



COURSE GUIDE

2025-2026

g'day mate



Welcome to Gold Coast International College!

The world can be a challenging place, but with the right focus, training, and a belief in yourself, you can achieve amazing things! That's where we come in. We offer a safe, supportive learning environment where you'll feel right at home. Our dedicated team is here to help you succeed in a big way.

Our main goal is to equip you with the knowledge, confidence, and skills to excel in your chosen field. Our highly qualified teachers will be there every step of the way, guiding you towards academic excellence and personal growth. We're here to support your academic, professional, and personal development – the whole package.

We're excited to have you on board!

Amir Khawaja
CEO



Contents

> GOLD COAST.....	04
> THE GIC STYLE.....	05
> WHY US?.....	06
> LOCATION.....	07
> WHAT IS A VET COURSE?.....	08
> OUR FACULTIES.....	09
> OVERVIEW.....	10
> FACULTY OF SPORT AND RECREATION.....	11
> FACULTY OF FITNESS.....	18
> FACULTY OF TRADES.....	25
> FACULTY OF HOSPITALITY.....	36
> FACULTY OF BUSINESS.....	46
> REQUIREMENTS.....	55
> BECOME A STUDENT.....	56
> CALENDARS.....	57



Gold Coast

WONDERFUL BEACHES, SPORTS AND THEME PARKS



For those who like:
Breathtaking landscapes



For those who like:
Beautiful beaches



For those who like:
Bars and pubs



Temperature:
Average: 20-30°C



Population:
647,000



Currency:
Australian Dollar



Living expense:
Around \$550/week

With over 70km of sandy beaches, the Gold Coast boasts tropical rainforests, multiple theme parks, a magnificent hinterland and an action-packed city life. It is also home to some of Australia's leading educational institutions.

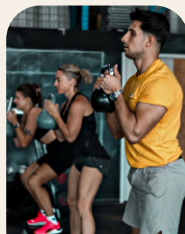
Throughout the year, the Gold Coast hosts several music festivals, celebrating both local and international artists from all genres. You can enjoy outdoor activities all year round. The destination is considered a paradise for surf lovers, and is also where the first stage of the World Surfing Championship takes place.



The GLC style

With six years of experience in the market, we are a school that was born from the desire to be a welcoming environment for international students. We offer accredited vocational courses and qualifications recognised throughout Australia.

Our experienced trainers **prepare you for the job market** with practical and relevant activities. Learn in an interactive and multicultural environment with students from all over the world. Build valuable connections with colleagues and trainers who will help you achieve your goals.



Why us?



SMALL CLASS SIZES:

We prioritise small class sizes to ensure personalised attention and maximise student engagement.



SUPPORTIVE ATMOSPHERE:

We provide a friendly and supportive environment where students feel comfortable taking risks, asking questions, and achieving their full potential.



ENGAGED TEACHING:

Our experienced trainers create a dynamic learning environment, encouraging active participation.



REAL-WORLD APPLICATION:

We connect academic knowledge to practical skills, preparing students to succeed beyond the classroom.



GLOBAL PERSPECTIVE:

We encourage our students to develop a global mindset and appreciate the diversity around them.

Location



In the heart of Miami, our privileged location is **just a 15-minute walk from the must-see Miami Beach and North Burleigh Lookout**, a viewpoint with panoramic views of the Gold Coast coastline.

Our school is easily accessible by buses 700 (Broadbeach South – Tweed Heads) on the highway or 756 (Broadbeach South – West Burleigh). And if you have a car, don't worry about parking! Here in Miami, finding a parking spot is much easier than in Surfers Paradise, for example.



 1a/56 Paradise Ave, Miami QLD 4220



What is a VET course?

VET courses (**V**ocational **E**ducation and **T**raining) are like the building blocks of the Australian workforce. These courses give you the skills and knowledge to jump right into a variety of exciting jobs across many industries.

It's all about getting you job-ready fast! You'll gain real-world, industry-recognised qualifications in practical and technical skills. This can open doors to starting your career, switching gears, or even returning to the workforce.

VET courses come in all shapes and sizes, from short Certificate I programs to in-depth Advanced Diplomas.



Our faculties



HOSPITALITY

Craft exceptional service and manage experiences.



TRADES

Build your future with hands-on skills and a rewarding career.



BUSINESS

Lead the way with strategic knowledge and a dynamic skillset.



FITNESS

Empower individuals to achieve their wellness goals.



SPORT & RECREATION

Inspire a love for movement and create experiences.



GENERAL ENGLISH

Unlock your global potential with effective English skills.



Overview

This table provides a quick overview of all the exciting programs we offer at our school. For a detailed description of each course please refer to the following pages. To ensure a smooth application process, we kindly ask you to review the enrolment requirements at the end of this Course Guide.

CRICOS Code	Course	Duration	Tuition Fee	Resources Fee
112570A	Certificate III in Sport, Aquatics and Recreation	52 weeks	\$7,200	\$300
117310C	Dip. of Sport, Aquatics and Recreation Management	72 weeks	\$13,000	\$1,000
110303C	Certificate III in Fitness	48 weeks	\$7,500	\$300
110316J	Certificate IV in Fitness	54 weeks	\$7,560	\$350
103804G	Certificate III in Wall and Floor Tiling	94 weeks	\$21,200	\$800
114903B	Certificate III in Painting & Decorating	94 weeks	\$20,000	\$2,000
103783G	Certificate IV in Building & Construction	52 weeks	\$11,700	\$300
109525K	Certificate IV in Kitchen Management	76 weeks	\$14,000	\$800
112861A	Diploma of Hospitality Management	52 weeks	\$11,500	\$500
106442D	Certificate IV in Business	42 weeks	\$6,600	\$200
106443C	Diploma of Business	52 weeks	\$9,700	\$500
106793C	Advanced Diploma of Leadership and Management	62 weeks	\$12,000	\$500
0100415	General English – From Elementary to Advanced	4 to 60 weeks	\$230/week	\$10/week

*Prices in effect for all applications received up to 31st of October 2025.

1. All courses includes a non-refundable enrolment fee of \$250.
2. All courses must attract a payment plan fee of \$50 if the course be paid in monthly instalments.
3. The minimum initial payment required to issue a CoE for offshore students for all the courses is \$3,000.



inspire

PASSION FOR SPORT

SPORTS & RECREATION

The Faculty of Sport and Recreation is your gateway to a dynamic and fulfilling career that merges your passion for physical activity with a desire to make a positive impact.

You'll also develop essential leadership and communication skills, equipping you to create engaging experiences and programs that motivate individuals and communities of all ages and abilities.



Courses

SIS30122 Certificate III in Sport, Aquatics and Recreation
CRICOS Course Code: 112570A

SIS50122 Diploma of Sport and Recreation Management
CRICOS Course Code: 117310C



SIS30122: Certificate III in Sport, Aquatics and Recreation

Duration: 52 weeks

Tuition fee: AU\$9,100

Resources fee: AU\$300

Unleash your full potential in the sport and recreation industry with our **Certificate III in Sport and Recreation**! This nationally recognised program equips you with the advanced skills and knowledge needed to thrive in operational and customer support roles. **Specialisations are also available** in areas like customer service, recreation, pool lifeguarding, and swim instruction, allowing you to tailor your qualification to your specific interests. With a **strong foundation in industry regulations and best practices**, you'll graduate with the confidence and skills to hit the ground running in a variety of sport and recreation organisations and **empowers you to explore diverse career paths and pursue your passion**.

Recognition

- Australian Qualification Framework (**AQF**)



Start Date
Monthly



Mode of Study

Practical sessions • Face-to-face workshops • Workbooks



Assessments

This course includes written projects/assignments, observations of practical tasks and/or group tasks.



Career Opportunities

Recreation Officer • Activities Officer • Sport Specific Coach



SIS30122: Certificate III in Sport, Aquatics and Recreation

Duration: 52 weeks

Tuition fee: AU\$9,100

Resources fee: AU\$300

Subjects

Provide quality service

Learn to identify and address client needs, preferences, and expectations. You'll also develop expertise in promoting programs, services, and facilities, ensuring customer satisfaction.

Organise personal work priorities

This unit equips you with the essential skills to effectively organise your work schedule and prioritise tasks. Learn strategies for time management, setting deadlines, and avoiding procrastination.

Facilitate inclusion for people with disability

Learn strategies to adapt programs, provide appropriate support, and foster a welcoming environment where everyone can enjoy the benefits of physical activity.

Assist with customer difficulties

Learn strategies for problem-solving, de-escalation techniques, and exceptional communication to ensure positive customer interactions.

Participate in WHS hazard identification, risk assessment and risk control processes

This unit equips you with the foundational knowledge and skills to participate in crucial Work Health and Safety (WHS) processes. Learn to identify potential hazards, contribute to risk assessments, and understand risk control measures.

Maintain activity equipment

Ensure the equipment is always ready for action! This unit equips you with the knowledge and skills to perform routine maintenance and minor repairs on a variety of sport, fitness, aquatic, or recreation equipment.

Maintain sport, fitness and recreation industry knowledge

This unit equips you with the tools and strategies to stay up-to-date on the latest trends, best practices, and emerging technologies shaping the field.

Apply critical thinking in a team environment

Learn to analyse problems, generate creative solutions, and effectively communicate your ideas within a team.

Participate in workplace health and safety

This unit describes the skills and knowledge required for workers to participate in safe work practices to ensure their own health and safety, and that of others.

Respond to emergency situations

Respond effectively in emergency situations that may arise in various sport, fitness, aquatic, or recreation settings. Learn to identify potential hazards, maintain participant well-being during emergencies, and take appropriate action to minimise harm.



SIS30122: Certificate III in Sport, Aquatics and Recreation

Duration: 52 weeks

Tuition fee: AU\$9,100

Resources fee: AU\$300

Subjects *(cont.)*

Provide First Aid

Provide a first aid response to a casualty in line with first aid guidelines determined by the Australian Resuscitation Council (ARC) and other Australian national peak clinical bodies.

Promote safe and effective use of facilities

Learn to identify potential hazards, develop clear and informative materials, and effectively communicate safety protocols to patrons through various channels.

Maintain clean facilities

This unit equips you with the knowledge and skills to maintain a clean and hygienic environment in sport, fitness, aquatic, or recreation facilities. Learn cleaning procedures for various areas, conduct regular checks, and ensure a pleasant experience for all users.

Facilitate groups

Learn strategies to create a positive and inclusive environment, manage group dynamics, and keep participants engaged and motivated.

Coordinate sport, fitness and recreation events

This unit equips you with the skills to organise and execute sport, fitness, aquatic, or recreation events from start to finish. Learn to plan meticulously, manage logistics, and coordinate teams.

SIS50122: Diploma of Sport, Aquatics and Recreation Management

Duration: 72 weeks

Tuition fee: AU\$13,000

Resources fee: AU\$1,000

Take control and become a leader in the sport and recreation industry with our **Diploma of Sport, Aquatics and Recreation Management!** This advanced program equips you with the strategic expertise and practical skills needed to manage facilities, programs, and teams within a dynamic industry. You will gain the confidence and competence to: lead effectively, manage facilities, develop engaging programs and foster strategic communication. Specialised pathways are available in customer service, facility operations, and program services, allowing you to direct qualifications to your career aspirations.

Recognition

- Australian Qualification Framework (**AQF**)



Start Date
Monthly



Mode of Study

Practical sessions • Face-to-face workshops • Workbooks



Assessments

This course includes written projects/assignments, observations of practical tasks and/or group tasks.



Career Opportunities

Sports Administration Officer • Assistant Coach • Assistant Activities Officer

SIS50122: Diploma of Sport, Aquatics and Recreation Management

Duration: 72 weeks

Tuition fee: AU\$13,000

Resources fee: AU\$1,000

Subjects

Manage business risk

This unit equips you with the knowledge and skills to effectively manage business risks across various organisational contexts. Learn to identify potential threats, assess their impact, and develop strategies to mitigate or eliminate them.

Manage legal compliance in sport and recreation

Master the skills to effectively oversee your organisation's adherence to legal and contractual obligations. Learn to identify compliance requirements and implement appropriate procedures.

Manage team effectiveness

Build and lead high-performing teams while creating a positive workplace culture. Develop advanced leadership skills to engage with organisational management using sound judgment and effective decision-making strategies.

Develop and maintain stakeholder relationships

This unit describes the performance outcomes, skills and knowledge required to develop and maintain an effective relationship with key stakeholders who contribute to and influence the delivery of services.

Develop and manage a budget

Master the collection and analysis of financial information to develop and manage organisational budgets using sound accounting principles and specialized monitoring techniques.

Manage contracts

Develop skills to prepare, establish, monitor, and review contracts effectively while ensuring compliance with organisational policies and regulatory requirements.

Manage work health and safety

Develop expertise in creating, implementing, and evaluating workplace health and safety policies that ensure compliance with legislative requirements while protecting your work environment.

Create a customer-centric culture

Learn to establish exceptional customer service standards while developing your team's ability to enhance customer experiences and building a workplace culture that consistently delivers outstanding service.

Analyse participation patterns

Learn to effectively gather relevant data, determine appropriate analysis methods, and create meaningful reports that can inform program design, scheduling, funding strategies and marketing initiatives.

Manage workplace responses to disrespectful aggressive or abusive customer behaviour

Learn to support team wellbeing after difficult encounters while creating safer environments that reduce customer aggression.

SIS50122: Diploma of Sport, Aquatics and Recreation Management

Duration: 72 weeks

Tuition fee: AU\$13,000

Resources fee: AU\$1,000

Subjects *(cont.)*

Monitor and evaluate customer service

Learn to evaluate service quality and implement effective improvements to customer service standards. Develop skills to analyse service data, report on findings, and recommend strategic changes to enhance customer satisfaction.

Manage stock and supply purchase

Develop the ability to manage stock control systems and make cost-effective purchasing decisions across. Ideal for senior staff and managers, this unit equips you to manage inventory responsibly while adhering to relevant legislation and industry standards.

Promote safe and effective use of facilities

Learn to identify facility use issues and develop informational strategies that encourage proper equipment use, safety awareness, and hazard prevention. Gain skills to effectively communicate essential facility guidelines to patrons using a variety of communication methods.

Manage recruitment and onboarding

Develop expertise in overseeing the complete hiring process from candidate selection through employee integration. Learn to effectively manage recruitment activities and create onboarding experiences that align with organizational policies and set new team members up for success.

Manage meetings

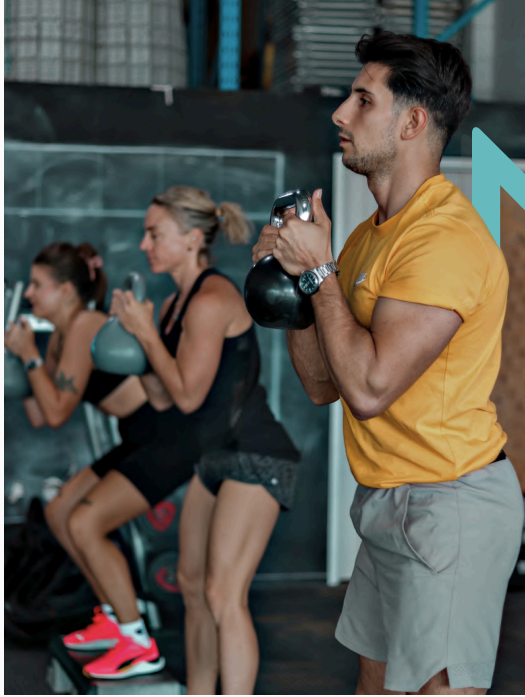
Gain the skills to effectively oversee the meeting process: from crafting clear agendas and distributing essential materials in advance, to confidently leading discussions, encouraging participation, and ensuring productive outcomes that drive progress and accountability.

Coordinate health and wellness programs

Gain skills to effectively oversee workplace health initiatives including stress management, smoking cessation, exercise and Employee Assistance Programs. Learn to coordinate and implement wellbeing activities that promote work-life balance and enhance employee health outcomes.

Develop and review a business plan

Master the process of creating and evaluating comprehensive business plans that establish organisational goals across multiple timeframes. Learn to set strategic targets for key business areas while exercising sound judgment in resource allocation and decision-making.



Nurture

A HEALTHIER WORLD

FITNESS

Passionate about health, fitness, and making a difference? Then the Faculty of Fitness is the perfect place for you to launch a rewarding career!

Here you will gain a deep understanding of human anatomy, exercise physiology, and nutrition, while also developing essential coaching and communication skills.

But our learning extends far beyond the classroom. We have forged strong partnerships with a gym located right next to our school, providing you with invaluable hands-on experience in a professional fitness setting.



Courses

SIS30321 Certificate III in Fitness

CRICOS Course Code: 110303C

SIS40221 Certificate IV in Fitness

CRICOS Course Code: 110316J

SIS30321: Certificate III in Fitness

Duration: 48 weeks

Tuition fee: AU\$7,500

Resources fee: AU\$300

Ignite your fitness passion and launch a fulfilling career with our **Certificate III in Fitness**! Learn essential principles of anatomy and physiology to create **safe and effective exercise programs**, while also providing sound advice on healthy eating habits. Our experienced instructors will guide you through hands-on learning, **fostering a deep understanding of the "no pain, no gain" philosophy** while ensuring safe and inclusive practices for all fitness levels.

Recognition

- Australian Qualification Framework (**AQF**)
- The International Confederation of Registers for Exercise Professionals (**ICREPs**)
- The European Register of Exercise Professionals (**EREPs**)



Start Date
Monthly



Mode of Study

Practical sessions • Face-to-face workshops • Workbooks



Assessments

This course includes written projects/assignments, observations of practical tasks and/or group tasks.



Career Opportunities

Group Fitness Instructor • Gymnasium Instructor • Aqua Exercise Instructor



SIS30321: Certificate III in Fitness

Duration: 48 weeks

Tuition fee: AU\$7,500

Resources fee: AU\$300

Subjects

Organise personal work priorities

This unit equips you with the essential skills to effectively organise your work schedule and prioritise tasks. Learn strategies for time management, setting realistic deadlines, and avoiding procrastination.

Provide First Aid

Provide a first aid response to a casualty in line with first aid guidelines determined by the Australian Resuscitation Council (ARC) and other Australian national peak clinical bodies.

Complete pre-exercise screening and service orientation

Learn to utilise industry-standard tools like questionnaires and guidelines to assess health information and determine appropriate exercise intensity levels.

Instruct group exercise sessions

This unit builds upon your group exercise planning skills to focus on instructing dynamic and effective sessions. Learn to utilise various exercise instruction techniques to guide participants of mixed abilities.

Use anatomy and physiology knowledge to support safe and effective exercise

Gain expertise in applying this knowledge across various stages, from pre-exercise screening and client assessment to exercise instruction and technique correction.

Develop and instruct gym-based exercise programs for individual clients

Learn to analyse pre-exercise screening results, fitness assessments, and any available medical guidance to create safe and effective exercise plans tailored to each client's unique needs and goals.

Participate in workplace health and safety

This unit describes the skills and knowledge required for workers to participate in safe work practices to ensure their own health and safety, and that of others.

Plan group exercise sessions

This unit equips you with the skills to design engaging and inclusive group exercise sessions for participants of various fitness levels and abilities.

Complete client fitness assessments

Learn to utilise various activities and measurements to assess a client's current fitness capabilities. You'll develop expertise in documenting assessment outcomes effectively to inform personalised exercise program planning.

Deliver and monitor a service to customers

This unit equips you with the essential skills to excel in any customer-facing role. Learn to effectively identify customer needs, deliver exceptional service, and build positive relationships.



SIS30321: Certificate III in Fitness

Duration: 48 weeks

Tuition fee: AU\$7,500

Resources fee: AU\$300

Subjects *(cont.)*

Provide healthy eating information

This unit equips you with the knowledge to provide basic healthy eating guidance to your fitness clients, learning the core principles of healthy eating as outlined in the Australian Dietary Guidelines.

Maintain sport, fitness and recreation facilities

Discover how to support daily operations in the fitness industry, whether assisting with facilities maintenance, housekeeping, or administrative tasks.

Apply business risk management processes

Learn to actively identify potential threats that could impact your operational domain. You'll gain expertise in applying established risk management frameworks to assess the likelihood and severity of these risks.

Work with diverse people

This unit describes the skills and knowledge required to work respectfully with people from diverse social and cultural groups and situations, including Aboriginal and/or Torres Strait Islander people.

Work in a team

Gain a solid understanding of the core principles of teamwork and its importance in the workplace. Develop strong communication skills to actively listen, share information clearly, and contribute constructively to team discussions.

SIS40221: Certificate IV in Fitness

Duration: 54 weeks

Tuition fee: AU\$7,560

Resources fee: AU\$350

Our **Certificate IV in Fitness** is your first step to a rewarding career in the fitness industry. This nationally recognised program equips you with the **knowledge and skills** needed to excel as a personal trainer. Go beyond basic instruction and delve into **exercise science, program design, client assessment, and motivational techniques**. Learn to effectively guide individuals and groups towards their health and fitness goals, fostering a **balanced lifestyle and overall well-being**.

Recognition

- Australian Qualification Framework (**AQF**)
- The International Confederation of Registers for Exercise Professionals (**ICREPs**)
- The European Register of Exercise Professionals (**EREPs**)



Start Date
Monthly



Mode of Study

Practical sessions • Face-to-face workshops • Workbooks



Assessments

This course includes written projects/assignments, observations of practical tasks and/or group tasks.



Career Opportunities

Personal Trainer • Special Needs Trainer • Gym Owner/Manager



SIS40221: Certificate IV in Fitness

Duration: 54 weeks

Tuition fee: AU\$7,560

Resources fee: AU\$350

Subjects

Establish and manage client relationships

Learn strategies to nurture and maintain positive relationships with your clients over time, fostering trust and building a strong foundation for successful healthcare interventions.

Support healthy eating for individual fitness clients

Learn the core principles of healthy eating as outlined in the Australian Dietary Guidelines, promoting optimal health and well-being for the general population.

Use exercise science principles in fitness instruction

Gain a solid understanding of key exercise science principles like overload, specificity, progression, adaptation, reversibility, individualisation, and variety.

Establish and maintain professional practice for fitness instruction

Here, you'll gain the professional knowledge and skills to navigate the industry effectively and establish yourself as a reputable fitness instructor.

Develop and instruct personalised exercise programs for body composition goals

Gain the skills to design personalised exercise programs focused on achieving body composition goals, whether it's weight loss, muscle gain, or body fat reduction.

Develop and instruct personalised exercise programs for older clients

Gain a comprehensive understanding of the physiological and functional changes associated with aging, including potential limitations and risk factors.

Develop personalised exercise programs

Learn to prioritise a client-centered approach, understanding individual needs, limitations, and exercise preferences. Establish realistic fitness goals and clear progression plans.

Support exercise behaviour change

Learn evidence-based motivational interviewing (MI) techniques to explore your client's ambivalence towards exercise, build intrinsic motivation, and support them in setting realistic goals.

Instruct personalised exercise sessions

Develop a strong foundation in exercise instruction techniques, including clear communication, proper exercise demonstration, and providing clients with constructive feedback.

Develop and instruct personalised exercise programs for adolescent clients

This unit equips you with the specialised skills to design and deliver engaging and effective exercise programs tailored to the unique needs and goals of adolescent clients (aged 13–17).



SIS40221: Certificate IV in Fitness

Duration: 54 weeks

Tuition fee: AU\$7,560


Resources fee: AU\$350

Subjects *(cont.)*



Make presentations

Sharpen your skills in analysing your target audience and tailoring your presentation content, language, and delivery style to resonate with them effectively.



Undertake small business planning

This unit describes the skills and knowledge required to research and develop an integrated business plan for achieving business goals and objectives.




Use social media and online tools

This unit equips you with the skills to harness social media and online tools to achieve your organisation's goals and build a strong online presence.




Market the small business

This unit describes the skills and knowledge required to monitor and improve business performance via a clear marketing strategy integrated into the business plan. Individuals in this role analyse and interpret market data.



Develop strength and conditioning programs

Gain a thorough understanding of core strength and conditioning (S&C) program design principles like overload, specificity, progression, periodization, and variety.



Instruct strength and conditioning techniques

Master a comprehensive exercise library, including bodyweight exercises, free weights, weight machines, and plyometrics. You'll learn to provide clear and concise cues to ensure clients perform exercises safely and effectively.



Apply critical thinking to work practices

This unit equips you with advanced-level critical thinking skills to effectively analyse, evaluate, and improve work practices.



Construct

A SKILLED CAREER

TRADES

Build a high-demand and rewarding career in Australia's booming construction industry! Our Faculty of Trades equips you with the skills and knowledge to succeed in this exciting field.

We offer a supportive and hands-on learning environment, taught by experienced industry professionals. Develop the practical skills and theoretical knowledge you need to land your dream job and make a lasting contribution.



Courses

**CPC31320 Certificate III
in Wall and Floor Tiling**
CRICOS Course Code: 103804G

**CPC30620 Certificate III
in Painting and Decorating**
CRICOS Course Code: 114903B

**CPC40120 Certificate IV in
Building and Construction**
CRICOS Course Code: 103783G



CPC31320: Certificate III in Wall and Floor Tiling

Duration: 94 weeks

Tuition fee: AU\$21,200

Resources fee: AU\$800

The **Certificate III in Wall and Floor Tiling** will equip you with professional tile setting techniques and prepare you towards becoming an expert in the field, working on both residential and commercial projects. The course includes 62 weeks of study, 18 weeks of practical experience on real-world construction sites, and 14 weeks of holidays to refine your skills and build a successful career.

Recognition

- Australian Qualification Framework (**AQF**)
- Tiling and or Building License with: Queensland Building and Construction Commission (**QBCC**)
- **White Card*** (CPCCWHS1001 - Prepare to work safely in the construction industry)



Start Date
Monthly



Mode of Study

Practical sessions • Face-to-face workshops • Workbooks



Assessments


This course includes written projects/assignments, observations of practical tasks and/or group tasks.



Career Opportunities

Wall & Floor Tiles • Labourer • Business owner

*Licensing requirements for working in the construction industry vary between states and territories, and additional requirements may be necessary to obtain this qualification.



CPC31320: Certificate III in Wall and Floor Tiling

Duration: 94 weeks

Tuition fee: AU\$21,200

Resources fee: AU\$800

Subjects

Apply WHS requirements, policies and procedures in the construction industry

This unit specifies the outcomes required to carry out work health and safety (WHS) requirements through safe work practices in all on- or off-site construction workplaces.

Install decorative tiling

This unit of competency specifies the skills and knowledge required to locate and set out dimensions and plans for decorative tiling projects to form specific patterns. It includes advanced setting out and installation of decorative and heritage tiles.

Apply waterproofing for wall and floor tiling

This unit specifies the skills and knowledge required to apply waterproofing to internal and external wet areas ready for tiling.

Repair wall and floor tiling

On this unit you will learn how to repair tiling by replacing wall and floor tiles. It includes preparing, removing and replacing wall and floor tiles and repairing and/or replacing waterproofing.

Handle wall and floor tiling materials

Handle and store wall and floor tiling products and materials. It includes the preparation, handling, sorting and stacking, distribution and disposal of wall and floor tiling products and materials.

Install wall tiles

At this point, you will learn about preparation, cutting, installation and grouting of tiles for walls, including internal and external wall junctions and junctions between walls and floors.

Tile curved surfaces

This unit specifies the skills and knowledge required to tile curved surfaces. It includes the preparation for and tiling of columns and arches.

Install floor tiles

Installing floor tiles to different substrates. The preparation, cutting, installing and grouting of tiles for floors, including steps and and/or stairs and thresholds.

Install mosaic tiling

Here you'll learn how to install mosaic tiles to wall and floors. It includes the cutting and laying out of a pattern or template and the application of the tiles to the required area.

Prepare surfaces for tiling application

This unit of competency specifies the skills and knowledge required to repair and prepare different substrates for wall and floor tiling applications.

CPC31320: Certificate III in Wall and Floor Tiling

Duration: 94 weeks

Tuition fee: AU\$21,200

Resources fee: AU\$800

Subjects *(cont.)*

Use wall and floor tiling tools and equipment

This unit of competency specifies the skills and knowledge required to safely and effectively use wall and floor tiling tools and equipment. It includes selection and use of tools and equipment for specific applications.

Conduct workplace communication

Build collaboration and clarity: Master effective communication skills for a seamless and productive work environment. This unit equips you with the skills to confidently communicate with colleagues, supervisors, and clients in the construction industry.

Plan and organise work

Develop essential planning skills. You'll learn how to prioritise tasks, manage time efficiently, and anticipate potential challenges, ensuring a smooth and successful workflow on every job.

Establish legal & risk management requirements of new business venture

You'll learn about choosing a business structure, complying with regulations, and developing strategies to mitigate risks.

Fix wet area sheets

Master the art of fixing wet area sheets. This unit equips you with the skills to identify and repair minor damage to wet area sheets, ensuring a watertight and long-lasting tiled surface.

Work effectively and sustainably in the construction industry

From time management techniques to eco-conscious material handling, this unit equips you to be a responsible tiler in today's construction industry.

Read and interpret plans and specifications

Suitable for those undertaking routine work tasks under the direction of more experienced workers.

Carry out concreting to simple forms

Safely install formwork, reinforcement and place and finish concrete for the construction of minor slabs, pathways and other minor works.

Carry out measurements and calculations

Master the math: this unit equips you with measurement and calculation skills to determine task and material requirements in a construction work.

Apply basic levelling procedures

Learn how to achieve flawless levelling for a stunning finish. This unit equips you with the essential skills and knowledge to ensure perfectly level walls and floors for any successful tiling project.



CPC30620: Certificate III in Painting and Decorating

Duration: 94 weeks

Tuition fee: AU\$20,000

Resources fee: AU\$2,000

The **Certificate III in Painting and Decorating** equips you with all the essential skills to succeed in the job market. You will learn about surface preparation, painting techniques, application of decorative effects and, of course, all the safety regulations to work with peace of mind. **It is a 94-week learning program that will turn you into a successful professional, ready to paint and decorate everywhere!**

Recognition

- Australian Qualification Framework (**AQF**)
- Tiling and or Building License with: Queensland Building and Construction Commission (**QBCC**)
- **White Card*** (CPCCWHS1001 - Prepare to work safely in the construction industry)



Start Date
Monthly



Mode of Study

Practical sessions • Face-to-face workshops • Workbooks



Assessments

This course includes written projects/assignments, observations of practical tasks and/or group tasks.



Career Opportunities

Painter & Decorator • Labourer • Business owner

*Licensing requirements for working in the construction industry vary between states and territories, and additional requirements may be necessary to obtain this qualification.



CPC30620: Certificate III in Painting and Decorating

Duration: 94 weeks

Tuition fee: AU\$20,000

Resources fee: AU\$2,000

Subjects

1 Plan and organise work

Sharpen your skills in scheduling tasks, prioritising activities, and effectively managing time to ensure painting projects are completed efficiently and within deadlines.

2 Calculate costs of construction work

Learn to estimate material and labor costs associated with painting and decorating projects, ensuring project viability and providing competitive quotes.

3 Erect and dismantle restricted height scaffolding

Safely assemble and disassemble scaffolding systems used for low-rise construction projects, following strict safety protocols and working within height limitations.

4 Work safely at heights

Develop a keen understanding of fall hazards and implement appropriate safety measures when working on elevated surfaces to minimize risks of injury.

5 Handle and store painting and decorating materials

Develop safe practices for handling, storing, and disposing of paint, solvents, and other materials used in painting projects, prioritising safety and environmental responsibility.

6 Work effectively and sustainably in the construction industry

Implement sustainable practices that minimize waste generation and promote environmental responsibility throughout the painting and decorating process, contributing to a greener construction industry.

7 Carry out measurements and calculations

Master the use of appropriate measuring tools and formulas to accurately measure areas, calculate paint quantities, and determine material needs for painting projects.

8 Conduct workplace communication

Develop clear and concise communication skills to effectively interact with colleagues, clients, and other stakeholders, ensuring everyone is informed and aligned throughout the project.

9 Operate elevated work platforms up to 11 metres

Gain proficiency in operating scissor lifts and boom lifts safely and efficiently to reach high work areas, following relevant safety regulations and operational guidelines.

10 Read and interpret plans and specifications

Develop the ability to interpret blueprints and project specifications accurately, effectively translating technical documents into actionable plans for painting tasks.



Duration: 94 weeks

Tuition fee: AU\$20,000

Resources fee: AU\$2,000

Subjects *(cont.)*

Erect and maintain trestle and plank systems

Learn to safely set up and secure temporary work platforms using trestles and planks, following safety regulations and ensuring stability for painting tasks.

Remove and replace doors and door and window components

Develop proficiency in safely removing and reinstalling doors, door hardware, and window components to facilitate painting tasks, ensuring functionality is maintained upon completion.

Apply paint by brush and roller

Master the application of paint using proper brush and roller techniques to achieve a uniform and professional finish across various surfaces.

Apply stains and clear timber finishes

Learn techniques to effectively apply stains and varnishes to enhance the natural beauty of wood surfaces, protecting and enriching wooden features.

Use painting and decorating tools and equipment

Master the proper use of various brushes, rollers, sprayers, and other equipment used in painting and decorating, applying different techniques to achieve desired finishes.

Match specific paint colours

Develop the ability to mix and match paint colours to achieve the exact shades required for a project, ensuring a perfect match to client specifications.

Prepare existing coated surface for painting

Learn effective techniques for cleaning, repairing, and preparing previously painted surfaces to create a smooth and sound base for a flawless new finish.

Apply paint by spray

Gain proficiency in safely using spray painting equipment to efficiently coat large areas, following safety protocols and achieving desired results.

Apply texture coat paint finishes by brush

Develop skills in using a brush to create decorative textured finishes on walls and ceilings, adding a unique touch to interior spaces.

Remove and apply wallpaper

Develop skills in safely removing old wallpaper and hanging new wallpaper according to design specifications, ensuring a smooth and seamless application.



CPC30620: Certificate III in Painting and Decorating

Duration: 94 weeks

Tuition fee: AU\$20,000

Resources fee: AU\$2,000

Subjects *(cont.)*

Apply decorative paint finishes

Master various techniques for applying decorative paint finishes such as marbling or sponging, adding a unique aesthetic touch to walls and creating a customized look.

Apply WHS requirements

Develop a strong understanding of work health and safety (WHS) regulations and implement them effectively on the job site, preventing accidents and injuries and fostering a safe working environment.

Work safely with lead-painted surfaces in the painting industry

Learn strict safety protocols for handling and painting surfaces that may contain lead, minimizing exposure risks and adhering to regulations to protect yourself and others.

Investigate business opportunities

Develop skills in identifying potential new clients and projects to grow your painting and decorating business, conducting market research and exploring opportunities.

Prepare uncoated surfaces for painting

Develop skills in preparing new surfaces for painting, including cleaning, sanding, and applying primer if necessary, to ensure optimal paint adhesion and a long-lasting finish.

Apply protective paint coating systems

Develop expertise in applying specialized paint coatings designed for specific purposes like waterproofing or fire resistance. This ensures structures meet safety and performance requirements, protecting buildings from water damage, corrosion, or fire hazards.

Remove graffiti and apply anti-graffiti coatings

Learn techniques for safely removing graffiti and applying protective coatings to deter future vandalism, helping to maintain the aesthetic appeal of buildings and public spaces.

Apply advanced wall coverings

Develop expertise in installing specialized wall coverings such as fabric or metallic finishes, mastering techniques for a flawless application and adding a touch of luxury or a unique visual element to interior spaces.

Work safely to encapsulate non-friable asbestos in the painting industry

Gain knowledge of safe procedures for containing and encapsulating non-friable asbestos materials, minimizing health risks and following regulations to ensure worker and public safety.

CPC40120: Certificate IV in Building and Construction

Duration: 52 weeks

Tuition fee: AU\$11,700

Resources fee: AU\$300

The **Certificate IV in Building and Construction** is perfect for anyone who wants to manage construction projects with **confidence**! This course prepares builders and managers of small to medium-sized construction companies, giving the **skills to deal with all the challenges of the day-to-day**. It includes **44 weeks of learning and 8 weeks of holidays** to enjoy your well-deserved rest after a great time learning with us!

Recognition

- Australian Qualification Framework (**AQF**)
- Tiling and or Building License with: Queensland Building and Construction Commission (**QBCC**)
- **White Card*** (CPCCWHS1001 - Prepare to work safely in the construction industry)



Start Date
Monthly



Mode of Study

Practical sessions • Face-to-face workshops • Workbooks



Assessments

This course includes written projects/assignments, observations of practical tasks and/or group tasks.



Career Opportunities

Builder • Construction manager • Business owner

+ Flexible:
Take this course online or in person!

*Licensing requirements for working in the construction industry vary between states and territories, and additional requirements may be necessary to obtain this qualification.



CPC40120: Certificate IV in Building and Construction

Duration: 52 weeks

Tuition fee: AU\$11,700

Resources fee: AU\$300

Subjects

Apply building codes and standards to the construction process for low rise building projects

Ensure low-rise construction projects comply with relevant building codes and regulations for safety, structural integrity, and functionality.

Apply site surveys and set-out procedures to building and construction projects

Learn procedures for conducting site surveys and setting out building footprints on construction sites, ensuring accurate positioning of structures.

Manage occupational health and safety in the building and construction workplace

Implement and monitor safety protocols on construction sites to minimize risks, promoting a safe working environment for yourself and others.

Apply structural principles to residential low rise constructions

Gain knowledge of structural principles for low-rise residential construction, ensuring buildings are safe, stable, and can withstand intended loads.

Plan building or construction work

Develop a comprehensive plan for building projects, including scheduling tasks, allocating resources, and managing project timelines

Prepare simple building sketches and drawings

Develop skills to create simple sketches and drawings to effectively communicate building ideas and concepts.

Supervise site communication and administration processes for building and construction projects

Oversee effective communication and administrative processes on construction sites, ensuring smooth project flow and clear information exchange.

Read and interpret plans and specifications

Master the ability to read and interpret blueprints and project specifications, accurately translating technical documents into actionable plans.

Apply legal requirements to building and construction projects

Understand and implement legal requirements relevant to building and construction projects, ensuring compliance with regulations and contractual obligations.

Minimize waste on the building and construction site

Implement strategies to reduce waste generation on construction sites, promoting sustainable practices and resource conservation.



CPC40120: Certificate IV in Building and Construction

Duration: 52 weeks

Tuition fee: AU\$11,700

Resources fee: AU\$300

Subjects

Apply building codes and standards to the construction process for Class 2 to 9, Type C Buildings

Understand and apply building codes and standards for construction projects involving larger or more complex buildings (Class 2-9, Type C).

Select, procure and store construction materials for building and construction projects

Master the process of selecting, procuring, and storing construction materials efficiently, ensuring quality and availability throughout the project.

Select and prepare a construction contract

Develop the ability to select appropriate construction contracts and ensure they are properly prepared according to project requirements and legal considerations.

Use building science principles to construct energy efficient buildings

Apply building science principles to construct energy-efficient buildings, promoting sustainability and reducing operational costs.

Apply project quality management techniques

Implement project quality management techniques to ensure construction work meets specified standards and client expectations.

Lead effective workplace relationships

Develop strong leadership skills to foster positive and productive working relationships within the construction workplace.

Identify and produce estimated costs for building and construction projects

Gain skills in identifying and calculating estimated costs associated with building and construction projects, ensuring project feasibility and accurate budgeting.

Write complex documents

Gain expertise in writing complex documents related to the building and construction industry, ensuring clarity, accuracy, and professionalism.

Produce labour and material schedules for ordering

Develop proficiency in creating labor and material schedules for building projects, optimizing resource allocation and ensuring timely procurement.



Unleash

YOUR PASSION

HOSPITALITY

Our programs attract individuals with a **burning desire** to work in the exciting world of hospitality.

Our experienced industry professionals will guide you through a dynamic learning experience that combines theory and practical application. You'll gain valuable hands-on experience through simulated exercises and industry placements, ensuring you are job-ready upon graduation.



Courses

SIT40521 Certificate IV in Kitchen Management

CRICOS Course Code: 109525K

SIT50422 Diploma of Hospitality Management

CRICOS Course Code: 112861A





SIT40521: Certificate IV in Kitchen Management

Duration: 76 weeks

Tuition fee: AU\$14,000

Resources fee: AU\$800

The **Certificate IV in Kitchen Management** provides a comprehensive foundation for aspiring kitchen supervisors and team leaders. This nationally recognised qualification equips you with the essential skills and knowledge to confidently navigate the exciting world of kitchen management. Through a blend of theory and practical learning, you'll gain the ability to: lead and motivate teams, develop organisational and scheduling skills for smooth daily operations and navigate challenges with confidence with problem-solving techniques.

Recognition

- Australian Qualification Framework (**AQF**)
- Association to Advance Collegiate Schools of Business (**AACSB**)



Start Date
Monthly



Mode of Study

Practical sessions • Face-to-face workshops • Workbooks



Assessments

This course includes written projects/assignments, observations of practical tasks and/or group tasks.



Career Opportunities

Chef • Chef de partie • Sous chef • Business owner



SIT40521: Certificate IV in Kitchen Management

Duration: 76 weeks

Tuition fee: AU\$14,000

Resources fee: AU\$800

Subjects

Implement and monitor work health and safety practices

This unit describes the performance outcomes, skills and knowledge required to implement predetermined work health, safety and security practices designed, at management level, to ensure a safe workplace in the hospitality area.

Receive, store and maintain stock

This unit describes the performance outcomes, skills and knowledge required to check and take delivery of stock and appropriately store, rotate and maintain the quality of stock items.

Monitor work operations

Learn how to oversee the quality of day-to-day work. It requires the ability to communicate effectively with team members, plan and organise operational functions, and solve problems.

Control stock

Process stock orders, maintain stock levels, minimise stock losses, manage stocktakes and maintain documents that relate to the administration of any stock.

Lead and manage people

This unit equips you with the skills to guide and motivate individuals and teams, fostering commitment and achieving organisational objectives.

Develop and implement a food safety program

Learn to create and manage a comprehensive food safety plan, ensuring safe food handling practices in any foodservice environment.

Package prepared foodstuffs

This unit describes the performance outcomes, skills and knowledge required to package and label prepared foodstuffs for storage and transportation. It requires the ability to check the quality of food and select correct packaging materials.

Develop recipes for special dietary requirements

Develop recipes for people who have special dietary needs for lifestyle, medical or religious reasons.

Roster staff

Gain the skills to develop and manage staff rosters that ensure operational efficiency, comply with workplace regulations, and respect staff availability.

Provide First Aid

Provide a first aid response to a casualty in line with first aid guidelines determined by the Australian Resuscitation Council (ARC) and other Australian national peak clinical bodies.



SIT40521: Certificate IV in Kitchen Management

Duration: 76 weeks

Tuition fee: AU\$14,000

Resources fee: AU\$800

Subjects *(cont.)*

Design and cost menus

Develop skills to design and cost menus that satisfy customer preferences and maximise profitability. Learn to analyse target markets, price effectively, and monitor menu performance.

Manage conflict

Learn effective communication and conflict resolution techniques to manage and de-escalate disagreements with internal and external stakeholders, fostering positive working relationships.

Participate in safe food handling practices

Master essential food safety skills for any foodservice environment. Learn to safely store, prepare, display, and dispose of food, following established protocols.

Produce desserts

Develop the skills to produce an array of hot, cold, and frozen desserts, following both standard and special dietary recipes. Learn to select, prepare, and portion ingredients to create visually appealing and delicious desserts.

Use hygienic practices for food safety

Master the importance of personal hygiene in preventing foodborne illness. Learn effective handwashing techniques, safe handling of food and equipment, and how to maintain a clean food prep environment.

Provide service to customers

Develop essential customer service skills to effectively communicate, build rapport, and address customer needs, ensuring a positive service experience. Ideal for frontline service roles.

Manage finances within a budget

Learn to interpret budgets, allocate resources, track spending, and report on results. Ideal for tourism, hospitality, and events with financial health needs.

Prepare food to meet special dietary requirements

Prepare standard recipes for people who have special dietary needs for lifestyle, medical or religious reasons.

Plan cooking operations

Develop skills to organise and oversee food production in commercial kitchens. Learn to plan menus, manage ingredients, and supervise cooking processes for optimal efficiency.

Plan and cost recipes

Develop skills to plan and cost recipes that satisfy customer preferences and optimise profitability. Learn to assess customer needs, select recipes, calculate costs, and evaluate success.



SIT40521: Certificate IV in Kitchen Management

Duration: 76 weeks

Tuition fee: AU\$14,000

Resources fee: AU\$800

Subjects *(cont.)*

Produce cakes, pastries and breads

Master the skills to produce cakes, pastries, and breads. Learn how to select and prepare ingredients, follow standard recipes, utilize various cooking methods, and decorate your creations.

Prepare appetisers and salads

Develop foundational skills to prepare enticing appetisers and refreshing salads using standard recipes while learn about appropriate equipment and cooking methods, and ensure proper storage.

Prepare and serve cheese

Develop a comprehensive understanding of cheese varieties and master the art of preparing and serving them. You will gain the knowledge to explore traditional, contemporary and specialist cheeses.

Prepare poultry dishes

Master the art of preparing and cooking delicious poultry dishes using standard recipes. Learn to select, portion, and prepare different poultry varieties. Gain expertise to achieve perfect results.

Produce and serve food for buffets

Learn how to prepare a variety of delicious dishes suitable for buffet service. Develop skills for attractive presentation, efficient service, and ongoing replenishment throughout the event, ensuring a satisfying dining experience for guests.

Prepare meat dishes

Refine your skills in preparing and cooking a diverse range of meat dishes using standard recipes. Learn to select the perfect cuts, master portioning techniques, and utilise appropriate equipment and cooking methods.

Prepare seafood dishes

Develop expertise in preparing and cooking a variety of fish and shellfish dishes using standard recipes. Learn to select, portion, and prepare seafood, as well essential equipment and methods.

Prepare dishes using basic methods of cookery

This unit describes the performance outcomes, skills and knowledge required to use a range of basic cookery methods to prepare dishes.

Work effectively as a cook

Develop comprehensive skills to thrive in a commercial kitchen. Learn to organise, prepare, and cook diverse dishes across various menus and service periods. Master a range of cooking methods and enhance teamwork abilities.

Prepare vegetarian and vegan dishes

Develop expertise in creating delicious vegetarian and vegan dishes using standard recipes. Learn to select and prepare plant-based ingredients, master essential equipment, cookery methods and proper storage.




SIT40521: Certificate IV in Kitchen Management

Duration: 76 weeks

Tuition fee: AU\$14,000

Resources fee: AU\$800

Subjects *(cont.)*



Prepare vegetable, fruit, eggs and farinaceous dishes

Develop skills to prepare a wide variety of vegetable, fruit, egg, and farinaceous (starch-based) dishes using standard recipes, both delicious and nutritious.



Prepare stocks, sauces and soups

Learn to select and prepare ingredients, utilise appropriate equipment and cooking methods, and apply proper food storage techniques. These foundational elements elevate your culinary creations.



Use food preparation equipment

This unit describes the performance outcomes, skills and knowledge required to safely use commercial kitchen equipment to prepare a range of different food types.

SIT50422: Diploma of Hospitality Management

Duration: 52 weeks

Tuition fee: AU\$11,500

Resources fee: AU\$500

The **Diploma of Hospitality Management** equips you with the comprehensive skills and knowledge needed to become a manager in any hospitality setting. From restaurants and hotels to cafes and catering operations, you'll learn to lead teams, make strategic decisions, and ensure seamless daily operations. No prior management experience is necessary, just a passion for hospitality! This qualification is your passport to a rewarding management career where you'll be at the heart of the action, shaping unforgettable guest experiences.

Recognition

- Australian Qualification Framework (**AQF**)
- Association to Advance Collegiate Schools of Business (**AACSB**)



Start Date
Monthly



Mode of Study

Practical sessions • Face-to-face workshops • Workbooks



Assessments

This course includes written projects/assignments, observations of practical tasks and/or group tasks.



Career Opportunities

Restaurant manager • Chef Patissier • Chef de cuisine • Business owner



SIT50422: Diploma of Hospitality Management

Duration: 52 weeks

Tuition fee: AU\$11,500

Resources fee: AU\$500

Subjects

Implement and monitor work health and safety practices

This unit describes the performance outcomes, skills and knowledge required to implement predetermined work health, safety and security practices designed, at management level, to ensure a safe workplace in the hospitality area.

Participate in safe food handling practices

Master essential food safety skills for any foodservice environment. Learn to safely store, prepare, display, and dispose of food, following established protocols.

Monitor work operations

Learn how to oversee the quality of day-to-day work. It requires the ability to communicate effectively with team members, plan and organise operational functions, and solve problems.

Control stock

Process stock orders, maintain stock levels, minimise stock losses, manage stocktakes and maintain documents that relate to the administration of any stock.

Lead and manage people

This unit equips you with the skills to guide and motivate individuals and teams, fostering commitment and achieving organisational objectives.

Manage conflict

Learn effective communication and conflict resolution techniques to manage and de-escalate disagreements with internal and external stakeholders, fostering positive working relationships.

Package prepared foodstuffs

This unit describes the performance outcomes, skills and knowledge required to package and label prepared foodstuffs for storage and transportation. It requires the ability to check the quality of food and select correct packaging materials.

Manage finances within a budget

Learn to interpret budgets, allocate resources, track spending, and report on results. Ideal for tourism, hospitality, and events with financial health needs.

Roster staff

Gain the skills to develop and manage staff rosters that ensure operational efficiency, comply with workplace regulations, and respect staff availability.

Provide First Aid

Provide a first aid response to a casualty in line with first aid guidelines determined by the Australian Resuscitation Council (ARC) and other Australian national peak clinical bodies.



SIT50422: Diploma of Hospitality Management

Duration: 52 weeks

Tuition fee: AU\$11,500

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Subjects *(cont.)*

Prepare vegetable, fruit, eggs and farinaceous dishes

Develop skills to prepare a wide variety of vegetable, fruit, egg, and farinaceous (starch-based) dishes using standard recipes, both delicious and nutritious.

Prepare dishes using basic methods of cookery

This unit describes the performance outcomes, skills and knowledge required to use a range of basic cookery methods to prepare dishes.

Prepare stocks, sauces and soups

Learn to select and prepare ingredients, utilize appropriate equipment and cooking methods, and apply proper food storage techniques. These foundational elements elevate your culinary creations.

Establish and conduct business relationships

This unit equips you with high-level communication and relationship-building skills to confidently navigate formal negotiations and secure commercially significant business-to-business agreements.

Identify and manage legal risks and comply with law

Learn to identify potential legal hazards, effectively research and interpret relevant regulations, and determine appropriate actions to mitigate risks and ensure legal compliance.

Prepare and monitor budgets

Learn to analyse financial information, draft and negotiate budgets, and monitor spending to ensure successful budgetary performance.

Prepare vegetarian and vegan dishes

Learn to select and prepare plant-based ingredients, master essential equipment and cookery methods, and ensure proper food storage.

Enhance customer service experiences

Learn to understand and fulfill customer needs, build rapport, and navigate challenging situations with professionalism.

Develop and manage quality customer service practices

This unit equips you with the skills to develop, monitor, and refine customer service practices within an organisation.

Use hygienic practices for food safety

Master the importance of personal hygiene in preventing foodborne illness. Learn safe handling of food and how to maintain a clean food prep environment.



SIT50422: Diploma of Hospitality Management

Duration: 52 weeks

Tuition fee: AU\$11,500

Resources fee: AU\$500

Subjects *(cont.)*

Use food preparation equipment

This unit describes the performance outcomes, skills and knowledge required to safely use commercial kitchen equipment to prepare a range of different food types.

Prepare appetisers and salads

Develop foundational skills to prepare enticing appetisers and refreshing salads using standard recipes while learn about appropriate equipment and cooking methods, and ensure proper storage.

Prepare and serve cheese

Develop a comprehensive understanding of cheese varieties and master the art of preparing and serving them. You will gain the knowledge to explore traditional, contemporary and specialist cheeses.

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Prepare seafood dishes

Develop expertise in preparing and cooking a variety of fish and shellfish dishes using standard recipes. Learn to select, portion, and prepare seafood, as well essential equipment and methods.

Work effectively as a cook

Develop comprehensive skills to thrive in a commercial kitchen. Learn to organise, prepare, and cook diverse dishes across various menus and service periods. Master a range of cooking methods and enhance teamwork abilities.



Market

YOUR POTENTIAL

BUSINESS

Develop the skills and confidence to become a future leader. Our Faculty of Business offers a dynamic learning environment where you'll gain the knowledge and practical skills needed to excel in today's competitive business world.

Work alongside experienced industry professionals who will mentor you and share their real-world expertise. Our hands-on approach ensures you graduate prepared to take on any challenge and make a significant contribution in your chosen field.



Courses

BSB40120 Certificate IV in Business

CRICOS Course Code: 106442D

BSB50120 Diploma of Business

CRICOS Course Code: 106443C

BSB60420 Advanced Diploma of Leadership and Management

CRICOS Course Code: 106793C





BSB40120: Certificate IV in Business

Duration: 42 weeks

Tuition fee: AU\$6,600

Resources fee: AU\$200

The **Certificate IV in Business** is more than just a qualification: it's your passport to a world of exciting opportunities. This mid-level program equips you with the **in-demand skills employers are looking for**, from mastering project management to becoming an expert in communication and organisation. Imagine yourself as an executive assistant, a project officer, or a sales agent, **confidently navigating the fast-paced world of business**. This qualification gives you the tools to shine in a variety of roles **across different industries**.

Recognition

- Australian Qualification Framework (**AQF**)
- Association to Advance Collegiate Schools of Business (**AACSB**)



Start Date
Monthly



Mode of Study

Practical sessions • Face-to-face workshops • Workbooks



Assessments

This course includes written projects/assignments, observations of practical tasks and/or group tasks.



Career Opportunities

Administrative Officer • Business Analyst • Business Assistant • HR Assistant



BSB40120: Certificate IV in Business

Duration: 42 weeks

Tuition fee: AU\$6,600

Resources fee: AU\$200

Subjects

Write complex documents

Gain expertise in planning and structuring complex documents, considering the target audience, purpose, and desired outcome. You'll learn to develop clear outlines and logical information flow.

Undertake marketing activities

You'll gain a foundational understanding of core marketing concepts and target markets. The focus is on practical skills for basic marketing tasks, such as crafting clear marketing messages and creating essential marketing materials.

Apply communication strategies in the workplace

This unit equips you with advanced communication strategies to excel as a supervisor, fostering a collaborative and productive work environment for your team.

Apply critical thinking to work practices

This unit equips you with advanced-level critical thinking skills to effectively analyse, evaluate, and improve work practices.

Implement and monitor WHS policies, procedures and programs

This unit equips you with the advanced skills and knowledge to effectively implement, monitor, and maintain a robust Work Health and Safety (WHS) system within your area of supervision.

Assess marketing activities

This subject equips you with the ability to identify promising marketing opportunities and then critically evaluate them to ensure they contribute effectively to achieving the organisation's marketing goals.

Build and maintain business relationships

Master the art of connecting with people on a genuine level, building rapport, and establishing trust, the foundation for strong and lasting relationships.

Develop personal work priorities

By mastering prioritisation, planning, and performance monitoring, you'll be able to achieve your work goals efficiently and ensure your contributions align with expectations.

Use digital technologies to collaborate in a work environment

Learn about some digital collaboration tools available, including project management platforms, communication apps, cloud storage solutions, and video conferencing software.

Coordinate business operational plans

This subject equips individuals to play a vital role in translating business plans into action. You'll learn to manage resources, monitor progress, and make adjustments as needed to ensure the operational plan is executed effectively.



BSB40120: Certificate IV in Business

Duration: 42 weeks

Tuition fee: AU\$6,600

Resources fee: AU\$200

Subjects *(cont.)*

Manage personal health and wellbeing

This subject empowers individuals to take charge of their personal wellbeing within the workplace. By recognizing stressors and applying effective self-care techniques, you'll be able to maintain a healthy work-life balance and avoid burnout.

Analyse and present research information

You'll learn to analyse data, evaluate sources, and communicate your findings in a clear and impactful way. This empowers you to make informed decisions, solve problems strategically, and contribute meaningfully within your organisation.

BSB50120: Diploma of Business

Duration: 52 weeks

Tuition fee: AU\$9,700

Resources fee: AU\$500

The **Diploma of Business** is more than just a qualification – it's your key to unlocking a world of executive-level opportunities. This advanced program equips you with the specialised knowledge and skills from influential communication strategies to strategic project management. Imagine **yourself confidently steering projects**, managing teams, and making critical business decisions. This diploma positions you for a bright future in a variety of industries, from construction and education to professional services and beyond.

Recognition

- Australian Qualification Framework (**AQF**)
- Association to Advance Collegiate Schools of Business (**AACSB**)



Start Date
Monthly



Mode of Study

Practical sessions • Face-to-face workshops • Workbooks



Assessments

This course includes written projects/assignments, observations of practical tasks and/or group tasks.



Career Opportunities

Office Manager • Business Development Manager • Project Manager



BSB50120: Diploma of Business

Duration: 52 weeks

Tuition fee: AU\$9,700

Resources fee: AU\$500

Subjects

Develop workplace policies and procedures for sustainability

You'll learn to implement effective policies that minimize the organisation's negative social, economic, and environmental impact to ensure long-term success in building a sustainable organisation.

Manage business risk

This unit equips you with the knowledge and skills to effectively manage business risks across various organisational contexts. Learn to identify potential threats, assess their impact, and develop strategies to mitigate or eliminate them.

Manage business resources

This subject equips you to become a skilled resource manager. You'll learn to analyse needs, develop strategic plans, allocate resources effectively, and monitor their usage.

Manage meetings

Learn to oversee the entire meeting process, from crafting clear agendas and distributing materials to leading discussions and ensuring productive outcomes.

Manage budgets and financial plans

You'll learn to develop and manage budgets, implement sound financial strategies, and evaluate performance against financial objectives. By mastering these skills, you'll be able to contribute to the organisation's overall financial health.

Implement customer service strategies

You'll learn to develop effective customer service strategies, prioritise customer needs, and deliver exceptional service across various channels.

Develop critical thinking in others

Gain a deep understanding of core critical thinking skills, including analysis, synthesis, and evaluation, guiding team members in applying critical thinking to workplace challenges.

Undertake project work

You will gain the skills to tackle projects of all sizes, from conception to completion. Learn to develop a comprehensive project plan, outlining timelines, budget, resources, and milestones.

Lead communication in the workplace

This subject equips team leaders with the communication skills necessary to lead their teams effectively. You'll be able to motivate your team and create a collaborative work environment.

Manage recruitment and onboarding

You'll learn to attract top talent, select the best candidates, and seamlessly integrate them into your organisation, benefiting new hires but also strengthening the organisation by attracting and retaining qualified talent.



BSB50120: Diploma of Business

Duration: 52 weeks

Tuition fee: AU\$9,700

Resources fee: AU\$500

Subjects *(cont.)*

Establish innovative work environments

This subject equips leaders and managers with the tools to foster a truly innovative work environment. You'll learn to create a culture that values creativity, encourages collaboration, and empowers employees to think outside the box.

Manage personal and professional development

Develop a personalized approach to continuous learning and growth, identifying areas for improvement and setting development goals.



BSB60420: Advanced Diploma of Leadership & Management

Duration: 62 weeks

Tuition fee: AU\$11,500

Resources fee: AU\$500

Our **Advanced Diploma of Leadership & Management** equips you with the specialised knowledge and practical skills sought after by organisations across all industries. Become a leader who inspires, a manager who delivers results, and a strategist who drives positive change. This course delves deep into strategic planning, risk management, and fostering strong professional networks. Learn to leverage innovation and critical thinking to solve complex problems, thrive in leadership roles and achieve organisational goals.

Recognition

- Australian Qualification Framework (**AQF**)
- Association to Advance Collegiate Schools of Business (**AACSB**)



Start Date
Monthly



Mode of Study

Practical sessions • Face-to-face workshops • Workbooks



Assessments

This course includes written projects/assignments, observations of practical tasks and/or group tasks.



Career Opportunities

Executive Manager • Director Manager • Human Resources (Strategy)

+ Flexible:
Take this
course online!



BSB60420: Advanced Diploma of Leadership & Management

Duration: 62 weeks

Tuition fee: AU\$11,500

Resources fee: AU\$500

Subjects

Apply critical thinking for complex problem solving

Gain a thorough understanding of the critical thinking framework, including defining problems, analysing information, evaluating evidence, and generating creative solutions.

Lead and manage organisational change

This subject equips managers to become leaders of organisational change. You'll learn to develop and implement effective change strategies, navigate challenges, and guide your team through transitions.

Provide leadership across the organisation

Gain expertise in developing and communicating a clear organisational vision, aligning all efforts towards achieving strategic goals.

Lead corporate social responsibility

Develop expertise in engaging with a diverse range of stakeholders to understand their expectations and concerns regarding social responsibility.

Develop and implement business plans

Gain expertise in crafting comprehensive business plans that outline clear goals, strategies, and action steps for organisational success. Learn to identify opportunities and threats, and understand your competitive landscape.

Manage personal and professional development

Develop a personalised approach to continuous learning and growth, identifying areas for improvement and setting development goals.

Manage innovation and continuous improvement

You'll learn to create a culture that encourages continuous learning, embraces innovation, and thrives on continuous improvement.

Develop organisational strategies

This subject equips you to become a strategic mastermind. You'll learn to conduct comprehensive analyses, develop data-driven strategies, and navigate the competitive landscape.

Communicate with influence

Become a communicator with influence! You'll learn to tailor your communication style, craft persuasive arguments, deliver captivating presentations, and navigate negotiations effectively.

Contribute to strategic workforce planning

Gain expertise in conducting in-depth workforce analysis to assess current skills, identify talent gaps, and anticipate future needs based on organisational objectives.

Requirements

Prior Achievement Requirement:

Enrollment **requires students to possess basic computer skills** and ongoing access to a personal laptop computer. Assessments may involve tasks using Microsoft Office applications (e.g., Word, PowerPoint) and basic PDF editing capabilities, such as those found in Adobe Acrobat.

Academic Entry Requirements:

- Certificate III requires a *minimum* completion of Year 10 **OR** a *minimum* of Certificate II level qualification or higher
- Certificate IV or higher requires a *minimum* of Year 12 **OR** a *minimum* of a Certificate III level qualification or higher

English Entry Requirements:

- PTE 42, IELTS 5.5–6, FCE Grade B or C, CAE 160–179, TOEFL 72–94 **OR** TOEIC 400–485 (listening), 385–450 (reading).
- **OR** In the last 2 years, completed a major part of an Australian AQF level 4 or higher course (on a student visa).
- **If there is no evidence of the above, the student must sit the GIC's Language, Literacy and Numeracy (LLN) Test and achieve a satisfactory result.**

Recognition of Prior Learning (RPL):

If you hold a relevant qualification from another provider, you might be eligible for credit transfer. Simply submit your certified documents during enrollment, and we'll assess if prior learning reduces your program duration.

Becoming a student

1 CHOOSE YOUR COURSE

Explore the extensive array of courses we provide by visiting our course pages.

2 APPLICATION FORM

Fill out and submit the application form to our admissions team with your documents.

3 REVIEW YOUR OFFER

You'll receive a Letter of Offer from us. It's crucial to thoroughly review and comprehend this agreement.

4 SECURE YOUR SPOT

Once everything is in order, you'll submit your signed Letter of Offer and initial payment.

5 RECEIVE YOUR COE!

You'll receive your Confirmation of Enrolment (CoE) along with orientation details. This marks the final stage of enrolment!



2025 CALENDAR

January

M	T	W	T	F	S	S
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

February

M	T	W	T	F	S	S
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	1	2

March

M	T	W	T	F	S	S
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

April

M	T	W	T	F	S	S
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4

May

M	T	W	T	F	S	S
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1

June

M	T	W	T	F	S	S
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6

July

M	T	W	T	F	S	S
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3

August

M	T	W	T	F	S	S
26	27	28	29	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

October

M	T	W	T	F	S	S
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

November

M	T	W	T	F	S	S
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4

QUEENSLAND PUBLIC HOLIDAYS

New Year's Day - 1st January
Australia Day - 27th January
Good Friday - 18th April
Easter Monday - 21st April
ANZAC Day - 25th April

Labour Day - 5th May
Gold Coast Show - 29th August
King's Birthday - 6th October
Christmas Day - 25th December
Boxing Day - 26th December

	*Public Holidays
	*College Holidays
	*Intake Dates

2026 CALENDAR

January

M	T	W	T	F	S	S
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1

February

M	T	W	T	F	S	S
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	1

March

M	T	W	T	F	S	S
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

April

M	T	W	T	F	S	S
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1	2	3

May

M	T	W	T	F	S	S
27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

July

M	T	W	T	F	S	S
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

August

M	T	W	T	F	S	S
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

September

M	T	W	T	F	S	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4

October

M	T	W	T	F	S	S
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1

November

M	T	W	T	F	S	S
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6

December

M	T	W	T	F	S	S
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3

QUEENSLAND PUBLIC HOLIDAYS

New Year's Day - 1st January
Australia Day - 26th January
Good Friday - 03rd April
Easter Monday - 06th April
ANZAC Day - 25th April

Labour Day - 4th May
Gold Coast Show - 28th August
King's Birthday - 5th October
Christmas Day - 25th December
Boxing Day - 28th December

	*Public Holidays
	*College Holidays
	*Intake Dates



For all information on our
courses, including
timetables, academic
calendars, go to our website:

SCAN ME! www.gic.edu.au

info@gic.edu.au

RTO: 45028 | CRICOS: 03568B



@gic.goldcoast

