

PRE - ENROLMENT INFORMATION FACT SHEET

SIT50416 - Diploma of Hospitality Management (Course CRICOS Code - 101696)

What is the SIT50416 - Diploma of Hospitality Management and what type of employment opportunities will be available to me when I have attained this qualification?

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. This qualification provides a pathway to work in any hospitality industry sector as a departmental or small business manager. The diversity of employers includes restaurants, hotels, motels, catering operations, clubs, pubs, cafés, and coffee shops. This qualification allows for multiskilling and for specialisation in accommodation services, cookery, food and beverage and gaming.

What is the duration and mode of study of this course?

- The qualification is delivered over sixty-eight (68) weeks.

Campuses and Training Locations

- City Campus - Ground Floor 313 - 315 Flinders Lane, Melbourne, Victoria, 3000
- Lygon Campus - 390A Lygon Street, Brunswick East, Melbourne, Victoria, 3057

What are the course entry requirements?

- There are no entry requirements for this qualification as this is a direct entry and stand-alone qualification.

Entry and Admission Requirements for International Students

- Australian International Institute of Technology requires that all International students must be 18 years of age or over at the time of enrolment in this qualification and must provide evidence that they have obtained or completed one of the following:
 - Have obtained an IELTS band score of at least 5.5 - or equivalent; or 5.0 where the test score is combined with at least 10 weeks ELICOS or 4.5 where the test score is combined with at least 20 weeks ELICOS (<https://www.homeaffairs.gov.au/trav/stud/more/student-visa-english-language-requirements>)(Note - IELTS - results are valid for two years only: reference: <https://support.cambridgeenglish.org/hc/en-gb/articles/202838296-How-long-are-my-results-and-certificate-valid-for->); or
 - Have completed a Certificate III, Certificate IV, Diploma or Advanced Diploma Level Training Package course in Australia; or,
 - Have completed any Certificate III or Certificate IV in ESL or EAL from the ESL/EAL Framework (Vic); or
 - Have completed the ELICOS Course: General English - Intermediate Level
- Note - If an International overseas student is unable to provide any of the above evidence at the time of enrolment they will be required to complete Australian International Institute of Technology's English Language Proficiency Assessment to ensure that they have the required English proficiency level for the course in which they want to enroll.
- Complete a Pre-Training Review and a Language, Literacy and Numeracy (LL&N) Assessment so that Australian International Institute of Technology can determine whether the student needs additional LL&N support during their studies.
- Australian International Institute of Technology will determine any prior learning of each student with regard to their existing skills, knowledge and experience that the student may have acquired through formal, non-formal and informal learning related to Units of Competency in this qualification in order to determine the amount of training we will provide to each student (*as per Clause 1.2, Standards for Registered Training Organisations 2015*).
- If RPL or a Credit is granted, this will result in shorter course duration for this qualification. In addition Australian International Institute of Technology's before providing credit on the basis of a Testamur, Statement of Attainment or Record of Results that have been provided by a student, Australian International Institute of Technology's will authenticate the information on these documents (e.g. by contacting the organisation that issued the document and confirming the content is valid).

Recognition of Prior Learning - Credit Transfer Exemptions

Participants who have obtained competencies other than via qualification or attainment from other RTO's are given the opportunity, before commencing to obtain exemptions and credits for those units of competency. Students who are seeking recognition of prior learning will be provided with the assessment tools for each unit. Students will complete the assessment tasks and/or provide evidence that relates to the assessment tasks

Units of Competency and Topics

28 Units of Competency must be completed with topics including Management and Leadership, Marketing and Public Relations, Food Safety, Finance, Governance and Legislation, Human Resource Management, Workplace Health and Safety, Risk Management, Industry Capability, General Administration, Inventory, Interpersonal Communication, Client and Customer Service
<https://www.aiit.vic.edu.au/courses>

Assessment Methods

The program is classroom-based delivery face to face with practical application completed in a simulated work environment/ or a work placement venue with trainer led training in classrooms, simulated work environments/industry workplaces and computer labs consisting of direct observation, product-based methods, portfolios, questioning and third-party evidence (when applicable).

Additional Course Requirements

- Timetabled Classes and Work Placement are scheduled for 20 contact hours per week and can include Morning's and Evening's; Work Placement can also include sessions on Weekends and Public Holidays which align to industry operational requirements.
- Work placement is scheduled only after all prerequisites have been completed for a minimum 36 complete service periods (shifts) in an industry workplace Host Organisation approved by the Academic Manager or a simulated industry training environment

Additional Non-Tuition Course Materials Fees

Students may be required to purchase prescribed Text Books and supporting training resources as listed in the individual course flyer
<https://www.aiit.vic.edu.au/courses>.

Refunds and Tuition Fees Protection

Please refer to Australian International Institute of Technology's Refund Policy and Procedure and the Tuition Fees Policy for further information; available online, in the Student Handbooks or at any Campus
<https://www.aiit.vic.edu.au/#>.

Safety and Security

If students are timetabled to attend classes after 6pm or on weekends, it is recommended for the student's own interest to travel to and from using transport in groups as they should not isolate themselves when travelling to and from Australian International Institute of Technology's Campuses.

Deferral, Suspension and Cancellation

For the complete policy and procedure, please request a copy at our City Campus Reception or visit our website <https://www.aiit.vic.edu.au/pol-pro>

Student Support Services

AIIT offers a range of Student Support Services that caters for the needs of all students, including language literacy and numeracy support, career counselling, resume writing and IT Digital support (where identified, required and requested).

Application Process

Apply directly to Australian International Institute of Technology, admissions@aiit.vic.edu.au, or through an approved Educational Agent <https://www.aiit.vic.edu.au/reg-agents>

Where can I get further information?

Reception (City Campus), Ground Floor, 313 - 315 Flinders Lane, Melbourne, Victoria, Australia, 3000
Phone: + 61 3 96497691
Email: info@aiit.vic.edu.au
Website: <https://www.aiit.vic.edu.au/>