHING DATES FOR YEAR 10, 11 AND 12

<table>
<thead>
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<th>YEAR 12</th>
<th>18 November 2016</th>
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<tbody>
<tr>
<td>YEAR 11</td>
<td>25 November 2016</td>
</tr>
<tr>
<td>YEAR 10</td>
<td>25 November 2016</td>
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KEY FINISHING DATES FOR YEAR 10, 11 AND 12

<table>
<thead>
<tr>
<th>YEAR 12</th>
<th>17 November 2017</th>
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</thead>
<tbody>
<tr>
<td>YEAR 11</td>
<td>24 November 2017</td>
</tr>
<tr>
<td>YEAR 10</td>
<td>24 November 2017</td>
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</tbody>
</table>
YOUR GUARANTEED PATHWAY TO UNIVERSITY

When you study a TAFE at School course, you are taking the first step on your path to higher education.

HOW DOES IT WORK?

Once you complete your TAFE at School certificate, you are guaranteed a place in any of TAFE Queensland’s certificate or diploma courses. When you complete your diploma, you are guaranteed a place in a bachelor degree through the University of Canberra, our partner university, whilst still studying at TAFE Queensland Brisbane.

It’s a seamless study experience that offers you the chance to do uni differently.

In many cases, you can enter your university degree straight into second year, meaning you will receive a diploma and a degree in the same amount of time it usually takes to complete a degree on its own.

Many of our diploma courses have formal articulation arrangements with some of Australia’s top universities. This means your university gives you credit for your study at TAFE Queensland, shaving time off your degree.

TRADE PATHWAYS

Not everyone wants or needs to go to university to have a successful career.

Our trades courses offer the perfect way for you to get the skills you need to secure an apprenticeship or traineeship in your dream career. See page 4 for more information about starting a school-based apprenticeship or traineeship so you can get a head start in your career now.
I have completed a Certificate I, II, III or IV TAFE at School course OR School-based apprenticeship or traineeship (SAT)

I want to do further study

Guaranteed entry

Certificate or Diploma

Find employer and choose TAFE as your training provider

Enter the workforce

Advanced Diploma or Associate Degree

Gain 2nd year entry in most cases

I want to do an apprenticeship OR traineeship

Continue with SAT employer

Certificate III / IV

Diploma

Business owner
PARTNERSHIP WITH SCHOOLS PROGRAM

TAFE Queensland’s Partnership with Schools Program means school teachers can deliver trade training to their students on their own campus. TAFE Queensland provides the school with mentor support, learning and assessment resources, and advice on training delivery and student assessment to ensure the delivery of the highest standard of industry-relevant training.

Even though students are completing their training at school, they are enrolled with TAFE Queensland, and are issued with a TAFE Queensland award on completion of their studies.

To discuss a customised partnership arrangement for your school, please contact the Schools Unit.

TRAINING FOR SCHOOL TEACHERS

TAFE Queensland offers low-cost training for school teachers so they can deliver VET programs at their school.

Teachers can train in certificate I and II programs relevant to the delivery of TAFE at School programs, as well as higher level qualifications for teachers who want to broaden their skills.

Teachers with existing trade-related experience may be eligible for Recognition of Prior Learning (RPL) to earn a full or partial qualification, with gap training available.

CONSTRUCTION SAFETY WHITE CARD

Students who wish to work or train on a Queensland construction site need to complete a general safety induction course and be issued with a White Card before participating in workplace activities.

The White Card course can be completed in half a day, with training delivered at school by TAFE Queensland.

CONTACT US

For more information about partnerships, please contact our School Unit:

TAFE Queensland Brisbane 07 3244 6123
TAFE Queensland SkillsTech 07 3244 0341
OUR CAMPUSES

OUR LEARNING SPACES

While you study with us, our campuses will be your home away from home. So, we’ve made sure each location is welcoming, lively and perfect for productive learning. From purpose-built classrooms and studios, to simulated training settings, we have the right environment for you to learn the practical skills you need to be a job-ready graduate.

We regularly collaborate and consult with top industry groups and commercial businesses. As a result, we’re able to leverage our relationships with industry and business and provide you with workplace training opportunities, skills workshops, professional development events and business breakfasts. Real world assessments will harness your current knowledge and challenge you to excel.

Programs are subject to change and commencement is subject to sufficient student numbers.

TAFE QUEENSLAND LOCATIONS

TAFE Queensland campuses are spread over many locations across south-east Queensland. We are perfectly placed to help you make the most of everything that Queensland has to offer educationally, socially and geographically.

Visit our website for detailed maps of each campus.

**ACACIA RIDGE**
247 Bradman Street
Acacia Ridge QLD 4110

**ALEXANDRA HILLS**
Windermere Road
Alexandra Hills QLD 4161

**BRACKEN RIDGE**
157 Normis Road
Bracken Ridge QLD 4017

**EAGLE FARM**
776 Kingsford Smith Drive
Eagle Farm QLD 4009

**CABOOLTURE**
Tallon Street
Caboolture QLD 4510

**GROVELY**
Fitzsimmons Street
Keperra QLD 4054

**LOGANLEA**
50-68 Armstrong Road
Meadowbrook QLD 4131

**MT GRAVATT**
1030 Cavenish Road
Mt Gravatt East QLD 4122

**REDCLIFFE**
64-68 Klinger Road
Redcliffe QLD 4020

**SOUTH BANK**
66 Ernest Street
South Bank QLD 4101

PUBLIC TRANSPORT

Our facilities are easy to access by private or public transport – bus, train and CityCat.

If you are a full-time student, you are eligible for a student discount on public transport. Contact Translink for more information. To plan your travel, use Translink’s online journey planner to access timetables and services.

Call 13 12 30 or visit translink.com.au.
STUDY AREAS

WHETHER YOU DREAM OF A CAREER IN FASHION OR FITNESS, ANIMAL STUDIES OR AUTOMOTIVE, HEALTH OR HOSPITALITY, CHILDCARE OR CONSTRUCTION, TAFE QUEENSLAND HAS THE COURSE OPTIONS TO KICK START YOUR CAREER.

BEAUTY AND HAIRDRESSING

Fashion your own style and launch your career in retail, skin care, photographic make up or hair styling, that could see you working on photo shoots, film sets and catwalk shows.

BUSINESS AND JUSTICE STUDIES

There is a huge demand for employees in this sector, so now is the time to fast-track your career in the industry and enrol in a course that’s an investment for your future.

AUSLAN

Opens up the channels of communication for families of the hearing impaired, members of the deaf community or their workplace colleagues.

FASHION

Become a trend setter and create the latest looks with a career in fashion. Be inspired by colour, texture and fabrics and watch your creativity and originality blossom.

HOSPITALITY

Feel the rush of what it’s like to serve 200 people in a packed fine dining restaurant or work in a commercial kitchen under the instruction of professionals chefs.

INFORMATION TECHNOLOGY

Put yourself at the forefront of emerging technology and trends with a qualification that could see you launching the next great tech start up.
Develop skills in communications, planning, organisation and operations management, enabling you to excel in the exciting field of tourism and events.

Tourism and Events

Paint a bright future with a qualification that harnesses and showcases your creative talent. Become a professional artist or photographer.

Visual Arts and Photography

Energise your career with a course in fitness. Get the skills to organise and guide daily workout activities and undertake client health assessments.

Sports and Recreation

Calling on all nurturers and carers who have a passion for health. This course will open doors to a rewarding career in one of Australia’s fastest-growing sectors.

Science and Allied Health

Put yourself in the spotlight with a course in music and sound production. Learn performance art, sound mixing, editing, production, and music management.

Music and Sound Production

Bring stories to life and develop skills in writing content, camera rigging, shooting film, lighting set-up, vision, sound recording, editing, and organising content for broadcast or publication.

Media and Digital Design
DEVELOPMENT
- Face to face, one day per week

CAMPUS
Commencing Semester 2
- Alexandra Hills, Caboolture, Loganlea

DURATION
- 1.5 semesters

FEES
For current pricing, please see our website.

QCE CREDITS
- 4 credits

The hairdressing industry can be highly competitive, so our qualifications are designed to meet industry needs with real-world experience and purpose-built facilities. Learn basic hairdressing tasks, communication techniques and product knowledge. As part of your practical training, you will perform activities in a live salon including colour removal, shampoo and conditioning treatments, and client service. You can use this qualification as a credit towards your first year apprenticeship at a salon.

CERTIFICATE II IN HAIRDRESSING
COURSE CODE: SIH2011

COURSE UNITS
- BSBUS201A Participate in environmentally sustainable work practices
- SIHHBAS202A Perform head, neck and shoulder massage
- SIHHBAS201A Perform shampoo and basin services
- SIHHCCS201A Greet and prepare clients for salon services
- SIHHD201A Dry hair to shape
- SIHHOHS201A Apply salon safety procedures
- SIHHBAS202A Develop hairdressing industry knowledge
- SIHHIND201A Maintain and organise tools, equipment and work areas
- SIHHCLS201A Apply hair colour products
- SIHHHDS202A Apply hair braiding technique
- SIHHHRIS201A Rinse and neutralise chemically restructured hair
- SIRXCOM001A Communicate in the workplace
- SIRXIND001A Work effectively in a retail environment

PATHWAY OPTIONS
- Certificate II in Hairdressing
- Certificate III in Hairdressing
- Certificate IV in Hairdressing
- Diploma of Salon Management

CAREER OUTCOMES
- Hair or beauty salon assistant, hair stylist
- Hairdresser, hair or beauty salon assistant, hair stylist
- Senior stylist
- Salon manager

This training package is under review. Check the website for the most up-to-date information.
CERTIFICATE III IN BEAUTY SERVICES

COURSE CODE: SHB30115

COURSE UNITS
- SHBBBCS001: Apply cosmetic tanning products
- SHBBCCS001: Advise on beauty products and services
- SHBBFAS001: Provide lash and brow services
- SHBBHRS001: Provide waxing services
- SHBBMUP002: Design and apply make-up
- SHBBNLS001: Provide manicure and pedicure services
- SHBBRES001: Research and apply beauty industry information
- SHBBXCCS001: Conduct salon financial transactions
- SHBBXCCS002: Provide salon services to clients
- SHBBXIND001: Comply with organisational requirements within a personal services environment
- SHBBXHS001: Apply safe hygiene, health and work practices
- SHBBMUP003: Design and apply make-up for photography
- SHBBMUP004: Design and apply remedial camouflage makeup
- SHBBNLS004: Apply nail art

PATHWAY OPTIONS
- Certificate III in Beauty Services
- Diploma of Beauty Therapy

CAREER OUTCOMES
- Hair and beauty salon assistant, make-up artist
- Beauty therapist, spa therapist

BEAUTY AND HAIRDRESSING

DELIVERY
- Face to face, one day per week

CAMPUS
- South Bank

DURATION
- 3 semesters

FEES
For current pricing, please see our website.

QCE CREDITS
- 8 credits

Learn practical skills in tinting, manicures, pedicures, facials, hair removal, make-up, skin analysis, and nail and cosmetic science. You will learn about the latest beauty products and develop customer service skills so you can give your clients the ultimate beauty service experience.
CERTIFICATE III IN ACCOUNTS ADMINISTRATION

COURSE CODES: FNS30315

COURSE UNITS
- FNSINC301 Work effectively in the financial services industry
- FNSACC303 Perform financial calculations
- BSBCHS201 Participate in OHS processes
- BSBWRT301 Write simple documents
- FNSACC301 Process financial transactions and extract interim reports
- FNSACC302 Administer subsidiary accounts and ledgers
- BSBITU306 Design and produce business documents
- BSBFIA303 Process accounts payable and receivable
- BSBFIA304 Maintain a general ledger
- BSBITU302 Create electronic presentations
- BSBITU304 Produce spreadsheets

DELIVERY
- Face to face, one day per week

CAMPUS
Commencing Semester 2
- Caboolture, Mt Gravatt, South Bank, Redcliffe

DURATION
- 1.5 Semesters

FEES
For current pricing, please see our website.

QCE CREDITS
- 6 credits

This course will prepare you for a career in financial services, bookkeeping, or accounting in any business. This course focuses on the kind of functions you would carry out in the workplace; filing, checking and processing data entry, processing accounts payable and accounts receivable, and providing customer service in financial transactions. Successfully completing this program can lead to a career in financial administration.

PATHWAY OPTIONS
- Certificate III in Accounts Administration
- Diploma of Accounting (incorporating Certificate IV in Accounting)

CAREER OUTCOMES
- Accounts clerk/bookkeeper, bookkeeper, accounts clerk, accountant (general), bookkeepers, accountants
- Bookkeeper, office manager, accounts manager, member of the institute of public accountants, member of the Institute of Chartered Bookkeepers

UNIVERSITY PATHWAYS
- Bachelor of Accounting – TAFE Queensland/University of Canberra
- Bachelor of Commerce – Griffith University
- Bachelor of Business (Accountancy) – Queensland University of Technology
- Bachelor of Commerce (Accounting) – University of Sunshine Coast
- Bachelor of Business – University of Southern Queensland
- Bachelor of Business Administration – University of Southern Queensland
- Bachelor of Commerce – University of Southern Queensland
**CERTIFICATE III IN BUSINESS ADMINISTRATION**

**COURSE CODES:** BSB30415

<table>
<thead>
<tr>
<th>COURSE UNITS</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSBITU307</td>
<td>Develop keyboarding speed and accuracy</td>
</tr>
<tr>
<td>BSBWHIS201</td>
<td>Contribute to health and safety of self and others</td>
</tr>
<tr>
<td>BSBITU302</td>
<td>Create electronic presentations</td>
</tr>
<tr>
<td>BSBITU303</td>
<td>Design and produce text documents</td>
</tr>
<tr>
<td>BSBITU304</td>
<td>Produce spreadsheets</td>
</tr>
<tr>
<td>BSBITU202</td>
<td>Create and use spreadsheets</td>
</tr>
<tr>
<td>BSBITU309</td>
<td>Produce desktop published documents</td>
</tr>
<tr>
<td>BSBITU306</td>
<td>Design and produce business documents</td>
</tr>
<tr>
<td>BSBADM307</td>
<td>Organise schedules</td>
</tr>
<tr>
<td>BSBWRT301</td>
<td>Write simple documents</td>
</tr>
<tr>
<td>BSBCLUS301</td>
<td>Deliver and monitor a service to customers</td>
</tr>
<tr>
<td>BSBWOR301</td>
<td>Organise personal work priorities and development</td>
</tr>
<tr>
<td>BSBWOR204</td>
<td>Use business technology</td>
</tr>
</tbody>
</table>

**DELIVERY**
- Face to face, one day per week

**CAMPUS**
- Commencing Semester 2
- Bracken Ridge, Caboolture, Mt Gravatt, Redcliffe, South Bank

**DURATION**
- 2 semesters

**FEES**
For current pricing, please see our website.

**QCE CREDITS**
- 8 credits

This course gives you the skills you need to get an entry-level job in business administration. Learn how to use a range of computer programs, prepare financial documents, and deliver quality customer service. This qualification provides an excellent foundation for further studies in the Diploma of Business Administration, Diploma of Business, Diploma of Management or Diploma of Human Resources.

**PATHWAY OPTIONS**

- Certificate III Business Administration
- Dual Diploma of Business and Diploma of Leadership and Management
- Dual Diploma of Business and Diploma of Business Administration

**CAREER OUTCOMES**

- Office manager, business administration manager, project administrator
- Manager, team leader, business manager, administrator, supervisor, business administration manager
- Manager, team leader, business manager, administrator, supervisor, business administration manager

**UNIVERSITY PATHWAYS**

- Bachelor of Business Administration – TAFE Queensland/University of Canberra
- Bachelor of International Business – TAFE Queensland/University of Canberra
- Bachelor of Entrepreneurship and Innovation – TAFE Queensland/University of Canberra
- Bachelor of Business – APM College of Business and Communication
- Bachelor of Business – Queensland University of Technology
- Bachelor of Business – University of Southern Queensland
- Bachelor of Business – Griffith University
- Bachelor of Business Administration – University of Southern Queensland
- Bachelor of Business – Southern Cross University
COURSE CODES: BSB30115 AND SIT20112

COURSE UNITS

- SITXCOM201: Show social and cultural sensitivity
- BSBCM201A: Communicate in the workplace
- BSBWOR203B: Work effectively with others
- BSBDIV301: Work effectively with diversity
- SITXHIS101: Participate in safe work practices
- BSBWHS302: Apply knowledge of WHS legislation in the workplace
- BSBITU201A: Produce simple word processed documents
- BSBITU202A: Create and use spreadsheets
- BSBITU304: Produce spreadsheets
- SITTIND201: Source and use information on the tourism and travel industry
- BSBITU309: Produce desktop published documents
- BSBITU303: Design and produce text documents
- BSBITU302: Create electronic presentations
- BSBLM309: Support continuous improvement systems and processes
- BSBLM312: Contribute to team effectiveness
- SITXCCS202: Interact with customers
- BSBCCM301: Process customer complaints
- BSBPRC001: Recommend products and services
- BSBCUS301: Deliver and monitor a service to customers

PATHWAY OPTIONS

- Certificate III in Business incorporating Certificate II in Tourism
- Diploma of Business (incorporating Certificate IV in Small Business Management)

CAREER OUTCOMES

- Tourism information officer, tourism reception/host/cashier, secretary/receptionist, customer service
- Managers, team leader, business manager, administrator, supervisor, business administration manager

UNIVERSITY PATHWAYS

- Bachelor of Business Administration – TAFE Queensland/University of Canberra
- Bachelor of International Business – TAFE Queensland/University of Canberra
- Bachelor of Entrepreneurship and Innovation – TAFE Queensland/University of Canberra
- Bachelor of Business – APM College of Business and Communication
- Bachelor of Business – Queensland University of Technology
- Bachelor of Business – University of Southern Queensland
- Bachelor of Business – Griffith University
- Bachelor of Business Administration – University of Southern Queensland
- Bachelor of Business – Southern Cross University

To make it in the competitive tourism sector, you need sound business knowledge and a grasp of technology and emerging trends. We will teach you how to interact with people from all over the world as well as how to access, interpret and deliver information about events, activities, travel destinations and products, safely and effectively.
CERTIFICATE III IN MICRO BUSINESS OPERATIONS

COURSE CODES: BSB30315

COURSE UNITS
- BSB30301: Investigate micro business opportunities Core
- BSB30302: Develop a micro business proposal Core
- BSB30303: Organise finances for the micro business Core
- BSB30304: Determine resource requirements for the micro business Core
- BSB30305: Comply with regulatory, taxation and insurance requirements for the micro business Core
- BSB30307: Set up information and communications technology for the micro business Elective
- BBCRT301: Develop and extend critical and creative thinking skills Elective
- BSBREL401: Establish networks Elective
- SIRXQUA001A: Develop innovative ideas at work Elective

PATHWAY OPTIONS
- Certificate III in Micro Business Operations
- Dual Diploma of Business and Diploma of Leadership and Management
- Dual Diploma of Business and Diploma of Business Administration

CAREER OUTCOMES
- Business administration assistant, clerk
- Manager, team leader, business manager, administrator, supervisor, business administration manager
- Manager, team leader, business manager, administrator, supervisor, business administration manager

UNIVERSITY PATHWAYS
- Bachelor of Business Administration – TAFE Queensland/University of Canberra
- Bachelor of International Business – TAFE Queensland/University of Canberra
- Bachelor of Entrepreneurship and Innovation – TAFE Queensland/University of Canberra
- Bachelor of Business – APM College of Business and Communication
- Bachelor of Business – Queensland University of Technology
- Bachelor of Business – University of Southern Queensland
- Bachelor of Business – Griffith University
- Bachelor of Business Administration – University of Southern Queensland
- Bachelor of Business – Southern Cross University

DELIVERY
- Face to face, one day per week

CAMPUS
- Commencing Semester 2
  - Alexandra Hills, Caboolture, Loganlea, South Bank

DURATION
- 2 semesters

FEES
- For current pricing, please see our website.

QCE CREDITS
- 6 credits

Learn the ins and outs of building, growing, and thriving in the small business sector. You will learn to develop and execute business concepts, review and maintain websites, process basic accounts information, and the processes of acquiring and selling products. Gain valuable insight into every aspect required to run a sole-operator business or small enterprise.
CERTIFICATE IV IN JUSTICE STUDIES

COURSE CODES: 39292QLD

COURSE UNITS

- BSBLEG413A Identify and apply the legal framework
- BSBRES404A Research legal information using primary sources
- PSPG0V506A Manage conflict
- PSPREG411A Gather information through interviews
- QLD594JUS01A Communicate with clients on justice related issues
- BSBLEG417A Apply the principles of evidence law
- PSPREG409B Prepare a brief of evidence
- BSBRES401A Analyse and present research information
- QLD594JUS03A Analyse social justice issues
- QLD594JUS02A Prepare documentation for court proceedings

DELIVERY
- Face to face, one day per week

CAMPUS
- Commencing Semester 2
  - Caboolture, Loganlea, South Bank

DURATION
- 3 semesters

FEES
- For current pricing, please see our website.

QCE CREDITS
- 8 credits

Our Certificate IV in Justice Studies gives you the opportunity to experience the justice system in practice, meet industry representatives, and gain a qualification that will set you on the path to a justice-related career. This course was developed in consultation with the Queensland Police Service (QPS) and is great for those hoping to apply for pre-selection into the police force.

PATHWAY OPTIONS

Certificate IV in Justice Studies

CAREER OUTCOMES

- Police officer, customs officer, corrective services officer, legal professional, security officer, local laws officer, compliance officer

UNIVERSITY PATHWAYS

- Bachelor of Criminology and Criminal Justice – Griffith University
- Bachelor of Business – University of Southern Queensland
- Bachelor of Legal and Justice Studies – University of Sunshine Coast
- Bachelor of Business Administration – University of Southern Queensland
- Bachelor of Business – University of Southern Queensland

This training package is under review. Check the website for the most up to date information.
Our Auslan course will help open up the channels of communication for families of the hearing impaired, members of the deaf community or their workplace colleagues. Whether it is simply saying hello, finger spelling your name or counting, sign language bridges two different worlds. This course offers a basic cultural and historic understanding of the deaf community. Participants will also learn how to provide simple information in a number of contexts and apply principles of learning AUSLAN as a second language.
Get the foundation skills you need to flourish in the fashion industry. Learn fashion design and illustration, pattern development, industrial sewing techniques and fabric use and identification. You will cover topics such as design elements and principles, pattern making, fibres and fabrics, and sewing and garment construction. You will have access to the latest design technology including computerised pattern making with Adobe Photoshop and Illustrator.

**CERTIFICATE II IN MANUFACTURING TECHNOLOGY**
**FASHION PRODUCTION**

**COURSE CODE: MSA20208**

**COURSE UNITS**
- MSAPCI297A Make an object from cloth using an existing pattern
- MSAENV272B Participate in environmentally sustainable work practices
- MSS402080A Undertake root cause analysis
- MSAPMOHS200A Work safely
- MSAPCI295A Operate manufacturing equipment
- LMTFD2001B Design and produce a simple garment
- CUVDRA201A Develop drawing skills
- MSS402051A Apply quality standards
- MSS402001A Apply competitive systems and practices
- MSS402031A Interpret product costs in terms of customer requirements

**PATHWAY OPTIONS**

**CAREER OUTCOMES**
- Production assistant, assistant product developer, sales assistant in fashion retail
- Assistant pattern maker, retail assistant/salesperson, machinist
- Quality assurance manager, retail assistant/salesperson, assistant pattern maker, fashion stylist, dressmaker or tailor, machinist, CAD operator, fashion designer, production managers

**UNIVERSITY PATHWAYS**
- Bachelor of Applied Fashion
  TAFE Queensland/University of Canberra
CERTIFICATE II IN HOSPITALITY
BAKING

COURSE CODE: SIT20213

COURSE UNITS
- BSBWOR203B Work effectively with others
- SITHIND201 Source and use information on the hospitality industry
- SITHIND202 Use hospitality skills effectively
- SSITXCOM201 Show social and cultural sensitivity
- SITXCCS202 Interact with customers
- SITXWHS101 Participate in safe work practices
- SITHFSA101 Use hygienic practices for food safety
- SITHCC103 Prepare sandwiches
- SITHCC104 Package prepared foodstuffs
- SITHKOP101 Clean kitchen premises and equipment
- FDFRB3002A Produce bread dough

PATHWAY OPTIONS
- Certificate II in Hospitality (Baking)
- Certificate III in Patisserie
- Baking or cookery apprenticeship

CAREER OUTCOMES
- Bakery assistant
- Pastry cook
- Baker, cook

DELIVERY
- Face to face, one day per week

CAMPUS
- Commencing Semester 2
- South Bank

DURATION
- 1 semester

FEES
- For current pricing, please see our website.

QCE CREDITS
- 4 credits

Get the skills you need to work as a baker’s assistant and get a head start in the baking industry. This course is the perfect introduction to baking bread and simple pastries. This qualification is a great first step in becoming a baker’s apprentice and starting a career in the hospitality and food service industry.
HOSPITALITY

DELIVERY
- Face to face, one day per week

CAMPUS
Commencing Semester 2
- Bracken Ridge, Loganlea, Mt Gravatt

DURATION
- 1 semester

FEES
For current pricing, please see our website.

QCE CREDITS
- 4 credits

The Certificate II in Hospitality will provide you with entry-level hospitality skills to be able to work as a waiter in a café or restaurant. Learn how to provide excellent customer service, and gain important knowledge in safe work practices, hygiene and food safety. Learn skills in food preparation and services. This course is a great basis from which to further your education in the hospitality sector.

CERTIFICATE II IN HOSPITALITY
FOOD AND BEVERAGE
COURSE CODES: SIT2013

COURSE UNITS
- BSBWOR203B: Work effectively with others
- SITHIND201: Source and use information on the hospitality industry
- SITHIND202: Use hospitality skills effectively
- SITXCOM201: Show social and cultural sensitivity
- SITXCCS202: Interact with customers
- SITXWHS101: Participate in safe work practices
- SITHFAB201: Provide responsible service of alcohol
- SITHFAB202: Operate a bar
- SITHFAB203: Prepare and serve non-alcoholic beverages
- SITHFAB204: Prepare and serve espresso coffee
- SITHFAB206: Serve food and beverage
- SITXFSA101: Use hygienic practices for food safety

PATHWAY OPTIONS
- Certificate II in Hospitality (Food and Beverage)
- Certificate III in Patisserie
- Certificate III in Hospitality (incorporating Certificate II in Hospitality)
- Cookery apprenticeship
- Diploma of Hospitality

CAREER OUTCOMES
- Café attendant, catering assistant
- Pastry cook
- Food and beverage attendant, barista, bar attendant, waiter
- Hotel manager/assistant manager, food and beverage supervisor, front office supervisor

UNIVERSITY PATHWAYS
- Bachelor of International Tourism and Hotel Management - Griffith University
- Bachelor of Business (Marketing and Hospitality) - University of Southern Queensland
- Bachelor of Business in International Hospitality Management - Southern Cross University
- Bachelor of Business in International Tourism Management - Southern Cross University
- Bachelor of Business in Convention and Event Management - Southern Cross University
- Bachelor of Business Administration - University of Southern Queensland
- Bachelor of Business (Tourism, Leisure and Event Management) - University of Sunshine Coast
- Bachelor of Business (Hospitality Management) - William Blue College of Hospitality and Management

This training package is under review. Check the website for the most up to date information.
# Certificate II in Hospitality

**Course Code:** SIT20213

## Course Units
- **BSBWOR203B**: Work effectively with others
- **SITHIND202**: Use hospitality skills effectively
- **SITXWHS101**: Participate in safe work practices
- **SITXFA101**: Use hygienic practices for food safety
- **SITHFAB203**: Prepare and serve non-alcoholic beverages
- **SITHFAB204**: Prepare and serve espresso coffee
- **SITHFAB201**: Provide responsible service of alcohol
- **SITHIND201**: Source and use information on the hospitality industry
- **SITXCCS202**: Interact with customers
- **SITHCOM201**: Show social and cultural sensitivity
- **SITHCCC102**: Prepare simple dishes
- **SITHCCC103**: Prepare sandwiches

## Pathway Options

- **Certificate II in Hospitality (Café and Barista)**
- **Certificate III in Hospitality**
- **Diploma of Hospitality**

## Career Outcomes

- **Certificate II**: Café attendant, catering assistant
- **Certificate III**: Food and beverage attendant, barista, bar attendant, food preparation assistant, waiter
- **Diploma**: Hotel manager/assistant manager, food and beverage supervisor, front office supervisor

## University Pathways
- **Bachelor** of International Tourism and Hotel Management - Griffith University
- **Bachelor** of Business Marketing and Hospitality - University of Southern Queensland
- **Bachelor** of Business in International Hospitality Management - Southern Cross University
- **Bachelor** of Business in International Tourism Management - Southern Cross University
- **Bachelor** of Business in Convention and Event Management - Southern Cross University
- **Bachelor** of Business Administration - University of Southern Queensland
- **Bachelor** of Business Tourism, Leisure and Event Management - University of Sunshine Coast
- **Bachelor** of Business Hospitality Management - William Blue College of Hospitality and Management

## HOSPITALITY

- **Delivery**
  - Face to face, one day per week
- **Campus**
  - Bracken Ridge, Loganlea, Mt Gravatt, Redcliffe
- **Duration**
  - 1 semester
- **Fees**
  - For current pricing, please see our website.
- **QCE Credits**
  - 4 credits

The Certificate II in Hospitality will provide you with entry-level hospitality skills to be able to work in a café as a barista or waiter. This course teaches you a range of operational skills including food and beverage service, communication, Responsible Service of Alcohol (RSA), coffee making skills (barista), and how to prepare simple dishes, such as sandwiches. Learn how to provide excellent customer service, and gain important knowledge in safe work practices, hygiene and food safety.
HOSPITALITY

DELIVERY
- Face to face, one day per week

CAMPUS
Commencing Semester 2
- Bracken Ridge, Mt Gravatt, South Bank

DURATION
- 2 semesters

FEES
For current pricing, please see our website.

QCE CREDITS
- 12 credits

This course will teach you food and beverage service, coffee making, responsible service of alcohol, customer service and restaurant operations. Graduates go on to use their skills in various hospitality environments including cafés, bars, hotels and restaurants.

CERTIFICATE III IN HOSPITALITY (FOOD AND BEVERAGE) INCORPORATING CERTIFICATE II IN KITCHEN OPERATIONS

COURSE CODES: SIT30713 AND SIT20312

COURSE UNITS
- SITHCCC101 Use food preparation equipment
- SITHCCC201 Produce dishes using basic methods of cookery
- SITHCCC207 Use cookery skills effectively
- SITHKOP101 Clean kitchen premises and equipment
- SITXFSA101 Use hygienic practices for food safety
- SITXINV202 Maintain the quality of perishable items
- SITHCCC103 Prepare sandwiches
- SITHCCC102 Prepare simple dishes
- SITXINV201 Receive and store stock
- BSBWOR203B Work effectively with others
- SITXWHS101 Participate in safe work practices
- SITXCOM201 Show social and cultural sensitivity
- SITHIND301 Work effectively in hospitality service
- SITXCSS202 Interact with customers
- SITXFB206 Serve food and beverages
- SITHFB201 Provide responsible service of alcohol
- SITXCSS303 Provide service to customers
- SITXHRM301 Coach others in job skills
- SITXFIN201 Process financial transactions
- SITHIND201 Source and use information on the hospitality industry

PATHWAY OPTIONS

- Certificate III in Hospitality (Food and Beverage) incorporating Certificate II in Kitchen Operations

CAREER OUTCOMES

- Kitchen hand, kitchen assistant, food preparation assistant, apprentice chef, food and beverage attendant, function attendant

- Hotel manager/assistant manager, food and beverage supervisor, pastry cook

- Travel consultant, travel and tour advisor, travel information officer

- Event or conference manager, event coordinator

UNIVERSITY PATHWAYS

For all pathway options, please refer to our Degree Pathways Guide

This training package is under review. Check the website for the most up to date information.
CERTIFICATE III IN HOSPITALITY
(HOTEL RECEPTION) INCORPORATING
CERTIFICATE II IN HOSPITALITY

COURSE CODE: SIT30713 AND SIT20213

COURSE UNITS
- BSBWOR203B Work effectively with others
- SITHINC201 Source and use information on the hospitality industry
- SITHINC202 Use hospitality skills effectively
- SITXCCS202 Interact with customers
- SITXWHS101 Participate in safe work practices
- SITXFSA101 Use hygienic practices for food safety
- SITTSSL308 Use a computerised reservations or operations system
- SITHACS303 Provide accommodation reception services
- SITTSSL305 Process reservations
- SITHINC301 Work effectively in hospitality service
- SITTHFAB203 Prepare and serve non-alcoholic beverages
- SITTHFAB204 Prepare and serve espresso coffee
- SITTHFAB201 Provide responsible service of alcohol
- SITXCOM201 Show social and cultural sensitivity
- SITHHRM301 Coach others in job skills
- SITXCCS303 Provide service to customers
- SITXFIN201 Process financial transactions
- SITHINC301 Work effectively in hospitality service

PATHWAY OPTIONS
- Certificate III in Hospitality (Hotel Reception) incorporating Certificate II in Hospitality
- Diploma of Hospitality incorporating Certificate III in Patisserie
- Diploma of Travel and Tourism incorporating Certificate III in Travel
- Diploma of Events
- Diploma of Hospitality

CAREER OUTCOMES
- Concierge, night auditor, receptionist, reservations agent, food and beverage attendant, function attendant
- Hotel manager/assistant manager, food and beverage supervisor, pastry cook
- Travel consultant, travel and tour advisor, travel information officer
- Event or conference manager, event coordinator
- Hotel manager/assistant manager

This training package is under review. Check the website for the most up to date information.

LEARN SKILLS IN FRONT-OF-HOUSE AND FOOD AND BEVERAGE OPERATIONS.
Graduates go on to use their skills in various work environments including hotel reception areas, reservations, hotel service desk, cafés, bars and restaurants. Students are given the chance to practice their skills in our state-of-the-art facilities which recreate real-world work environments.
**INFORMATION TECHNOLOGY**

**DELIVERY**
- Face to face, one day per week

**CAMPUS**
- South Bank

**DURATION**
- 2 semesters

**FEES**
For current pricing, please see our website.

**QCE CREDITS**
- 4 credits

This qualification will provide you with entry-level skills in the telecommunications industry, including installation and testing of internet protocol devices in convergence networks, software applications, home or small office networks. Learn to build and maintain secure networks and connect computer hardware.

**COURSE CODE: ICT20113**

**COURSE UNITS**

- BSBSUS201A  Participate in environmentally sustainable work practices
- ICTWHS2170B  Follow work health and safety and environmental policies and procedures
- ICAICT206A  Install software applications
- ICASAS203A  Connect hardware peripherals
- ICTTEN2008A  Use electrical skills in telecommunications work
- ICTTEN2140B  Use hand and power tools
- ICTTEN2206A  Install and configure a small to medium network
- ICTTEN2219A  Install and test internet protocol devices in convergent networks
- ICTTEN22207A  Install and configure a home or small office network
- ICTTEN2209A  Build and maintain a secure network
- ICTTEN2218A  Operate new media software packages

**PATHWAY OPTIONS**

- Certificate II in Telecommunications Technology (Networking)
- Certificate III in Information and Digital Media Technology (Networking Administration)
- Diploma of Information Technology Networking

**CAREER OUTCOMES**

- Assistant equipment installer, assistant IP-based network installer, assistant telecommunication operator, SME business network installer
- ICT network and support professional, technical support technician
- ICT network and support professional, ICT support technician, network analyst, ICT security specialist, network administrator

**UNIVERSITY PATHWAYS**

- Bachelor of Entrepreneurship and Innovation - TAFE Queensland/University of Canberra
- Bachelor of Information Technology - Griffith University
- Bachelor of Information Technology - Queensland University of Technology
- Bachelor of Information Technology - University of Southern Queensland

This training package is under review. Check the website for the most up to date information.
CERTIFICATE III IN MEDIA
MULTIMEDIA
COURSE CODE: CUF30107

COURSE UNITS
- BSBCRT301A Develop and extend critical and creative thinking skills
- CUFIN301B Work effectively in the screen and media industries
-CUSOHS301A Follow occupational health and safety procedures
- CUFDIG304A Create visual design components
- CUFPOS201A Perform basic vision and sound editing
- CUFDIG303A Produce and prepare photo images
- CUFSOU204A Perform basic sound editing
- CUFCAM201A Assist with a basic camera shoot
- CUFANM301A Create 2D digital animations
- CUFANM303A Create 3D digital models
- ICAU3126B Use advanced features of computer applications

DELIVERY
- Face to face, one day per week

CAMPUS
- South Bank

DURATION
- 3 semesters

FEES
For current pricing, please see our website.

QCE CREDITS
- 8 credits

This course arms you with well-rounded media skills in graphic design, 2D animation, 3D modelling, audio, video and web design. This practical course is a great way to kick start your studies in the media, web or design industry.

PATHWAY OPTIONS
- Certificate III in Media (Multimedia)
- Diploma of Screen and Media (Visual Effects)

CAREER OUTCOMES
- Archival media technician, camera/lighting
- Visual effects artist, 3D animator, compositor, concept artist, motion graphic artist, 3D modeler/ environment artist

UNIVERSITY PATHWAYS
- Bachelor of Games and Interactive Design - TAFE Queensland/University of Canberra
- Bachelor of Graphic Design - TAFE Queensland/University of Canberra
- Bachelor of Games and Interactive Design - Queensland University of Technology
- Bachelor of Creative Arts - University of Southern Queensland

This training package is under review. Check the website for the most up to date information.
This course introduces you to the exciting world of photography, digital imaging enhancement and manipulation. You will learn photography terminology, practical use of 35mm, digital and video cameras, outdoor and studio capture, photo image manipulation and image presentation.
CERTIFICATE III IN DESIGN FUNDAMENTALS

GRAPHICS

COURSE CODE: CUV30311

DELIVERY
▪ Face to face, one day per week

CAMPUS
▪ South Bank

DURATION
▪ 3 semesters

FEES
For current pricing, please see our website.

QCE CREDITS
▪ 8 credits

The Certificate III in Design Fundamentals course will introduce you to the creative world of graphic design, digital arts and illustration. You will learn design language, practical design knowledge and skills, free-hand drawing, colour theory, 2D and 3D graphic and visual communication, concept development, image manipulation and graphic software applications. Completing this course allows you entry into Certificate IV in Design and Diploma of Graphic Design.

MEDIA AND DIGITAL DESIGN

PATHWAY OPTIONS

Certificate III in Design Fundamentals (Graphics)

Diploma of Graphic Design

CAREER OUTCOMES

Junior graphic designer, web designer, multimedia content designer, digital media specialist and illustrator

Graphic designer, web designer, digital artist, web page designer

UNIVERSITY PATHWAYS

Bachelor of Design - TAFE Queensland/University of Canberra
Bachelor of Graphic Design - TAFE Queensland/University of Canberra
Bachelor of Design - Griffith University
Bachelor of Design (Honours) (Interactive and Visual Design) - Queensland University of Technology
Bachelor of Digital Media - Griffith University
Bachelor of Communication Design - Billy Blue College of Design

This training package is under review. Check the website for the most up to date information.
CERTIFICATE III IN MUSIC
COURSE CODE: CUS30109

COURSE UNITS
- CUFCMP301A Implement copyright arrangements
- CUSCHS301A Follow occupational health and safety procedures
- CUSIND301B Work effectively in the music industry
- CUSMLT301A Apply knowledge of genre to music making
- CUSMCP301A Compose simple songs or musical pieces
- CUSSOU302A Record and mix a basic music demo
- CUSMLT303A Notate music
- CUSMLT302A Develop and apply aural-perception skills
- CUSMPF302A Prepare for performances
- CUSMPF301A Develop technical skills in performance
- CUSMPF203A Develop ensemble skills for playing or singing music

DELIVERY
- Face to face, one day per week

CAMPUS
- South Bank

DURATION
- 2 semesters

FEES
For current pricing, please see our website.

QCE CREDITS
- 8 credits

PATHWAY OPTIONS

Certificate III in Music

Diploma of Music

Diploma of Sound Production

CAREER OUTCOMES
- Musician, road crew member, performer
- Music professional, music producer, musician (instrumental), sound engineer
- Sound technician, music professionals, audiovisual technician, music producer, sound engineer

UNIVERSITY PATHWAYS
- Bachelor of Contemporary Music Practice - TAFE Queensland/University of Canberra
- Bachelor of Music (Music) - Queensland University of Technology
- Bachelor of Creative Industries (Music) - Queensland University of Technology

Turn your biggest passion into a career in the music industry. You will receive training in practical musicianship and performance skills, and an introduction to a range of music technologies. Study music theory, musical styles and songwriting and develop an understanding of the inner workings of the music industry. You will also gain invaluable copyright knowledge and work closely with the music business students in a variety of performance and other professional opportunities.

This training package is under review. Check the website for the most up to date information.
CERTIFICATE II IN SAMPLING AND MEASUREMENT
COURSE CODE: MSL20109

COURSE UNITS
- MSAENV272B Participate in environmentally sustainable work practices
- MSL912001A Work within a laboratory/field workplace (induction)
- MSL922001A Record and present data
- MSL943002A Participate in laboratory/field workplace safety
- MSL952001A Collect routine site samples
- MSL952002A Handle and transport samples or equipment
- MSL973001A Plan and conduct laboratory/field work
- MSL973001A Perform basic tests

DELIVERY
- Face to face, one day per week

CAMPUS
- Alexandra Hills, South Bank

DURATION
- 1 semester

FEES
For current pricing, please see our website.

QCE CREDITS
- 4 credits

PATHWAY OPTIONS

Certificate II in Sampling and Measurement
Certificate III in Laboratory Skills
Certificate III in Pathology
Diploma of Laboratory Technology

CAREER OUTCOMES

Sampler, tester, production personnel, plant operator, production operator, field assistant, driver, sample courier
Laboratory technician, Instrument operator
Pathology specimen collector, pathology assistant
Technical officer, laboratory technician, analyst

This qualification will provide you with the introductory technical skills and basic scientific knowledge for a career in a laboratory environment. Learn how to perform the essential functions of collecting, handling and transporting samples, and develop basic testing and laboratory skills. Gain skills complementary to the mining, pharmaceutical, biological and environmental science industries.

UNIVERSITY PATHWAYS
- Bachelor of Biomedical Science - University of Sunshine Coast
- Associate Degree in Medical Laboratory Science - University of Sunshine Coast
- Bachelor of Health (Biomedical Science) - University of Southern Queensland
- Bachelor of Health (Laboratory Medicine) - University of Southern Queensland

This training package is under review. Check the website for the most up to date information.
CERTIFICATE II IN SPORT AND RECREATION

COURSE CODE: SIS20313

COURSE UNITS

- SISFFIT003 Instruct fitness programs
- SISFFIT001 Provide fitness screening and fitness orientation
- SISFFIT006 Conduct fitness appraisals
- SISXEMR201A Respond to emergency situations
- HLTAID003 Provide first aid
- SISXCAI006A Facilitate a group
- SISXIND211 Develop and update sport, fitness and recreation industry knowledge
- BSBWOR202A Organise and complete daily work activities
- SISXFAC001 Maintain equipment for activities
- SISFFIT005 Provide healthy eating information

DELIVERY
- Face to face, one day per week

CAMPUS
- Bracken Ridge, Caboolture, Redcliffe, South Bank

DURATION
- 2 semesters

FEES
- For current pricing, please see our website.

QCE CREDITS
- 4 credits

Turn your passion for sport into a profession with the Certificate II in Sport and Recreation qualification. Topics covered include sport, fitness and recreation equipment for activities, fitness and recreation industry knowledge, undertaking client health assessment, first aid, and planning and delivering gym programs and group fitness sessions.

This training package is under review. Check the website for the most up to date information.
GLOBAL CAREER

“When I graduated from the design course I felt like I could do anything and that my career possibilities were endless. I had the skills to work for myself. I could pursue freelance graphic design work from anywhere in the world.”

Sarah Alder
Certificate IV in Graphic Design
CERTIFICATE II IN TOURISM

**COURSE CODE:** SIT2012

**COURSE UNITS**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SITXCOM201</td>
<td>Show social and cultural sensitivity</td>
</tr>
<tr>
<td>SITXCCS202</td>
<td>Interact with customers</td>
</tr>
<tr>
<td>SITXWHS101</td>
<td>Participate in safe work practices</td>
</tr>
<tr>
<td>SITTIND201</td>
<td>Source and use information on the tourism and travel industry</td>
</tr>
<tr>
<td>SITXCOM202</td>
<td>Provide a briefing or scripted commentary</td>
</tr>
<tr>
<td>SITTTSLS02</td>
<td>Access and interpret product information</td>
</tr>
<tr>
<td>SITXCCS201</td>
<td>Provide visitor information</td>
</tr>
<tr>
<td>BSBITU201A</td>
<td>Produce simple word processed documents</td>
</tr>
<tr>
<td>SITGDE304</td>
<td>Prepare and present tour commentaries or activities</td>
</tr>
<tr>
<td>SITTTSL302</td>
<td>Provide advice on Australian destinations</td>
</tr>
<tr>
<td>SITTTSL303</td>
<td>Sell tourism products and services</td>
</tr>
</tbody>
</table>

**PATHWAY OPTIONS**

- **Certificate III in Tourism**
- **Diploma of Tourism and Travel** (incorporating Certificate III in Travel)
- **Diploma of Events**
- **Diploma of Hospitality**

**CAREER OUTCOMES**

- Tour guide, tourism bureau officer, tourism information officer
- Travel consultant, travel and tour advisor, travel information officer
- Event or conference manager, event coordinator
- Hotel manager/assistant manager, food and beverage supervisor, front office supervisor

**UNIVERSITY PATHWAYS**

- Bachelor of Event and Tourism Management - TAFE Queensland/University of Canberra

For all pathway options, please refer to our Degree Pathways Guide

If you have a passion for travel and adventure, the Certificate II in Tourism is the first step towards a rewarding and fun career. Learn how to interact with people from all over the world as well as how to access, interpret and deliver information about events, activities, travel destinations and products. This qualification can lead to work at a visitor information centre, tourism business, or any attraction, cultural or heritage location.
CERTIFICATE III IN EVENTS
INCORPORATING CERTIFICATE II IN TOURISM
COURSE CODE: SIT30612 AND SIT20112

COURSE UNITS
- SITTIND201 Source and use information on the tourism and travel industry
- SITXCCS202 Interact with customers
- SITXCOM201 Show social and cultural sensitivity
- SITXWS101 Participate in safe work practices
- SITXCOM202 Provide a briefing or scripted commentary
- SITXCOM201 Provide visitor information
- SITTTSL202 Access and interpret product information
- BSBITU201A Produce simple word processed documents
- SITTGD304 Prepare and present tour commentaries or activities
- SBBWOR203B Work effectively with others
- SITBMM401A Make a presentation
- SITXCSS303 Provide service to customers
- SITXEV301 Access information on event operations
- SITTSLS303 Sell tourism products and services
- SITTSLS302 Provide advice on Australian destinations
- SITTTSL306 Book supplier services
- SITTTSL304 Prepare quotations
- SITXCOM201 Address protocol requirements
- SITXEV304 Provide event staging support
- CUEPRP02B Research, obtain and prepare props

PATHWAY OPTIONS
- Certificate III in Events (incorporating Certificate II in Tourism)
- Diploma of Events
- Diploma of Hospitality
- Diploma of Travel and Tourism (incorporating Certificate III in Travel)

CAREER OUTCOMES
- Tour guide, tourism bureau officer, tourism information officer, events coordinator, events and special events assistant
- Event or conference manager, event coordinator
- Hotel manager/assistant manager, food and beverage supervisor, front office supervisor
- Travel consultant, travel and tour advisor, travel information officer

UNIVERSITY PATHWAYS
- Bachelor of Event and Tourism Management
- TAFE Queensland/University of Canberra

For all pathway options, please refer to our Degree Pathways Guide

TOURISM AND EVENTS

DELIVERY
- Face to face, one day per week

CAMPUS
- South Bank

DURATION
- 2 semesters

FEES
For current pricing, please see our website.

QCE CREDITS
- 12 credits

This course will provide you with the essentials to work in event administration and operations, or back-stage where the action happens. You will gain practical experience through our strong industry links. You can expect to find work at a wedding, conference, fundraising or charity event, or a community, cultural, music, fashion or sporting event.
VISUAL ARTS

DELIVERY
• Face to face, one day per week

CAMPUS
• Bracken Ridge, South Bank

DURATION
• 2 semesters

FEES
For current pricing, please see our website.

QCE CREDITS
• 8 credits

Our Certificate III in Visual Arts will help you turn your creativity into a career in the exciting field of visual arts. You will develop practical skills in painting, drawing, printmaking and digital imaging. From building an impressive portfolio of work to opening up opportunities for further study, this is the perfect qualification to display your talents.

CERTIFICATE III IN VISUAL ARTS
COURSE CODE: CUV30111

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<th>COURSE UNITS</th>
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<tr>
<td>CUVDIG301A Produce digital images</td>
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<tr>
<td>BSBCHS201A Participate in OHS processes</td>
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<tr>
<td>CUVPRP301A Produce creative work</td>
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<tr>
<td>BSBCRT101A Apply critical thinking techniques</td>
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<tr>
<td>BSBDES303A Explore and apply the creative design process to 3D forms</td>
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<tr>
<td>CUVPRP201A Make simple creative work</td>
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<td>CUVRES301A Apply knowledge of history and theory to own arts practice</td>
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<tr>
<td>BSBDES302A Explore and apply the creative design process to 2D forms</td>
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<td>CUECOR01C Manage own work and learning</td>
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<tr>
<td>CUVACD401A Integrate colour theory and design processes</td>
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<tr>
<td>CUVACD201A Develop drawing skills to communicate ideas</td>
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<td>CUVPRP302A Document the work progress</td>
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PATHWAY OPTIONS

CAREER OUTCOMES

Self-employment in the arts and craft industry

Arts professionals, painter (visual arts), visual arts and crafts professionals, sculptor

UNIVERSITY PATHWAYS

Bachelor of Visual Arts - TAFE Queensland/University of Canberra
Bachelor of Fine Art - Griffith University
Bachelor of Fine Arts (Visual Arts) - Queensland University of Technology
Bachelor of Creative Arts - University of Southern Queensland
## 2016 PROGRAMS BY TRAINING CENTRE

### ALEXANDRA HILLS

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# 2016 Programs by Training Centre

## South Bank

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