



English Courses / ELICOS

Experienced and qualified English language teachers deliver quality English language courses designed to help international students improve their English.

An open and friendly approach to learning is adopted in the classroom to allow students to reach their full potential. The communicative methodology provides opportunities to practice learned language in the security of the classroom.

Students undertake a placement test on the first day to determine their English level.

General English in Cairns can be studied 20 or 25 hours per week where students will learn to:

- gain confidence to communicate in English
- communicate more effectively in English
- improve reading, writing, listening and speaking skills
- increase vocabulary
- improve grammar and pronunciation
- increase language learning skills outside the classroom.

English studies in Hervey Bay

A Preliminary Course and Certificates I-IV in Spoken and Written English can be studied 25 hours per week. The Certificates help students to enter formal studies; improve employment prospects in their home country; or to travel in Australia.

Students who successfully complete the Certificate IV in Spoken and Written English, they may be eligible for direct entry to Certificate and Diploma courses (except Nursing) at TAFE Queensland regional institutes.

English studies in Rockhampton

Students who wish to study an English course in Rockhampton should contact Tropical North Queensland TAFE for additional information.

English studies in Toowoomba

Students who wish to study an English course in Toowoomba, will need to package their TAFE course with an English course at Union Institute of Language (CRICOS 02529F), which is also located in Toowoomba.

English studies in Townsville

In Townsville students will be enrolled into James Cook English Language Centre (CRICOS 01740M).



Course Title	Location	2011	Length	Fees A\$	CRICOS Code	Resources, textbooks A\$
General English 25 hrs per week	Cairns	Mondays	1-12 weeks 13-20 weeks 21-30 weeks 31+ weeks	\$295 / week \$285 / week \$275 / week \$265 / week	050789K	\$10 per week \$10 per week \$10 per week \$300 maximum
General English 20 hrs per week	Cairns	Mondays	4-12 weeks 13-20 weeks 21-30 weeks 31+ weeks	\$250 / week \$240 / week \$230 / week \$220 / week	050789K	\$10 per week \$10 per week \$10 per week \$300 maximum
Spoken & Written English: 25 hrs per week Preliminary Certificate I Certificate II Certificate III Certificate IV	Hervey Bay	Mondays	18 weeks 15 weeks 12 weeks 12 weeks 12 weeks	\$5,310 \$4,425 \$3,540 \$3,540 \$3,540	064901M 064902K 064903J 064904G 064905G	\$50 - \$70 per course (average \$6 per week). Excursions are optional and cost for each will vary from \$45 to \$120.
For special offers, please check with Tropical North Queensland TAFE, e.g. study 12 wks, pay for 10 in Cairns or Hervey Bay.						
Toowoomba – students can enrol in General English at Union Institute of Language (UIL) (CRICOS provider code 02529F).						
General English, 25 hpw	Toowoomba	Mondays	1+ weeks	from \$305 / week	050102B	Included
Townsville - students can enrol in General English at James Cook English Language Centre (CRICOS Code 01740M).						
General English, 25 hpw	Townsville	Mondays	1+ weeks	from \$295 / week	060462F	Additional
Students enrolling and studying English in Toowoomba will pay an additional enrolment fee of AU\$200 and in Townsville AU\$190.						
TAFE Queensland regional institutes will only accept English language enrolments for James Cook English Language Centre and Union Institute of Language if the English course is packaged with a TAFE certificate or diploma.						

Sample Timetable - General English



SAMPLE TIMETABLE: GENERAL ENGLISH (25 HOURS PER WEEK)

	Monday	Tuesday	Wednesday	Thursday	Friday
8.30 am - 10.30 am	Weekly review Weekly revision (New students: placement test & orientation)	Language development activities (reading, writing, listening and speaking based on textbook)	Language development activities (reading, writing, listening and speaking based on textbook)		Language development activities (reading, writing, listening and speaking based on textbook)
10.30 am - 11.00 am	Break	Break	Break		Break
11.00 am - 1.00 pm	Language development activities (reading, writing, listening and speaking based on textbook)	Language development activities (reading, writing, listening and speaking based on textbook)	Language development activities (reading, writing, listening and speaking based on textbook)	Language development activities (reading, writing, listening and speaking based on textbook)	Language development activities (reading, writing, listening and speaking based on textbook)
1.00 pm - 1.30 pm	Break	Break	Break	Break	Break
1.30 pm - 3.30 pm	Guided study (library tour and grammar workshop)	Guided study (dealing with authentic materials)	Guided study (Business English)	Language development activities (reading, writing, listening and speaking based on textbook)	Guided study (speaking activities)
3.30 pm - 4.00 pm				Break	
4.00 pm - 5.00 pm				Guided study (vocabulary workshop)	



Tsun Hsien Tsai , English for Academic Purposes, Taiwan.

My name is Sophie Tsang , I'm 18 years old and very adventurous. My favourite hobby is 'free diving' this means I dive without scuba equipment, it's more exciting that way. Because of my diving interest, I chose Cairns as the place for me to study English. My brother had studied at TAFE in Brisbane and strongly recommended it, so I decided to study English in Cairns.

I was a bit nervous on my first day, but the International Student Unit and the Language Centre staff soon made me feel relaxed. After a short test and interview I was taken on a tour of this lovely campus. The campus has lovely gardens, a big library, computer centre and a student canteen where we can get cheap food and drink.

I entered the Pre-Intermediate class in October and have now started Upper-Intermediate. It's very hard for me, but my teacher Ian is very patient and helpful. We do a lot of speaking in class and it's never boring, we are always laughing and having fun. It's great to be part of such an interesting campus, with lots of Australian students, international students from many countries and even migrant students from really unusual places.

Another good thing about studying at Cairns TAFE in tropical Queensland is all the overseas visitors in the city. There are backpackers from all over the world so the social life is very exciting. The pubs, restaurants and nightclubs are always busy so its easy to meet new people. Besides this, most of Cairns share-houses are near the TAFE College so its easy to get to class on time and to visit friends who live nearby.



English Courses (continued)

English for Academic Purposes (EAP) in Cairns

EAP provides an opportunity for direct entry into certificate and diploma courses for students who successfully complete the course. Students wanting direct entry into the Diploma of Nursing must successfully complete the EAP for Nursing course (see below).

EAP is designed for students who wish to continue their studies in a TAFE certificate or diploma but whose English falls below the minimum standard for entry.

Entry requirement

Students must have IELTS 5.0 (no band less than 4.5) or equivalent before they can enrol in EAP. Students who do not have a sufficient level of English will be enrolled in General English before completing EAP in Cairns.

Students learn to:

- develop reading skills to read effectively and understand English academic texts
- write academic essays and reports in English
- give effective presentations and talks in English
- understand academic lectures and seminars in English and take notes
- participate fully in English in the academic classroom
- develop research and critical thinking strategies for successful academic study.

Students will:

- improve their English proficiency
- develop language, study and learning skills for tertiary study
- learn about Australian education systems
- develop appropriate social and cultural skills.

Lessons include weekly assessments, language laboratory tasks/activities, computer aided language learning. They are supplemented by educational and social excursions, seminars and guest lectures. Students may also spend time in formal TAFE classes while they are enrolled in EAP.

English for Academic Purposes for Nursing in Cairns

Those students seeking direct entry into the Diploma of Nursing (Division 2/Enrolled) will complete additional tasks and must perform at a higher level.

Entry requirement

Students must have IELTS 5.5 (no band less than 5.0) or equivalent before they can enrol in EAP for Nursing.

Direct Entry English Programs in Toowoomba and Townsville

Students wanting to enrol in these courses in Toowoomba or Townsville must package a TAFE course with their direct entry course at Union Institute of Language (CRICOS 02529F) in Toowoomba, or James Cook English Language Centre (CRICOS 01740M).



Course Title	Location	2011	Length	Fees A\$	CRICOS Code	Resources, textbooks A\$
English for Academic Purposes (EAP) - Stand alone EAP packaged with Certificate EAP packaged with Diploma EAP for Nursing (as above)	Cairns	28 March 12 September	12 weeks	\$3,720 \$3,600 \$3,480	050789K	\$120 \$120 \$120
Toowoomba – students can enrol in English for Academic Purposes at Union Institute of Language (UIL) (CRICOS provider code 02529F).						
Cambridge Exam Preparation Courses	Toowoomba		12 Weeks	\$3,480	050110B	included
Townsville – students can enrol into the Direct Entry English Program at James Cook English Language Centre (CRICOS provider code 01740M).						
Direct Entry English Program	Townsville	Feb, Aug	5-10 Weeks	\$295/week	060462F	Additional fees apply
Students enrolling and studying English in Toowoomba will pay an additional enrolment fee (AU\$200) and in Townsville (AU\$190). TAFE Queensland regional institutes will only accept enrolments for English packaged with a certificate or diploma in Toowoomba or Townsville.						

Sample Timetable English for Academic Purposes



SAMPLE TIMETABLE: ENGLISH FOR ACADEMIC PURPOSES (25 HOURS PER WEEK)

	Monday	Tuesday	Wednesday	Thursday	Friday
8.30 am - 10.30 am	Text analysis and critical thinking skills	Essay writing (pre-writing, writing and editing)	Constructing complex sentences and academic lexis		Academic seminar based on researched evidence
10.30 am - 11.00 am	Break	Break	Break		Break
11.00 am - 1.00 pm	Oral presentation skills / oral presentation	Reading and note-taking skills	Listening and note-taking skills	Summarising, paraphrasing, quoting and referencing in academic writing	Guest lecturer
1.00 pm - 1.30 pm	Break	Break	Break	Break	Break
1.30 pm - 3.30 pm	Guided individual learning / tutorial: note-taking from sources	Guided individual learning / tutorial: find sources for research project	Guided individual learning / tutorial: summarising, paraphrasing from sources	Research project	Guided individual learning / tutorial: prepare for oral presentation
3.30 pm - 4.00 pm				Break	
4.00 pm - 5.00 pm				Guided individual learning / tutorial: prepare for academic seminar	



Norihiki Naruki, Genral English, Japan.

My name is Norihiki Naruki, I am 64 years old and have retired. I decided to spend a year in Australia studying English and did some research on the internet. I found Cairns TAFE on the Japanese Exchange Student website and decided to enrol here. The fact that TAFE is supported by the government gave me confidence.

The location of the campus was also important for me because I ride a bicycle and TAFE is close to most student share-houses and homestay families.

I started my classes in the Pre-Intermediate level. Thanks to my wonderful teachers I am now ready to complete Upper-Intermediate. I am very happy with my quick progress in English. For this reason I have decided to enter the EAP course rather than do more General English. It will be a challenge for me.

Our classes are fun, but we do not waste time. Every morning the first thing we do is revise the work from the day before. By re-checking three time we should remember 90%. It works!

I have lived with a lovely homestay family since coming to TAFE. I am very satisfied with the house, my room, the meals and the family's character. However, I want to experience something different so I am moving into a student sharehouse soon.

Cairns is a great place for outdoor activities and I have been sightseeing to lots of places. I have been fishing and even skydiving. My next plan is to try bungy jumping!



Aged Care/Massage

Certificate III in Aged Care Work CHC30102

The Certificate III in Aged Care Work enables successful graduates to seek employment as assistants in nursing, support workers, carers, personal care assistants, home care assistants, accommodation support workers and home respite workers. The course provides introductory training in the quality care of older people and people with a disability. Students will gain the skills and knowledge to work primarily in residential facilities under direct or regular supervision with clearly defined guidelines and service plans.

Additional entry requirements:

students will be required to undergo a criminal history check with their local police station to enable them to work in aged care facilities in Australia.
students must be 18 years of age or over.

Content may include:

- provide care support which is responsive to the specific nature of dementia
- provide support to an older person
- provide personal care
- support the older person to meet their emotional and psychological needs
- communicate appropriately with clients and colleagues
- work within a legal and ethical framework
- comply with information requirement of the aged care and community care sectors
- participate in safety procedures for direct care work
- assist in the provision of an appropriate environment
- deliver care services using a palliative approach
- apply basic first aid
- work effectively with culturally diverse clients and co-workers
- vocational placement organised by TAFE.

Note: electives may vary between institutes.

Certificate IV in Massage Therapy Practice (HLT40307)

This is an entry-level qualification for students wishing to develop a career in the massage industry. The course will equip students with the knowledge and skills to establish a private practice or work alongside other health care professionals in a clinical setting.

Students will provide massage services to members of the public in the Tropical North Queensland TAFE massage clinic

Content may include:

- administration in a massage practice
- plan and provide massage treatments and massage health assessments
- comply with infection control policies and procedures
- confirm physical health status
- make referrals to other health care professionals when appropriate
- communicate effectively with clients
- administer a practice
- apply basic first aid
- use specific health terminology to communicate effectively.



Course Title	Location	2011	Length Including Holidays	Fees A\$	TNQIT	BRIT	CQIT	SQIT	WBIT
					02012B	02001E	02003C	02011C	02013A
Certificate III in Aged Care Work	Toowoomba	Feb, July	20 weeks	\$5,200				071292F	
	Townsville	February	26 weeks	\$5,200		033327G			
Certificate IV in Massage Therapy Practice	Cairns	February, July	20 weeks	\$6,500	063630D				

Nursing



Diploma of Nursing (Division 2/Enrolled) HLT51607

The Diploma was designed by the Australian nursing profession to prepare individuals for employment as Enrolled Nurses and to allow personal and professional development for those already employed in the industry.

Enrolled Nurses are first level nurses who practise under the supervision of Registered Nurses. Graduates will undertake practice in all areas of clinical nursing as members of a nursing team and multi-disciplinary health teams to assist clients to meet their health needs within a variety of health care settings.

Nursing Registration

Visit www.nursingmidwiferyboard.gov.au for information as of 1 July 2010 about obtaining registration as an Enrolled Nurse. More information is available at Australia Health Practitioner Regulation Agency www.ahpra.gov.au

University Credit / Articulation

Graduates of the Diploma of Nursing (Enrolled/Division 2) course may be eligible to receive up to one year of credit into Bachelor programs offered by James Cook University; Central Queensland University, University of Southern Queensland, Sunshine Coast University, Griffith University, Queensland University of Technology and Australian Catholic University.

Entry Requirements

- English proficiency is minimum of IELTS 6.0 with no individual band less than 5.5 (or equivalent)
- must be at least 17 years of age
- completion of Year 12 or equivalent or mature age with relevant work experience

Content may include:

- comply with infection control policies and procedures
- work effectively in teams
- apply legal and ethical parameters to nursing practice
- confirm physical health status
- analyse health information
- contribute to client assessment and developing nursing care plans
- implement and evaluate a plan of nursing care

- contribute to the complex nursing care of clients
- apply principles of wound management in the clinical environment
- administer and monitor medications in the work environment
- apply reflective practice, critical thinking and analysis in health
- implement and monitor nursing care for clients with mental health conditions
- implement and monitor nursing care for clients with chronic health problems
- implement and monitor nursing care for older clients
- apply understanding of the Australian health care system
- apply first aid
- provide nursing care for clients requiring palliative care
- undertake home visits
- provide an effective health care environment in the home
- vocational placement organised by TAFE (placements in aged care, community care and hospital).

Note: electives may vary between Institutes.



Course Title	Location	2011	Length Including Holidays	Fees A\$	TNQIT	BRIT	CQIT	SQIT	WBIT
					02012B	02001E	02003C	02011C	02013A
CRICOS Course Codes									
Diploma of Nursing (Division 2 / Enrolled)	Cairns	July	72 weeks	\$20,000	070236M				
	Rockhampton	Feb, July	73 weeks	\$20,000			070240D		
	Townsville	February	78 weeks	\$20,000		065021B			
Diploma of Nursing (Division 2 / Enrolled) packaged with Certificate III in Aged Care Work	Townsville	Feb, July	104 weeks	\$25,000		065021B 033327G			



Automotive

Diploma of Automotive Mechanical Technology AUR50205
Certificate IV in Automotive Technology AUR40208
Certificate III in Automotive Mechanical Technology (Light Vehicle) AUR30405
Certificate III in Automotive (Heavy Mechanical) AUR30405
Certificate II in Automotive Mechanical AUR20705

Automotive courses equip students with theoretical knowledge and practical skills required by the industry. There are opportunities for hands-on experience in simulated workshops and in a variety of private workplaces to give students exposure to different practices in the industry. Students who successfully complete a Certificate III will be awarded the appropriate qualification and must check with the appropriate authority about gaining recognition as a tradesperson.

The Diploma provides the skills and knowledge in current technology which is advancing at an exceptional rate in modern vehicles. This qualification is most suitable for those working within the industry at the forefront of the implementation of these technologies. Certificate IV or equivalent is required to enter the Diploma.

The Certificate IV provides training for those working at a technical level in an automotive dealership or independent workshop as a highly skilled mechanic/technician. Certificate III or equivalent is required to enter the Certificate IV.

Content in the Certificate IV and Diploma varies according to electives offered at the time of enrolment.

A Certificate III qualification provides students with the skills and knowledge to work as a mechanic to service and repair motor vehicles from a selected range of specific vehicle types. You will also learn how to test and identify faults in the mechanical, hydraulic and electrical systems of motor vehicles.

Content in the Certificate III in Automotive (Heavy Mechanical) may include:

- carry out diagnostic procedures, maintenance and/or component servicing operations
- service and repair engines and cooling systems; and electronic and air conditioning systems
- repair diesel fuel systems/components; service petrol fuel systems; repair exhaust systems
- service diesel fuel injection systems; and emission control systems
- service and repair clutch assemblies; and transmissions and final drive assemblies
- service and repair steering systems, suspension systems, electrical and starting systems
- carry out welding, soldering, thermal cutting and thermal heating procedures
- disassemble cylinder heads and evaluate components
- vocational placement organised by TAFE.

Content in the Certificate III in Automotive Mechanical Technology (Light Vehicle) may include:

- replace and service diesel fuel injection systems
- service and repair electronically controlled anti-lock braking systems
- inspect, service and/or repair clutch assemblies and associated operating system components
- repair and replace emission control systems
- inspect, service and repair automatic and manual transmissions
- repair hydraulic braking systems and petrol fuel systems
- repair engines and associated engine components
- repair final drive assemblies, charging systems and starting systems
- service air conditioning systems and repair final drive (driveline)
- vocational placement organised by TAFE.

Note: electives may differ between Institutes.

Course Title	Location	2011	Length Including Holidays	Fees A\$	TNQIT	BRIT	CQIT	SQIT	WBIT
					02012B	02001E	02003C	02011C	02013A
Diploma of Automotive Mechanical Technology with Certificates IV & III	Toowoomba	Feb, July	127 weeks	\$27,270				069815B 069030B 064282M	
Certificate III in Automotive Mechanical Technology (Light Vehicle)	Toowoomba	Feb, July	98 weeks	\$24,000				064282M	
	Bundaberg	Feb, July	53 weeks	\$13,000					068483C
Certificate III in Automotive Mechanical Technology (Heavy Vehicle)	Townsville	February	44 weeks	\$13,000		067740K			

Engineering



Certificate III in Engineering Mechanical Trade MEM30205 Certificate III in Engineering Fabrication Trade MEM30305

Certificate III in Engineering Mechanical Trade

On completion, employment may be found as a general mechanical engineering tradesperson including as a fitter and turner involved in the following: setting up machine to enable manufacture of engineering products; repair and replacement of components; design and manufacture of modifications to existing components; maintenance of plant and equipment and construction and commissioning work.

Students who successfully complete a Certificate III will be awarded the appropriate qualification but must check with the appropriate authority for recognition as a tradesperson.

Content in the Certificate III in Engineering Mechanical Trade may include:

- perform general machining, lathe operations, milling operations, grinding operations
- operate computer controlled machines / processes
- perform precision mechanical measurements
- mark off / out (general engineering)
- use hand and power tools; use tools for precision work
- repair and fit engineering components
- maintain and repair mechanical drives and mechanical transmission assemblies
- perform levelling and alignment of machines and engineering components
- maintain pneumatic system components
- perform routine machine setting
- maintain hydraulic systems
- perform machine operations using horizontal and/or vertical boring machines
- vocational placement organised by TAFE.

Certificate III in Engineering Fabrication Trade

On completion, employment may be found as a boilermaker or welder involved in: assembling fabricated components; performing sheet and plate assembly; interpreting technical drawings; performing gas tungsten arc welding, manual metal arc welding, gas metal arc welding and welding to code standards.

Students who successfully complete a Certificate III will be awarded the appropriate qualification but must check with the appropriate authority for recognition as a tradesperson.

Content in the Certificate III in Engineering Fabrication Trade may include:

- assemble fabricated components
- use hand and power tools
- carry out mechanical cutting
- perform manual heating and thermal cutting
- perform geometric development
- apply fabrication, forming and shaping techniques
- perform advanced welding using gas or metal arc welding processes
- perform advanced manual thermal cutting, gouging and shaping
- mark off / out structural fabrications and shapes
- interpret technical drawings
- interact with computer technology
- perform job computations
- vocational placement organised by TAFE.

Note: electives may differ between Institutes.



Course Title	Location	2011	Length Including Holidays	Fees AS	TNQIT	BRIT	CQIT	SQIT	WBIT
					02012B	02001E	02003C	02011C	02013A
CRICOS Course Codes									
Certificate III in Engineering Mechanical Trade	Bundaberg	Feb, July	74 weeks	\$18,000					068484B
Certificate III in Engineering Fabrication Trade	Bundaberg	Feb, July	74 weeks	\$18,000					068485A



Information Technology - Networking

Diploma of Information Technology (Networking) ICA50405
Certificate IV in Information Technology (Networking) ICA40405
Certificate III in Information Technology (Network Administration) ICA30105
Certificate II in Information Technology ICA20105

University Credit / Articulation

Graduates of the Diploma of Information Technology (Networking) may receive 96 credit points (8 units) from Queensland University of Technology (QUT) if articulating into the Bachelor of Games and Interactive Entertainment; the Bachelor of Information Technology; or the Bachelor of Corporate Systems Management. Up to one years' credit may also be available from James Cook University, University of Sunshine Coast, Central Queensland University or Griffith University.

Networking

The Diploma provides students with the skills and knowledge to work in network management and administration. Students will learn the fundamentals of network administration using the latest Microsoft and Linux operating systems, practise installing and modifying computer systems, analyse and repair system malfunctions and install operating system software.

Entry requirements

Students may need to hold a current Certificate III in Information Technology (or equivalent) to enrol in the Diploma.

Diploma (Networking) content may include:

- produce network architecture design; build and configure a server
- prepare disaster recovery and contingency plans
- build a highly secure firewall; install and manage complex networks

- determine best-fit topology for local and wide area networks
- build an internet infrastructure; install and configure router
- manage network security; configure an internet gateway
- install high-end switches in multi-switched local area networks; create a simple mark-up language document to specification
- create technical documentation; transfer content to a website using commercial packages
- install and configure a network; install network hardware and software to networked computers
- build an intranet; install and maintain a server

Network Administration

The Certificates II, III and IV in Information Technology (Network Administration) provide skills in using a basic range of technologies and providing diagnostic support in an organisation with a range of different systems.

Content may include:

- operate computer hardware; operate computing packages
- integrate commercial computing packages
- capture a digital image; produce and manipulate digital images
- install software applications; connect hardware peripherals
- install network hardware to a network; install software to networked computers
- determine and fix network problems
- build an intranet; install and maintain a server
- manage resolution of system faults on live system
- determine and confirm client business expectations and needs; select, install and configure router

Note: electives may differ between Institutes.

Course Title	Location	2011	Length Including Holidays	Fees AS	TNQIT	BRIT	CQIT	SQIT	WBIT
					02012B	02001E	02003C	02011C	02013A
CRICOS Course Codes									
Diploma of Information Technology (Networking) with pre-requisite units	Cairns	February	43 weeks	\$14,000	064823J				
Diploma with pre-requisite units packaged with Certificate II	Cairns	July	69 weeks	\$19,000	064823J 059264M				
Certificate III in Information Technology (Network Administration) with pre-requisite units	Cairns	Feb, July	26 weeks	\$5,250	059265K				
Certificate III packaged with Certificate II	Cairns	Feb, July	52 weeks	\$10,500	059265K 059264M				
Certificate II in Information Technology	Cairns	July	26 weeks	\$5,250	059264M				
Certificate IV with Certificates II & III	Townsville	Feb, July	66 weeks	\$16,500		062737A 058274F 058272G			
Certificate III	Toowoomba	Feb, July	18 weeks	\$5,250				067685A	

Hospitality



Diploma of Hospitality SIT50307 Certificate II in Hospitality Kitchen Operations SIT20307

Graduates of a Diploma of Hospitality are able to work in a range of positions in the international hospitality industry. After gaining suitable industry experience, graduates may find employment in management positions in a hotel, motel, resort, club, restaurant, or in the beverage sector of the industry.

The Certificate II in Hospitality Kitchen Operations provides entry level skills in a range of kitchen functions and activities.

University Credit / Articulation

Graduates of the Diploma of Hospitality may receive up to one year credit from James Cook University, University of Southern Queensland, Central Queensland University, University of Sunshine Coast, Queensland University of Technology or Griffith University.

Diploma content may include:

- implement and monitor environmentally sustainable work practices
- provide accommodation reception services
- provide porter services
- operate, clean and tidy bar areas
- provide food and beverage service

- provide responsible service of alcohol
- control reservations or operations using a computerised system
- plan and manage meetings
- provide, and manage quality customer service
- deal with conflict situations
- interpret financial information
- manage finances within a budget
- prepare and monitor budgets
- develop and update legal knowledge required for business compliance
- control, order, receive and store stock
- establish and conduct business relationships
- develop and manage marketing strategies
- recruit, select and induct staff
- roster staff; lead and manage people
- manage workplace diversity
- monitor work operations.

Certificate II content may include:

- prepare, cook and serve food
- clean and maintain kitchen premises
- prepare sandwiches, appetisers and salads
- prepare stocks, sauces and soups
- select, prepare and cook meat, seafood, desserts, cakes

Note: electives may differ between Institutes.

Course Title	Location	2011	Length Including Holidays	Fees AS	TNQIT	BRIT	CQIT	SQIT	WBIT
					02012B	02001E	02003C	02011C	02013A
CRICOS Course Codes									
Diploma of Hospitality (direct entry)	Cairns	Feb, July	46 weeks	\$16,000	065616G				
Diploma of Hospitality packaged with Certificate III Cookery	Cairns	Feb, July	95 weeks	\$22,000	065616G 066164A				
Diploma of Hospitality packaged with Certificate III Bakery	Cairns	Feb, July	101 weeks	\$22,000	065616G 042971A				
Diploma of Hospitality packaged with Certificates III & IV in Commercial Cookery	Hervey Bay Bundaberg	Feb, July	103 weeks	\$22,000					066439A 066442F 066445C
Diploma of Hospitality (direct entry)	Townsville Cannonvale	Feb, July	66 weeks	\$16,000		033299C			
Diploma of Hospitality packaged with Certificate III Cookery	Toowoomba	Feb, July	92 weeks	\$22,000				067054K 067055J	
	Townsville Cannonvale	Feb, July	88 weeks	\$22,000		033299C 061168D			
Diploma of Hospitality packaged with Certificate II Kitchen Operations	Townsville Cannonvale	Feb, July	66 weeks	\$19,000		033299C 068403G			
Certificate II in Hospitality Kitchen Operations	Rockhampton Mackay	February	20 weeks	\$5,090			070238J		
	Townsville Cannonvale	Feb, July	22 weeks	\$5,000		068403G			



Bakery

Certificate III in Food Processing (Retail Baking – Combined) FDF30703

The Certificate III in Food Processing (Retail Baking – Combined) will provide students with the skills and knowledge required to gain work as a baker or baker’s assistant in a bakery, food chain outlet or industrial catering situation.

Students undertake practical training in a variety of bakery skills and will extend those skills in real life experiences such as the preparation of a wide variety of products for sale in the Tropical North Queensland TAFE coffee shop and training restaurant which are open to members of the public.

Students may be required to undertake additional work experience before applying for trade recognition.

Content may include:

- use basic mathematical concepts
- monitor the implementation of occupational health and safety policies and procedures

- monitor the implementation of quality and food safety programs
- present and apply workplace information
- bake bread, pastry products, sponges, cakes and cookies
- produce choux pastry
- decorate cakes and cookies
- diagnose and respond to product and process faults (bread)
- diagnose and respond to product and process faults (pastry, cake and cookies)
- form and fill pastry products
- conduct final mould and final proof
- finish products
- produce sponge, cake and cookie batter
- produce bread dough
- participate in product development
- prepare fillings
- produce pastry
- scale and mould dough for intermediate proof
- vocational placement organised by TAFE.

Course Title	Location	2011	Length Including Holidays	Fees AS	TNQIT	BRIT	CQIT	SQIT	WBIT
					02012B	02001E	02003C	02011C	02013A
Certificate III in Food Processing (Retail Baking – Combined)	Cairns	Feb, July	52 weeks	\$16,000	042971A				
Diploma of Hospitality packaged with Certificate III in Food Processing (Retail Baking - Combined)	Cairns	Feb, July	101 weeks	\$22,000	065616G 042971A				



Cheng Tong Pang, Diploma of Hospitality, Malaysia.

My Name is Cheng Tong Pang. I completed the commercial cookery course last year. I enjoyed and found working in a kitchen interesting. It is a very different environment that I have worked in, and you learn the discipline of working in a kitchen.

I have recently completed my vocational placement at the Colonial Club, and now work there on a part time basis. I have enjoyed working there and sharpening my skills.

I am now studying Diploma of Hospitality Management, which has been at times challenging, but rewarding at the same time. I am hoping to broaden my aspects of job opportunities with this course.

Living in Cairns is good. The weather is warm all year round. Cairns is very clean, it has little pollution and everything is very green.

If you choose to stay in Cairns you experience great Australian culture and you learn funny Australian lingo like “put a shrimp on the barbie mate!”

Commercial Cookery



Certificate III in Hospitality (Commercial Cookery) SIT30807 Certificate IV in Hospitality (Commercial Cookery) SIT40407

The **Certificate III in Hospitality (Commercial Cookery)** will provide students with the skills and knowledge required to gain work as a cook or cook's assistant in a restaurant, hotel, resort, pub, hospital, or industrial catering company.

Students undertake practical training in a variety of commercial cookery skills and will extend those skills through the preparation of a wide variety of products for sale in Institute coffee shops and training restaurants which are open to members of the public.

Certificate III content may include:

- preparing appetisers, salads, stocks, sauces and soups
- preparing vegetables, fruit and egg dishes
- selecting, preparing and cooking poultry, seafood and meat
- preparing hot and cold desserts, pastries, cakes and yeast goods
- planning and preparing food for buffets
- applying first aid
- working with colleagues and customers in a culturally diverse environment
- vocational placement organised by TAFE.

Students may be required to undertake additional work experience before applying for trade recognition.

The **Certificate IV in Hospitality (Commercial Cookery)** reflects the role of a qualified cook who also performs a supervisory or team-leading role in the kitchen. The course is designed to increase your skills and qualifications so you can perform at a supervisory level.

Certificate IV content may include:

- monitoring catering revenue and costs
- leading and managing people
- monitoring workplace operations
- controlling and ordering stock
- establishing and maintaining quality control
- developing a food safety program
- interpreting financial information
- implementing workplace health, safety and security procedures.

Note: electives may differ between Institutes.



Course Title	Location	2011	Length Including Holidays	Fees AS	TNQIT	BRIT	CQIT	SQIT	WBIT
					02012B	02001E	02003C	02011C	02013A
CRICOS Course Codes									
Certificate III in Hospitality (Commercial Cookery)	Cairns	Feb, July	49 weeks	\$16,000	066164A				
	Hervey Bay Bundaberg	Feb, July	52 weeks	\$16,000					066439A
	Toowoomba	Feb, July	56 weeks	\$16,000				067055J	
	Townsville Cannonvale	Feb, July	44 weeks	\$16,000		068402J			
Diploma of Hospitality packaged with Certificate III in Hospitality (Commercial Cookery)	Cairns	Feb, July	95 weeks	\$22,000	065616G 066164A				
	Toowoomba	Feb, July	92 weeks	\$22,000				067054K 067055J	
	Townsville Cannonvale	Feb, July	104 weeks	\$22,000		068398M 068402J			
Diploma of Hospitality packaged with Certificates IV & III in Hospitality (Commercial Cookery)	Hervey Bay Bundaberg	Feb, July	103 weeks	\$22,000					066439A 066442F 066445C
Certificate II in Hospitality (Kitchen Ops)	Mackay Rockhampton	Feb, July	20 weeks	\$5,090			070238J		
	Townsville	Feb, July	26 weeks	\$5,000		037172G			



Conservation and Land Management

Diploma of Conservation and Land Management RTD50102
Certificate III in Conservation and Land Management RTD30102
Certificate II in Conservation and Land Management RTD20102

The Diploma will enable a graduate to work in the environmental sector, including national parks and gardens, local councils, revegetation companies, native plant nurseries, land care, environmental consultancy companies and seed collecting agencies. The course focuses on the general skills needed to work as a horticulturist.

Students may elect to package the Certificate III in Conservation Land Management and/or the Certificate III in Horticulture.

Diploma content may include:

- manage meetings and projects; prepare budgets and financial plans
- manage personal work priorities and professional development
- collect and classify plants; conduct comprehensive inspection of park facilities
- develop a management plan for a designated area; conduct biological surveys
- develop and manage a chemical use strategy
- collect and manage data, and prepare reports
- manage natural area restoration programs
- manage fauna populations; plan conservation works
- develop a strategy for the management of target pests
- conduct field research into natural and cultural resources
- design a natural area restoration project; plan river restoration works
- vocational placement organised by TAFE.

Certificate III content may include:

- lay segmental/unit paving; erect timber structures and features
- conduct operational inspection of park facilities
- undertake a site assessment; implement revegetation works
- operate specialised machinery and equipment; respond to emergencies
- coordinate work site activities; provide on-job training support

- install and troubleshoot drainage and irrigation systems
- operate pressurised irrigation systems; install and maintain interior plant displays
- maintain and monitor environmental work practices
- remove trees in confined spaces and fell large trees; establish turf
- implement programs: grassed area, plant establishment, plant nutrition, propagation plan, tree maintenance and tree pruning
- maintain nursery plants; prepare specialised plants
- monitor turf health and renovate sports turf
- perform specialist amenity pruning; plan and establish plant displays
- install hydroponics systems and implement a maintenance program
- implement a landscape maintenance program; set out site for construction works
- construct stone, concrete and brick/block structures and features
- vocational placement organised by TAFE.

Certificate II content may include:

- undertake standard climbing techniques
- operate and maintain chainsaws
- observe and report on weather
- carry out natural area restoration.



Course Title	Location	2011	Length Including Holidays	Fees AS	TNQIT	BRIT	CQIT	SQIT	WBIT
					02012B	02001E	02003C	02011C	02013A
CRICOS Course Codes									
Diploma of Conservation & Land Management packaged with Certs III and II in Conservation & Land Management, and Certificates III and II in Horticulture	Townsville	Feb, July	110 weeks	\$28,000		049152B 050112M 057920M 042967G 057919D			

Horticulture



Diploma of Horticulture RTF50103
Certificate IV in Horticulture RTF40103
Certificate III in Horticulture RTF30103
Certificate II in Horticulture RTF20103

Horticulture

The Diploma of Horticulture focuses on the skills needed at a management level in the horticulture industry, including provision of advice, preparation of quotations and tenders, collection and management of data, business planning, quality assurance, negotiating and monitoring contracts, and managing health and production of plants. Certificate courses focus on the general skills needed by horticultural workers, including recognition of different plants; propagating, planting and caring for plants; operating horticultural machinery and equipment; treating weeds, pests and diseases; maintaining irrigation and drainage systems; helping with landscape construction; and working effectively in the industry.

Students completing the Diploma of Horticulture at Barrier Reef TAFE will complete selected units from content lists below.

Diploma content may include:

- monitor and manage soils
- prepare estimates, quotes and tenders; provide specialist advice to clients
- design irrigation system monitoring and maintenance program
- collect and manage data; develop and review a business plan
- manage plant health; develop a horticulture production plan
- plan, implement and review a quality assurance program
- negotiate and monitor contracts/commercial agreements.

Certificate IV content may include:

- recommend plants and cultural practices; cost a project; develop soil survey maps

- minimise risk in the use of chemicals; develop a crop regulation program
- plan and implement a chemical use program; supervise horticultural crop harvesting
- develop a soil use map for a property; analyse and interpret production data
- develop a plant nutrition program; plan a tree pruning program; promote plant health.

Certificate III content may include:

- carry out workplace health and safety procedures; transport, handle and store chemicals
- provide information on plants and their culture; implement a post-harvest program
- operate specialised machinery and equipment; troubleshoot irrigation systems
- control weeds, plant pests, diseases, and disorders; prepare and apply chemicals
- coordinate a crop regulation program and horticulture crop harvesting
- operate pressurised irrigation systems; implement a plant nutrition program
- sample and analyse soil; operate and maintain chainsaws; operate tractors.

Certificate II content may include:

- plant trees and shrubs; recognise plants; pot-on plants
- undertake propagation techniques; maintain properties and structures
- treat weeds, plant pests, diseases and disorders; follow occupational health and safety procedures
- apply chemicals under supervision; tend and maintain nursery plants
- install micro-irrigation systems; prepare and maintain plant displays
- prune shrubs and small trees; assist with turf construction
- construct low-profile timber or modular retaining walls, and lay paving.

Note: electives may differ between Institutes.

Course Title	Location	2011	Length Including Holidays	Fees A\$	TNQIT	BRIT	CQIT	SQIT	WBIT
					02012B	02001E	02003C	02011C	02013A
CRICOS Course Codes									
Diploma of Horticulture packaged with Certs IV, III and II	Cairns	Feb, July	108 weeks	\$22,000	062663C				
Certificate IV in Horticulture packaged with Certs III and II	Cairns	Feb, July	78 weeks	\$16,500	062662D				
Certificate III in Horticulture packaged with Cert II	Cairns	Feb, July	55 weeks	\$11,000	062660F				
Certificate II in Horticulture	Cairns	Feb, July	26 weeks	\$5,500	031107G				
Diploma of Horticulture packaged with Certs III & II in Hort and Certs III & II in Conservation & Land Management	Townsville	Feb, July	110 weeks	\$28,000		061269K 057919D 042967G 057920M			



Business

- Diploma of Business BSB50207**
- Certificate IV in Business BSB40207**
- Certificate IV in Business Administration BSB40507**
- Certificate IV in Small Business Administration BSB40407**
- Certificate III in Business Administration BSB30407**

University Credit / Articulation

Diploma graduates may receive up to one year's credit from James Cook University, University of Southern Queensland, Central Queensland University, University of Sunshine Coast, Queensland University of Technology or Griffith University.

Diploma

These courses reflect the role of individuals with substantial experience in a range of settings and who are seeking to develop their skills across a wide range of business functions. You must have achieved a Certificate IV or equivalent before enrolling in the Diploma.

Diploma content may include:

- manage quality customer service, payroll, projects, meetings
- manage risk, budgets, financial and operational plans
- plan and manage conferences, write persuasive copy
- plan or review administration systems
- recruitment, selection and induction processes
- manage people performance; show leadership in the workplace
- manage personal work priorities and professional development

Certificate IV

These courses will enable students to develop a range of knowledge and skills to assist in the provision of leadership and guidance in supervising staff in small and large business structures. You must have achieved a Certificate III or equivalent before enrolling in a Certificate IV course.

The Certificate IV in Small Business Management is designed for the potential small business owner and will provide the opportunity to learn skills in management, finance, marketing and technical skills so your business will grow and prosper.

Certificate IV content may include:

- implement workplace information systems
- produce complex desktop-published documents
- coordinate implementation of customer service strategies
- prepare financial reports; report on financial activity; process payroll
- administer projects; make a presentation
- recruit, select and induct staff
- establish legal and risk management requirements of small business
- plan small business finances
- plan for, and market the small business
- implement operational plan; manage a small team

Certificate III

This course will enable students to upgrade and enhance current office skills to enable them to keep pace with advances in modern office technology and practices.

Certificate III content may include:

- maintain general ledger; financial records
- organise schedules and workplace information
- deliver and monitor a service to customers
- produce texts from notes and write simple documents
- participate in environmentally sustainable work practices
- process payroll, accounts payable and receivable

Note: electives may differ between Institutes.

Course Title	Location	2011	Length Including Holidays	Fees A\$	TNQIT	BRIT	CQIT	SQIT	WBIT
					02012B	02001E	02003C	02011C	02013A
					CRICOS Course Codes				
Diploma of Business packaged with Certificates IV in Business Administration and III in Business Administration	Hervey Bay Bundaberg Maryborough	Feb, Apr, July, Oct	100 weeks	\$15,000					066264G 066265G 066262K
Diploma of Business packaged with Certificates IV in Business and III in Business	Hervey Bay Bundaberg Maryborough	Jan, Apr July, Oct	78 weeks	\$15,000					066264G 070095G 070094J
Diploma of Business packaged with Cert III in Business Administration	Rockhampton	Feb, July	70 weeks	\$12,215			070244M 070241C		
Certificate III in Business Administration	Rockhampton Mackay	Feb, July	22 weeks	\$6,440			070241C		
	Toowoomba	Feb, July	22 weeks	\$5,000				069031A	

Accounting/Human Resources Management / Management



Diploma of Accounting FNS50204

Diploma of Human Resources Management BSB50607

Diploma of Management BSB51107

University Credit / Articulation

Diploma Graduates may receive up to one year's credit from James Cook University, University of Southern Queensland, Central Queensland University, University of Sunshine Coast, Queensland University of Technology or Griffith University.

Diploma of Accounting

After successfully completing the Diploma of Accounting, students may find employment in a management or administration of accounting functions, including budgeting and forecasting, preparation of financial reports for reporting entities, internal control and tax returns legislative compliance.

Diploma content may include:

- prepare and bank receipts
- process journal entries
- set up and operate a computerised accounting system
- maintain financial records
- prepare financial reports
- prepare income tax returns
- manage budgets and forecasts
- provide management accounting information
- provide financial and business performance information

Diploma of Human Resources Management

After successfully completing the Diploma of Human Resources Management, students may find employment in human resources as a manager, co-ordinator, administrator or advisor.

Note: you must have achieved a Certificate IV in Human Resources or equivalent before commencing the Diploma.

Diploma content may include:

- manage human resources services
- manage performance management systems
- manage workforce planning
- manage remuneration and employee benefits
- manage recruitment selection and induction processes
- manage separation or termination
- analyse and present research information

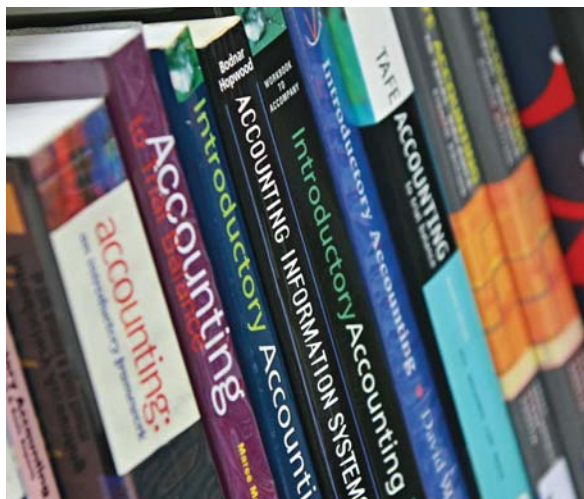
Diploma of Management

This course will prepare you for management and business roles in a wide range of organisations and industries. It provides you with the ability to perform successfully in middle-level management positions in commerce, industry or government.

Diploma content may include:

- manage people performance
- manage projects
- manage budgets and financial plans
- recruit, select and induct staff
- show leadership in the workplace

Note: electives may differ between Institutes.



Course Title	Location	2011	Length Including Holidays	Fees A\$	TNQIT	BRIT	CQIT	SQIT	WBIT
					02012B	02001E	02003C	02011C	02013A
CRICOS Course Codes									
Diploma of Accounting	Hervey Bay	February	51 weeks	\$11,500					069045F
	Toowoomba	February	42 weeks	\$11,500				070613B	
Diploma of Human Resources Management (see note above)	Rockhampton	Feb, July	22 weeks	\$6,520			070242B		
Diploma of Management packaged with Certificate IV in Small Business Management	Bundaberg	Jan, Apr July, Oct	46 weeks	\$12,000					068532K 068590M
Diploma of Management packaged with Certificate IV in Business (incl. pre-requisites)	Townsville	Jan, July	49 weeks	\$17,500		071057F 071056G			



Justice

Diploma of Justice Administration 39184QLD

This Diploma will provide the knowledge and skills required for a range of justice related clerical positions in areas including regulatory, compliance and enforcement roles in government departments; courts administration; courts security; courts public liaison and community services; courts registry; probation and community corrections; juvenile justice; sheriffs; bailiffs; community policing; legal services; alternative and diversionary programs (e.g. courts, community services); offender/detainee support programs; immigration control; customs; community crime prevention; and community legal services (not professional).

University Credit / Articulation

Diploma graduates may receive up to one year's credit from the University of Sunshine Coast, Queensland University of Technology or Griffith University.

Diploma content may include:

- analyse criminal and civil justice systems
- analyse and present research information
- organise work priorities and development
- communicate on justice-related issues
- promote team effectiveness
- analyse social justice issues
- gather information through interviews
- prepare court documentation for criminal and civil proceedings
- apply Queensland criminal code
- manage meetings
- provisions of law enforcement
- ethical responsibilities justice
- research justice issues
- apply procedural evidence rules
- organise personal work priorities and development
- maintain workplace safety
- develop keyboard skills
- produce simple word processed documents

Note: electives may differ between Institutes.

Course Title	Location	2011	Length Including Holidays	Fees A\$	TNQIT	BRIT	CQIT	SQIT	WBIT
					02012B	02001E	02003C	02011C	02013A
CRICOS Course Codes									
Diploma of Justice Administration	Hervey Bay	Feb, July	50 weeks	\$11,500					069044G
	Townsville	Jan, July	50 weeks	\$11,500		067737E			
Diploma of Justice Administration packaged with Certificate III in Business Administration	Townsville	Jan, July	57 weeks	\$17,000		067737E 067739C			

Winai Panchalee, Certificate III in Hospitality (Commercial Cookery), Thailand.

One of the support services of TAFE that are indispensable to any overseas student is the International Student Unit. They are very generous and lovely to make conversation with.



Jetalben Patel, Certificate II in Horticulture, India.

At TAFE the teachers are very helpful and the environment is good to study in. Everyone is awesome – my teachers are wonderful. Even when you ask the same questions over again, they explain it to you so that you understand.

Fitness



Certificate III in Fitness SRF30206 Certificate IV in Fitness SRF40204

After successfully completing these two courses, graduates might find employment in the sports and fitness industry as an instructor in aerobics, water aerobics or gymnastics or work delivering fitness classes and activities; or sport conditioning.

Certificate III content may include:

- provide orientation to clients prior to understanding a fitness program
- undertake client induction and screening
- develop basic fitness programs
- apply basic exercise science to exercise instruction
- use and maintain core fitness industry equipment
- provide advice to clients on the application of basic anatomy and physiology to fitness programs
- provide nutrition advice to clients in accordance with recommended guidelines
- provide first aid response
- process client complaints
- provide leadership in groups
- apply sport and recreation law
- respond to an aquatic emergency using basic water rescue techniques
- customise instructional skills to include specific group fitness activities current in the fitness industry
- customise coaching to include children, mature age athletes and/or athletes with a disability
- organise and/or conduct a sport and recreation program
- vocational placement organised by TAFE.

Certificate IV content may include:

- implement and monitor the organisation's occupational health and safety policies, procedures and programs
- undertake risk analysis of activities; address client needs
- analyse participation patterns in specific markets of the leisure and recreation industry
- promote compliance with laws and legal principles
- apply a broad knowledge of exercise science in exercise planning, programming and instruction
- undertake postural appraisal of low risk clients
- apply an understanding of motivational psychology with fitness clients
- provide information and exercise related to nutrition and body composition
- plan and deliver exercise for older adults; plan and deliver personal training
- plan and instruct an endurance training program
- teach and develop basic skills of strength and conditioning
- plan and prepare a strength and conditioning program for a competitive athlete
- operate in accordance with accepted strength and conditioning industry health and safety practices
- operate and maintain strength and conditioning facilities and equipment
- vocational placement organised by TAFE.



Course Title	Location	2011	Length Including Holidays	Fees A\$	TNQIT	BRIT	CQIT	SQIT	WBIT
					02012B	02001E	02003C	02011C	02013A
Certificate IV in Fitness packaged with Certificate III in Fitness	Townsville	Jan, July	74 weeks	\$13,500		068400M 062609J			
Certificate III in Fitness	Townsville	Jan, July	21 weeks	\$5,000		062609J			



Visual Arts

Diploma of Visual Arts 39227QLD

Certificate IV in Visual Arts and Contemporary Craft CUV40103

Certificate III in Visual Arts and Contemporary Craft CUV30103

In the Diploma, students undertake visual arts and contemporary craft such as ceramics, digital art, drawing, glass, jewellery, painting, prints, sculpture, textiles/fibre, video art and wood or photo imaging. On successful completion of the Diploma, graduates will have the skills to work independently and in collaboration with other artists, or as a: visual artist, sculptor, ceramicist, painter, printmaker, jeweller, new media/digital artist, curator, gallery worker or a community artist. The Diploma provides a potential articulation pathway to university studies.

In the Certificate IV, students will undertake visual arts and contemporary craft such as ceramics, digital art, drawing, glass, jewellery, painting, prints, sculpture, textiles/fibre, video art and wood or photo imaging. On successful completion of the Certificate IV, graduates could gain employment as an art gallery assistant, public artist, illustrator, pottery assistant or practising artist.

In the Certificate III, students will undertake visual arts and contemporary craft such as ceramics, digital art, drawing, glass, jewellery, painting, prints, sculpture, textiles/fibre, video art and wood or photo imaging. On successful completion the Certificate III, graduates could gain employment as an art gallery assistant, public artist, illustrator, pottery assistant or practising artist.

University Credit / Articulation

Diploma graduates may receive up to one year's credit from James Cook University, University of Southern Queensland, Central Queensland University, University of Sunshine Coast, Queensland University of Technology or Griffith University.

Diploma content may include:

- critically evaluate contemporary visual culture
- produce and exhibit artworks
- interpret artwork through analysis of cultural histories
- plan and develop a business website
- produce complex wheel-thrown forms
- research and experiment with techniques to enhance

ceramic surfaces

- produce architectural artworks
- make jewellery with non-metallic elements
- paint: series and sequences, concepts and social context, using traditional media
- print: screen prints; using digital and screen processes; soft and hard ground etchings
- produce interdisciplinary artwork
- experiment with techniques to produce prints.

Certificate III and IV content may include:

- select and apply drawing techniques and media to represent and communicate the concept
- research and critically analyse history and theory to inform artistic practice
- install and dismantle exhibitions
- work within an arts organisation context
- select and prepare work for exhibition
- make scale models; prepare, store and maintain finished work; produce glass work
- apply the design process to 2- and 3-dimensional work in response to a brief
- integrate colour theory and design processes in response to a brief
- research and apply techniques for graphic design and illustrative work
- research and apply techniques for the design of products and wearable objects
- research, experiment and apply techniques to produce wheel-formed ceramics
- apply techniques to produce, enhance and manipulate digital images
- research and experiment with techniques to produce drawings, paintings, prints and sculptures.



Course Title	Location	2011	Length Including Holidays	Fees AS	TNQJT	BRIT	CQIT	SQIT	WBIT
					02012B	02001E	02003C	02011C	02013A
CRICOS Course Codes									
Diploma of Visual Arts packaged with Certificates IV and III	Townsville	Feb, July	120 weeks	\$30,000		067738D 062736B 062447M			
Certificate IV in Visual Arts and Contemporary Craft packaged with Certificate III	Townsville	Feb, July	48 weeks	\$16,000		062736B 062447M			
Certificate III in Visual Arts and Contemporary Craft	Townsville	Feb, July	48 weeks	\$10,000		062447M			



Fashion Design

Certificate IV in Applied Fashion Design LMT41007

Students will learn a variety of skills necessary for employment within the fashion and textile industry.

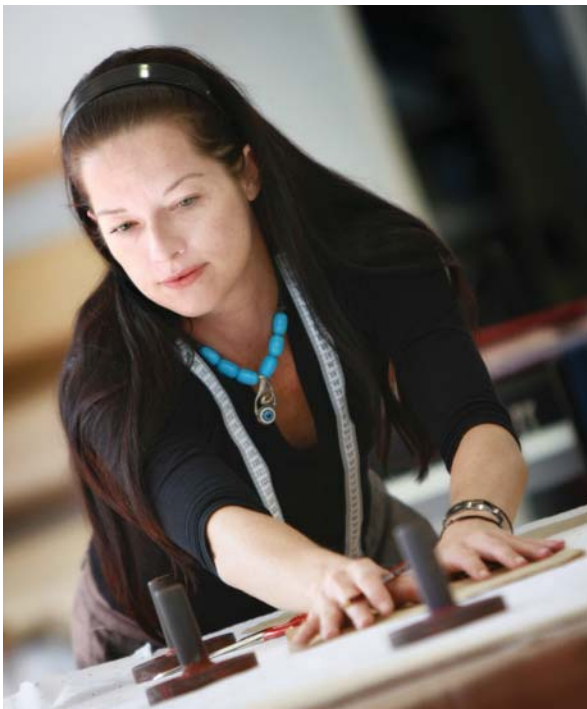
On successful completion of their course, graduates could expect to find work as assistant designers, production assistants, sales consultants, pattern makers, sample machinists, cutters or dressmakers. Students may choose to operate a home based business on completion of their studies.

During the course students prepare designs, including storyboard development, for the Tropical North Queensland TAFE annual fashion parade and Cairns Amateurs Racing Carnival. They also attend the Mercedes Benz Fashion Festival Forum held in Cairns and are encouraged to enter relevant design competitions.

Certificate IV content may include:

- use a sewing machine and sew components
- draw and interpret a basic sketch
- prepare and produce sewn garments
- identify design processes for fashion design
- apply design studio processes
- calculate cost estimates for fashion products
- cut fabrics for prototype designs
- sew design prototypes

- use electronic fashion design tools
- identify fibres and fabrics
- modify patterns to create basic styles
- identify fabric performance and handling requirements
- develop patterns from a block using basic patternmaking principles
- draw a trade drawing for fashion design
- apply principles of colour theory to fashion design development
- communicate and sell design concepts
- create patterns to meet design specifications applying advance patternmaking principles
- grade 2D patterns
- use colourisation techniques on fabrics
- analyse individual fit and make pattern
- operate relevant computing technology
- follow defined occupational health and safety policies and procedures



Course Title	Location	2011	Length Including Holidays	Fees AS	TNQIT	BRIT	CQIT	SQIT	WBIT
					02012B	02001E	02003C	02011C	02013A
CRICOS Course Codes									
Certificate IV in Applied Fashion Design and Technology	Cairns	February	44 weeks	\$13,000	070233C				



Tourism

Diploma of Tourism SIT50107

Diploma of Tourism

This Diploma is designed to reflect the role of tourism industry personnel involved in the planning and marketing of tourism products and services. You will learn to plan, to initiate new approaches and apply judgment in selecting courses of action.

Diploma content may include:

- roster staff and manage quality customer service
- deal with conflict situations
- work in a socially diverse environment
- interpret financial information and prepare, monitor and manage budgets
- develop and update legal knowledge required for business compliance
- manage workplace diversity, and lead and manage people
- develop and manage marketing strategies
- co-ordinate production of brochures and marketing materials
- plan and manage meetings, and make presentations
- establish and conduct business relationships
- develop and implement operational plans
- monitor work operations and coach others in job skills
- recruit, select and induct staff
- identify hazards, and assess and control safety risks
- source and package tourism products
- source and provide Australian and/or international destination information and advice
- sell tourism products and services
- construct normal and/or promotional international airfares
- maintain financial records
- manage projects
- operate an online information system
- create a promotional display stand.



Course Title	Location	2011	Length Including Holidays	Fees A\$	TNQIT	BRIT	CQIT	SQIT	WBIT
					02012B	02001E	02003C	02011C	02013A
CRICOS Course Codes									
Diploma of Tourism	Townsville	Feb, July	78 weeks	\$15,000		033303A			

Children's Services



Certificate III in Children's Services CHC30708

The Certificate relates to the roles and responsibilities of workers employed in a variety of children's services, enabling the provision of high quality child care and education for children aged 0 to 12 years.

After successfully completing this course, a graduate might work as an assistant in a long day care centre, an occasional day care centre, a kindergarten, a pre-school, an outside school age care program or as a co-ordinator of outside school age care, a family day care provider or a primary teacher's aide.

Certificate III content may include:

- identify and respond to children and young people at risk
- ensure children's health and safety
- provide care for children
- contribute to provision of nutritionally balanced food in a safe and hygienic manner
- work within a relevant legal and ethical framework
- interact effectively with children
- support the development of children
- develop understanding of children's interests and developmental needs
- apply first aid
- contribute to occupational health and safety
- provide care for babies
- support
- Aboriginal and/or Torres Strait Islander families to participate in children's services
- participate effectively in the work environment
- work effectively with families to care for the child



Course Title	Location	2011	Length Including Holidays	Fees A\$	TNQIT	BRIT	CQIT	SQIT	WBIT
					02012B	02001E	02003C	02011C	02013A
CRICOS Course Codes									
Certificate III in Children's Services	Townsville	January	50 weeks	\$10,000		070693G			



Beauty Therapy

Diploma of Beauty Therapy WRB50105 Certificate IV in Beauty Therapy WRB40105

The Diploma of Beauty Therapy provides students with the skills and knowledge required to work as beauty therapists, to own or manage a beauty and/or hair salon or day spa, or to consult and assist a medical skin practitioner advising and supervising post-medical skin care.

Diploma content may include:

- conduct financial transactions;
- provide service to clients
- sell products and services
- work effectively in a retail environment; apply safe work practices
- advise on beauty services; provide body treatments
- apply knowledge of nail science to nail services
- provide manicure and pedicure services
- apply knowledge of skin biology to beauty treatments
- provide lash and brow treatments
- provide temporary epilation and bleaching
- design and apply make-up; design and apply make-up for photography
- design and apply remedial camouflage
- apply knowledge of skin science, electricity, nutrition, anatomy and physiology to beauty therapy treatments
- apply knowledge of cosmetic chemistry to beauty therapy treatments
- develop a treatment plan for beauty therapy treatments
- provide facial treatments; provide advanced facial treatments
- provide aesthetic aromatic massage
- investigate new products and services.

Certificate IV in Beauty Therapy is designed for those wishing to gain employment in the beauty industry. Students will gain skills in waxing, manicure, pedicure, nail enhancement, make-up, and facial and body treatments. This program covers a wide variety of theoretical and practical classes.

Certificate IV content may include:

- conduct financial transactions; sell products and services
- provide service to clients and advise on beauty services
- apply knowledge of nail science to nail services
- provide manicure and pedicure service
- apply knowledge of skin biology to beauty treatments
- develop a treatment plan for beauty therapy treatments
- apply knowledge of anatomy, physiology, skin science, electricity, nutrition, and cosmetic chemistry to beauty therapy treatments
- design and apply make-up; provide lash and brow treatment
- provide facial and advanced facial treatments
- provide temporary epilation and bleaching treatments
- apply gel and acrylic nail enhancement, nail art and airbrushed nail art.

Note: electives may differ between Institutes.



Course Title	Location	2011	Length Including Holidays	Fees A\$	TNQIT	BRIT	CQIT	SQIT	WBIT
					02012B	02001E	02003C	02011C	02013A
CRICOS Course Codes									
Diploma of Beauty Therapy	Toowoomba	Feb, July	70 weeks	\$20,000				037704G	
	Hervey Bay	February	73 weeks	\$20,000					069447K
Diploma of Beauty Therapy packaged with Certificate IV in Beauty Therapy	Townsville	Jan, July	50 weeks	\$16,000		068399K 068401K			
Certificate IV in Beauty Therapy	Townsville	Feb, July	50 weeks	\$10,000		068401K			

Hairdressing



Diploma of Hairdressing Salon Management

WRH50106 / 50109

Certificate IV in Hairdressing WRH40106 / 40109

Certificate III in Hairdressing WRH30106 / 30109

Hairdressing

The TAFE Queensland regional hairdressing teams comprise highly skilled individuals who have many years of hairdressing and teaching experience. Our salons are clean, modern, and air-conditioned with up-to-date equipment in accordance with safe work practices. Regional institutes have a large client base which enables you to master the skills of hairdressing on a variety of clients in fully equipped salons, which in turn provides you with a realistic training environment. Dress standards apply and closed-toe shoes must be worn at all times.

Diploma content may include:

- maintain hairdressing services and sales delivery
- promote a hairdressing business; manage finance
- recruit and select staff; lead and manage people
- promote team effectiveness; manage quality customer service
- forecast market and business needs
- select and evaluate e-business opportunities
- manage a franchise operation.

Certificate IV content may include:

- perform on scalp full head bleach and retouch bleach services
- solve complex colour problems; design and apply long hair design
- work as a session stylist; maintain store safety
- coordinate work teams and manage small teams
- research business opportunities; undertake business planning.

Certificate III content may include:

- prepare clients for salon services; sell products and services
- perform colour correction
- provide service to clients; colour and lighten hair
- design and perform full and partial highlighting techniques
- design graduated and layered haircut structures
- perform chemical curling and volumising services
- apply one length/solid, graded haircut and layered haircut structures
- design and apply short to medium length hair design finishes
- consult with clients and treat hair and scalp conditions
- apply over-comb techniques and single, two- and three-strand braiding techniques
- design and maintain beards and moustaches
- combine haircut structures for traditional and classic designs on men
- vocational placement and practical sessions in TAFE hairdressing salon

Note: electives may differ between Institutes.



Course Title	Location	2011	Length Including Holidays	Fees A\$	TNQIT	BRIT	CQIT	SQIT	WBIT
					02012B	02001E	02003C	02011C	02013A
Diploma of Hairdressing Salon Management packaged with Certificate III in Hairdressing	Hervey Bay	Jan, Apr, July, Sep, Oct	111 weeks	\$22,000					065823A 065820D
	Toowoomba	Feb, July	92 weeks	\$22,000				071061K 071059D	
Diploma of Hairdressing Salon Management Management packaged with Certificates IV & III in Hairdressing	Toowoomba	Feb, July	114 weeks	\$26,000				071061K 071060M 071059D	
Certificate IV in Hairdressing packaged with Certificate III	Toowoomba	Feb, July	93 weeks	\$22,000				071060M 071059D	
Certificate III in Hairdressing	Hervey Bay Bundaberg	Weekly	78 weeks	\$18,000					060690E
	Toowoomba	Feb, July	71 weeks	\$18,000				071059D	
	Townsville	Feb, July	100 weeks	\$13,000		063929G			