

WARRNAMBOOL | PORTLAND | HAMILTON | COLAC

# course guide

2019



Published October 2018.

All information is correct at the time of printing.

#### DISCLAIMER

Every effort has been made to ensure details are correct and accurate, however South West TAFE reserves the right to change information with respect to course costs, timing and selection criteria without notice. Conduct of course is dependent on student numbers and sufficient funding.

#### PROUDLY TAFE

Registered Training Organisation  
Number: 3120

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SHORT COURSES

# THE BEN

## TAFE STUDENTS CAN EARN MORE

If you have a certificate or diploma from TAFE, you could start your career with a full-time wage of **\$56,000** compared with **\$54,000** if you have a bachelor degree from university.

## TAFE STUDENTS CAN ACCESS MORE JOBS

**9 of the top 10** occupations predicted to have the most job growth in the next five years are in TAFE-trained jobs.

More than one-third of job vacancies in the construction, food production and automotive trades went unfilled in 2015-16.

## TAFE STUDENTS CAN GET EMPLOYED SOONER

**76.5 per cent\*** of SWTAFE students, compared to an average of **69 per cent** of university graduates were employed after training last year.

**More than 90 per cent** of trade apprentices have jobs after finishing training.

## TAFE STUDENTS CAN HAVE LESS DEBT

University graduates can have up to **4 times more debt** than TAFE graduates after finishing study.

Government subsidised places are now available for courses, reducing the cost of study by up to **80%**.

Plus we have a range of **FREE TAFE** courses in 2019 (see page 6).

## TAFE GRADUATES ARE READY TO GO

You can gain industry-specific skills at TAFE so **you are totally job-ready** when you graduate.

Courses at TAFE are designed to replicate actual work situations and are structured around what employers are looking for. Teachers have extensive industry experience and strong connections with those industries.

## TAFE CAN ALSO TAKE YOU TO UNIVERSITY

You could use your TAFE qualifications to **gain credits for future study** at university – reducing the length of your university course, and saving money along the way. You can progress from a certificate to a diploma at TAFE, then to a bachelor degree at university.

Sources: Graduate Careers Australia, National Centre for Vocational Education Research (NCVER)\*, Skilling Australia Foundation, McCrindle Research, Australian Federal Government.

\*2017 Student Outcomes Report NCVER



# VEFITS

## OF TAFE



# free TAFE courses at SWTAFE in 2019

Free TAFE gives more people a chance to get the skills they need to land a job that's in demand.

From 1 January 2019, Free TAFE covers tuition fees for priority courses for students who are eligible for government-subsidised training.

## FREE TAFE ELIGIBILITY

Any Australian citizen, Australian permanent resident or New Zealand citizen is eligible to do a Free TAFE for Priority Course if they meet some simple eligibility criteria.

If you don't meet the criteria you may qualify for an eligibility exemption. An exemption will enable you to receive a Free TAFE place in 2019.

**Enquire now to find out if you qualify. Our customer service team would be happy to chat with you by phone 1300 648 911 or email [learn@swtafe.edu.au](mailto:learn@swtafe.edu.au)**

*Please note: The Free TAFE for Priority Courses initiative will pay your tuition fees for only one course. Once you have enrolled in a tuition-free priority course, you cannot get a tuition-free place again, even if you do not finish your first tuition-free priority course.*

We are pleased to offer students who are eligible for the Free TAFE initiative, the following courses at SWTAFE in 2019.

### Free TAFE courses:

- Certificate IV in Accounting and Bookkeeping (FNS40217)
- Diploma of Accounting (FNS50217)
- Certificate II in Agriculture (AHC20116)
- Certificate III in Agriculture (AHC30116)
- Certificate III in Agriculture (Dairy Production) (AHC30216)
- Certificate IV in Agriculture (AHC40116)
- Certificate II in Automotive Air Conditioning Technology (AUR20216)
- Certificate II in Automotive Vocational Preparation (AUR20716)
- Certificate II in Building and Construction (22338VIC)
- Certificate IV in Building and Construction (Building) (CPC40110)
- Certificate III in Commercial Cookery (SIT30816)
- Certificate III in Community Services (CHC32015)
- Diploma of Community Services (CHC52015)
- Certificate IV in Child, Youth and Family Intervention (CHC40313)
- Certificate IV in Disability (CHC43115)
- Certificate III in Education Support (CHC30213)
- Certificate II in Electrotechnology Studies (Pre-voc) (22261VIC)
- Certificate II in Engineering Studies (22470VIC)
- Certificate IV in Engineering (MEM40105)
- Certificate II in Furniture Making (MSF20313)
- Certificate II in Horticulture (AHC20416)
- Certificate III in Horticulture (AHC30716)
- Certificate III in Hospitality (SIT30616)
- Certificate III in Individual Support (CHC33015)
- Certificate II in Meat Processing (Food Services) (AMP20117)
- Diploma of Nursing (HLT54115)
- Certificate IV in Plumbing and Services (CPC40912)
- Certificate II in Plumbing (Pre-apprenticeship) 22304VIC
- Certificate II in Salon Assistant (SHB20216)
- Certificate III in Tourism (SIT30116)

### FREE TAFE

The Free TAFE courses are found throughout this guide – just look for this symbol

## UP TO 80% OFF 2019 COURSES AT SWTAFE

We have government-funded places available to eligible students enrolling in 2019 courses.

The great news is that Victorian Government-funded training is across most of our courses and this pays a large portion of the cost of your training, saving you a bundle!

# how to apply

## COURSES AT SWTAFE

Attend an information session to chat to our teachers and find out more about the course. You can find an upcoming information session near you at [swtafe.edu.au/infosessions](http://swtafe.edu.au/infosessions).

Apply at a SWTAFE campus or via our website at [swtafe.edu.au](http://swtafe.edu.au).

SWTAFE staff will contact you to organise your interview and pre-training review.

Complete the enrolment form provided to you.

Provide your identification and concession card required to enrol.

Pay your fees (either upfront or on a payment plan).

## APPRENTICESHIPS + TRAINEESHIPS AT SWTAFE

Find a job as an apprentice or trainee through an Apprenticeship Centre or Group Training Company.

Register with an Australian Apprenticeship Support Network (AASN) and nominate SWTAFE as your training provider (your employer will usually do this for you).

Receive your AASN registration number, which is called a 'Delta Number'.

SWTAFE staff will contact you to organise your pre-training review (once your AASN registration is complete and you have received your 'Delta Number').

Complete the enrolment form provided to you and provide your identification.

Pay your fees (either upfront or payment on a payment plan). These payments can be made by you or your employer.



## ENTRY AND SELECTION REQUIREMENTS

Each course has its own specific entrance and selection criteria, so it's important you review these requirements before applying.

Most courses will identify a minimum literacy or numeracy level as an entrance requirement.

Some courses may specify additional application requirements.

These include but are not limited to:

- Compulsory information session
- Interview
- Folio
- Course specific test/assessment
- Prerequisite units or courses
- Police check or 'Working with Children Check'

# YOUR SUCCESS STARTS HERE.



# fees

Studying at TAFE will incur some fees. These are largely dependent on whether or not you meet eligibility criteria for a government funded place.

The Victorian Government's Skills First program provides subsidies that make training more affordable. You could be eligible for a government-subsidised training place, depending on your age, educational history, and citizenship or residency status.

If you meet the eligibility criteria, the Victorian and Commonwealth governments will subsidise your training, greatly reducing the contribution that you'll need to pay for study at TAFE.

**Course fees are made up of two components:**

1. **Tuition contributions** – varies from course to course. A large portion of the tuition is subsidised by the Victorian Government for eligible students.

We also offer 30 Free TAFE courses in 2019 that covers tuition fees for students who are eligible for government-subsidised training.

2. **Course Consumables/Resources** – you may be required to pay the cost of some goods or materials necessary for your course, eg. tools of trade, uniform and books. You will be informed of fees associated with course consumables and resources via your Statement of Fees or alternatively the fees will be listed on a separate booklist (also available on our website).

**Visit our website for current indicative fees for each course.**

## HOW CAN I PAY?

### Up-front

Pay all your fees before starting your course.

### Payment plan

You can organise to pay in instalments over the duration of your course.

### Scholarship

You can apply for a number of scholarships that may assist in paying your tuition fees.

### VET Student Loan

If you're studying selected diplomas or advanced diplomas, you may be able to apply for a loan from the Australian government.

Repayments are made through the Australian Taxation Office (which are deducted from your salary once you start earning over a certain amount).





# scholarships and awards

Creating opportunities for those who might not otherwise have access to study, and recognising those who have the drive and commitment to achieve their future goals.

Each scholarship has its own criteria and the application process can vary from one scholarship to the next.

For more detailed information on our scholarships, or to apply visit [swtafe.edu.au](http://swtafe.edu.au)

## INDUSTRY AND REGIONAL SCHOLARSHIPS

### Health

One scholarship  
Closes 28 Feb 2019

### Community Services

One scholarship  
Closes 28 Feb 2019

### Victorian Certificate of Applied Learning

One scholarship  
Closes 28 Feb 2019

### Agriculture Dairy - ET Heard Scholarship

One scholarship  
Closes 28 Feb 2019

### Agricultural, Horticulture or Agronomy - RC Webb Scholarship

One scholarship  
Closes 28 Feb 2019 & 1 July 2019

### Portland Regional Scholarship

One scholarship  
Closes 28 Feb 2019

### Hamilton Regional Scholarship

One scholarship  
Closes 28 Feb 2019

### Colac Regional Scholarship

One scholarship  
Closes 28 Feb 2019

## PRE-APPRENTICESHIP SCHOLARSHIPS

### Pre-apprentice Scholarship

Five scholarships  
Close 28 Feb 2019

## KOORIE SCHOLARSHIPS

### Uncle Rob Lowe Snr. Koorie Scholarship

One scholarship  
Closes 28 Feb 2019

### Winda Mara Community Scholarship

One scholarship  
Closes 28 Feb 2019

### Dhauwurd-Wurrung Elder + Community Health Service

One scholarship  
Closes 28 Feb 2019

### Gunditjmara Community Scholarship

One scholarship  
Closes 28 Feb 2019

### Kirrae Health Service Community Scholarship

One scholarship  
Closes 28 Feb 2019

### Hamilton Health House Scholarship

One scholarship  
Closes 28 Feb 2019

## DEAKIN UNIVERSITY PATHWAYS AWARD

**\$1,000 to assist with the costs associated with enrolling in a Deakin University Warrnambool degree.**

Closes 30 Jan 2019

# our qualifications

## ENTRY LEVEL QUALIFICATIONS

### Foundation Courses

Foundation courses are designed to help students gain valuable language, literacy, numeracy, study and job-ready skills. Our dedicated and experienced teachers help you to develop a tailored learning plan based on your skill level and future goals. They will also provide support and guidance throughout your learning pathway. Our programs include English as an Additional Language (EAL), General Education for Adults, Work Education and Skills for Education and Employment (SEE) and The Reconnect Program

### VET in Schools (VETiS)

If you're in year 10, 11 or 12, you can combine your VCE or VCAL studies with our VET in Schools (VETiS) program. Learn hands-on skills while gaining a national qualification.

A VETiS program allows you to experience a career you may be considering, adds to the eligibility requirements for VCE/VCAL, and may contribute to your ATAR score. Choose from 12 VETiS programs across a range of areas. Speak to your school VET coordinator or check our VETiS guide for more information.

## PRE-APPRENTICESHIPS

A pre-apprenticeship is a certificate course that enables you to gain insight into what it's like to work in a trade, before you make a commitment to an apprenticeship. If you do continue to a full apprenticeship, you'll be better equipped and might even be able to shorten the study component of your apprenticeship by having the subjects you've already completed recognised.

## APPRENTICESHIPS AND TRAINEESHIPS

You can combine training with full-time or part-time work, so that while learning on the job you get the necessary class time and are paid as you progress.

Apprenticeships and traineeships are offered across a range of areas - you can find one in almost any field! They allow you to combine paid work with training. Once an employer has been found, we will work with them to deliver and assess your training.

## CERTIFICATES

### Certificate I

This entry level study will help you gain the knowledge and skills to start working and/or undertake further training or study.

### Certificate II

Graduates at this level will have basic factual, technical and procedural knowledge of a specific area of work.

### Certificate III

At this level graduates will have more developed practical and theoretical knowledge and skills for work.

### Certificate IV

At this level you'll obtain more advanced theoretical and practical knowledge and skills for specialised, skilled work and/or further training.

## DIPLOMA

Our diplomas are the highest level of courses we offer. Many include work placement as part of their program. They can also give you credit for prior learning and a pathway to university.

## SWTAFE can be your pathway to University

With many of our qualifications you'll get credits for your study and these credits may be transferred towards a university degree in the future. By building up credits you can greatly reduce the number of units and time required to complete a university qualification.

We have a close association with Deakin University and a formal agreement for credit points towards university for many of our diploma courses. You can easily transfer your studies with us to continue your studies at Deakin University or a number of other universities.



## how you'll learn

### ON CAMPUS

Many courses require students to attend training sessions on campus. A campus learning experience is a great way to meet like-minded people, share ideas and learnings; and develop skills in a supported simulated workplace. South West TAFE's workshops, salons, kitchens and computer rooms are equipped with industry standard equipment that will assist you to become work ready.

### ONLINE/BLENDED

Digital skills and literacy are going to be critical as businesses and industries rapidly develop their digital capabilities. South West Online provides courses and course content on a web-based platform that allows you to access your learning anytime, anywhere. Not only does this let you manage your learning but it also will enable you to better understand and apply digital technology applications in future workplaces.

### WORKPLACE

South West TAFE apprentices and trainees are based in an existing workplace. An increasingly large number of people are now also choosing to study part-time or in the evening, or undertake an employer sponsored program. These students often attend campus in blocks of training or as part of a series of one-day workshops. Workplace-based learners bring a range of knowledge and skills to their workshops and the sharing opportunities provided on campus enhances the learning experience for all participants.





Not sure which path to take?

# WE'LL HELP YOU FIND YOUR WAY

Visit us at the Pathfinders Skills and Jobs Centre and we can help you find your path through school, study and into the workforce.

We're open for all, whether you're exploring career options, transitioning from school to the workforce or if you're looking to study after school.

We are located in the 'old courthouse' at the Warrnambool SWTAFE campus, and provide independent advice on any future pathway.

Our Careers Practitioners are also available at our Hamilton and Portland Campuses one day a fortnight.

With a well-qualified team of career and course advisers and an extensive list of industry contacts, we are here to help you take the next steps towards your future.

## WE CAN HELP YOU WITH:

- Career guidance
- SWTAFE course advice
- University pathways
- Transitioning from school to further study or into the workplace
- Assistance with job application and interview skills
- Resume support
- Job search

**Come and visit us today.**

The old courthouse building next door to SWTAFE Timor Street Warrnambool.

Call 5564 8515 or email [skillsandjobscentre@swtafe.edu.au](mailto:skillsandjobscentre@swtafe.edu.au)



# Job Seekers Programs

## Youth Jobs Path-Employability Skills Training

FREE TO REGISTERED JOB SEEKERS

**Block One: Build U**

**Block Two: Brand U**

LOCATION Colac, Hamilton, Portland and Warrnambool campus

DURATION Full-time, three weeks (each block). Four days a week

START DATE Throughout the year

These two blocks of three-week programs will help young, registered job seekers aged 15-24 years to increase their employability skills and become job ready.

**Build U** will help you learn communication, teamwork, time management, problem solving, enterprise innovation and technology skills – all skills employers want.

In the **Brand U** block, you will learn advanced job hunting skills, interview skills, resume writing, harnessing social media platforms for employment purposes and cover letter skills. Industry awareness experiences will also be provided to help you explore which industry is right for you. On completion of these programs, you may enter an internship or gain paid work within an organisation.

## Reconnect Program

LOCATION Warrnambool, Portland, Hamilton

DURATION Individually mapped course dependant on student

START DATE Rolling enrolments throughout the year

The Reconnect program provides support to reduce barriers faced around participating in education. The program focuses on supporting participants to re-engage in training, leading to achieving educational goals.

Skills First Reconnect is focused on supporting learners:

- young people aged 17-19 who are early school leavers, not currently enrolled in school or any education and training program and/or full-time employment .
- long-term unemployed (unemployment of 12 months or more) people aged 20-64 without Year 12 or equivalent attainment (Senior Secondary Certificate or a Certificate II or higher qualification).

The Reconnect program is ideal if you have been out of education for a while and need additional support to engage in and complete the course best suited to your individual pathway.

## Skills for Education and Employment (SEE)

FREE TO REGISTERED JOB SEEKERS

LOCATION Portland and Warrnambool campus

DURATION Full-time, 26 weeks

START DATE Throughout the year

SWTAFE's SEE program offers a pathway to employment or further training, with assistance in reading, writing, numeracy, oral communication and learning skills. SEE will develop your digital literacy and employability skills. You can use this program as a stepping stone towards a career or further study. While building your language, literacy and numeracy skills, you will explore career path tasters in a range of study areas. You will be able to focus on the areas that you are seeking to improve. Eligibility criteria applies as this program is funded by the Australian Government Department of Education and Training.

# apprenticeships + traineeships

## APPRENTICESHIPS

focus on **trade careers** while working and undertaking a formal qualification. Approximate duration 2–4 years.

## TRAINEESHIPS

focus on **building skills and knowledge** while working and undertaking a formal qualification. Approximate duration 1–2 years.

Apprenticeships and traineeships are a great way to kick-start your career and gain a nationally-recognised qualification.

## LEAP IN WITH THE LEADER

A SWTAFE apprenticeship or traineeship is a partnership between you, your employer and SWTAFE.

Your employer will teach you skills on-the-job while SWTAFE provides formal training.

This allows you to learn from qualified academic staff, as well as someone who is an expert in the industry in which you're interested.

If you're still at school you can undertake a school-based apprenticeship or traineeship while completing VCE or VCAL.

## YOU CAN MAKE IT HAPPEN

Apprenticeships and traineeships can commence at any time. SWTAFE supports lots of opportunities for mature-aged workers. The first step is to find a business to employ you, then a local Australian Apprenticeship Support Network needs to register your Training Contract with SWTAFE.

Visit the DET Apprenticeships and Traineeships website for detailed information about training types and industries, wages and financial assistance: [www.education.vic.gov.au/training/learners/apprentices](http://www.education.vic.gov.au/training/learners/apprentices)

## BENEFITS TO APPRENTICES

There are a number of government benefits and assistance available to Australian apprentices.

These benefits may vary, so please refer to the Australian Apprenticeships website for current details:

[www.australianapprenticeships.gov.au](http://www.australianapprenticeships.gov.au)

## BENEFITS TO EMPLOYERS

The Australian Government offers a range of incentives for eligible employers of apprentices and/or trainees, particularly in areas of recognised skills shortages.

This assistance is subject to change, so please refer to the Australian Apprenticeships website for current information.

## WE TRAIN APPRENTICES AND TRAINEES IN:

- Agriculture, Conservation and Horticulture
- Early Childhood Education
- Racing and Equine
- Building, Construction and Trades
- Business
- Education Support
- Food and Hospitality
- Hair and Beauty
- Information Technology
- Health and Community Services
- Maritime
- Tourism



# how do I get an apprenticeship?

1

## DECIDE ON YOUR PREFERRED INDUSTRY OR TRADE

Find out about the different trade careers available. Register to attend one of our info sessions.

2

## POLISH YOUR RESUME AND COVER LETTER

The Pathfinders Skills and Jobs Centre can help you with resume writing and interview skills. Call 5564 8515 or email [skillsandjobscentre@swtafe.edu.au](mailto:skillsandjobscentre@swtafe.edu.au).

3

## FIND AN EMPLOYER

- Search the Apprenticeship Employment Network at [aen.org.au](http://aen.org.au) and the Australian Apprenticeship Network provider at [australianapprenticeships.gov.au](http://australianapprenticeships.gov.au)
- Try [jobsearch.gov.au](http://jobsearch.gov.au), [australia.gov.au](http://australia.gov.au) (Jobs and Workplace), Facebook, LinkedIn and other job sites.
- Newspapers generally advertise apprenticeships on Saturday or Wednesday. Most apprenticeships are gained through word of mouth
- Tell everyone that you're looking for an apprenticeship
- Ask trade outlets such as plumbing and hardware suppliers if you can post a notice at their business.
- Phone or send your resume to companies you'd like to work for
- Drop in to their business or work sites with a 'calling card' or resume
- Register with the Pathfinders Skills and Jobs Centre.

4

## SIGN YOUR APPRENTICESHIP/TRAINEESHIP TRAINING AGREEMENT

Once you've found an employer, they must register you with an Australian Apprenticeship Network provider within three months of starting work and arrange for you and your employer to sign a training agreement. Make sure you list SWTAFE as your training provider.

5

## ENROL AT SWTAFE

Once your training agreement details are received by us (this can take a few weeks) we will be in touch via phone or email with the next steps for enrolment. Visit [swtafe.edu.au](http://swtafe.edu.au) or call 1300 648 911 with any question you may have in the meantime.

**THERE'S A HUGE  
SELECTION OF  
APPRENTICESHIPS  
AND TRAINEESHIPS  
AVAILABLE AT  
SWTAFE.**



# Agriculture, Conservation + Horticulture



## Are you passionate about the land and natural resources?

Would you love a career that lets you enjoy the outdoors, one that doesn't keep you confined to an office?

Why not become part of an industry that provides Australia with a viable, healthy, profitable and sustainable future.

We will give you relevant, practical skills combined with the latest technologies and trends. So if your interest is in agriculture, horticulture or conservation and land management, we've got a course and career to suit.

You'll develop sought-after skills and knowledge that's relevant locally and Australia wide.

Any of these courses will give you a professional qualification recognised across Australia.



## Career opportunities

- Agricultural sales/marketing
- Nursery assistant
- Farm worker
- Stock and station agent
- Rural financial consultant
- Fencer
- Agronomist
- Wool classer
- Horticulturist
- Park ranger
- Landscaper
- Catchment management officer
- Eco-green corporation leader
- Coastcare manager
- Waterways program manager
- Environmental consultant

*and more...*





## MICHELLE BURLEY

DIPLOMA OF  
CONSERVATION AND  
LAND MANAGEMENT

# I HAD ALWAYS LOVED WILDLIFE

**A CHANCE TO FOLLOW HER  
PASSION FOR WILDLIFE AND  
CONSERVATION WAS TOO GOOD  
TO PASS UP FOR MICHELLE  
BURLEY.**

Michelle had been working for Toyota for 19 years when it was announced the company would close its Australian manufacturing operations.

She said that decision gave her the opportunity to follow her passion and she enrolled in the Diploma of Conservation and Land Management at South West TAFE.

"I had always loved wildlife and it was the perfect time to gain the skills to work in this field," she said.

Michelle completed her course at the end of 2017 and was rewarded for her hard work by winning the Vocational Student of the Year at South West TAFE's Graduation and Awards ceremony.

Since completing her course, Michelle gained employment at Macedon Ranges Shire Council as a casual administration officer.

She also had the opportunity to work with the environment department assisting with Roadside Vegetation Assessments.

She said the role consisted of assessing the conservation value of roadside vegetation which would influence the council's roadside management plan.

"I've really enjoyed being able to put the knowledge I have gained through my course into practice."

She has just gained a permanent role with the council's Emergency Management unit and will continue to work casually in the Environment team.

Michelle said the sense of achievement she had felt since completing her diploma was amazing and all the hard work had been worthwhile.



## AGRICULTURE

### **Certificate II in Agriculture** AHC20116 **FREE TAFE**

LOCATION Glenormiston  
DURATION Part-time, 16 months. One day a week  
START DATE Throughout the year

This qualification is offered to school leavers or others learners who are looking for a pathway to employment in the agriculture industry.

### **Certificate III in Agriculture** AHC30116 **FREE TAFE**

LOCATION Colac campus & Glenormiston  
DURATION Part-time, two years. One day a week  
START DATE Throughout the year

This qualification provides a general vocational outcome in agriculture. The qualification enables you to select a livestock production, cropping or livestock context as a job focus or, in the case of mixed farming enterprises, both cropping and livestock.

### **Certificate III in Agriculture (Dairy Production)** AHC30216 **FREE TAFE**

LOCATION Colac campus & Glenormiston  
DURATION Part-time, two years. One day a week  
START DATE Throughout the year

This qualification provides you with the skills and knowledge to work in the dairy industry. This qualification equips you with a variety of agricultural skills pertaining to the dairy industry including animal nutrition, animal health and machinery operation.

### **Certificate IV in Agriculture** AHC40116 **FREE TAFE**

LOCATION Colac campus & Glenormiston  
DURATION Part-time, two years. One day a week  
START DATE Throughout the year

The Certificate IV in Agriculture will allow you to develop skills and knowledge to become a specialist in the agriculture industry, possibly becoming a supervisor or team leader. This course also covers the specifics of managing stock nutrition breeding, health and welfare and supervision of staff and plant operation.

### **Diploma of Agriculture** AHC50116

LOCATION Glenormiston & Colac campus  
DURATION Two years  
START DATE Throughout the year

Agriculture makes up 60 percent of the regional economy of south west Victoria. The need for qualified staff is growing and SWTAFE graduates are in demand from farms to agricultural service providers. Students who complete this qualification will have valuable skills including: livestock and pasture management, breeding strategies, pest and disease control in crops, financial management and quality assurance.

Previous experience in agriculture is necessary and access to a commercial farm is preferable to support the learning at this level.

#### **FREE TAFE**

Free TAFE course in 2019, see page 6.



#### **Superseded qualification**

This means the course is being updated. The course code, title, units and content may change in the future and you may be enrolled into the new qualification.

## HORTICULTURE

### **Certificate II in Horticulture** AHC20416 **FREE TAFE**

LOCATION Sherwood Park campus & Stawell  
DURATION Part-time, 12 months. One day a week  
START DATE August (Sherwood Park), October (Stawell)

Keen to develop your interest in plants and gardens into a career? Throughout this course you will develop skills in plant identification, pest, disease and weed control, propagation and pruning. You will also get experience in operating and maintaining common horticultural machinery and equipment. Give yourself a head start into an apprenticeship or traineeship or improve your home gardening skills.

### **Certificate II in Horticulture (Traineeship)** AHC20416

LOCATION Workplace training  
DURATION One year  
START DATE Throughout the year

Keen to develop your interest in plants and gardens into a career? Throughout this course you will develop skills in plant identification, pest, disease and weed control, propagation and pruning. You will also get experience in operating and maintaining common horticultural machinery and equipment. Give yourself a head start into an apprenticeship or traineeship or improve your home gardening skills.

### **Certificate III in Horticulture** AHC30716 **FREE TAFE**

LOCATION Sherwood Park campus  
DURATION Part time, two years. One day a week (Feb) or one night a week (Oct)  
START DATE February & October

Finesse your flair for horticulture by taking your skills to the next level and learning how to create your own outdoor transformations. You will expand your plant identification, propagation, pest, disease and weed control skills and knowledge. Create a garden while developing proficiency in pruning, soil and plant nutrition, plant displays, paving, retaining walls and grass maintenance. Train across a variety of facilities including our industrial hothouse and trial grounds for practical activities.

### **Certificate III in Arboriculture (Traineeship)** AHC30816

LOCATION Workplace training  
DURATION Two years  
START DATE Throughout the year

This course will provide trainees with the skills and knowledge to operate independently as an arborist. You will gain competency in accessing, pruning, dismantling and felling trees; knowledge in tree identification and maintenance, and tree hazard assessment.

## **Certificate III in Landscape Construction (Apprenticeship) AHC30916**

LOCATION Sherwood Park campus or workplace training  
DURATION Three years  
START DATE Throughout the year

Are you interested in becoming a landscape gardener? Or perhaps you've been working in the industry and would like to formalise and enhance your skills. This traineeship will equip you with theoretical and practical skills and knowledge in all aspects of landscape construction.

## **Certificate III in Parks and Gardens (Apprenticeship) AHC31016**

LOCATION Sherwood Park campus or workplace training  
DURATION Three years  
START DATE Throughout the year

This apprenticeship suits those wanting to gain a career in the parks and gardens industry. During their studies students cover tree inspections, weed control, implementing plant nutrition programs, and installing irrigation systems.

## **Certificate III in Production Nursery (Apprenticeship) AHC31116**

LOCATION Workplace training  
DURATION Three years  
START DATE Throughout the year

This traineeship is designed for a nursery assistant working in a production nursery. You will learn a variety of skills including weed control, pest and disease control, plant identification and the safe use of chemicals.

## **WOOL**

### **Certificate IV in Wool Classing AHC41316**

LOCATION Hamilton campus and other locations on demand  
DURATION Full-time, 12 months. Three hour, weekly night classes  
START DATE Throughout the year

Do you want to be responsible for providing premium quality wool to the Australian market? The Certificate IV in Wool Classing will equip you with skills needed to manage all shearing shed operations or apply for job opportunities in the wool buying, marketing and production industries. As a SWTAFE wool graduate, you will be eligible to apply to the Australian Wool Exchange for registration as an Australian Wool Classer. You will be a specialist in grouping fleece according to length and thickness, quality, colour, strength and cleanliness.

### **Certificate IV in Wool Classing (Traineeship) AHC41316**

LOCATION Workplace training  
DURATION Full-time, 12 months.  
START DATE Throughout the year

Do you want to be responsible for providing premium quality wool to the Australian market? The Certificate IV in Wool Classing will equip you with skills needed to manage all shearing shed operations or apply for job opportunities in the wool buying, marketing and production industries. As a SWTAFE wool graduate, you will be eligible to apply to the Australian Wool Exchange for registration as an Australian Wool Classer. You will be a specialist in grouping fleece according to length and thickness, quality, colour, strength and cleanliness.

#### **FREE TAFE**

Free TAFE course in 2019, see page 6.

#### **\$**

#### **Superseded qualification**

This means the course is being updated. The course code, title, units and content may change in the future and you may be enrolled into the new qualification.



## CONSERVATION

### **Certificate II in Conservation and Land Management (Traineeship)**

AHC21016

LOCATION Workplace training  
DURATION One year  
START DATE Throughout the year

Do you enjoy the outdoors and are you interested in the management of our natural resources? This course provides traineeships with the skills and knowledge required to identify the environmental impacts associated with a range of land use activities.

### **Certificate III in Conservation and Land Management (Traineeship)**

AHC31416

LOCATION Workplace training  
DURATION Two years  
START DATE Throughout the year

This course is designed for trainees in the conservation and land industry looking to take their skills to the next level. You will develop skills in re-vegetation works, tree planting, fauna recognition, native seed collection and safe chemical handling.

### **Diploma of Conservation and Land Management** AHC51116

LOCATION Sherwood Park campus and online  
DURATION Full-time, two years. Eight one-day weekend workshops per year  
START DATE Throughout the year

Do you enjoy the outdoors? Are you interested in the management of our natural resources? This course covers the skills and knowledge required to identify the environmental impacts associated with a range of land use activities.

Studies focus on a variety of areas in catchment and land management including: biodiversity, biological surveying, fauna management, erosion control, pest-animal and plant control, and re-vegetation.

Students study online and participate in eight single-day workshops (on Saturdays). These workshops allow experts in the industry to reinforce the subject content in a practical environment. Block workshops are also possible if there is demand from more remote students. Previous experience in conservation, horticulture or agriculture will support the learning at this level.

You can start this diploma with SWTAFE then transfer to university to complete your degree.



# Equine + Racing



## Is it your dream to work with horses every day?

Are you ready to become part of an exciting industry that maintains the welfare of horses (the true stars of racing) as a priority?

The horse racing industry is an exciting and rapidly growing one with many opportunities for young people to develop a rewarding career.

### *Why choose a career in racing?*

- You will be paid to work with horses
- Opportunity for travel both nationally and internationally
- Horse racing covers a huge range of careers and opportunities including practical indoor and outdoor work and administration
- There is a strong demand for skilled workers, especially skilled stable hands and track riders
- There are opportunities to work with some of the most famous horses and identities in the industry.



## Career opportunities

- Stable hand
- Track rider

*and more...*

## RACING

### Certificate II in Racing (Stable Hand) (Traineeship) RGR20108

LOCATION Workplace training  
DURATION Full-time, 12 months  
START DATE Throughout the year

During this course you'll learn both practical skills and theoretical knowledge necessary for a career in the growing horse racing industry. This 12-month program is delivered by passionate and experienced industry experts, and will engage specialist guest speakers who have many years of practical experience and are actively advising industry bodies on moving trends, especially in welfare and integrity.

Skills learned in this course will include how to:

- Lead and handle horses safely
- Care for horses at track work, race meetings and trials
- Assist with transporting horses
- Rules of Racing
- Communication in the workplace and available employment opportunities

### Certificate III in Racing (Track-rider) (Traineeship) RGR30108

LOCATION Workplace training  
DURATION Full-time, 12 months  
START DATE Throughout the year

This 12 month program is delivered by passionate and experienced industry experts, and will engage specialist guest speakers who have many years of practical experience and are actively advising industry bodies on moving trends, especially welfare and integrity.

These skills include:

- Slow and fast work riding to set times
- Jumping out of barriers
- Corrective methods of riding
- Techniques used to ride a variety of horses

If you do not already have one, you will be assisted in finding a workplace where you can practise your skills on a daily basis.

## SHORT COURSE

### Stable Hand Mandatory Training 3120AGR238

LOCATION Glenormiston and the workplace  
DURATION Part-time, Up to 10 days for students with no horse experience. Less time for students with some horse experience and in current racing employment.  
START DATE Throughout the year

Every person in Victoria who wishes to work in a racing stable must complete mandatory training.

This course is designed to equip you with the skills and qualifications required to apply for a stable employee license with Racing Victoria.

Students with no horse experience will complete training at Glenormiston. Students currently working at a racing stable can be trained and assessed in their workplace.

The units delivered will form part of Certificate II in Racing (Stable Hand) (Traineeship) RGR20108.



# Arts

## Are you inspired by creativity?

If so, it's time to put your creativity to work and design your own career.

Being an artist can mean so many things. You can work with communities, in schools, with scientists, at festivals or teach workshops. You can make public artwork, sell pieces at markets and galleries, explore ideas and use technology to bring your ideas to life. If this sounds like your thing, there are full-time and part-time options to suit your interests.

The following courses will give you a professional qualification recognised across Australia.



## Career opportunities

- Gallery attendant
- Art curator
- Illustrator
- Exhibition designer
- Studio artist
- Muralist
- Workshop teacher

*and more...*







## JAMES CODY-DAVIS

ADVANCED DIPLOMA  
OF VISUAL ARTS

# I LOVED BEING IN THE PAINTING ROOM

**RETURNING TO PAINTING IS THE  
BEST THING JAMES CODY-DAVIS  
SAID HE HAD EVER DONE FOR  
HIMSELF.**

James had been living in Melbourne when he returned to Warrnambool and decided to start painting again and hone his skills at South West TAFE.

"I had always drawn in high school, but when I moved away I stopped," he said.

After meeting with the teachers at South West TAFE, he enrolled in the Diploma of Visual Arts and then went on to complete his Advanced Diploma of Visual Arts.

Since finishing his course, James has continued to paint and has been commissioned to do a number of paintings including a mural at South West Healthcare's mental health services.

However, his biggest project is his first solo exhibition to be held at a café in Terang.

James said he loved his time at South West TAFE and was always the last to leave each class.

"I loved being in the painting room. We learnt to stretch and make our own canvases, which is something I still do now," he said.

James said he was now considering his options which included further study or travel, but either way art would always remain a part of his life.

"Art has always calmed me, it has been especially calming for my mental health. You get great insights into yourself which makes you a better person."

## VISUAL ARTS

### Certificate III in Visual Arts CUA31115

LOCATION Warrnambool & Colac campus  
 DURATION Full-time, one year, two days a week.  
 Part-time, two years, one day a week  
 START DATE February, July

The Certificate III in Visual Arts will equip you with a broad range of artistic skills in a supportive environment.

This course can help you find your niche or simply broaden your horizons. Whether you want to be a professional artist or explore your creativity, this course covers a range of studio areas including: painting, textiles, sculpting, drawing, and printmaking (depending on campus).

### Certificate IV in Visual Arts CUA41315

LOCATION Warrnambool Campus  
 DURATION Full-time, one year, three days a week.  
 Part-time, three years, one day a week  
 START DATE February, July

If you've dreamt of exploring your creativity with like-minded people, this course is for you. Our friendly and experienced teachers will help you learn essential skills in a supportive environment, while you network with others in your field. This is a classroom-based program with hands-on experiences in the studio areas of painting, sculpture, drawing, and printmaking.

### Diploma of Visual Arts CUA51115

LOCATION Warrnambool & Colac campus  
 DURATION Full-time, one year, three days a week.  
 Part-time - Warrnambool, two years, one and a half days a week  
 Part-time - Colac, three years, one day a week  
 START DATE February, July

This course is ideal for people with an interest in developing practical, conceptual and interpretive skills as well as exploring the use of personal imagery. Students at the diploma level will investigate themes and refine their work into a cohesive body of work which will be shown at the end of year exhibition. Graduating students of the diploma are eligible for the Peter Lucas Award. Winners of this award receive a free exhibition at the Warrnambool Art Gallery.

Studio areas include the following (depending on campus): drawing, painting, printmaking and sculpture.







# Building, Construction + Trades



**Having a trade can take you anywhere and whatever your passion is, the opportunities are endless.**

People working in the trade industry are always in high demand and it's one of the biggest employment sectors in the country.

If you have a passion for working in the electrotechnology building, cabinet making, engineering, plumbing or automotive industries, then we have a course to suit your interests and help you build an exciting career.

Our courses will give you the hands-on skills to get you job-ready in your chosen trade.

If you're looking to start a new trade, we offer pre-apprenticeships, which give you a great introduction to a trade, giving you basic knowledge and hands-on skills. If you want to take the next step in your career, our post-trade qualifications can help you achieve your dream of owning your own business or becoming a supervisor.



Career opportunities

- Builder
- Cabinet maker
- Carpenter
- Estimator
- Self-employed contractor/sub-contractor
- Sales representative in construction industry
- Building supervisor
- Electrician
- Plumber
- Fabrication or mechanical engineer
- Automotive technician - mechanic

*and more...*





## SHONA MCGUIGAN

CERTIFICATE III IN  
PLUMBING

# I'M SO GLAD I'VE CHOSEN THIS PATH

**A SOUTH WEST TAFE TASTER DAY IN YEAR 10 INSPIRED SHONA MCGUIGAN TO TAKE ON THE MALE-DOMINATED WORLD OF PLUMBING.**

"I thought plumbing was just working with toilets and that's it, but the taster day really opened my eyes and I love the variety in my work now," she said.

Shona gained an apprenticeship at Cri-Tech Plumbing and enrolled in the VETiS plumbing course while she was completing her VCE studies at Mortlake College.

Shona has just completed her second year of studies and is so happy with her career choice.

"I love that I get to work outside and I get to keep so active," she said.

Shona said being a female in a male-dominated industry had never been an issue and she encouraged more girls to get into the profession.

"Plumbing is definitely achievable for a girl willing to have a go. There's more to plumbing than you first think so it's something more girls should look at," she said.

Shona said her studies at South West TAFE had prepared her well for the workplace.

"The practical skills we have learnt have been great and at SWTAFE they had real roof structures and a three-storey set-up where you can practice your skills".

## PRE-APPRENTICESHIP QUALIFICATIONS

### AUTOMOTIVE

#### **Certificate II in Automotive Vocational Preparation** AUR20716 **FREE TAFE**

LOCATION Portland and Warrnambool campus  
DURATION Full-time, 15 weeks. Three days a week  
START DATE March, July

This is a great course for those wanting to gain some base-level skills to build on. It is also ideal for those who want to test the waters to determine whether they are suited to being a mechanic. SWTAFE offers a pre-apprenticeship program which provides general knowledge, mechanical skills and hands-on workshop experience in basic automotive functions and vehicle systems. This is a great starting point and knowledge of this nature is never wasted.

### BUILDING

#### **Certificate II In Building and Construction** 22338VIC

LOCATION Sherwood Park campus  
DURATION Full-time 16 weeks, three and a half days a week  
START DATE March, July

If you're seeking a career in carpentry and want to learn your skills from industry experts, SWTAFE's building and construction course provides an ideal starting place.

The course will develop your 'hand skills' to an acceptable industry standard. Students will acquire these skills by participating in a number of building projects. Students will construct a full-size domestic house or similar structure from ground to completion. Graduates may pursue apprenticeships and traineeships in the building industry.

### ELECTRICAL

#### **Certificate II in Electrotechnology Studies (Pre-Vocational)** **FREE TAFE** **S** 22261VIC

LOCATION Warrnambool campus  
DURATION Full-time 20 weeks, three days a week  
START DATE February

This pre-vocational course will suit school leavers or new entrants into the workforce. It provides the opportunity for those wishing to gain employment in the electrotechnology industry with the required prerequisite knowledge and skills to gain access to a wide range of apprenticeships offered within this industry.

The course provides training in basic electrical theory, electrical workshop practices, wiring and basic installation skills, the use of hand and power tools and an overview of the electrotechnology industry and the range of occupations within it.

#### **FREE TAFE**

Free TAFE course in 2019, see page 6.

#### **S**

#### **Superseded qualification**

This means the course is being updated. The course code, title, units and content may change in the future and you may be enrolled into the new qualification.

### ENGINEERING

#### **Certificate II in Engineering Studies** 22470VIC **FREE TAFE**

LOCATION Portland campus  
DURATION Full-time 12 weeks, four days a week  
START DATE March

This pre-apprenticeship course provides knowledge of engineering principles and hands-on experience in basic fabrication techniques, machining processes, welding and using computer-based technology programs to test and operate a multi-purpose robot. Graduates may pursue careers in an engineering apprenticeships.

## FURNITURE MAKING

### **Certificate II In Furniture Making** MSF20313 **FREE TAFE**

LOCATION Sherwood Park campus  
DURATION Full-time 10 months, two days a week  
START DATE March, apply any time

If you are considering a career in the furniture or building trades, this course is likely to appeal to you. It will allow you to become skilled in the use of hand and power tools while teaching you about safety, timber joints and construction, assembly and the operation of woodworking. One of the primary advantages of this course is that the skills it teaches can be broadly applied to anything from furniture making to kitchen cabinetry. Another great thing is that it provides an excellent pathway to higher level qualifications.

## APPRENTICESHIPS

### **BUILDING & CONSTRUCTION**

#### **Certificate III in Carpentry (Apprenticeship)** CPC30211

LOCATION Sherwood Park & workplace training  
DURATION Four years. Seven week-long blocks per year plus workplace training  
START DATE Throughout the year

The course includes hands-on experience with theory and practical components, which will assist you while you are employed in the construction industry.

#### **Certificate III in Cabinet Making (Apprenticeship)** MSF31113

LOCATION Sherwood Park & workplace training  
DURATION Four years. Workplace training plus block releases  
START DATE Throughout the year

This qualification covers the skills and knowledge required to perform a range of skills at trade-level for those working in furniture making and those involved in the manufacture and installation of fitted furniture typically in a kitchen, bathroom and related context. Installation skills may be applied to new or renovation work.

## AUTOMOTIVE

#### **Certificate III in Light Vehicle Mechanical Technology (Apprenticeship)** AUR30616

LOCATION Warrnambool campus & workplace  
DURATION Three years. Eight week-long blocks per year plus workplace training  
START DATE Throughout the year

This course is designed to train learners in light vehicle mechanics to develop their skills and ensure they are competent to perform at industry standards.

## ENGINEERING

#### **Certificate III in Engineering - Fabrication Trade (Apprenticeship)** MEM30305

LOCATION Portland campus & workplace training  
DURATION Three years. Seven week-long blocks per year plus workplace training  
START DATE Throughout the year

This apprenticeship course provides the skills and knowledge for a career as a Engineering Tradesperson - Fabrication including metal fabrication, forging, founding, structural steel erection, electroplating, metal spinning, metal polishing, sheet metal work, welding and the use of related computer controlled equipment.

## APPRENTICESHIPS (CONT'D)

### ENGINEERING

#### **Certificate III in Engineering - Mechanical Trade (Apprenticeship)** MEM30205

LOCATION Portland campus & workplace training  
DURATION Three years. Seven week-long blocks per year plus workplace training  
START DATE Throughout the year

This course is designed for apprentices to provide them with the skills and knowledge for a career as an Engineering Tradesperson - Mechanical. You will learn a variety of areas including the design, manufacture, installation, modification, testing, maintenance and service of all mechanical equipment.

### ELECTRICAL

#### **Certificate III in Electrotechnology Electrician (Apprenticeship)** UEE30811

LOCATION Warrnambool campus & workplace training  
DURATION Four years. Eight week-long blocks per year plus workplace training  
START DATE Throughout the year

This course is designed for Electrical Apprentices to achieve their qualifications and obtain their electrician's licence. The course provides practical skills and knowledge to select, install, set up, test, fault find, repair and maintain electrical systems and equipment in building and premises.

### PLUMBING

#### **Certificate III in Plumbing (Apprenticeship)** CPC32413

LOCATION Warrnambool campus & workplace training  
DURATION Three years. 27 week-long blocks over three years plus workplace training  
START DATE Throughout the year

The course includes hands-on experience with theory and practical components, which will assist you while you are employed as an apprentice plumber. During this course, you will learn about roof plumbing, sanitary and drainage, hot cold and warm water, gas fitting, mechanical plumbing, irrigation and fire protection.

## POST-TRADE QUALIFICATIONS

### AUTOMOTIVE

#### **Certificate II in Automotive Air Conditioning Technology** **FREE TAFE** **S** AUR20216

LOCATION Warrnambool campus  
DURATION Full-time, four weeks. Online plus workshops  
START DATE March, August

Keen to gain a licence in automotive air conditioning?

The Certificate II in Air Conditioning Automotive Technology (AUR20216) gives existing workers an update to their qualifications or those who wish to gain a certificate for their current skills.

The course will be delivered through a combination of 13 units online and three practicum units at the South West TAFE workshop over four days from 8.30am to 4.30pm.

#### **FREE TAFE**

Free TAFE course in 2019, see page 6.

#### **S**

#### **Superseded qualification**

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## BUILDING & CONSTRUCTION

### Certificate IV in Building and Construction (Building) CPC40110 **FREE TAFE**

LOCATION Sherwood Park campus, Hamilton  
DURATION Full-time, 16 weeks, two evenings a week  
START DATE February, July

Are you already in the building and construction industry? Would you like to step up into a supervisory role? Maybe you're a tradesperson hoping to become a subcontractor or business owner. If this sounds like you, why not take the next step in your career? This qualification will give you the skills you need to achieve your career aspirations. It will qualify you to supervise low-rise residential building projects and assist in the application for a registered Builder Licence. This qualification is recognised by Housing Industry Association (HIA), Master Builders Association (MBA) and the Building Commission.

## ENGINEERING

### Certificate IV in Engineering (Units of MEM40105) **FREE TAFE**

LOCATION Portland campus  
DURATION Flexible delivery on a unit by unit basis  
START DATE Individual units offered throughout year

Take your career in engineering to the next level with this advanced, post-trade qualification. You can choose to specialise your engineering skills in computer aided design, computer aided manufacturing, hydraulics and pneumatics and welding certificates.

## PLUMBING

### Certificate IV in Plumbing and Services (Units of CPC40912) **FREE TAFE**

LOCATION Warrnambool campus  
DURATION Flexible delivery on a unit by unit basis  
START DATE Individual units offered throughout year

Achieve your goal of becoming a licensed plumber by enrolling in the following units.

- BSBSMB401 - Establish legal and risk management requirements of small business.
- CPCPCM4011A - Carry out work-based risk control processes.
- CPCPCM4012A - Estimate and cost work.
- CPCPDR4011B - Design and size sanitary drainage systems.
- CPCPDR4012B - Design and size stormwater drainage systems.
- CPCPDR4013B - Design and size domestic treatment plant disposal systems.
- CPCPGS4011C - Design and size consumer gas installations.
- CPCPGS4022A - Service Type A gas appliances.
- CPCPSN4011B - Design and size sanitary plumbing systems.
- CPCPWT4011B - Design and size heated and cold water services and systems.
- CPCPWT4022A – Commission and maintain backflow prevention devices.
- CPCPWT4023A - Commission and maintain hot and heated water temperature control devices.
- CPCPRF4011B - Design and size roof drainage systems.

These units will qualify you to apply for plumbing licences with the Victorian Building Authority. Please note enrolling in single or multiple units of this course will use one of your government subsidised places.

# Business + Finance



**Across Australia there are more than two million registered businesses, each of which has specific employment needs to support their specialisation.**

We can prepare you for a career in this industry by giving you the necessary skills for employment or further education, offering direct pathways to Deakin University.

Are you looking to develop your skills to manage teams, oversee successful projects, interpret business environments and provide effective leadership across an organisation?

Diploma of Leadership & Management will teach you how to plan, design, apply and evaluate solutions to unpredictable problems. You will also learn how to identify, analyse and synthesise information from a variety of sources.

An accounting course will give you the practical skills, knowledge and qualifications to help you reach your business goals.



Career opportunities

- Manager
- Team leader
- Co-ordinator
- Supervisor
- Business owner
- Accounts clerk
- Bookkeeper
- Assistant accountant
- Tax accountant
- Finance officer
- Clerical officer
- Customer service officer
- Data entry operator
- Information officer
- Payroll officer
- Word processing operator
- Sales assistant
- Senior sales assistant
- Customer service assistant

*and more...*





## MARLEE BOURKE

CERTIFICATE III IN  
BUSINESS

# THE PERFECT WAY TO SPEND MY GAP YEAR

**A TRAINEESHIP IN BUSINESS  
GAVE MARLEE BOURKE THE  
PERFECT HEAD START WHEN  
SHE STARTED HER UNIVERSITY  
STUDIES.**

Marlee completed her traineeship at the Moyne Shire in 2017 and was rewarded with winning South West TAFE's Trainee of the Year award at the 2017 Graduation and Awards Ceremony.

She said the traineeship was the perfect way to spend her gap year and the time management, business and computer skills she learnt were invaluable.

"The skills and experiences I gained in that year will help me in any future studies or career," she said.

Marlee's teacher and employer were impressed by her exceptional skills and said she was a pleasure to teach.

Since completing her Certificate III in Business, Marlee started her Bachelor of Arts at Federation University in Ballarat in 2018.

"My plan is to complete my bachelor with a double major in literature and media, and after that I hope to pursue secondary teaching with a focus in these two areas," she said.

She said her traineeship was such a rewarding experience and she was so proud of the skills she had gained that had helped her in her first year of university and would last her a lifetime.

"I am so grateful for my experience and could not recommend it enough. I encourage anyone considering the certificate to give it a go, as it opens so many doors for your future."

## Diploma of Accounting FNS50217 **FREE TAFE**

LOCATION Warrnambool campus  
DURATION Full-time, 12 months. Two evenings a week plus 10 Saturday workshops  
START DATE February

This qualification reflects professional accounting job roles in financial services and other industries. Individuals in these roles apply solutions to a range of often complex problems, and analyse and evaluate information from a variety of sources. They apply initiative to plan, coordinate and evaluate their own work and guidance to others within defined guidelines. This qualification includes units that comprise an approved Tax Practitioner Board (TPB) course in Australian taxation law and commercial law. Anyone seeking registration with the TPB should check current registration requirements with the Board.

To be eligible to enrol in this course, you must provide evidence that you have completed a number of prerequisite units.

## Certificate IV in Accounting and Bookkeeping FNS40217 **FREE TAFE**

LOCATION Warrnambool campus. Portland & Hamilton campuses via Smart Classroom  
DURATION Full-time, 12 months. Two evenings a week plus 10 Saturday workshops  
START DATE February

Improve your career prospects, prepare for further studies or build on your existing bookkeeping skills. Maximise your employment opportunities in this field by completing units in the preparation and lodgement of business and instalment activity statements and the provision of advice or dealing with the Commissioner on behalf of a taxpayer in relation to the activity statements.

This course meets the prerequisite requirements for entry into Diploma of Accounting (FNS50217).

## Diploma of Leadership and Management BSB51918

LOCATION Warrnambool campus  
DURATION Full-time, 12 months. One evening a month plus six Saturday workshops  
START DATE August

Develop the skills to be a motivating leader that gets the best out of staff. You'll learn innovative approaches to managing people, projects, budgets and teams in a wide range of industries and organisations. This course is designed for those who have considerable experience in an industry or vocational area. You may already be managing staff, or working towards a career as a manager.

### **FREE TAFE**

Free TAFE course in 2019, see page 6.



### **Superseded qualification**

This means the course is being updated. The course code, title, units and content may change in the future and you may be enrolled into the new qualification.

**Smart Classroom** means the teacher will not always be physically present and may teach via video conferencing.



## BUSINESS

### **Certificate III in Business (Traineeship) BSB30115**

LOCATION Warrnambool campus & workplace training

DURATION 12 months. One workshop per month plus workplace training

START DATE Throughout the year

Begin your career in the business industry with the Certificate III in Business. This traineeship allows you to learn a variety of skills and knowledge while working within a business environment. Under supervision by a qualified person, you will gain practical skills to be applied to your chosen industry including medical, finance or retail.

### **Certificate IV in Business Administration (Traineeship) BSB40515**

LOCATION Warrnambool campus & workplace training

DURATION 12 months.

START DATE Throughout the year

Enhance your skills and knowledge of the business industry with practical learning by undertaking a traineeship in the Certificate IV in Business Administration. While working within the industry, you will gain a variety of skills and knowledge applicable to your chosen area of business.



# Education + Training



## Are you interested in helping children and adults on their education pathways?

You could achieve both by working in Education and Early Childhood Development. We have courses that will enable you to support the education of babies and young children, through to teenagers and adults - helping them reach their full potential.

Our certificate and diploma courses will give you practical skills and include 'real life' placements. You will learn to be an Early Childhood Educator or Education Support Professional. This means you'll be able to enter or progress in this growing industry, while doing something very worthwhile, and you'll be greatly appreciated for it.

All of these courses will give you a professional qualification recognised throughout Australia.



## Career opportunities

- Early childhood educator
- Kindergarten educators' assistant
- Outside school hours care educator
- Playgroup supervisor
- Recreation assistant
- Family day care educator
- Nanny
- Education support worker
- Literacy worker
- Teacher aide
- Early childhood officer or advisor
- Education facilitator or assessor

*and more...*





## JOY LAWRENCE

DIPLOMA OF  
EARLY CHILDHOOD  
EDUCATION AND CARE

# I LEARNT SO MUCH AT TAFE

### FURTHERING HER STUDIES IN EARLY CHILDHOOD EDUCATION HAS TAKEN JOY LAWRENCE'S PASSION FOR WORKING WITH CHILDREN TO THE NEXT LEVEL.

"I have always loved working with children and watching them grow and my studies have helped me to step up to new roles," she said.

Joy was working at Kardinia Childcare Centre in Dennington when she decided to undertake her traineeship in Early Childhood Education and Care through South West TAFE.

She completed her diploma in 2017 and loved the knowledge she gained from doing the course.

Joy has now stepped up to room leader and assistant for the kinder two days a week.

"I love my job and building relationships with the children. I learnt so much at TAFE and it's really made me grow.

"The opportunity to work and study at the same time was also appealing and I always knew that help was just a phone call away," she said.

Joy is considering furthering her studies with a bachelor degree at university, but is just loving what she's doing at the moment.

She said anyone with a passion for children should definitely consider the childcare industry which was so enjoyable and rewarding.

## EARLY CHILDHOOD EDUCATION

### Certificate III in Early Childhood Education and Care CHC30113

LOCATION Hamilton, Portland and Warrnambool campus  
DURATION Full-time, one year. Two days a week plus work placement  
START DATE February, July (Warrnambool)

This qualification is required to gain entry-level employment in the early childhood education and care sector. The course covers the development and care of children from birth to pre-school. Students will learn best practice around how to promote children's growth, development and wellbeing. It also covers how to observe, plan and document development of children through planned experiences. Students must complete a minimum of 150 hours practical placement in a regulated early learning centre. Students learn how to implement an approved learning framework within the requirements of the Education and Care Services National Regulations and the National Quality Standards. Those who complete the Certificate III in Early Childhood Education and Care (CHC30113) can have direct entry to year two of the diploma (CHC50113).

### Certificate III in Early Childhood Education and Care (Traineeship) CHC30113

LOCATION Workplace training  
DURATION Full-time, 24 months.  
START DATE Throughout the year

This qualification is required for gaining entry level employment in the early childhood education and care sector. The course covers the development and care of children from birth to pre-school. Students will learn best practice around how to promote children's growth, development and wellbeing. It also covers how to observe, plan and document development of children through planned experiences. Students must complete a minimum of 150 hours practical placement in a regulated early learning centre. Students learn how to implement an approved learning framework within the requirements of the Education and Care Services National Regulations and the National Quality Standards. Those who complete the Certificate III in Early Childhood Education and Care (CHC30113) can have direct entry to year two of the diploma (CHC50113).

### Diploma of Early Childhood Education and Care CHC50113

LOCATION Warrnambool campus. Hamilton & Portland via Smart classroom  
DURATION Full-time, one year (second year of diploma). Two days a week plus work placement  
START DATE February

The Certificate III in Early Childhood Education and Care (CHC30113) is a requirement for entry into this course. This qualification reflects the role of early childhood educators who are responsible for designing, implementing and monitoring curriculum in early childhood education and care services. In doing so, lead educators work to implement an approved learning framework within the requirements of the Education and Care Services National Regulations and the National Quality Standards. Students must complete a minimum of 240 hours practical placement in a regulated early learning centre.

#### FREE TAFE

Free TAFE course in 2019, see page 6.



#### Superseded qualification

This means the course is being updated. The course code, title, units and content may change in the future and you may be enrolled into the new qualification.

### Diploma of Early Childhood Education and Care (Traineeship) CHC50113

LOCATION Workplace training  
DURATION 36 months  
START DATE Throughout the year

This qualification reflects the role of early childhood educators who are responsible for designing, implementing and monitoring curriculum in early childhood education and care services. In doing so, lead educators work to implement an approved learning framework within the requirements of the Education and Care Services National Regulations and the National Quality Standards. Students must complete a minimum of 240 hours practical placement in a regulated early learning centre.

## EDUCATION SUPPORT

### Education Support

This is an exciting career path offering opportunities to supervise or provide leadership to other education support staff or volunteers. Build on your existing education support skills and knowledge to broaden your career opportunities in a range of education settings.

This is an ideal opportunity for those who have completed the Certificate III in Education Support or those who are already working in the field. To express your interest for this course, visit [swtafe.edu.au/ask-a-question](http://swtafe.edu.au/ask-a-question).

### Certificate III in Education Support CHC30213 **FREE TAFE**

**LOCATION** Warrnambool campus. Portland & Hamilton campus via Smart classroom  
**DURATION** Full-time, 12 months. Two days a week plus work placement  
**START DATE** February, July

The Certificate III in Education Support has become a very popular teacher's assistant course in Australia. It's a nationally recognised education support course which has a special focus on assisting a teacher in a range of different classroom contexts.

This qualification has been particularly appealing to parents who are looking for a rewarding career that involves assisting a teacher in the classroom and contributing to the overall growth and development of children, while being able to work 'school hours' in order to fit in with looking after their own children. It is also well suited to students who have completed Year 12 and are undertaking a gap year. Additionally, the course provides an excellent grounding for those wishing to study teaching at university. There is a mandatory requirement for students to undertake 100 hours of work placement in a school environment while undertaking their study. This is usually voluntary.

### Certificate III in Education Support (Traineeship) CHC30213 **FREE TAFE**

**LOCATION** Workplace training  
**DURATION** Full-time, 12 months.  
**START DATE** February

The Certificate III in Education Support has become a very popular teacher's assistant course in Australia. It's a nationally recognised education support course which has a special focus on assisting a teacher in a range of different classroom contexts.

This course is also well suited to students who have completed Year 12, and are undertaking a gap year. Additionally the course provides an excellent grounding for those wishing to study teaching at university. There is a mandatory requirement for students to undertake 100 hours of work placement in a school environment while undertaking their study. This is usually voluntary.

## TRAINING AND ASSESSMENT

### Certificate IV in Training and Assessment TAE40116

**LOCATION** Warrnambool campus  
**DURATION** Part-time. Day class: 26 weeks  
Night class: one evening a week for 12 months  
**START DATE** February, July

Want to work as a trainer or assessor in the vocational education and training (VET) sector? The Certificate IV in Training and Assessment is the qualification you need!

This may include formal training in a structured training environment, on-the-job instruction, conducting of workplace assessments, one-to-one training of apprentices, as well as the coaching and mentoring of staff.

**Smart Classroom** means the teacher will not always be physically present and may teach via video conferencing.



## YOUTH PROGRAMS

At South West TAFE we offer a unique, individualised approach to Youth VCAL, that is innovative, supportive and engaging. Students will engage in integrated programs and have the opportunity to contribute to a pathway that reflects not only personal interests, but employment and industry needs in the local area.

Core units of literacy, numeracy, work-related skills and personal development skills are offered at Foundation, Intermediate and Senior levels.

A work placement will also form part of these hours at the Intermediate and Senior levels. These hours will be integrated and work completed reflecting either Vocational Training being completed at the time or individual and group projects.

### **Victorian Certificate of Applied Learning (Foundation) VCALFND001 (VCAL)**

LOCATION Colac, Hamilton, Portland and Warrnambool campus  
DURATION Full-time, 12 months. Four days a week  
START DATE Throughout the year

VCAL Foundation Pathways (Year 10 equivalent) is a hands-on learning program for young people looking for an alternative to mainstream schooling.

Through a supported environment with small class sizes, students engage in project-based learning focused on both individual and group interests.

It also allows students to sample a range of careers across various local industries, to help determine their interests and strengths for their chosen career.

### **Victorian Certificate of Applied Learning (Intermediate) VCALINT001 (VCAL)**

LOCATION Colac, Hamilton, Portland and Warrnambool campus  
DURATION Full-time, 12 months. Four days a week  
START DATE Throughout the year

VCAL Intermediate Pathways (Year 11 equivalent) gives students a chance to experience training and qualification options that best suit their needs and interests. It is directed towards young people who want to learn in a supported, yet relaxed environment away from mainstream schooling. VCAL provides practical experiences as well as allowing students to sample a range of careers across various local industries, helping determine their interests and strengths for their chosen career.

### **Victorian Certificate of Applied Learning (Senior) VCALSEN001 (VCAL)**

LOCATION Colac, Hamilton, Portland and Warrnambool campus  
DURATION Full-time, 12 months. Five days a week  
START DATE Throughout the year

VCAL Senior Pathways (Year 12 equivalent) gives students who want to achieve their senior school certificate the opportunity to choose the qualification options that best suit their needs and interests.

VCAL Senior provides students with hands-on practical experiences as well as skills in literacy and numeracy. Students are guided through a more focused independent learning situation, where work and major projects focus on needs and interests.

Students have the opportunity to be involved in community projects. It also allows students to sample a range of careers across various local industries, to help determine their interests and strengths for their chosen career.



## CHLOE CANHAM

VCAL

# TAFE WAS A BETTER FIT FOR ME

**A PASSION FOR WORKING WITH HORSES HAS LEAD CHLOE CANHAM TO SOUTH WEST TAFE WHERE SHE COMPLETED HER VCAL STUDIES AND IS NOW ON HER WAY TOWARDS HER DREAM CAREER.**

Chloe was in Year 10 when she realised secondary school wasn't for her.

She decided to enrol in Foundation VCAL at South West TAFE as she needed her Year 12 equivalent to make her dream of working in the horse industry a reality.

Chloe continued to progress through her VCAL studies and completed her Senior VCAL at the end of 2018.

She has just been accepted into the Diploma of Equine Management course at Marcus Oldham College in 2019 and can't believe what she has achieved.

"I've always had a passion for horses, and started riding horses at a young age. I think mum thought it was a phase but it never passed and I don't think it ever will," she said.

Chloe said she was so excited to be working towards her goal of one day becoming a veterinary nurse or horse trainer/breeder.

She has also gained work with a local horse trainer and loves it so much that she doesn't even mind the early-morning starts.

Chloe said her time at South West TAFE and the opportunity to undertake work placements had steered her studies in the right direction.

"I wouldn't have had the chance to do the work placements if it wasn't for TAFE. TAFE has given me a more flexible style of learning that was a way better fit for me."

## YOUNG PARENTS PROGRAM

**Victorian Certificate of Applied Learning (Foundation)** VCALFND001 (VCAL)

**Victorian Certificate of Applied Learning (Intermediate) (Year 11)** VCALINT001 (VCAL)

**Victorian Certificate of Applied Learning (Senior)** VCALSEN001 (VCAL)

LOCATION Warrnambool campus

DURATION Full-time, one year (per program) three days per week

START DATE Throughout the year

Young Parent VCAL is a specialised program which is unique for this region. It gives young parents the opportunity to complete their year 10, 11 and 12 equivalent in a supportive and friendly environment.

The program has a holistic approach which means the children are in the classroom with their parents while they complete their work.

A fully-qualified childcare worker provides activities for the children to support their development and learning while their parents complete their classwork.

The classroom incorporates 'a child-friendly zone' so the children can participate in activities such as role play, painting, reading and adventure play.

This is a hands-on learning program for young parents looking for an alternative to mainstream schooling.

Through a supported environment with small class sizes, students engage in project-based learning focused on both individual and group interests.

Students have the option to complete a third day which will allow them to sample a range of career streams with the view to determining pathways including hospitality, tourism, building, automotive and wellbeing.

## ENGLISH AS AN ADDITIONAL LANGUAGE

LOCATION Warrnambool campus

DURATION Full-time, three days a week

START DATE Throughout the year

SWTAFE offers a range of English as an Additional Language (EAL) programs. Subject to eligibility (visa status) students can study EAL coursework for FREE through the AMEP Adult Migrant English Program (AMEP) and/or Skills for Education & Employment (SEE) program(s). Students can obtain qualifications from accredited coursework to support their pathway into future vocational training or higher education courses. Students will be able to improve their speaking, pronunciation, listening, reading and writing skills.







# Food + Hospitality



## Do you have a passion for working in the fast- paced world of food and hospitality?

A career in hospitality, commercial cookery, butchery or bakery can offer you endless opportunities in Australia and across the world.

Our fully-licensed restaurant, Food Lab, and associated production kitchens serve as practical classrooms so you can gain the skills to be job-ready.

Our trainers will work with you to customise a program to suit you and your employer.

Plus, all of our training programs can be delivered on-site across Victoria. We are devoted to providing industry-relevant training to all of our butchers, bakers, patissiers and chefs.

Our expert trainers will encourage you to master traditional methods and try innovative techniques leaving you fully equipped to work in the industry.



## Career opportunities

- Front of house receptionist
- Food and beverage attendant
- Customer service/sales
- Retail butcher, supermarket butcher
- Meat boner and slicer
- Kitchen hand
- Chef
- Pastry cook
- Baker
- Caterer

*and more...*







## JAMES BARBER

CERTIFICATE III IN  
HOSPITALITY

# I LOVED THE STYLE OF STUDY

**A QUALIFICATION IN THE  
HOSPITALITY INDUSTRY HAS  
GIVEN JAMES BARBER THE  
SKILLS TO BUILD ON HIS  
KNOWLEDGE AND WORK  
TOWARDS A CAREER IN  
MANAGEMENT.**

After completing secondary school, James started a university course where he discovered the university style of learning wasn't for him.

He then started a traineeship in business administration through Warrnambool City Council's traineeship program where he studied through South West TAFE.

"I loved the style of study I was able to do through TAFE and the ability to work and study at the same time was very appealing," he said.

James went on to complete a Certificate III in Hospitality and is now working at Alexandra House in Hamilton in a trainee supervisor/bar manager role.

He said he had worked in the hospitality industry for nine years and up until recently had never had a formal qualification.

James is hoping the management skills he has learnt and is developing in his current role will lead him into a career in management in a different field.

"I've always had a knack for hospitality, but these skills can lead me into any field in the future.

"I found TAFE was a great fit for me and I realised that when I received my qualification I had gained so many skills along the way to make me completely confident in my workplace."

## HOSPITALITY AND COMMERCIAL COOKERY

### Certificate III in Hospitality SIT30616 **FREE TAFE**

LOCATION Hamilton & Warrnambool campus  
DURATION Full-time, nine months. Three days a week plus placement  
START DATE February, September

This course combines entry level practical skills and relevant theoretical knowledge of the hospitality industry. Students are required to undertake a minimum of 36 hours documented paid or voluntary work in the hospitality industry as part of this course.

After successful completion of this course, students are qualified for entry level positions in the hospitality industry.

### Certificate III in Hospitality (Traineeship) SIT30616 **FREE TAFE**

LOCATION Workplace training  
DURATION 12 months  
START DATE Throughout the year

This course combines entry level practical skills and relevant theoretical knowledge of the hospitality industry. Students are required to undertake a minimum of 36 hours documented paid or voluntary work in the hospitality industry as part of this course.

After successful completion of this course, students are qualified for entry-level positions in the hospitality industry.

### Cert III in Hospitality (workplace based) SIT30616

LOCATION Workplace training, Portland and Colac campus  
DURATION 12 months  
START DATE May

This course provides workers in the hospitality industry with the training required to develop their practical skills and experience to undertake a range of front of house hospitality tasks. The course is delivered online, in the classroom and makes use of the student's workplace experience.

### Certificate III in Commercial Cookery SIT30816 **FREE TAFE**

LOCATION Warrnambool & Hamilton campus  
DURATION 12 months, three days per week. Includes work placement  
START DATE February

Do you love food and cooking but an apprenticeship is not for you? Commercial Cookery on campus gives you all the industry skills you need in the kitchen - food safety and hygiene, managing supplies and working with others as well as the food preparation skills such as preparing and presenting a wide range of dishes including, meat, seafood, poultry, cakes, bread, desserts, salads, pasta, rice, soups and appetisers.

You will develop wide range of well-developed cookery skills and sound knowledge of kitchen operations to prepare food and menus. Using discretion and judgement, you will learn to work with some independence and under limited supervision using plans, policies and procedures to guide your work activities.

This qualification provides a pathway to work as a commercial cook in organisations such as restaurants, hotels, clubs, pubs, cafés, and coffee shops. You may also decide to run your own business such as a food van or market stall.

#### **FREE TAFE**

Free TAFE course in 2019, see page 6.

#### **\$**

#### **Superseded qualification**

This means the course is being updated. The course code, title, units and content may change in the future and you may be enrolled into the new qualification.

### **Certificate III in Commercial Cookery (Apprenticeship) SIT30816**

LOCATION Warrnambool, workplace training  
DURATION Three years. First year apprentices - workshops every second Tuesday 9am - 4pm  
Second & Third year apprentices - workshops every second Monday 9am - 4 pm  
START DATE Throughout the year

This course teaches you the wide range of cookery skills required by commercial cooks who must have a sound knowledge of cooking and kitchen operations as well as discretion and judgement. Commercial cooks work independently and under limited supervision. At times they provide operational advice and support to other team members.

## **RETAIL BAKING**

### **Certificate III in Retail Baking (Cake and Pastry) (Apprenticeship) S** FDF30510

LOCATION Workplace training  
DURATION Up to 36 months  
START DATE Throughout the year

This course will teach you to bake sponges, cakes, biscuits and pastries, including the preparation of fillings, for work in the retail baking sector. As an apprenticeship, you will be given the opportunity to put this knowledge into practice in the workplace, gaining hands-on skills and experience as a retail baker in cake and pastry.

### **Certificate III in Retail Baking (Bread) (Apprenticeship) FDF30610 S**

LOCATION Workplace training  
DURATION Up to 36 months  
START DATE Throughout the year

Become a specialist bread baker with a Certificate III in Retail Baking (Bread). You will gain the skills and knowledge to prepare and bake a variety of bread for sale in the retail sector. As an apprenticeship, you will be given the opportunity to put this knowledge into practice in the workplace, gaining hands-on skills and experience as a retail baker.

### **Certificate III in Retail Baking (Combined) (Apprenticeship) FDF30710 S**

LOCATION Workplace training  
DURATION Up to 42 months  
START DATE Throughout the year

The Certificate III in Retail Baking (Combined) will give you all the necessary skills and knowledge to work as a baker in a retail or wholesale bakery, or in a commercial kitchen. As an apprentice, you will be given the opportunity to put this knowledge into practice in the workplace, gaining hands-on skills and experience as a retail baker.

### **Certificate III in Food Processing (Sales) (Traineeship) FBP30617**

LOCATION Workplace training  
DURATION 36 months  
START DATE Throughout the year

This traineeship provides customer service staff in retail bakeries or butcher shops with the skills to prepare and display products, provide customer service and mentor staff.

## FOOD PROCESSING

### **Certificate II in Food Processing (Traineeship)** FDF2011 S

LOCATION Workplace training  
DURATION 12-18 months  
START DATE Throughout the year

This course provides trainees with the skills to begin a career in work within production in food processing industries such as grain processing, baking, confectionery, dairy processing, grocery products and poultry.

### **Certificate III in Food Processing (Apprenticeship)** FDF3011 S

LOCATION Workplace training  
DURATION 18-36 months  
START DATE Throughout the year

This traineeship provides those already performing production related roles with the skills and knowledge to undertake team leader roles.

## MEAT PROCESSING AND RETAILING

### **Certificate II in Meat Processing (Food Services) (Traineeship)** FREE TAFE AMP20117

LOCATION Workplace training  
DURATION 12 months  
START DATE Throughout the year

This qualification covers activities undertaken by workers commencing work in meat enterprises (abattoir) who undertake specialised services, such as preparing specialty meat cuts, gourmet meat, bulk value-added products, and providing meat preparation.

### **Certificate III in Meat Processing (Food Services) (Traineeship)** AMP30216

LOCATION Workplace training  
DURATION Up to 24 months  
START DATE Throughout the year

This qualification covers work activities undertaken by workers in meat enterprises which undertake specialised services, such as preparing specialty meat cuts, gourmet meat, bulk value-added products providing meat preparation customer service.

#### FREE TAFE

Free TAFE course in 2019, see page 6.



#### **Superseded qualification**

This means the course is being updated. The course code, title, units and content may change in the future and you may be enrolled into the new qualification.

### **Certificate III in Meat Processing (Meat Safety) (Traineeship) AMP30316**

LOCATION Workplace training  
DURATION 12 months  
START DATE Throughout the year

This qualification covers work activities undertaken by meat inspectors in meat processing enterprises, usually at export processing plants.

### **Certificate III in Meat Processing (Retail Butcher) (Apprenticeship) AMP30815**

LOCATION Workplace training  
DURATION Up to four years  
START DATE Throughout the year

This apprenticeship will give you the skills and knowledge to work as a butcher in a range of settings, from the local butcher shop to farmers' market stalls and supermarket meat departments. During this course, you will learn how to cut, price, display and sell meat to the public.

### **Certificate IV in Meat Processing (Meat Safety) (Traineeship) AMP40516**

LOCATION Workplace training  
DURATION 12-24 months  
START DATE Throughout the year

This apprenticeship gives you the skills and knowledge to work as a meat inspector in an abattoir. This qualification covers work activities undertaken by meat inspectors in meat processing enterprises, usually at export processing plants.



# Hair, Beauty + Massage



HAIR, BEAUTY &  
WELLNESS ACADEMY

## Pure Hair, Beauty & Wellness Academy

Pure - Hair, Beauty and Wellness Academy is our hairdressing, beauty and massage therapy training facility located at our Warrnambool campus.

The fully functioning hair and beauty salon and massage clinic - complete with industry specific equipment and product ranges - provide our students with modern facilities for a real-life industry experience with regular salon clientele.

Pure Living Hair and Beauty is our newest salon located at Lyndoch Living, offering students additional opportunities to deliver services at an industry standard while focusing on client communication skills with the outlook to maximise employment opportunities.



## Let your passion for creativity guide your career.

Jobs in the beauty sector are expected to increase by over 25% in the next four years so now is the perfect time to join an energetic and vibrant industry that specialises in making people feel good.

In our hands-on practical courses, our expert trainers will assist you to master your skills to meet the growing needs of the hair, beauty and massage industry, ensuring you are job ready when you graduate. Our training includes free workshops incorporating the latest products and trends through our established network of industry connections to help you gain the confidence to succeed in your chosen career.

So whether it's hairdressing, beauty therapy, make-up, nail technology or massage therapy, we have a course and career to suit you.



## Career opportunities

- Beauty therapist
- Make-up artist
- Nail technician
- Hairdresser
- Salon assistant
- Massage therapist
- Salon manager

*and more...*



## SHANNON PHILP

CERTIFICATE III IN  
HAIRDRESSING

# I HAVE ENJOYED IT ALL

**SHANNON PHILP IS LOVING HER NEW CAREER AS AN APPRENTICE HAIRDRESSER AND HAS THE VETIS PROGRAM TO THANK FOR SPARKING HER PASSION FOR THE INDUSTRY.**

Shannon enrolled in the Certificate II in Hairdressing course while she was in Year 10 at Warrnambool College and loved it so much she continued on to study her Certificate III in Hairdressing while in year 11.

She then went on to complete her year 12 studies before gaining a hairdressing apprenticeship at Gloss Art Boutiques in early 2018.

"I've always loved hairdressing but the VETiS program was a great transition into the field as it gave you a taste of what the training would be like and also gave you the option to change your mind if you weren't enjoying it," she said.

Shannon said South West TAFE had given her a great head start with her further studies and she loved that she had been given the opportunity to display her work in Pure Academy's Hair and Beauty Showcase where she took out many awards.

"I would 100 per cent recommend VETiS and South West TAFE to anyone – I've enjoyed it all," she said.

Shannon said she loved her work in the salon and was so excited that she got to learn something new every day.

## BEAUTY

### Certificate III in Beauty Services SHB30115

LOCATION Warrnambool campus  
DURATION Day class: Three days a week for six months.  
Night class: Two evenings a week for 38 weeks  
START DATE Day class: February, July. Night class: Feb, May, August

If you love all things beauty related then this course is for you. In this hands-on course you will learn a variety of skills and the knowledge to become a professional beautician capable of providing a range of beauty services including: nail services, waxing, lash and brow treatments, tanning, makeup application and lash extensions. The Certificate III in Beauty Services at South West TAFE will allow you to get essential hands-on practice in a real salon environment in our dynamic and vibrant Pure Academy Salon.

### Certificate III in Beauty Services (Traineeship) SHB30115

LOCATION Workplace training  
DURATION 24 months  
START DATE Throughout the year

This qualification will provide a trainee with the skills and knowledge to successfully apply a range of beauty services within a salon. While being guided by Pure Academy's highly experienced teachers, the student will learn how to safely and effectively provide clients with quality nail, waxing, tanning, lash and brow and makeup services.

### Certificate IV in Beauty Therapy SHB40115

LOCATION Warrnambool campus  
DURATION Full-time, nine months. Three and a half days a week  
START DATE February, July

Jobs in the beauty sector are expected to increase by over 25% in the next four years so why not start your career now? This course focuses on providing you with the skills to become a confident beauty therapist and to provide a variety of beauty treatments and services, including lash and brow treatments, eyelash extensions, nail services, facial treatments, makeup application, body massage, body treatments, aromatherapy massage and waxing.

You will gain valuable hands on experience working in the Pure Academy Salon during your course and have access to free workshops with our reputable industry partners.

### Certificate IV in Beauty Therapy (Traineeship) SHB40115

LOCATION Workplace training  
DURATION Full time, three years  
START DATE Throughout the year

A trainee undertaking the Certificate IV in Beauty Therapy will not only learn to safely and effectively provide clients with quality nail, waxing, tanning, lash and brow and makeup services, but further their beauty industry knowledge to include facial services, body treatments and massage.

Along with on the job direction, students will be expertly guided by Pure Academy's industry specialists ensuring that they receive the knowledge and practical direction required to become valuable members of a beauty salon or spa.

#### FREE TAFE

Free TAFE course in 2019, see page 6.



#### Superseded qualification

This means the course is being updated. The course code, title, units and content may change in the future and you may be enrolled into the new qualification.

## **Diploma of Beauty Therapy SHB50115**

LOCATION Warrnambool campus  
DURATION Full-time, 15 months. Three and a half days a week  
START DATE February, July

This comprehensive beauty course will give you the skills and confidence to work in a variety of beauty areas including day spas, resorts and retreats. Students will learn a wide variety of beauty services including specialised facial treatments, body treatments, body massage, hot stone therapy, aromatherapy massage, waxing, lash and brow treatments, nail services, make-up and eyelash extensions.

In consultation with our industry partners, students will undertake work placement as part of their course, gaining invaluable experience in a professional environment. Students will also get essential hands-on practice in a real salon environment in our dynamic and vibrant Pure Academy Salon. Students in this course will experience an excursion to a leading Day Spa along with free access to up-to-date workshops with our industry partners.

### **Emerging Graduate Program**

To complete your training and be truly ready to step into your dream job you have the opportunity to join our exclusive Emerging Graduate Program which encompasses resume writing, interview preparation, personal presentation, business skills and work experience.

## **MAKE-UP**

### **Certificate III in Make-up SHB30215**

LOCATION Warrnambool campus  
DURATION Full-time, six months. Three days a week  
START DATE February, July

If you love make-up as much as we do come and explore the world of make-up artistry in this nationally-recognised and comprehensive course. Along with the basic principles of make-up application, skills covered include: airbrush make-up, remedial camouflage make-up, creative make-up and session styling – a collaboration of hair and make-up to produce creative and innovative looks. This course is ideal for those wanting to gain employment as make-up artists and to apply their skills across the beauty, fashion, media and entertainment industries. Students in this course have access to free workshops with our reputable industry partners.

## **NAIL TECHNOLOGY**

### **Certificate III in Nail Technology SHB30315**

LOCATION Warrnambool campus  
DURATION Full-time, six months. Two and a half days a week  
START DATE February, July

The Certificate III in Nail Technology offers a perfect introduction to the world of nails. This course covers a combination of practical skills and business related training to help you become a skilled and confident nail technician. You will learn manicure and pedicure services, including the application of acrylic and gel nails, use electric file equipment and learn some of the latest trends in advanced nail art. At South West TAFE you will get essential hands-on practice in a real salon environment in our dynamic and vibrant Pure Academy salon. Students in this course have access to free workshops with our reputable industry partners.

## HAIR

### **Certificate II in Salon Assistant** SHB20216 **FREE TAFE**

LOCATION Warrnambool campus  
DURATION Part time six months. Two days a week  
START DATE February, July

This course is the ideal introduction to the hairdressing industry and will also prepare you for an apprenticeship or further study and training in the hair or beauty field. In this course you will learn the basic skills and knowledge used in hair salons including braiding, shampooing and drying hair as well as basic customer service skills and basic colour application. This is a rewarding, creative course which gives you the opportunity to enter the hairdressing industry with confidence. Working hands-on, in our Pure Academy salon you will learn the basics of hairdressing and how a salon is run. You will also have the opportunity to work in the Pure Living Hair and Beauty salon located at Lyndoch Living to develop your customer service skills and gain additional salon experience.

### **Certificate III in Hairdressing** SHB30416

LOCATION Warrnambool campus  
DURATION Full-time, 14 months. Four days a week. Part-time study options available.  
START DATE February, July

This rewarding, creative course gives you the opportunity to enter the hairdressing industry with confidence, passion and flair. Working hands-on in our salon you will learn all aspects of hairdressing including cutting, colouring and styling along with free access to up-to-date workshops with our industry partners. Pure Academy is an encouraging environment where you will discover skills and talents and fulfil your dreams with a rewarding new career. In this course you will also have the chance to work in the Pure Living Hair and Beauty salon located at Lyndoch Living to gain additional salon experience and become confident stylists.

#### **Emerging Graduate Program**

To complete your training and be truly ready to step into your dream job you have the opportunity to join our exclusive Emerging Graduate Program which encompasses resume writing, interview preparation, personal presentation, business skills and work experience.

### **Certificate III in Hairdressing (Apprenticeship)** SHB30416

LOCATION Workplace training  
DURATION Full-time, 36 months. Part-time, 72 months  
START DATE Throughout the year

An apprentice undertaking the Certificate III in Hairdressing will develop a range of sales, consultation and technical skills and knowledge to provide a broad range of hairdressing services to clients. These services include hair and scalp treatments, hair cutting, hair design, colouring and lightening, protein straightening and hair extensions. Students are guided by our highly experienced teachers one day per week or block release in the Pure Academy.

## **Barbering**

Barbering is a rapidly growing industry and the demand for traditional and modern men's cutting, along with shaving and grooming services continues to rise. This is an exciting career path offering employment opportunities to work in a barber shop or as a men's stylist in a hairdressing salon.

To express your interest for this course, visit [swtafe.edu.au/ask-a-question](http://swtafe.edu.au/ask-a-question) or email [learn@swtafe.edu.au](mailto:learn@swtafe.edu.au).



## MASSAGE

### **Certificate IV in Massage Therapy** HLT42015

LOCATION Warrnambool campus  
DURATION Full-time, six months. Three days per week + mandatory massage clinic one evening per week  
START DATE February, July

Begin a rewarding career in massage with the Certificate IV in Massage Therapy. Learn a wide variety of massage techniques, assessment and skills in a practical and hands-on learning environment. This course enables students to obtain the skills required for employment as a massage therapist in a variety of different work environments to even running their own businesses. The Certificate IV in Massage Therapy can be a stepping stone into the Diploma of Remedial Massage.

### **Diploma of Remedial Massage** HLT52015

LOCATION Warrnambool campus  
DURATION Full-time, 12 months. Three days per week + mandatory massage clinic Monday and Wednesday evenings  
START DATE February, July

Begin a rewarding career in massage or further develop your skills and qualifications with the Diploma of Remedial Massage. You will learn a wide variety of remedial massage techniques and athlete related skills as well as how to assess clients presenting with soft tissue dysfunction, musculoskeletal imbalance or restrictions in range of motion. Students will learn in a practical and hands-on learning environment. This course enables you to obtain the skills required for employment as a Remedial Massage Therapist in a variety of different work environments, to even running their own business.

The Pure Academy Massage Clinic component also provides invaluable practical hands-on workplace experience in a supervised setting, allowing students to develop confidence and integration of various techniques as they learn to assess and treat clients.



# Maritime



**If a career on the ocean is something you dream of, then this is the place to start.**

With a vast coastline at our back door, we can help make your dream a reality by giving you a qualification that is recognised Australia wide.

Do you have a passion for commanding a commercial marine vessel? Our masters qualifications can give you the licences you require to turn your passion into a career.

Our courses give you hands-on experience which will provide you with all of the required skills to gain a job in the maritime industry.



Career opportunities

- Coxswain
- Skipper
- Marine engine driver

*and more...*





## JACK OLVER

CERTIFICATE III IN  
MARITIME OPERATIONS

# I LOVE BEING ON THE WATER

**JACK OLVER HAS GROWN UP WORKING ON HIS FAMILY'S FISHING BOATS SO GAINING A MARINE QUALIFICATION WAS ALWAYS ON THE CARDS.**

"When I was at school I was always working on charter boats and on my family's commercial fishing boats so I built up a lot of time at sea in my holidays.

"I love being on the water. It's in my blood," he said.

After completing Year 12, Jack went on to study and work as a refrigeration mechanic.

He then spent some time working in Tasmanian waters during the crab season with his grandfather, where the majority of his time was spent at sea.

Jack said he had always planned on completing his Master 5 and after returning from Tasmania it was the perfect time.

"A Master 5 is a great ticket to have. If you have a marine qualification it is a great addition to any trade," he said.

He had also been fortunate in gaining an electrical apprenticeship and once he finishes, Jack has plans to bring his qualifications together and gain his Marine Engine Driver Grade 1 licence.

## **Certificate II in Maritime Operations (Coxswain Grade 1 Near Coastal)** MAR20318

LOCATION     Portland campus  
DURATION     Part-time, one year. Class training takes place during the months of June, July and August plus workplace tasks and assessment throughout the program  
START DATE     Throughout the year

This qualification is suitable for people who work as a Coxswain Grade 1 Near Coastal in the maritime industry and:

- command a commercial marine vessel:
  - up to 12 metres in length
  - with propulsion power that is unlimited for an outboard engine or up to 500 kW for an inboard engine.
- carry passengers on this vessel:
  - inshore, or
  - as a tender or auxiliary vessel within three nautical miles (nm) of a parent vessel within the Exclusive Economic Zone (EEZ).

## **Certificate II in Maritime Operations (Coxswain Grade 1 Near Coastal) (Traineeship)** MAR20318

LOCATION     Workplace training  
DURATION     One year  
START DATE     Throughout the year

This qualification is suitable for people who work as a Coxswain Grade 1 Near Coastal in the maritime industry and:

- command a commercial marine vessel:
  - up to 12 metres in length
  - with propulsion power that is unlimited for an outboard engine or up to 500 kW for an inboard engine.
- carry passengers on this vessel:
  - inshore, or
  - as a tender or auxiliary vessel within three nautical miles (nm) of a parent vessel within the Exclusive Economic Zone (EEZ).

## **Certificate II in Maritime Operations (Marine Engine Driver Grade 3 Near Coastal)** MAR20418

LOCATION     Portland campus  
DURATION     Part-time, one year. Fifteen, eight-hour-long workshops throughout the duration of the course  
START DATE     Throughout the year

This qualification is suitable for people who work in the maritime industry operating as Chief Engineer on vessels with propulsion power up to 500kw and Second Engineer on vessels with propulsion power up to 750kw, in the exclusive economic zone.

### **FREE TAFE**

Free TAFE course in 2019, see page 6.



### **Superseded qualification**

This means the course is being updated. The course code, title, units and content may change in the future and you may be enrolled into the new qualification.

**Certificate III in Maritime Operations (Marine Engine Driver Grade 2 Near Coastal) MAR30818**

LOCATION     Portland campus  
DURATION     Part-time, one year. Class training takes place during the months of June, July and August plus workplace tasks and assessment throughout the program  
START DATE     Throughout the year

This qualification is suitable for people who work in the maritime industry operating as Chief Engineer on vessels with propulsion power up to 750 kW and Second Engineer on vessels with propulsion power up to 1500 kW in the Exclusive Economic Zone (EEZ).

**Certificate III in Maritime Operations (Marine Engine Driver Grade 2 Near Coastal) (Traineeship) MAR30818**

LOCATION     Workplace training  
DURATION     One year  
START DATE     Throughout the year

This qualification is suitable for people who work in the maritime industry operating as Chief Engineer on vessels with propulsion power up to 750 kW and Second Engineer on vessels with propulsion power up to 1500 kW in the Exclusive Economic Zone (EEZ).

**Certificate III in Maritime Operations (Master Inland Waters) MAR31018**

LOCATION     Portland campus  
DURATION     Part-time, one year. Class training takes place during the months of June, July and August plus workplace tasks and assessment throughout the program  
START DATE     Throughout the year

This qualification is suitable for people working in the maritime industry as a Master Inland Waters on commercial vessels up to 24 metres in length.

**Certificate III in Maritime Operations (Master Up to 24 Metres Near Coastal) MAR30918**

LOCATION     Portland campus  
DURATION     Part-time, one year. Class training takes place during the months of June, July and August plus workplace tasks and assessment throughout the program  
START DATE     Throughout the year

This qualification is suitable for people working in the maritime industry as a Master on commercial vessels up to 24 metres in length within the Exclusive Economic Zone (EEZ).

**Certificate III in Maritime Operations (Master Up to 24 Metres Near Coastal) (Traineeship) MAR30918**

LOCATION     Workplace training  
DURATION     One year  
START DATE     Throughout the year

This qualification is suitable for people working in the maritime industry as a Master on commercial vessels up to 24 metres in length within the Exclusive Economic Zone (EEZ).





# Nursing, Health + Community Services



## Would you like to turn your passion for caring for people into a career?

The rapidly growing health and community services industry already employs more than half a million people and is expected to continue to rise. Now is the perfect time to build yourself a rewarding and personally satisfying new career. Your training, care and compassion could make a real difference to those in need of support.

A career in the health and community services industry can lead you anywhere. From disability support and nursing, to Indigenous healthcare or aged care.

Our trainers will provide you with the skills and knowledge to get you ready for a career in this booming industry.

All of these courses will give you a professional qualification recognised throughout Australia.



## Career opportunities

- Aged care worker
- Enrolled nurse
- Disability officer
- Family support worker
- Community services worker
- Juvenile justice worker
- Child protection worker
- Indigenous health worker
- Social welfare worker
- Recreational Leisure and lifestyle activities officer

*and more...*





## AUCTAVIA RUPANGA

DIPLOMA OF NURSING

# I'M SO PROUD OF WHAT I HAVE ACHIEVED

**A DIPLOMA OF NURSING STUDIES IS SOMETHING AUCTAVIA RUPANGA AND HER CHILDREN COULD NOT BE MORE PROUD OF.**

"I never thought I could have achieved this. I'm a single mum and I've been working two jobs at the same time so it's something I'm so proud to have achieved," she said.

Auctavia was born in Zimbabwe and moved to Australia in 2008. She worked on various farms in the district and was devastated to miss out on a place in the Diploma of Nursing course in 2014.

"Nursing is something I have wanted to do since I was a little kid. I wanted it so badly," she said.

Instead of giving up, Auctavia went on to complete a Certificate IV in Mental Health and Certificate IV in Disability at which helped her to gain a place in the nursing course in 2016.

Auctavia said she loved her course where she was able to make great friends and develop her skills.

She admits that while she loved her studies it had been difficult at times, caring for her children and working two jobs all at the same time.

Auctavia is currently working in the disability field and is considering furthering her studies at university with dreams to one day work in the mental health field in a psychiatric unit.

"Mental health was something I never really understood but I've developed a great passion for it."

## COMMUNITY SERVICES

### Certificate II in Community Services CHC22015

LOCATION Warrnambool Campus  
DURATION Part-time, six months. Two days a week.  
START DATE February, July

If you're seeking a career in the community services field and want to learn from industry experts, the Certificate II in Community Services provides an ideal starting place.

This course offers an insight into the various areas of community services such as family support work, aged care, disability, mental health, drug and alcohol areas. Graduates may pursue further study in their chosen field of the community services sector.

### Certificate III in Community Services CHC32015 **FREE TAFE**

LOCATION Warrnambool, Hamilton, Portland, Colac campus & Stawell  
DURATION Part-time, nine months. Two days a week  
START DATE February

This qualification provides an entry point to community services to work under supervision. Graduates may find work in community service organisations, however the Certificate III in Community Services is intended as a pathway course to further qualifications.

### Certificate IV in Child, Youth and Family Intervention CHC40313 **FREE TAFE**

LOCATION Warrnambool campus  
DURATION Full-time, one year. Three days per week  
START DATE February

This qualification reflects the role of those who work in youth and family intervention, including practice specialisations in residential and out-of-home care, family support and early intervention. Workers operate under a broad supervision framework and within clearly defined organisational guidelines, service plans and position specifications.

### Diploma of Community Services CHC52015 **FREE TAFE**

LOCATION Warrnambool campus  
DURATION Full-time, two years. Three days a week, including some evening classes  
START DATE February, July (day and evening classes)  
APPLICATION: Group interview

This qualification will give you the tools and knowledge needed to provide a range of services and interventions to clients within the community services sector. This course includes industry experience where you will gain knowledge and skills in working with individuals, groups and whole communities through more than 400 hours of work placement. This is an Australian Community Workers Association (ACWA) accredited course. This is a generalist course and offers a wide range of employment opportunities upon graduation in a large range of contexts.

#### **FREE TAFE**

Free TAFE course in 2019, see page 6.



#### **Superseded qualification**

This means the course is being updated. The course code, title, units and content may change in the future and you may be enrolled into the new qualification.

## INDIVIDUAL SUPPORT

### **Certificate III in Individual Support** CHC33015 **FREE TAFE**

LOCATION Warrnambool, Hamilton, Portland & Colac campus & Stawell  
DURATION Part-time, nine months. Two days a week  
START DATE February, July (Warrnambool)

The Certificate III in Individual Support (formerly Aged Care and Home and Community Care) is an entry-level qualification to work within the aged care, disability or home and community care sectors. This course gives you practical experience in providing person-centred support to people who may require it due to ageing, disability or illness. This course includes 120 hours of work placement.

### **Certificate III in Individual Support (Traineeship)** CHC33015 **FREE TAFE**

LOCATION Workplace training  
DURATION One to two years  
START DATE Throughout the year

The Certificate III in Individual Support (formerly Aged Care and Home and Community Care) is an entry-level qualification to work within the aged care, disability or home and community care sectors. This course gives you practical experience in providing person-centred support to people who may require it due to ageing, disability or illness. This course includes 120 hours of work placement.

## DISABILITY

### **Certificate IV in Disability** CHC43115 **FREE TAFE**

LOCATION Warrnambool, Hamilton, Portland, Colac campus  
DURATION Part-time, one year. Two days a week  
START DATE February

This qualification reflects the role of workers in a range of community settings and clients' homes, who provide training and support in a manner that empowers people with disabilities to achieve greater levels of independence, self-reliance, community participation and wellbeing. Workers promote a person-centred approach, work without direct supervision and may be required to supervise and/or coordinate a small team. This course includes industry experience with 120 hours of work placement.

### **Certificate IV in Disability (Traineeship)** CHC43115 **FREE TAFE**

LOCATION Workplace training  
DURATION One to two years  
START DATE Throughout the year

This qualification reflects the role of workers in a range of community settings and clients' homes, who provide training and support in a manner that empowers people with disabilities to achieve greater levels of independence, self-reliance, community participation and wellbeing. Workers promote a person-centred approach, work without direct supervision and may be required to supervise and/or coordinate a small team. This course includes industry experience with 120 hours of work placement.

### **Introduction to the National Disability Insurance Scheme** 22469VIC

LOCATION Warrnambool, Hamilton, Portland & Colac campus & Stawell  
DURATION Part-time, six weeks. One day a week  
START DATE Throughout the year

This course is for people new to the disability sector and provides a pathway to further qualifications. It will provide an overview to direct support work, the NDIS and working with an NDIS participant. This accredited unit may be utilised as an elective in several other community service qualifications.

## NURSING

### Diploma of Nursing HLT54115 **FREE TAFE**

LOCATION Hamilton and Warrnambool campus

DURATION Full-time, two years. Three days a week

START DATE February and July

APPLICATION: Compulsory information session, literacy and numeracy assessment & interview.

The Diploma of Nursing provides the skills and knowledge to work as a competent enrolled nurse, working within their scope of practice to provide quality nursing care in a variety of community and healthcare settings.

Successful completion of this course leads to registration with the Australian Health Practitioner Regulation Agency (AHPRA). This course includes industry experience with 440 hours of work placement.

The Nursing and Midwifery Board of Australia (NMBA) has introduced an admission requirement that assesses a student's English language skills. View the English language skills requirements on the Registration Standards page of the Nursing Midwifery Board website.

This English language requirement must be demonstrated prior to entry into the Diploma of Nursing and you will be asked to complete documentation during the application process.

As the qualification also leads to registration with the Australian Health Practitioner Regulation Agency (AHPRA), applicants are also expected to comply with all the requirements set by AHPRA upon graduation. Visit the AHPRA website for the English Language Skills and Criminal History Registration Standards on the Registration Standards page.

## SPORT & RECREATION

### Certificate III in Sport and Recreation SIS30115 (Traineeship) SIT30716

LOCATION Workplace training

DURATION One year

START DATE February

This traineeship will give you the opportunity to work full time and complete a practical work placement in the sport and recreation field which will provide you with skills to work in the recreation and education industry.

#### **FREE TAFE**

Free TAFE course in 2019, see page 6.



#### **Superseded qualification**

This means the course is being updated. The course code, title, units and content may change in the future and you may be enrolled into the new qualification.







# Travel + Tourism



## Let a qualification in tourism be your ticket to see the world.

If you love travelling and sharing your experiences, why not consider making a career out of it?

The tourism industry is strong and directly employs more than half a million people and it's expected to get even bigger.

With the Great Ocean Road right on our doorstep you are in the perfect location to become immersed in the tourism industry.

Our passionate and dedicated teachers will guide you through full-time and part-time courses covering marketing, travel, tourism and general operations.

We offer certificate and diploma qualifications which will give you a professional qualification recognised throughout Australia.



## Career opportunities

- Holiday parks & resort manager
- Travel consultant
- Cruise consultant
- Reservations sales agent
- Tour guide
- Visitor information services

*and more...*





## **JACK WHITEHEAD**

CERTIFICATE III IN  
TRAVEL, TOURISM  
AND EVENTS

# HOLIDAY INSPIRES A CAREER

### **TRAVELLING AND WORKING AS A TOUR GUIDE IN VIETNAM INSPIRED JACK WHITEHEAD TO PURSUE A CAREER IN THE TOURISM INDUSTRY.**

Jack said he loved his time working in Vietnam so much that when he returned to Portland he decided to gain a formal qualification in the field.

He enrolled at South West TAFE in the Certificate III in Travel, Tourism and Events and then went on to study the Diploma and the Certificate III in Tour Guiding.

Jack said that while he was studying, a job came up working on the Sound and Light Show at Flagstaff Hill where he worked for about eight months.

He is currently working in the events team at Warrnambool City Council and loves that he gets to do something different every day.

"I just love it. My major role is to liaise with community organisations and guide them through and assist with delivering events," he said.

In Jack's role he has spent time working on the City of Warrnambool's 100 year celebrations, Carols by Candlelight and the New Year's Eve Fireworks.

He said his training at South West TAFE had prepared him well for the workforce.

"A lot of the units definitely transfer into what I'm doing, especially the financial aspects and event planning," he said.

Jack said the travel industry offered something for everyone and each day was completely different.



## **Certificate III in Tourism** SIT30116 **FREE TAFE**

LOCATION Warrnambool and Portland campus.  
DURATION Full-time, one year. Three days a week  
START DATE February

This qualification reflects the role of skilled operators who use a broad range of tourism or travel skills and sound knowledge of industry operations to coordinate travel or tourism services. This qualification provides a pathway to work in many travel and tourism industry sectors and for a diverse range of employers including: travel agencies, tour wholesalers, tour operators, inbound tour operators, tourist attractions, visitor information centres and other tourism businesses.

## **Certificate III in Tourism (Traineeship)** SIT30116 **FREE TAFE**

LOCATION Workplace training  
DURATION Full-time, one year  
START DATE Throughout the year

This qualification reflects the role of skilled operators who use a broad range of tourism or travel skills and sound knowledge of industry operations to coordinate travel or tourism services. This qualification provides a pathway to work in many travel and tourism industry sectors and for a diverse range of employers including: travel agencies, tour wholesalers, tour operators, inbound tour operators, tourist attractions, visitor information centres and other tourism businesses.

## **Diploma of Travel and Tourism Management** SIT50116

LOCATION Warrnambool campus  
DURATION Full-time, one year. Two to three days a week  
START DATE February

This qualification reflects the role of highly skilled senior operators who use a broad range of tourism or travel skills combined with managerial skills and sound knowledge of industry operations to coordinate travel or tourism operations. This qualification provides a pathway to work in many travel and tourism industry sectors as a departmental or small business manager. The diversity of employers includes travel agencies, tour wholesalers, tour operators, inbound tour operators, tourist attractions, visitor information centres, and other tourism businesses.

### **FREE TAFE**

Free TAFE course in 2019, see page 6.



### **Superseded qualification**

This means the course is being updated. The course code, title, units and content may change in the future and you may be enrolled into the new qualification.







# Information Technology



## Do you love keeping up to date with the latest trends in technology?

If so, a career in information technology could be for you.

Careers in this field are changing and developing so quickly that half of the jobs 30 years from now will be in industries that don't currently exist.

No matter where future job trends emerge, IT is bound to be a central component, so if this is your passion, now is the time to get started on your path to a rewarding career.

There is a growing need among businesses to have IT support and progression. This means more job prospects, so you could take your passion for this growing industry and turn it into a career you love.



### Career opportunities

- ICT support officer
- Help desk officer
- Network/web officer
- ICT operations officer

*and more...*





## TOM MCKENZIE

CERTIFICATE III  
IN INFORMATION,  
DIGITAL MEDIA AND  
TECHNOLOGY

# IT GAVE ME A GREAT START

**THE CHANCE TO WORK WHILE  
GAINING A QUALIFICATION AT  
THE SAME TIME WAS WHAT  
ATTRACTED TOM MCKENZIE TO  
A TRAINEESHIP IN INFORMATION  
TECHNOLOGY AND DIGITAL  
MEDIA.**

After completing year 12 in 2016, Tom was unsure of what he wanted to do so when he came across a traineeship in IT at Emmanuel College he jumped at the chance.

Tom completed his Certificate III in Information, Digital Media and Technology through South West TAFE and was impressed by all of the support he received.

"I was in regular contact with my teachers at TAFE and Emmanuel College gave me one day a week to dedicate to my studies," he said.

After completing his traineeship, Tom was employed casually at South West TAFE where he gained further experience, helping out the IT team with general assistance and setting up computers.

He then moved to Ballarat to study his Certificate IV in Information Technology and plans to start his Diploma of Information Technology in 2019.

"The traineeship was such a great experience and it gave me a great start to get into the IT field.

"It's also given me so many other skills which will help me later in life with whatever I decide to do".

## **Certificate III in Information, Digital Media and Technology** ICT30115

LOCATION Warrnambool campus  
DURATION Full-time, six months. Three days a week  
START DATE February

This qualification provides the skills and knowledge for you to be competent in a wide range of general information and communications technology (ICT) technical functions. Skills covered include computer game programming, building websites, IT security and more. This course will assist you to be able to achieve a degree of self-sufficiency as an advanced ICT user.

## **Certificate III in Information, Digital Media and Technology (Traineeship)** ICT30115

LOCATION Workplace training  
DURATION Full-time, 18 months  
START DATE Throughout the year

This qualification provides the skills and knowledge for you to be competent in a wide range of general information and communications technology (ICT) technical functions. Skills covered include computer game programming, building websites, IT security and more. This course will assist you to be able to achieve a degree of self-sufficiency as an advanced ICT user.

## **Certificate IV in Information Technology** ICT40115

LOCATION Warrnambool campus  
DURATION Full-time, six months. Five days a week  
START DATE July

Develop advanced IT support, networking and project management skills and launch your career in this fast-paced and exciting industry.

This IT support course has an intense focus on networking, IT project management and support so that you graduate job-ready.





As a registered National Disability Insurance Scheme (NDIS) provider we can assist participants with the support they want for greater access and inclusion in their daily lives.

Our ambition is to partner with people of all abilities and their communities to create life-enhancing opportunities.

We are registered to provide the following supports:

- Assistance with social and community participation (support category 1.04)
- Increased social and community participation (support category 3.09)
- Improved learning (support category 3.13)
- Transition from school to higher education
- Improved daily living skills (support category 3.15)

For further information and intake please contact the NDIS Officer on 5564 8720.

# Disability Transition Programs



## We are committed to supporting people with learning needs or disabilities.

We offer a number of dedicated programs and our classes are small, friendly and supportive. Our experienced teachers can give you the extra help you may need in the transition from a secondary school environment into the workplace or in developing living skills to become more independent and involved in the community.

Our courses offer you accredited training, qualified and caring teachers, daily access to technology and small class sizes with the support you need.

You can prepare yourself for employment with our Work Education course which can help you get ready for the workforce. Our Transition Education course focuses on improving your skills for life in the community.

### **Certificate I in Transition Education** 22301VIC

LOCATION Warrnambool, Portland & Hamilton campus  
DURATION Part-time, two years.  
START DATE February

The Certificate I in Transition Education is a post-secondary program that provides options for people who have individual and/or special learning needs. It focuses on working towards independence or following interests that assist them to participate in the community, doing things that interest and motivate them.

The timetable can be made flexible to suit individual circumstances. Classes are small, friendly and supportive creating a stimulating learning environment where students can aim to reach their full potential.

This course offers students the following:

- Accredited training.
- Classes facilitated by qualified teachers.
- Daily access to technology.
- Small class sizes with support.

### **Certificate I in Work Education** 22302VIC

LOCATION Warrnambool, Portland & Hamilton campus  
DURATION Full-time, one year. Part-time, two years.  
START DATE February

Certificate I in Work Education is for those students who have the capacity and aspire to gain employment and independence. It includes workplace opportunities as well as trade tasters. Classroom-based activities are aimed at developing skills necessary for gaining and maintaining successful employment. Meaningful projects are organised and run by students to give them group working holistic skills.





## **NICHOLAS GOLDSWORTHY**

CERTIFICATE I  
IN TRANSITION  
EDUCATION

# **A GREAT PLACE TO LEARN**

**NICHOLAS GOLDSWORTHY'S  
CONFIDENCE AND  
INDEPENDENCE HAS  
CONTINUED TO GROW SINCE  
STARTING AT SOUTH WEST  
TAFE.**

Nicholas first started his Certificate I in Transition Education while he was still attending Emmanuel College.

"I really enjoyed it. It has really helped me with my social skills and I now feel comfortable going out by myself," he said.

Nicholas said he loved his time at South West TAFE.

"I love spending time with my friends, experiencing new things and kicking the footy. I also love buying my hot chocolate at the café," he said.

Since starting his course at South West TAFE, Nicholas said he was now more confident talking to other people and now does a lot more things for himself.

"I now get myself ready in the mornings, make my own breakfast and take a taxi to work at WDEA on my own," he said.

He said South West TAFE was a great place to learn and make new friends and would recommend the Certificate I in Transition Education to anyone who was considering it.

# support for success

As a SWTAFE student, you can access a variety of support services to help you complete your training successfully.

## CAREER GUIDANCE

The Pathfinders Skills and Jobs Centre team offer career guidance to current and prospective students. You can gain information and guidance on specific courses at SWTAFE, as well as information on job seeking, careers, re-training and updating qualifications.

## STUDENT WELLBEING

Our Student Wellbeing Officers are here to:

- assist if you are experiencing difficulties with your studies
- provide you with advice on and assistance with mental health, legal issues, housing, finances, bullying and other issues
- support your engagement in classroom activities
- act as mediator, or advocate on your behalf to ensure appropriate measures are implemented for students facing disciplinary actions
- offer referral support to external support agencies.

## HELP WITH STUDY

Study support sessions are available at all campuses to help you with assignment writing, referencing, general literacy and numeracy skills or other study issues.

## DISABILITY SUPPORT

The SWTAFE Disability Team provides advice and support for students with disabilities and/or medical conditions. We assist with enrolments, orientation and access to our campuses. The team also offers a wide range of reasonable adjustments to enable students with disabilities to engage with education.



We are a registered NDIS Provider, see page 75 for more information.

## ABORIGINAL AND TORRES STRAIT ISLANDER STUDENT SUPPORT

Our Koorie Liaison Officers (KLOs) service all SWTAFE campuses. They support and assist Indigenous students in making enquiries and looking at study options at SWTAFE. KLOs also develop support plans and can provide in-class and tutorial assistance to students. The KLOs are also available to help students with referrals to other in-house and community-based services.

## APPRENTICESHIP SUPPORT

Apprenticeship Support Officers provide support and guidance to all apprentices in the first year of their apprenticeship. They can support you by answering questions about your apprenticeship and training, provide assistance in dispute resolution, support with your enrolment, plus mentoring, coaching and general advice.



## WENDY LEVER-HENDERSON

### WINNER, TEACHER/TRAINER OF THE YEAR

VICTORIA'S best teacher can be found right here at South West TAFE.

SWTAFE health and community services senior educator Wendy Lever-Henderson took out the Victorian Teacher of the Year and People's Choice Award at the 2018 Victorian Training Awards.

Wendy was awarded for her dedication and passion for her community services students, inspiring them to have a positive impact on other people's lives.

Wendy has been a teacher at South West TAFE for the past eight years. Many of her students have experienced life challenges and she has developed a flexible approach to learning to meet their needs including the introduction of online and night classes.

# SHORT COURSES

at SWTAFE

**Each course is practical and professional and will deliver the skills you're seeking. Our short courses are easy to fit into your busy lifestyle.**

## AGRICULTURE

- Agvet Chemical Users Course\*
- Agvet Chemical Users Course Refresher
- Cups On Cups Off
- Operate and Maintain Chainsaws\*

## ARTS

- Introduction to Studio Arts

## HAIR, BEAUTY & MASSAGE

- Cosmetic Spray Tanning\*
- Gel & Acrylics Nail Enhancement\*
- Intimate Female Waxing\*
- Eyelash Extensions\*
- Make-up Artistry\*
- Professional Waxing Treatments\*
- Professional Lash & Brow Tinting\*
- Hot Stone Therapy Massage\*
- Indian Head Massage\*

## BUILDING + CONSTRUCTION

- Construction Induction Card\*
- Work Safely at Heights\*

## ELECTRICAL

- Grid Connect PV Installer\*
- Registered Electrical Contractors Commercial\*
- Restricted Electrical Worker's Licence\*
- Testing and Tagging of Portable Electrical Equipment
- Work Safely at Heights with Electricians\*
- New Energy Technology Systems (Battery Installation)\*

## ENGINEERING

- Computer Aided Manufacturer (CAM)\*
- Introduction to Welding
- Pneumatics and Hydraulics\*
- Using SolidWorks for 3D Design

## EQUINE + RACING

- Stable Hand Mandatory Training

## HEALTH

- Counselling Skills - Grief and Loss
- Introduction to Counselling
- Stress Management
- Introduction to Art Therapy
- Mental Health First Aid
- Provide an Emergency First Aid Response in an Education and Care Setting\*
- Provide CPR\*
- Provide First Aid\*
- Stress Management
- Medical Terminology
- Assist clients with medication\*
- Trauma and Residential Support Skills\*
- Aboriginal and Torres Strait Islander Mental Health First Aid

## FOOD + HOSPITALITY

- Coffee Making
- Responsible Service of Alcohol
- Safe Food Handling\*

## MOTORCYCLE LICENCES

- GLS Motorcycle Check Ride
- GLS Motorcycle Learner Permit
- GLS Motorcycle Licence Assessment

## HIGH RISK WORK LICENCES

- Licence to Operate a Forklift Truck\*
- Licence to Operate an Elevating Work Platform\*
- Licence to Perform Dogging\*
- Port Campbell Jetty Crane Safety Training

**For any Short Course enquiries please email [short.courses@swtafe.edu.au](mailto:short.courses@swtafe.edu.au)**

\* These courses include accredited training. For unit information please visit [swtafe.edu.au](http://swtafe.edu.au)

**WARRNAMBOOL CAMPUS**

197-205 Timor Street  
WARRNAMBOOL VIC 3280

**SHERWOOD PARK, WARRNAMBOOL**

Princes Highway (Deakin University)  
WARRNAMBOOL VIC 3280

**HAMILTON CAMPUS**

200 Ballarat Road  
HAMILTON VIC 3300

**PORTLAND CAMPUS**

154 Hurd Street  
PORTLAND VIC 3305

**COLAC CAMPUS**

54A Bromfield Street  
89 Bromfield Street (from Dec 2018)  
COLAC VIC 3250

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TAFE 3120



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*Published October 2018. All information is correct at the time of printing; however  
courses may be affected by changes to the relevant training package.*

