

SIT60316 - Advanced Diploma of Hospitality Management

CRICOS Course Code: 093723F



RTO 21552 | CRICOS 02633F

Why Study at Australian Education Academy Pty Ltd

Australian Education Academy Pty Ltd is a private Registered Training Organisation (RTO) which has its campus in Springvale, Victoria, Australia. We are committed to provide our learners with quality training delivery and assessment services in an atmosphere that is both warm and inviting.

Our trainers and staff are all dedicated to help you achieve your training goals by giving friendly and courteous assistance whenever required, and our training programs are innovative, creative and flexible, and designed to suit the needs of learners, employers and industry.

Course Description:

This qualification reflects the role of individuals who use sound knowledge of industry operations and a broad range of managerial skills to coordinate hospitality operations. They operate independently, have responsibility for others and make a range of operational business decisions.

To gain the SIT60316 –Advanced Diploma of Hospitality Management a successful assessment outcome for the following 33 units must be achieved

Course Duration:

This program will be delivered over a period of 102 Weeks, Theory & Practical Face to Face Delivery – 1600 Hours = 20 hours per week x 80 weeks, with 19 weeks of breaks. Work Based Training - 192 hours - This will be run in conjunction with face to face delivery

Volume of Learning:

For a learner to complete all their learning, he/she is required to spend time outside the formal scheduled activities. This is by way of research, review of existing cases, and multiple sources of information or real live examples. Subsequently prepare formal summative assessment material and any other activities to cover the breath of the course. Some of the time may be “on the job” whilst others will be by self-directed learning.

Recognition of Prior Learning and Credit Transfer:

Recognition of Prior Learning (RPL) and Credit Transfer (CT) is the learner's opportunity to have their prior skills and/ or competencies recognised. These skills and competencies may relate to units you will undertake as part of this course, and as a result, can exempt you from studying – Please talk to our Administration Staff for further assistance.

Mode of Delivery:

Face to face; Classroom, practical kitchen classes and Work Based Training (practical placement). Assessment methods will be gathered by way of written tests, practical assessment and observations .



Course Requirement

(Release 1, Date of Release 03/Mar/2016)

A successful completion of 33 units (16 Core units and 17electives) is required to achieve this qualification.

CODE	DESCRIPTION
CORE	
BSBDIV501	Manage diversity in the workplace
BSBFIM601	Manage finances
BSBMGT517	Manage operational plan
BSBMGT617	Develop and implement a business plan
SITXCCS008	Develop and manage quality customer service practices
SITXFIN003	Manage finances within a budget
SITXFIN004	Prepare and monitor budgets
SITXFIN005	Manage physical assets
SITXGLC001	Research and comply with regulatory requirements
SITXHRM003	Lead and manage people
SITXHRM004	Recruit, select and induct staff
SITXHRM006	Monitor staff performance
SITXMG001	Monitor work operations
SITXMG002	Establish and conduct business relationships
SITXMPR007	Develop and implement marketing strategies
SITXWHS004	Establish and maintain a work health and safety system
ELECTIVES	
BSBCMM201	Communicate in the workplace
SITHCCC005	Prepare dishes using basic methods of cookery
SITHCCC006	Prepare appetisers and salads
SITHCCC007	Prepare stocks, sauces and soups
SITHCCC008	Prepare vegetable, fruit, egg and farinaceous dishes
SITHCCC012	Prepare poultry dishes
SITHCCC013	Prepare seafood dishes
SITHCCC014	Prepare meat dishes
SITHCCC018	Prepare food to meet special dietary requirements
SITHCCC019	Produce cakes, pastries and breads
SITHCCC020	Work effectively as a cook
SITHKOP004	Develop menus for special dietary requirements
SITHPAT006	Produce desserts
SITXCCS007	Enhance customer service experiences
SITXFIN002	Interpret financial information
SITXFSA001	Use hygienic practices for food safety
SITXFSA002	Participate in safe food handling practices

Springvale campus:

10 Blission Street, Springvale Vic 3171

Telephone: +61 3 9547 4650 | Fax: +61 3 9547 4060 | Email: info@aust-education.com.au

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Cost of Course:

Total course tuition fees are AUD 19,700*

- Learners are able to pay the Course fee in full if they wish to, prior to the commencement of the course. However, it may be noted that, it is not the requirement of Australian Education Academy to pay more than 50 per cent up front.
- Learners can work out a more flexible payment plan to pay their tuition fees with Australian Education Academy either on monthly or on a quarterly basis, through a written agreement with Australian Education Academy

*Fees are subject to change without notice

Work Based Training:

- AEA's hospitality division, currently delivers the SIT - Tourism, Travel and Hospitality Training Package (Release 1.2). Courses from this training package offered at AEA includes a compulsory Work-based training (WBT) component.
- SITHCCC020 Work effectively as a cook-which requires the student to complete a minimum of 192 hours (48 occasions/ shifts) covering breakfast, lunch, dinner and functions.
- It is designed to include work observation, work experience and other forms of workplace learning. The emphasis is for students to experience real job roles in real service/roster times together with real customer service ratios.

Commencement Date:

Please contact our office to obtain our course commencement dates.

Refund Policy and Deferments:

Please refer to our Learner Handbook available on the website for full details

Possible Job Title Includes:

- Area Manager or Operations Manager
- Head chef
- Executive Sous Chef
- Food and beverage manager
- Café owner or manager
- Executive Chef
- Club secretary or manager
- Motel Owner or manager
- Executive housekeeper
- Rooms division manager

Support:

We have Student Support Officers to assist learners in adjusting to their new lifestyle and general problems they may have.

Delivery Location:

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10 Blissionton Street, Springvale Vic 3171

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Facilities:

- Adequate number of fully equipped Training rooms.
- Learner amenities include a kitchen with microwave and refrigerator, common room, pool table as well as male and female restroom amenities.
- 2 x Fully Equipped Commercial Kitchens at this location.
- Computer labs
- Chef Uniform (included in fees)

For further information, or to obtain a Learner Prospectus and/or Application for Enrolment, please contact our offices above or visit our website:

www.aust-education.com.au

Entry Requirements

Individuals may enter SIT60316 –Advanced Diploma of Hospitality Management with limited or no vocational experience and without a lower level qualification. However, it is strongly recommended that individuals undertake lower level qualifications, and/or gain industry experience prior to entering the qualification. Additionally AEA has the following minimum requirements that must be met.

Domestic Students

- Entry into this course requires successful completion of an Australian Year 12 qualification or equivalent. However, selection is not based purely on academic performance. Relevant work experience, work samples and other documentation submitted will also be considered.
- In addition to meeting the academic requirements applicants must demonstrate their competence in literacy and numeracy levels when enrolling into the course.
- Mature age learners (25+) will also be considered without the minimum education requirements but with relevant work experience within chosen area of study and a demonstrated capacity to meet course requirements. A minimum of 5 years' experience would normally be expected but each case will be reviewed individually with relevant work experience evidenced by work reference letter on company letterhead, work samples and curriculum vitae submitted will be considered.

International Students

- Entry in to this course requires IELTS band score of 5.5 or equivalent in line with Department of Home Affairs regulations
- Satisfactory completion of studies in applicant's home country equivalent to an Australian Year 12 qualification is required for entry into this course.
- Mature age learners (25+) will also be considered without the minimum education requirements but with relevant work experience within chosen area of study and a demonstrated capacity to meet course requirements. A minimum of 5 years' experience would normally be expected but each case will be reviewed individually with relevant work experience evidenced by work reference letter on company letterhead, work samples and curriculum vitae submitted will be considered.

Special Admission Requirements

- All learners must be the age of 18 years or over at the time of entry into Australia or at the scheduled course commencement, whichever is earlier.
- Learners must meet English language requirements of the qualification and undertake an LLN test.

Note: Candidates should be able to handle and cook dairy products and non-vegetarian food items including pork and may involve alcohol.

Numeracy and Literacy

Where appropriate, (for example an applicant who is a recent arrival in Australia and has completed their schooling in a language other than English) literacy and numeracy will be screened prior to a learner being enrolled into the course. Where it is determined that an applicant may not have sufficient English language skills to complete the qualification, they will be provided with two referrals to improve their skills before starting this qualification:

The Victorian AMES for formal assessment, placement and if necessary, specific English Language training: <http://www.ames.net.au/contact>

The Victorian Adult Literacy and Basic Education Council (VALBEC) for assistance. VALBEC is the peak body for the adult literacy and numeracy practitioners in Victoria and have a detailed list of neighbourhood houses, neighbourhood learning centres, TAFE colleges and other providers who offer literacy and numeracy programs and support throughout Victoria <https://valbec.org.au/>

Exit points

At any point prior to completion of the program a learner may exit with a Statement of Attainment for one or more Units of Competency that have been assessed as competent. At successful completion of the program candidates will receive a SIT60316 – Advanced Diploma of Hospitality Management.

Australian
Qualifications
Framework

NATIONALLY RECOGNISED
TRAINING

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