

KANGAN INSTITUTE'S  
**INTERNATIONAL  
COURSE GUIDE**



2020

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[kangan.edu.au/international](http://kangan.edu.au/international) | [bendigotafe.edu.au/international](http://bendigotafe.edu.au/international)

# Welcome

“Kangan Institute and Bendigo TAFE provide students with a world-class education. With strong links to industry, universities and world-class facilities, I am confident your time at Kangan Institute and Bendigo TAFE will give you the skills and knowledge needed to progress your career here in Australia or in your home country.



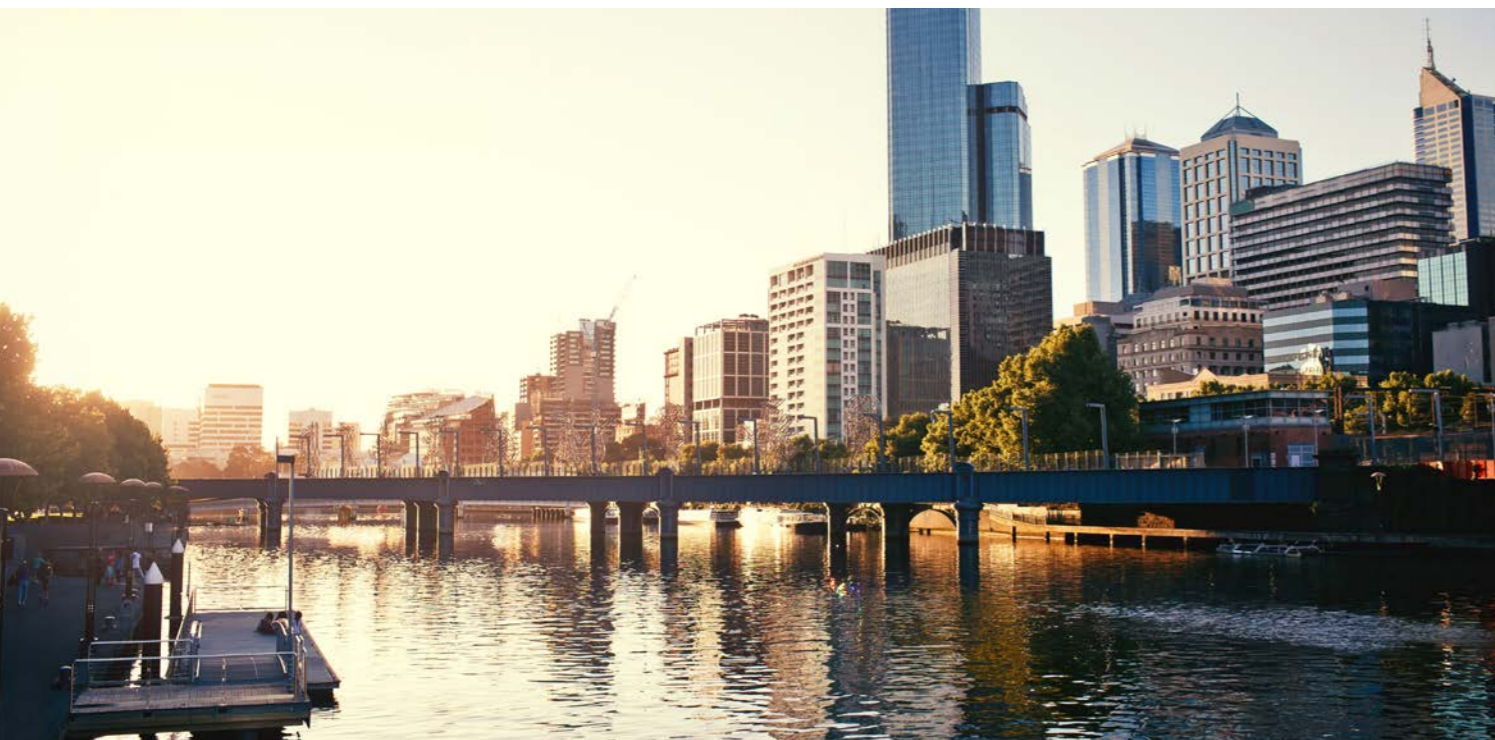
Phillip Murphy  
CEO



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# Why choose us



**Kangan Institute's history stems from 1925 when the originating Richmond Technical School was founded. Over the next forty years, changes in public technical schooling led to the creation of Kangan Institute.**

Kangan Institute educates over 28,000 students each year, across campuses in Melbourne including the Docklands Automotive Centre of Excellence, Moonee Ponds Centre of Health, Richmond Centre for Creative Industries and the Broadmeadows trade, hospitality and business campus.

Bendigo TAFE has been in operation in various forms since 1854. The institute was known as the Loddon Campaspe Institute of TAFE from 1987 to 1990 and Bendigo Regional Institute of TAFE (BRIT) from 1990 to 2009 before becoming Bendigo TAFE in 2009.



*Discover life at Kangan Institute and Bendigo TAFE*

In 2014 Kangan Institute and Bendigo TAFE merged and are trading brands of the company entity Bendigo Kangan Institute.

Bendigo TAFE and Kangan Institute have been nominated as the Victorian TAFE Association Large Training Provider in 2016 and 2017.

In 2018, Kangan Institute was recognised as and received an award for being one of the top 50 vocational colleges in Asia-Pacific. As one of the three Australian TAFE's nominated, Kangan Institute was recognised for making an outstanding contribution to vocational education and training in the Asia-Pacific region.



# Our courses

CRICOS	COURSE CODE	COURSE TITLE	DURATION	TUITION FEE (TOTAL)	TUITION FEE (TERM)	INTAKE	CAMPUS	PAGE
<b>ENGLISH LANGUAGE PROGRAMS</b>								
020685M		General English	5-40 weeks	\$230/week	-	Ongoing	DL	32
073681K		IELTS Preparation	1-10 weeks	\$230/week	-	S	DL	33
091820K	EAP 1	ELICOS - EAP	10 weeks	\$230/week	-	A & N	DL	33
<b>AUTOMOTIVE</b>								
091599K	AUR30616	Certificate III in Light Vehicle Mechanical Technology	1 year	\$17,800	\$4,450	F & J	DL	35
091651M	AUR40216	Certificate IV in Automotive Mechanical Diagnosis	6 months	\$8,400	\$4,200	F & J	DL	36
091698G	AUR50216	Diploma of Automotive Technology	6 months	\$8,400	\$4,200	F & J	DL	37
<b>ACCOUNTING</b>								
099712E	FNS40217	Certificate IV in Accounting and Bookkeeping	6 months	\$6,500	\$3,250	F & J	BM	38
099713D	FNS50217	Diploma of Accounting	6 months	\$6,500	\$3,250	F & J	BM	39
<b>FASHION</b>								
0100777	MST50119	Diploma of Applied Fashion Design and Merchandising*	1.4 year	\$20,000	\$4,000	F, M & S	RM	41
0100767	MST60119	Advanced Diploma of Applied Fashion Design and Merchandising*	9 months	\$15,000	\$5,000	F, M & S	RM	42
<b>GRAPHIC DESIGN</b>								
091919K	CUA40715	Certificate IV in Design	1 year	\$11,000	\$2,750	F	BC	57
091920F	CUA50715	Diploma of Graphic Design	1 year	\$15,000	\$3,750	F	BC	58

CRICOS	COURSE CODE	COURSE TITLE	DURATION	TUITION FEE (TOTAL)	TUITION FEE (TERM)	INTAKE	CAMPUS	PAGE
<b>BEAUTY</b>								
091815G	SHB50115	Diploma of Beauty Therapy (Richmond)	1 year	\$20,500	\$5,125	F & J	RM	43
091815G	SHB50115	Diploma of Beauty Therapy (Bendigo)	1 year	\$24,000	\$6,000	F	BC	59
<b>HOSPITALITY</b>								
099717M	FBP30517	Certificate III in Baking	1 year	\$19,500	\$4,875	F & J	BM	53
095453G	SIT30816	Certificate III in Commercial Cookery	1 year	\$16,000	\$4,000	F & J	BM	52
<b>INFORMATION TECHNOLOGY</b>								
086592D	ICT41015	Certificate IV in Computer Systems Technology	1 year	\$12,000	\$3,000	F & J F	BM BC	54 62
086753C	ICT60515	Advanced Diploma of Computer Systems Technology	1 year	\$17,000	\$4,250	F & J F	BM BC	55 63
<b>HEALTH &amp; COMMUNITY SERVICES</b>								
093795A	HLT54115	Diploma of Nursing	2 years	\$34,000	\$4,250	F & J	MP BC	50 60
094073E	CHC50215	Diploma of Community Services	1.5 years	\$18,000	\$3,000	F & J	BM	46
094071G	CHC33015	Certificate III in Individual Support	6 months	\$6,800	\$3,400	F & J	MP	45

CAMPUS		INTAKES	
DL	Docklands	F	February
RM	Richmond	A	April
MP	Moonee Ponds	M	May
BM	Broadmeadows	J	July
BC	Bendigo City	S	September
CH	Charleston Road, Bendigo	N	November

\* Course subject to change in 2020

# Important dates

## ACADEMIC CALENDAR

Orientation	30 January
Term 1	28 January - 27 March
Term 2	14 April - 26 June
Orientation	9 July
Term 3	13 July - 18 September
Term 4	5 October - 18 December

## Tuition Fee Due Dates:

Semester 1:	15 January 15 April
Semester 2:	15 June 15 September







## 2019 LOCAL HOLIDAYS AND OBSERVANCES

January 1	New Year's Day
January 26	Australia Day
January 27	Australia Day Holiday
March 9	Labour Day
April 10	Good Friday
April 13	Easter Monday
25 April	Anzac Day
June 8	Queen's Birthday
November 3	Melbourne Cup Day
December 28	Boxing Day
December 24	Christmas Eve
December 25	Christmas Day
December 28	Boxing Day






## How to use this guide

### CAMPUS LOCATION

-  Broadmeadows
-  Richmond
-  Moonee Ponds
-  Docklands
-  Bendigo City
-  Charleston Road, Bendigo

### COURSE TYPE

-  Certificate
-  Diploma
-  Advanced Diploma

### STUDY MODE

-  Flexible

# Our campuses

## KANGAN INSTITUTE

Kangan Institute has five campuses located in Melbourne.

**RM RICHMOND**  
85 Cremorne Street

### Centre for Fashion and Creative Industries

*Study areas: Applied Fashion Design and Beauty.*

Located in the heart of Melbourne's fashion and creative hub, the Centre for Fashion and Creative Industries provides students with industry relevant Hair, Beauty and Fashion training. In conjunction with the Council of Textile and Fashion Industries of Australia (TFIA), Kangan Institute launched the Textile and Fashion Hub – an industry training centre providing a unique opportunity for students to test garment design against modern manufacturing standards. The hub includes automated knitting, digital print and full body pattern making & scanning equipment.



**BM BROADMEADOWS**  
Pearcedale Parade

*Study areas: Accounting, Information Technology and Cookery.*

Kangan Institute's largest campus is situated in the north west of Melbourne, in a culturally diverse neighbourhood. The campus includes trades facilities, business, IT, hospitality, retail baking, accounting and support services. The campus is also home to the Indigenous Education Centre (IEC), where the Indigenous people of Australia can learn in a supported and caring environment.

Our fully-licensed training restaurant gives our hospitality students real work experience in a real restaurant while they study. Offering a modern and eclectic menu and an extensive wine list, Richards Restaurant is also host to various themed events and fundraising dinners throughout the year.



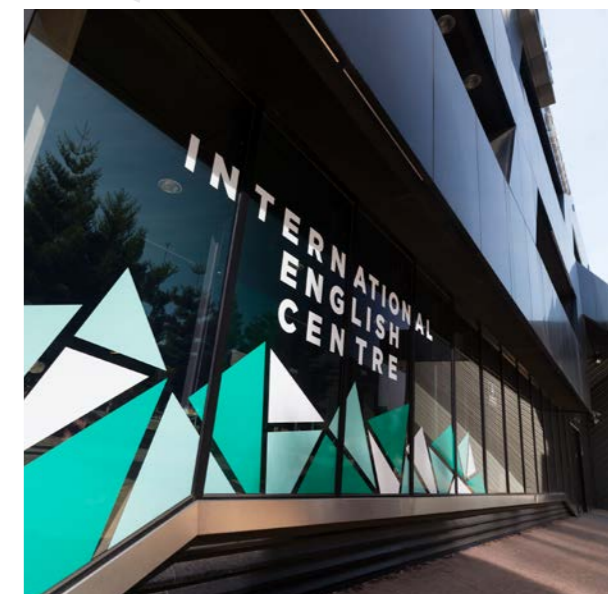
**DL DOCKLANDS**  
1 Batmans Hill Drive

### Automotive Centre of Excellence (ACE) and ELICOS Centre

*Study areas: Automotive, English Language, IELTS Preparation and English for Academic Purposes (EAP).*

Opened in 2006, Kangan Institute's Automotive Centre of Excellence is a purpose built, state of the art facility, providing simulated workshops and training in automotive, large vehicle, marine and outdoor equipment.

The Docklands campus also hosts Kangan Institute's ELICOS and International Services department. The ELICOS Centre is a leading facility that provides excellent English language training for international students, working holiday and tourist visa holders. In the midst of the hustle and bustle of central Melbourne, the Docklands campus is easily accessible by tram, bus and train and is a great base to see and explore Melbourne.



**MP MOONEE PONDS**  
Level 1, 31 Hall Street

### Health and Community Centre of Excellence

*Study areas: Nursing and Individual Support.*

Located in a busy shopping precinct, Kangan Institute's Centre of Health and Community Services offers training in a raft of health related courses, including nursing, aged care, pathology, allied health and health care.

## BENDIGO TAFE

Bendigo TAFE has two campuses located in and around Bendigo.

### CH BENDIGO, CHARLESTON ROAD 62-104 Charleston Road

Bendigo TAFE's Charleston Road campus is home to its trades facilities, including carpentry, plumbing, automotive and electrical. The Food and Fibre Centre of Excellence was launched in 2018 and is home to purpose built agriculture, animal studies, horticulture and farming training centres.

Nestled amongst a natural bushland setting, the campus boasts its own student amenities area and cafe. Vast parking makes this campus accessible to anyone driving, as well as being only a 20 minute walk from the Bendigo Railway station for people travelling to and from metropolitan and regional areas.



### BC BENDIGO CITY 23 Mundy Street

Study areas: Nursing, Graphic Design, Computer Systems Technology and Beauty.

Bendigo TAFE's City Road campus is home to the \$26m Health and Community Centre of Excellence. Opened in 2018, the centre is home to all health and children's services training and includes a series of state of the art simulation labs, created in conjunction with industry engagement, ensuring students are learning in an environment that matches their experience in the workforce. We also boast a hairdressing and beauty salon open to the public, equipped with the latest facilities to provide a real world training experience.

We are located close to public transport, including regular train access to Melbourne.



# Life in Australia

**With a population of 23 million and over 260 spoken languages, Australia is one of the most culturally diverse countries in the world, and a perfect destination for international students. With a majority of the main metropolitan cities built along the coastline, students can choose to study in a city that best suits them as each city has its own unique character, weather and quirks.**

Australia boasts the third highest number of international students at its universities (only behind the United States of America and the United Kingdom) and 5 out of 30 of the best student cities in the world! Choosing Australia as a study destination also gives students the opportunity to explore the country during their time here, right from the rugged beauty of the Northern Territories and Central Australia to the cities built along the coastline and Tasmania. With over 17 classified UNESCO heritage sites, over 500 national parks and more than 2700 conservation areas, international students are guaranteed not only a world class education but also plenty of adventures to choose from.

Going beyond the outback and the national parks, Australian cities like Melbourne, Sydney, Brisbane, Perth, Adelaide, Darwin and Canberra offer the students varied lifestyles and dynamic, fast paced living with the very best in entertainment and amenities.

Students can choose to immerse themselves in the amazing Australian café culture, sports, concerts, entertainment and museums often hosting some of the world's best art collections.



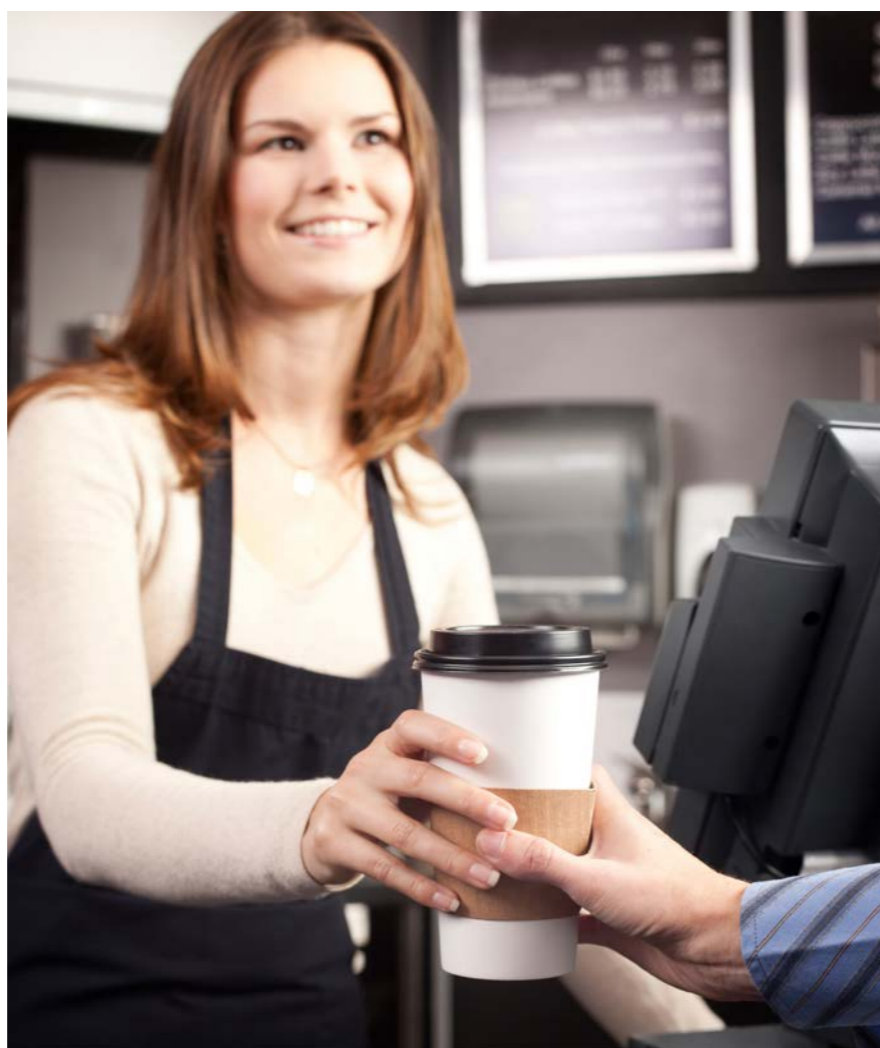


# Life in Melbourne

Home to more than four million people from different religious and ethnic backgrounds, Kangan Institute is located in Melbourne, one of Australia's busiest cities and consistently voted as one of the world's most liveable cities!

Melbourne is the multicultural heart of Australia - an international city that is home to people from all around the world. It is a city built for exploring: coffee shops, galleries, music and amazing food can be found down many lanes and alleys in the city centre. There is always something happening in Melbourne, from cultural festivals and world-class arts performances to international sporting events like the Australian Open tennis tournament and the Australian Grand Prix.

You can enjoy live music and soak up the sun at Federation Square, or ride a bike along the Yarra River. You can also visit the Melbourne Zoo and discover some of Australia's amazing wildlife, or spend a day exploring the Queen Victoria Market tasting fresh local produce.



# Life in Bendigo

**Bendigo is a large regional city that offers a relaxed lifestyle and is only 90 minutes from Melbourne. It is home to Bendigo TAFE.**

Bendigo has a proud, rich Chinese history. Bendigo was the centre of gold rush activity in the 1880s and is now Victoria's third biggest town with around 100,000 residents. It is proud of its goldmining history and celebrates this with museums and other tourist activities.

The city also has many gardens and bush walking tracks along with a variety of shops, galleries and cafes for you to enjoy. With wide tree lined streets, opulent buildings and monuments, Bendigo has a rich heritage and an exciting future for all international students.



## Melbourne and Bendigo weather



**SUMMER**  
December - February  
Temperature range  
14-36°C



**AUTUMN**  
March - May  
Temperature range  
14-24°C



**WINTER**  
June - August  
Temperature range  
4-15°C



**SPRING**  
September - November  
Temperature range  
14-22°C



# Student life

## AIRPORT PICK-UP

If requested, international students are met on arrival at Melbourne Airport by an Institute representative and taken to their temporary accommodation. Temporary student hostel accommodation is AUD\$80 per night. Alternately, students can be placed in homestay for a minimum of two weeks. The cost of homestay is AUD\$260 to AUD\$400 per week. Please contact [international@kangan.edu.au](mailto:international@kangan.edu.au) for more details about temporary homestay. (Price current as at May 2018 – subject to change.)



If you require airport pick-up, travel arrangements must be forwarded to the Institute seven days prior to your arrival. This is a free service offered by the Institute, however AUD\$80 will be charged if you have requested airport pick-up and do not use the service. A surcharge of AUD\$25 will apply to pick-ups arranged between 10pm and 5am. To book, please go to [kangan.edu.au/international](http://kangan.edu.au/international). This service cannot be guaranteed if the booking is received less than seven days prior to arrival in Melbourne. Free airport pickup will only be offered to students studying a minimum 10-week program. This offer excludes Bendigo students.

Bendigo TAFE can provide free pickup from Melbourne Airport. If you would like to be met at the Melbourne Airport by a Bendigo TAFE representative and taken to your accommodation, you must request this with the international office seven days prior to your flight. If you do request this service, then you must have accepted your offer to study with Bendigo TAFE. If you wish to make your own way from Melbourne Airport you could be advised to use the airport service. [bendigoairportservice.com.au](http://bendigoairportservice.com.au) A taxi service is available but this is a very expensive option.



## ACCOMMODATION

Students have a number of accommodation options. The Institute provides assistance to students in locating suitable accommodation. For homestay accommodation students will need to contact the homestay agency and will be required to pay a placement fee (approximately AUD\$280). This fee is payable to the homestay agency (not the Institute) and is subject to change.

The Institute does not guarantee securing suitable accommodation for all international students but will provide assistance with searching for accommodation where required.

### Useful links

Australian Homestay Network  
[homestaynetwork.org](http://homestaynetwork.org)

Le Student 8 [lestudent8.com](http://lestudent8.com)

Greenhouse Backpacker  
[greenhousebackpacker.com.au](http://greenhousebackpacker.com.au)

## HOMESTAY

Homestay offers accommodation in a private home with a host family. Students are provided with a furnished bedroom with study space. The host provides some meals, but the student must pay for their own travel, telephone calls, entertainment and personal needs. The approximate weekly cost is AUD\$295 to AUD\$400 per week. This is payable two weeks in advance to the host family or homestay organisation.



## RENTED ROOMS

Students can rent a room in a private house – this can be either furnished or unfurnished. Meals are not normally provided, but students have access to the kitchen to prepare their own meals. Rent varies from approximately AUD\$130 to AUD\$200 per week and may or may not include gas, electricity and water costs.

## PRIVATE RENTAL

A popular option for students is to share an apartment or house that is normally rented through a real estate agent. Rental costs vary depending on the type of property, number of bedrooms and location.

Rent usually ranges from approximately AUD\$200 to AUD\$500 per week depending on the location and number of rooms. A month's rent in advance and a bond equivalent of up to six weeks rent is required when renting a property.

To rent a property from a real estate agent, their rental application form must be filled out and they may require a reference letter and financial and identification proof.

The majority of rental properties are unfurnished. Approximately AUD\$2,000 to AUD\$4,000 will be required for the above needs, household goods, gas, electricity and telephone connection. For further information on renting a property please refer to [tuv.org.au](http://tuv.org.au).

Permanent accommodation usually takes three to four weeks to arrange, depending on the type of accommodation required. Permanent accommodation cannot be arranged prior to arriving in Australia. These costs are indicative only and are correct as of May 2018 and subject to change.

## ORIENTATION

A comprehensive orientation program is delivered to international students during the week prior to the beginning of the semester. Attendance at the program is compulsory for all international students commencing their formal course at the Institute. The program covers aspects of living and studying in Australia.

Sessions at orientation include:

- Adapting to Australian course requirements
- Lifestyle
- Health insurance
- Compliance with student visa requirements
- Study skills
- Safety (including fire safety, personal safety, policing and water safety)
- Using public transport
- Enrolment (including timetable for current semester, booklist and student card)
- Support services available at the institute
- Orientation to local environment

## COUNSELLING

The Institute employs qualified counsellors who provide confidential help with study or personal problems. This is a free service. For further information please refer to [kangan.edu.au/students/student-support-and-recreation](http://kangan.edu.au/students/student-support-and-recreation)

## GRADUATION

The international graduation and awards ceremony is organised twice per year to celebrate the achievements of students who have completed their studies with Kangan Institute and Bendigo TAFE. The ceremony also recognises our most outstanding students.



## STUDENT SUPPORT & RECREATION

Every student enrolled at Bendigo TAFE and Kangan Institute is entitled to the services of the Student Support & Student Recreation unit which include support services, resources, campus activities, trips and tours, sporting competitions and student publications.

## INTERNATIONAL STUDENT SUPPORT OFFICERS

In addition to the Institute's free Student Support and Recreation Service, Bendigo TAFE and Kangan Institute's international student liaison officers attend solely to the welfare needs of international students. Our liaison officers visit international students at all campuses every week, listening to their concerns, offering counselling and linking students to the services they need.

When you first arrive in Australia your needs may vary widely from accommodation assistance to personal safety advice, discovering where to buy the foods you like, learning how to use the public transport system, getting to understand Australian customs or just coping with loneliness and homesickness.

Our international student liaison officers will spend time with students helping them to settle comfortably and safely in Bendigo and Melbourne and prepare them for life as a student at Bendigo TAFE and Kangan Institute. Students quickly come to know that if they have a concern or a problem, no matter how big or small, the first person they can call is one of our international student liaison officers.



## OVERSEAS STUDENT HEALTH INSURANCE (OSHC)

All international students are required by the Australian Government to take out health cover. The Overseas Student Health Cover (OSHC) provides international students with free public hospital care for nonelective treatment and an 85% rebate of the standard doctor's fees.

For further information please refer to [oshcallianzassistance.com.au](http://oshcallianzassistance.com.au) and [homeaffairs.gov.au/trav/visa-1/500](http://homeaffairs.gov.au/trav/visa-1/500)

## CAREERS AND EMPLOYMENT

Kangan Institute and Bendigo TAFE offer a specialist employment service for international students to assist them in finding employment while living and studying in Australia. The service also acts as a recruitment service for employers. The employment service will enhance your chances of finding employment while studying in Australia and enable you to gain valuable employment experience.

The service has a specific focus on providing assistance with all aspects of finding employment including:

- Resume workshops
- Assistance with application letters and selection criteria
- Job search assistance and advice
- Coaching and guidance on how to approach employers
- Access to job vacancies
- Free job search resources
- Industry-specific employment advice
- Providing advice and assistance about how to find work in Australia
- Workshops on Australian workplace culture, how to effectively and appropriately approach employers
- Interview preparation and assistance.

We also offer a comprehensive recruitment service for employers who want to recruit students. The service has more than a thousand employers who use the service to advertise jobs for Kangan Institute and Bendigo TAFE students.

The service advertises a range of positions including part-time, holiday and seasonal work. The employment service is located at various Kangan Institute campuses making it easy for you to access the service and vacancies while you study. For further information please go to [kangan.edu.au/students/employment-centre](http://kangan.edu.au/students/employment-centre)



# Our pathways

Kangan Institute and Bendigo TAFE have partnerships with some of the leading universities and specialist institutes in Australia which include:

- WILLIAM ANGLISS INSTITUTE
- TORRENS UNIVERSITY AUSTRALIA
- CQ UNIVERSITY

A pathway package allows you to commence a diploma or advanced diploma at Kangan Institute or Bendigo TAFE (or an ELICOS course for a William Angliss Institute package) and upon successful completion, continue your studies at one of our university/specialised institute partners to complete your degree program. You will be eligible to receive 1 to 1.5 years of credits for a related program. When you apply for a packaged program you will be eligible in applying for a student visa for the whole period of your studies.

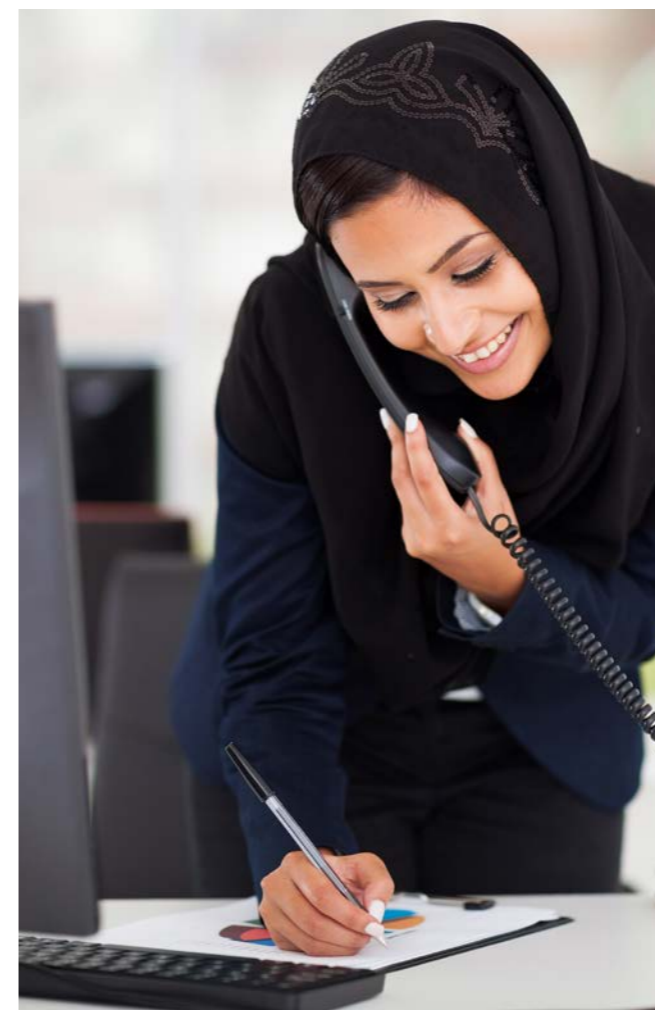
For further information about our university pathways, please refer to [kangan.edu.au/international/pathways](http://kangan.edu.au/international/pathways)



William  
**Angliss**  
Institute

 **TORRENS**  
**UNIVERSITY**  
**AUSTRALIA**

 **CQ** university  
AUSTRALIA



# English entry requirements

**International students applying to Kangan Institute and Bendigo TAFE must provide evidence of their English language proficiency before they can be admitted to their preferred programs.**

The following table is intended as a guide to acceptable forms of English language proficiency for admission to Kangan Institute and Bendigo TAFE. A final assessment will also be made on receipt of the applicant's application form and full supporting documentation.

Please contact our International Office for more information.

ENGLISH LANGUAGE TEST	KANGAN INSTITUTE ENGLISH REQUIREMENT FOR ENTRY INTO VET PROGRAM (ALL EXCEPT DIPLOMA OF NURSING)	KANGAN INSTITUTE ENGLISH REQUIREMENT FOR ENTRY INTO THE DIPLOMA OF NURSING
(IELTS) Academic: Overall score (no band less than)	5.5 (5.0)	7.0 (7.0)
TOEFL Internet Based (iBT): Test score (no section score less than)	55 (Listening 9, Speaking 16, Reading 10, Writing 18)	94 (listening 24, speaking 23, reading 24, writing 27)
Pearson Test of English (PTE): Overall score (no section score less than)	42-49 (40)	65 (65 each in listening, reading, writing and speaking)
Cambridge English - Advanced (CAE): Overall CAE score (no band less than)	162 (154)	169 (169)
Kangan Institute English Placement Test (available from authorised agents or at the Kangan Institute International Office)	Accepted	Not applicable
Secondary schooling or tertiary studies	Satisfactory completion of two years (full-time) academic study in an institution where English was the language of instruction and assessment, and having completed these studies no more than two years prior to commencing studies with Kangan Institute.	Not applicable
Senior secondary school (in Australia)	Victorian Certificate of Education (VCE) with a study score of 20 (including interstate)	Not applicable
Bendigo TAFE and Kangan Institute English Partners	Kangan Institute also accepts certificates from our authorised English language partners - refer to the website for more information: <a href="http://kangan.edu.au/international">kangan.edu.au/international</a>	Not applicable



# Kangan Institute courses



## English Language Programs

- ELICOS GENERAL ENGLISH ▪ IELTS PREPARATION
- ELICOS EAP

If you are looking to improve your reading, writing, listening and speaking skills, need extra help to learn, or looking for a safe learning environment to improve your English, Kangan Institute has the perfect course for you. With qualified and experienced teachers, you can reach your potential and take the next step in your career.

### 10 REASONS TO STUDY AT OUR DOCKLANDS (CITY) CAMPUS:

- 1 Harbour front location in the CBD**
- 2 Pathway options into vocational courses**
- 3 Good nationality mix**
- 4 Excellent student welfare and study support services**
- 5 Fun activities at our centre**
- 6 Regular excursions**
- 7 Modern technology in classrooms**
- 8 Optional elective classes**
- 9 Highly qualified teachers**
- 10 Strict English-only policy in centre**



**HIROKO**  
ELICOS Student

“My name is Hiroko and I studied English at Kangan Institute in preparation for my fashion studies. I am now in my final semester of three years of study in fashion at Kangan Institute and I still remember the short time I spent studying at the English Language Centre. I made so many friends and it really helped me adjust to being in Australia and getting ready for starting my main course. When I first arrived I lived with an Australian family. The combination of homestay and the English Language Centre really was the best way to feel at home and get adjusted to the situation in Australia. Everything was new! The Centre not only helped me with my English but it also assisted me in adjusting to the Australian way of learning. It is different to home and it made entry into my fashion course much easier.”

## ■ ELICOS ■ ENGLISH LANGUAGE PROGRAMS – DOCKLANDS

Our English Language Centre at the Docklands campus is city-centred and a short stroll from public transportation (free travel on tram if you live in the city), Melbourne's famous boutiques and trendy cafés. The campus is also close to Queen Victoria Market, Southbank, Yarra River and the city's main sporting precinct, which makes for some exciting class excursion destinations!

At this campus, we offer the following English Language Courses:

- General English
- IELTS Preparation
- English for Academic Purposes – EAP

You will learn using innovative print and audio-visual resources, technology (iPads and VR goggles provided during lessons) with regular class, individual, pair and small

group work activities providing excellent opportunities to practice communicating in English.

Our teachers enforce an 'English only to be spoken' rule in the classroom to ensure all students improve their language skills as quickly as possible.

### ASSESSMENT AND PLACEMENT

Students are tested for proficiency during orientation and placed in a class according to their English language level. Our class sizes vary from 10 to 18 students.

### CLASS ASSESSMENT AND PROGRESSION

Assessment includes class activities, assignments, presentations and tests. Students generally spend 10 weeks at each level. For example, a student who enters the programme with an IELTS score of 4.5 would

generally require 20 weeks of ELICOS to reach the equivalent of IELTS 5.5. Students who complete the upper intermediate, advanced levels or EAP receive direct entry into courses at Kangan Institute. Please refer to individual courses for English language entry requirements.

### OUR TEACHERS

All classes are taught by fully qualified and highly experienced teachers with specialist qualifications in Teaching English to Speakers of Other Languages (TESOL). The IELTS teachers have a deep understanding of the IELTS requirements and are experienced in exam preparation. Our teachers have lived and taught in Europe, the Middle Eastern Gulf, Asia and Latin America.

### ADDITIONAL ACTIVITIES

In addition to timetabled classes, students can access our free support classes, library hub and the computer laboratory. As part of the students' ELICOS program, we also organise a range of educational excursions and activities regularly so that students can visit areas of interest, participate in the various industry visits, socialise and use their English in practical situations. The cost of these excursions is subsidised by the Institute. Students may also join one of our clubs to make new friends and practice communicating, such as coffee and conversation, pronunciation, reading and supervised self-study.



### SAMPLE TIMETABLE

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:30 - 10:30am	English classes	English classes	English classes	English classes	English classes
10:30 - 10:45am	Break	Break	Break	Break	Break
10:45 - 12:45pm	English classes	English classes	English classes	English classes	English classes

Electives/extra classes will run either before or after classes for an hour depending on the session you have been scheduled for.

COURSE LEVEL	ENTRY LEVEL	WEEKS REQUIRED	PATHWAY
EAP	5.5 IELTS or equivalent or Kangan Institute placement test	10 weeks	TAFE programs, degree programs and work
Advanced/IELTS Preparation	5.5 IELTS or equivalent or Kangan Institute placement test	10 weeks	TAFE programs, degree programs and work
Upper Intermediate	5.0 IELTS or equivalent or Kangan Institute placement test	10 weeks	Advanced or TAFE program and work
Intermediate	4.5 IELTS or equivalent or Kangan Institute placement test	10 weeks	Upper Intermediate, travel and work
Pre-intermediate	4.0 IELTS or equivalent or Kangan Institute placement test	10 weeks	Intermediate, travel, work
Elementary	Elementary 3.5 IELTS or equivalent or Kangan Institute placement test	10 weeks	Pre-intermediate, Travel

Students may choose to do fewer weeks at the General English, EAP and IELTS levels but will not be awarded a completion certificate.



## GENERAL ENGLISH (NON-AWARD)



CRICOS Code: 020685M

### INTAKE DATES

Rolling enrolments

There are five levels in General English:

- Elementary
- Pre-Intermediate
- Intermediate
- Upper Intermediate
- Advanced

General English courses extend your knowledge of English and increase your confidence in communicating with people. The program covers the main skills of reading, writing, listening and speaking, with learning based around everyday life examples and topics of interest.

### COURSE FEES (AUD\$)

\$230 per week

### MATERIALS FEE (AUD\$)

\$60 per level

[APPLY NOW](#)



## IELTS PREPARATION – INTERNATIONAL ENGLISH LANGUAGE TESTING SYSTEM PREPARATION COURSE



CRICOS Code: 073681K

### INTAKE DATES

6 January & 24 August

### DURATION

10 weeks

The International English Language Testing System (IELTS) preparation course provides you with the skills and strategies you need to achieve your desired score on the IELTS test.

The course is designed by experienced English language teachers and IELTS examiners and includes:

- English language macro skills in reading, writing, listening and speaking
- Sub-skills in pronunciation, grammar and vocabulary
- Knowledge of the test procedures, format and question types
- Understanding of the test format
- Effective strategies for the listening and reading tests
- Improving speaking
- Constructing effective writing tasks
- Feedback from experienced IELTS teachers

### COURSE FEE (AUD\$)

\$230 per week

### MINIMUM ENTRY

IELTS 5.5 or equivalent.

[APPLY NOW](#)

## ELICOS – ENGLISH FOR ACADEMIC PURPOSES (EAP)



### ENGLISH FOR ACADEMIC PURPOSES 1

CRICOS Code: 091820K

### INTAKE DATES

16 March & 16 November

### DURATION

10 weeks

English for Academic Purposes is designed for students wishing to undertake further study in either higher VET qualifications or Higher Education, i.e. Bachelor level study. The course will further hone students existing English language skills while focusing on the development of academic English.

This involves:

- Preparing students with presentation skills
- Writing of academic conventions
- Effective listening and note-taking
- Effective reading of academic texts
- Research and independent academic skills
- Higher-order grammar

### ENTRY REQUIREMENTS

You will be assessed as part of the enrolment process and placed in a level appropriate to your abilities.

### TOTAL COURSE FEES (AUD\$)

\$230 per week

### MATERIALS FEE (AUD\$)

\$60 per level

[APPLY NOW](#)

# Automotive

Located in the thriving Docklands precinct, our Automotive Centre of Excellence (ACE) is the largest and most advanced automotive training facility in the southern hemisphere. Designed to be collaborative, accessible, innovative and competitive, ACE exceeds training and development needs.

We work with some of the best industry brands to give our students access to practical work placements, the latest industry tools and real skills. With the Victorian Urban Award of Excellence and a five-star green rating, the facility is now a major player in Auto Technology. It incorporates:

- World-class vehicle and engine testing facilities
- New workshop spaces
- A purpose-built auto electrical lab
- The campus is also a short stroll away from many of Melbourne's major retail, service and manufacturing industries



Take our 3D campus tour here

## AUTOMOTIVE PACKAGE

Please note; enrolments are only accepted into the 2 year training package.

## CERTIFICATE III IN LIGHT VEHICLE MECHANICAL TECHNOLOGY



Course code: **AUR30616**  
CRICOS Code: **091599K**

### INTAKE DATES

February and July

### DURATION

1 year

This course aims to provide you with knowledge and skills in the field of light vehicle mechanics. You will study a range of specialist modules including petrol fuel systems, cooling systems and associated components, transmissions (automatic), final drive assemblies, diagnostic procedures and electronic drive management systems.

You will learn in varying environments from lectures, practical demonstrations and tasks to reinforce your learning in both a simulated automotive work environment and a work placement program.

### ENTRY REQUIREMENTS

Academic: Australian Year 12 equivalency or higher

English language: Academic IELTS 5.5 overall no band less than 5.0 or recognised equivalency

### TOTAL COURSE FEES (AUD\$)

\$17,800

### BOOKS AND EQUIPMENT (AUD\$)

Included in the tuition fee however students will need to supply their own stationery.

### MAJOR STUDY AREAS

- Mechanical and electrical systems, maintenance, service and repair
- Automotive diagnostics, fault identification and rectification
- Report and document development
- Occupational health and safety
- Customer service

### FURTHER STUDY OPPORTUNITIES

Certificate IV in Automotive Mechanical Diagnosis (091651M)

### CAREER OPPORTUNITIES

Graduates may seek employment as a:

- Motor mechanic
- Skilled tradesperson in automotive
- Workshop supervisor

**APPLY NOW**



## CERTIFICATE IV IN AUTOMOTIVE MECHANICAL DIAGNOSIS



**Course code: AUR40216**  
**CRICOS Code: 091651M**

### INTAKE DATES

February and July

### DURATION

6 months

The Certificate IV in Automotive Mechanical Diagnosis (091651M) course provides advanced training for automotive technicians who want to further develop their diagnostic and technical skills. This automotive diagnostics course enables participants to enter employment in a senior, supervisory, or managerial role within the automotive and repair industry.

You will learn in varying environments from lectures, practical demonstrations and tasks through to servicing vehicles in both simulated automotive work bays and a work placement program.

### ENTRY REQUIREMENTS

Academic: Australian Year 12 equivalency or higher

English language: Academic IELTS 5.5 overall no band less than 5.0 or recognised equivalency

### PREREQUISITES

Certificate III in Light Vehicle Mechanical Technology (091599K)

### TOTAL COURSE FEES (AUD\$)

\$8,400

### BOOKS AND EQUIPMENT (AUD\$)

Included in the tuition fee however students will need to supply their own stationery.

### MAJOR STUDY AREAS

- Mechanical and electrical systems, maintenance, service and repair
- Diagnosis of complex faults in automotive vehicle systems
- Reports and technical document development
- Interpreting and producing technical drawings through CAD (Computer Aided Design)

### FURTHER STUDY OPPORTUNITIES

Diploma of Automotive Technology (091698G)

### CAREER OPPORTUNITIES

Graduates may seek employment as a:

- Motor mechanic
- Skilled tradesperson in automotive
- Workshop supervisor

**APPLY NOW**



### FREDERICK MILAL ONAPUT

Diploma of Automotive Technology

“I would like to express our sincere gratitude to the Kangan ACE Administration (The CEO and the administrative team) and the International students Department for the opportunity to undertake the automotive program here.

I'm proud to say that I've made the right decision to study here at this institution because, our education and training here has been a worthwhile experience. The learning programs, facilities and the training equipment we have are all industry relevant. Also one of the important part of this course is the job experience. I'm grateful of the Job placement program which really complimented well our learning. In my view, these makes the automotive program a great course offered by Kangan.”

## DIPLOMA OF AUTOMOTIVE TECHNOLOGY



**Course code: AUR50216**  
**CRICOS Code: 091698G**

### INTAKE DATES

February and July

### DURATION

6 months

This qualification will enable you to diagnose, analyse and evaluate faults in vehicle sub systems. You will develop your skills in researching and presenting technical reports.

You will learn in varying environments from lectures, practical demonstrations through to experiencing servicing and repairing vehicles in both a simulated and automotive work placement program.

### ENTRY REQUIREMENTS

Academic: Australian Year 12 equivalency or higher

English language: Academic IELTS 5.5 overall no band less than 5.0 or recognised equivalency.

### PREREQUISITES

Certificate IV in Automotive Mechanical Diagnosis (091651M)

### TOTAL COURSE FEES (AUD\$)

\$8,400

### BOOKS AND EQUIPMENT (AUD\$)

Included in the tuition fee however students will need to supply their own stationery.

### MAJOR STUDY AREAS

- Mechanical and electrical systems, maintenance, service and repair
- Automotive diagnostics, analysis and evaluation of fault identification and rectification
- Researching and presenting technical reports

### CAREER OPPORTUNITIES

Graduates may seek employment as a:

- Motor mechanic
- Skilled tradesperson in automotive
- Workshop supervisor

**APPLY NOW**



### RISHABH SHARMA

Certificate IV in Automotive Mechanical Diagnosis (091651M)

“The automotive industry is one of the biggest, multi-faceted and wide ranging industries around the world. The job opportunities are limitless. Working on cars and learning current technologies really inspires me. The constant work gives me new ideas and helps me to understand what sort of things can be upgraded or replaced with new technology.

I want to do something new in the automotive industry and take it beyond the imagination. I am passionate about vehicle engineering and the unique challenges the increase in advanced technology brings.

The achievements I have made during my studies would not be possible without strong support from each and every teacher and staff member at Kangan Institute's Automotive Centre of Excellence and International department. They guide and support me at every single step.

Study at Kangan! I learnt so much and had such a great experience here. The Automotive Centre of Excellence is a global platform where any student can achieve their goals. We experience a world-class environment on campus and I personally think students can't replicate the experiences I've had anywhere else.

I would like to thank Kangan Institute, as I got such a wonderful chance to study here. I am very lucky.”

# Accounting

The ever changing business landscape is getting more competitive than ever. Kangan Institute's courses in accounting are designed to give you the edge to stand out from the crowd.

## ACCOUNTING

### CERTIFICATE IV IN ACCOUNTING AND BOOKKEEPING



**Course code: FNS40217**  
**CRICOS Code: 099712E**

#### INTAKE DATES

February and July

#### DURATION

6 months

This course has been designed to give you the skills to undertake the role of a contract bookkeeper within a large organisation. You will learn how to perform duties such as establishing and maintaining accounting systems, assisting with business or business activity statements, processing payroll and developing management systems for organisations.

#### ENTRY REQUIREMENTS

Academic: Australian Year 12 equivalency or higher

English language: Academic IELTS 5.5 overall no band less than 5.0 or recognised equivalency

#### BOOKS AND EQUIPMENT (AUD\$)

Approximately \$1,000

#### TOTAL COURSE FEES (AUD\$)

\$6,500

#### MAJOR STUDY AREAS

- Bookkeeping
- Financial services industry
- Budgeting
- Small business financial accounting
- Business law
- Computerised accounting
- Business Activity Statements (BAS)
- Business computer applications
- Taxation
- Accounting for stock

#### FURTHER STUDY OPPORTUNITIES

Diploma of Accounting (099713D)

#### CAREER OPPORTUNITIES

Graduates may seek employment as a:

- Professional bookkeeper
- BAS provider
- Payroll officer
- Accounts payable or receivable officer
- Inventory clerk

**APPLY NOW**



## DIPLOMA OF ACCOUNTING



**Course code: FNS50217**  
**CRICOS Code: 099713D**

#### INTAKE DATES

February and July

#### DURATION

6 months

The course provides training in accounting procedures to assist senior accountants or undertake duties requiring the services of a professional accountant. Students will gain broad-based skills and knowledge in accounting specialisations, including corporate financial accounting, financial management, cost and management accounting, accounting systems and internal controls, and taxation.

#### ENTRY REQUIREMENTS

Academic: Australian Year 12 equivalency or higher

English language: Academic IELTS 5.5 overall no band less than 5.0 or recognised equivalency

#### PREREQUISITES

Certificate IV in Accounting and Bookkeeping (FNS40217)

#### BOOKS AND EQUIPMENT (AUD\$)

Approximately \$1,700

#### TOTAL COURSE FEES (AUD\$)

\$6,500

## MAJOR STUDY AREAS

- Accounting information systems
- Management accounting
- Auditing
- Budgeting
- Financial management
- Business computer applications
- Business law
- Corporate accounting
- Business mathematics
- Taxation

#### FURTHER STUDY OPPORTUNITIES

Students can undertake further studies at the university level

#### CAREER OPPORTUNITIES

Graduates may seek employment as a:

- Assistant accountant (financial/costing)
- Office manager
- Professional bookkeeper
- Senior financial clerk

**APPLY NOW**



# Fashion

## TEXTILE & FASHION HUB

Kangan Institute's Textile and Fashion Hub offers sampling and short run manufacturing services, industry relevant training courses for designers and small businesses as well as customised industry training for manufacturers, and a series of exciting workshops and unique events.

Equipped with state-of-the-art facilities and the very latest in industry standard technology, the Textile and Fashion Hub is the missing link between the birth of a creative concept, and its final emergence as a finished product.

Our full time industry experts are available to assist designers and businesses with their garment development and manufacturing requirements, with a series of options and packages for the knitting and printing of garments available to choose from.

With extensive industry experience and expertise, our consultants also work closely with the textile design and manufacturing industry to help create manufacturing efficiencies and compliance practices that will improve the bottom line.

### FIND OUT MORE

[kangan.edu.au/hub](http://kangan.edu.au/hub) | [hub@kangan.edu.au](mailto:hub@kangan.edu.au)



Take our 3D campus tour here

Unleash your creativity with a multitude of courses on offer at Kangan Institute. Our unique holistic approach to training and a state-of-the-art learning environment allows you to access knowledge across all areas and learn the dynamics of the fashion value retail chain to get the competitive edge.

## APPLIED FASHION DESIGN AND MERCHANDISING

### DIPLOMA OF APPLIED FASHION DESIGN AND MERCHANDISING



**Course Code: MST50119**  
**CRICOS Code: 0100777**

### INTAKE DATES

February, May and September

### DURATION

1.4 years

This qualification enables students to choose from one of two study streams:

- Design and Product Development
- Business and Merchandising

#### 1. Design

The design and product development stream is designed to be both an entry level qualification in fashion design and its related skills as well as a qualification providing skills for employment as an advanced patternmaker and garment technician.

#### 2. Business and Merchandising

This stream is designed for students interested in occupations such as marketing, supply chain and account management within the fashion and textiles industries, as well as positions involving the development and implementation of products, marketing and supply chain strategies.

Students work through industry based collaborative projects that are designed to develop their skill sets, market knowledge, business savvy while enhancing future job prospects.

### ENTRY REQUIREMENTS

Academic: Australian Year 12 equivalency or higher

English language: Academic IELTS 5.5 no band less than 5.0 overall or recognised equivalency

### BOOKS AND EQUIPMENT (AUD\$)

Approximately \$1,120

### TOTAL COURSE FEES (AUD\$)

\$20,000

### MAJOR STUDY AREAS

- Participate in environmentally sustainable work practices
- Work safely
- Apply quality standards
- Identify fabric performance and handling requirements
- Calculate cost estimates for fashion products
- Interact and network with fashion industry participants
- Develop and present design concepts within specific guidelines
- Operate computing technology in the Textile, Clothing and Footwear (TCF) workplace
- Identify fibres, fabrics and textiles used in the TCF industry

### FURTHER STUDY OPPORTUNITIES

Advanced Diploma of Applied Fashion Design and Merchandising (0100767)

### CAREER OPPORTUNITIES

Graduates may seek employment as a:

- Assistant Fashion Designer
- Assistant Patternmaker
- Assistant Grader
- Assistant Quality Controller
- Junior Garment Technician

### APPLY NOW



## ADVANCED DIPLOMA OF APPLIED FASHION DESIGN AND MERCHANDISING



**Course Code: MST60119**  
**CRICOS Code: 0100767**

### INTAKE DATES

February, May and September

### DURATION

9 months

#### 1. Design

The design and product development stream has been designed to give you the skills required to work as an independent fashion designer, as part of a design team or in the field of design management. The course can also be tailored to provide you with learning in the fields of advanced patternmaking, product development and the management of fashion design systems.

#### 2. Business and Merchandising

Combining fashion range design and strategic business planning, this stream will prepare you to take your career in fashion to the next level. A mix of theory and practical learning will expose you to real life business projects with industry clients where fashion business opportunities are appraised and addressed.

### PREREQUISITES

Diploma of Applied Fashion Design and Merchandising (O93797K)

### ENTRY REQUIREMENTS

Academic: Australian Year 12 equivalency or higher

English language: Academic IELTS 5.5 no band less than 5.0 overall or recognised equivalency

### BOOKS AND EQUIPMENT (AUD\$)

Approximately \$1,120

### TOTAL COURSE FEES (AUD\$)

\$15,000

### MAJOR STUDY AREAS

- Assess impact of current fashion industry innovations and practices
- Develop and implement a sales and marketing strategy for fashion or textile items
- Manage production process
- Analyse fashion industry textiles to guide commercial development
- Manage retail brands online
- Manage quality systems and procedures
- Manage product development of fashion designs

- Manage fashion design process
- Develop a fashion range
- Apply studio processes to create and produce designs for commercial production
- Determine and specify advanced construction processes
- Manage advanced patternmaking processes
- Design and produce knitted textile products

### FURTHER STUDY OPPORTUNITIES

Students can undertake further studies at the university level

### CAREER OPPORTUNITIES

Graduates may seek employment as a:

- Fashion Designer
- Patternmaker
- Grader
- Quality Control Manager
- Production Manager
- Assistant Production Manager
- Garment Technician

**APPLY NOW**



### JEMY KONDO

**Fashion student**

“Before I decided to travel to Australia I tried to do research to find a fashion school as fashion is my passion and what I really want to do so I chose Kangan because I think that's the best one for me. I really liked it because the school environment and the teachers are very helpful.”

I learnt a lot at Kangan Institute and was very happy and thrilled to see my garment on stage at the Annual end of year fashion show. I don't know how to describe it. I was very happy and very proud.”

# Beauty

## BEAUTY THERAPY

### DIPLOMA OF BEAUTY THERAPY



**Course Code: SHB50115**  
**CRICOS Code: 091921E**

### INTAKE DATES

February and July

### DURATION

1 year

The Diploma of Beauty Therapy is the highest and most sought after qualification in the industry. This course will provide you with the knowledge, experience and advanced skills you need to start your career as a qualified Beauty Therapist. Students will learn to perform facial treatments, massage and body treatments (including aromatherapy, hot stone therapy and Indian head massage), waxing, manicure and pedicure treatments, while working with the best salon brands like Thalgo, CND and Dermalogica.

### ENTRY REQUIREMENTS

Academic: Australian Year 12 equivalency or higher

English language: Academic IELTS 5.5 no band less than 5.0 overall or recognised equivalency

### BOOKS AND EQUIPMENT FEES (AUD\$)

Approximately \$3,300

### TOTAL COURSE FEES (AUD\$)

\$20,500

### MAJOR STUDY AREAS

- Facial massage
- Body massage
- Stone massage
- Hair removal
- Lash and brow treatments
- Makeup
- Spa treatments ( Bendigo only)
- Nail technology services
- Aromatherapy
- Selling retail skin care and cosmetic products
- Providing advice on beauty treatments and services
- Coordinating a work team

### FURTHER STUDY OPPORTUNITIES

Students can undertake further studies at the university level

### CAREER OPPORTUNITIES

Graduates may seek employment as a:

- Salon Beauty Therapist
- Salon Manager/Owner
- Freelance Therapist

**APPLY NOW**



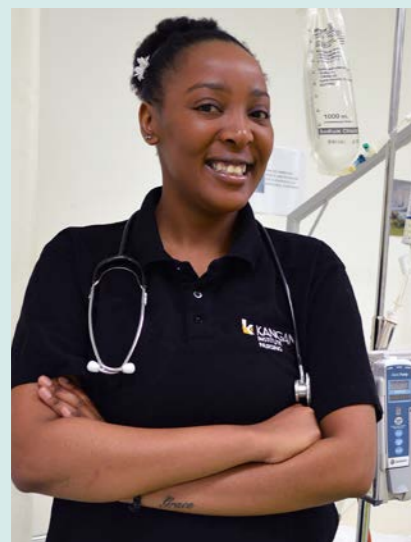
# Health & Community Services

- INDIVIDUAL SUPPORT (AGED CARE / HOME AND COMMUNITY CARE)
- COMMUNITY SERVICES ▪ NURSING

**Our Health and Community Centre of Excellence delivers high quality health and community training and gives students access to state-of-the-art facilities with a focus on applied learning.**

We are committed to providing skilled graduates through placing a strong focus on the application of education theory in real life situations through work placement, training programs, simulated labs and operational environments. With regular work placements, we strive to provide our students with access to the latest technologies and work practices to help them get the most out of their health education.

Our training programs focus on promoting situational awareness through simulation based learning. Realistic scenarios and equipment allow for students to learn via guided and immersive real-life experiences. Upon completing their training and certification course, students can make the transition to many different job roles and workplaces.



**THELMA NHAPI**

**Diploma of Nursing (HLT54115)**

*Winner - 2016 Australian Nursing and Midwifery Federation (ANMF) - Vic Branch Student Nurse Award*

“I was pretty ecstatic to hear that I've won the award. It means so much to me that all my hard work paid off. I think this award will open a lot of doors for me as future employers will be confident that I'm good at what I do.

I had completed a Bachelor of Marketing and Management but I realised that it wasn't really what I wanted to do. I decided to do the Diploma of Nursing and it's been pretty good. As a nurse, you can change someone's life and do so much to help people. You're giving back to the community.

The course has been pretty good and it's helped me grow as a person. The best part was learning the human anatomy and the medication. We also had work placements where you'd go out to industry and have a nurse as your buddy. It was a good opportunity to learn from their experiences. Next year I'm planning to work as a nurse while doing my masters in human and health services management. I hope I'll be able to get into hospital management and work in human services. In the future I also plan to do my masters in nursing practice and get into academia.”

## INDIVIDUAL SUPPORT

### CERTIFICATE III IN INDIVIDUAL SUPPORT (AGEING, HOME AND COMMUNITY)\*



**Course code: CHC33015**

**CRICOS Code: 094071G**

#### INTAKE DATES

February and July

#### DURATION

6 months

If you have a passion for caring for people, want to work in one of the fastest growing industries in Australia and around the world, or simply want to know how to care for your parents or grandparents when they get older, our Certificate III in Individual Support (Ageing, Home and Community) (094071G) will help you achieve your goals.

We understand your passion in helping others. That's why we've created a course that supports and fosters your enthusiasm.

Caring for individuals requires you to be knowledgeable within a wide range of specialised areas. In 6 months, our course will prepare you for working as a personal care worker in residential aged care facilities and home-based care organisations. You will be required to undertake a minimum of 120 hours of work placement (five days per week for approximately 3.5 weeks) to ensure that you can practically apply what you learn in class and to give you hands on experience in ageing, home and community care.

*Special note:* Prior to undertaking clinical work placement all students must obtain a National Police Check, Commonwealth of Australia Statutory Declaration and prescribed immunisations. A list of required immunisations will be supplied by the Institute. Students will be responsible for the costs associated with these requirements.

#### ENTRY REQUIREMENTS

Academic: Australian Year 12 equivalency or higher

English language: Academic IELTS 5.5 no band less than 5.0 overall or recognised equivalency



#### BOOKS AND EQUIPMENT FEES (AUD\$)

Included in the tuition fee, however students will need to purchase their own stationery.

#### TOTAL COURSE FEES (AUD\$)

\$6,800

#### MAJOR STUDY AREAS

- Communication in health
- Safe work practices
- Work with people with dementia
- Work with diverse people
- Provide individualised care to older people

#### CAREER OPPORTUNITIES

Graduates may seek employment as a:

- Personal Care Worker
- Community Care Worker
- Personal Care Assistant
- Residential Care Worker

**APPLY NOW**

\*Course is subject to change in 2020

## COMMUNITY SERVICES

### DIPLOMA OF COMMUNITY SERVICES



**Course Code: CHC52015**  
**CRICOS Code: 094073E**

#### INTAKE DATES

February and July

#### DURATION

1.5 years

Our Diploma of Community Services (094073E) is designed to provide you with knowledge and skills to work in the community services sector.

This community services course prepares you to work as a social welfare worker, and provides you with an understanding of human rights, cultural inclusion, Indigenous culture, issues and strategies for effective service delivery.

Our Diploma of Community Services is also ACWA (Australian Community Workers Association) Accredited.

This qualification reflects the roles of community services, case management and social housing workers involved in the managing, co-ordinating and/or delivering of person-centred services to individuals, groups and communities.

At this level, workers have specialised skills in community services and work autonomously under broad directions from senior management. Workers usually provide direct support to individuals or groups of individuals.

Workers may also have responsibility for the supervision of other workers and volunteers and/or case management; program coordination or the development of new business opportunities.

You will also have to undertake 400 hours of mandatory work placement as part of this qualification.

*Special note:* Prior to undertaking clinical work placement all students must obtain an International Police Check, Victorian Police Check and Working with Children Check (WWCC). Students will be responsible for the costs associated with requirements. If placements are taken outside of metropolitan Melbourne any accommodation and travel costs that may be incurred will be the responsibility of the student.

#### ENTRY REQUIREMENTS

Academic: Australian Year 12 equivalency or higher

English language: Academic IELTS 5.5 no band less than 5.0 overall or recognised equivalency.

#### BOOKS AND EQUIPMENT FEES (AUD\$)

Included in the tuition fee, however students will need to purchase their own stationery.

#### TOTAL COURSE FEES (AUD\$)

\$18,000

#### MAJOR STUDY AREAS

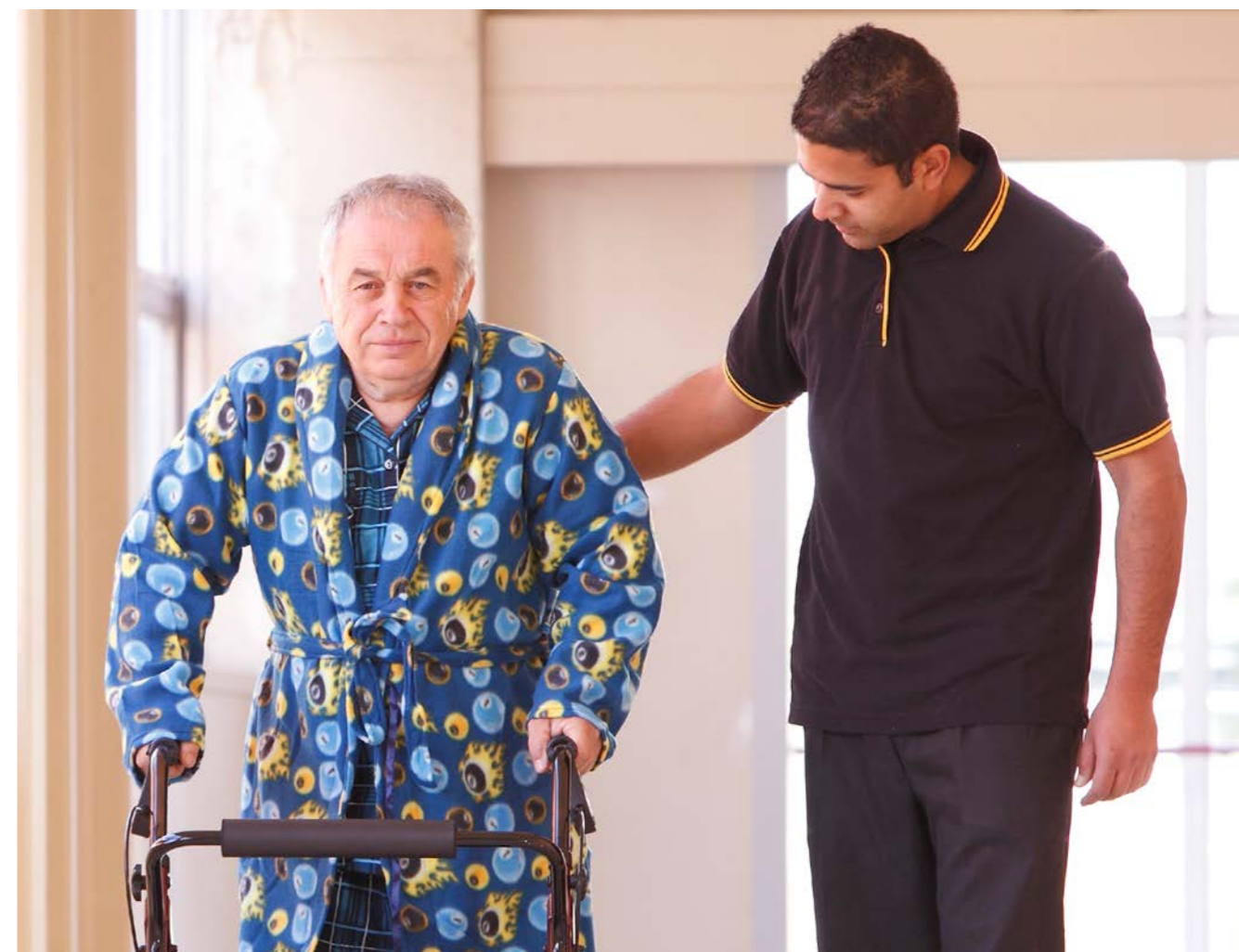
- Workplace communication strategies
- Diversity
- Legal and ethical compliance
- Workplace health and safety
- Advocacy and representation
- Community development strategies
- Case management

#### CAREER OPPORTUNITIES

Graduates may seek employment as a:

- Social Welfare Worker
- Case Worker/Manager
- Community Development/Engagement Worker
- Family Support Worker
- Project Officer
- Early Intervention Worker
- Pastoral Care Counsellor or Manager
- Senior Youth Officer or Chaplain

#### APPLY NOW







HEALTH & COMMUNITY SERVICES

## NURSING

### DIPLOMA OF NURSING



**Course code: HLT54115**  
**CRICOS Code: 093795A**

#### INTAKE DATES

February and July

#### DURATION

2 years

Incorporating 5 clinical work placements over the 2 year course, this hands-on qualification provides you with the skills and knowledge required to be eligible for registration with AHPRA (Australian Health Practitioner Regulation Agency) to work as an Enrolled Nurse in Australia.

This course includes a minimum of 400 hours of mandatory clinical placement.

*Special note:* Prior to undertaking clinical placements all students must obtain a National Police Check, a Working With Children Check (WWCC) and prescribed immunisations. A list of required immunisations will be supplied by the Institute. Students will be responsible for the costs associated with these requirements. If placements are undertaken outside of metropolitan Melbourne any accommodation and travel costs that may be incurred will be the responsibility of the student.

It is advisable to bring your medical and immunisation records with you for offshore applicants. Test results will be accepted if they were obtained within the two (2) years before the date you apply for enrolment.

#### ENTRY REQUIREMENTS

Applicants must be at least 18 years old.

You may be required to attend an interview in person or Skype with the teaching department.

*Numeracy Skills:*

- Minimum 60% pass in mathematics in Australian Year 12 equivalency or higher

OR

Sit the BKSB numeracy assessment with a minimum level 4 score (off-shore)

OR

Sit the VETASSESS numeracy assessment with a minimum score of 21 (on-shore)

*English Language Skills:*

- You achieve the required minimum scores in one of the following English language tests and meet the requirements for test results specified in this standard:

- a. the IELTS (academic module) with a minimum overall score of 7 and a minimum score of 7 in each of the four components (listening, reading, writing and speaking).

NOTE:

*We will only accept test results:*

- i. from one test sitting, or
- ii. a maximum of two test sittings in a six month period only if:
  - you achieve a minimum overall score of 7 in each sitting, and
  - you achieve a minimum score of 7 in each component across the two sittings, and
  - no score in any component of the test is below 6.5

- b. the OET with a minimum score of B in each of the four components (listening, reading, writing and speaking).

NOTE:

- We will only accept test results:
  - i. from one test sitting, or
  - ii. a maximum of two test sittings in a six month period only if:
    - you are tested in all four components in each sitting, and
    - you achieve a minimum score of B in each component across the two sittings, and
    - no score in any component of the test is below C.

NOTE: OET is not applicable for chiropractic, osteopathy and psychology as OET has not yet developed a specific test for these professions.

- c. the PTE Academic with a minimum overall score of 65 and a minimum score of 65 in each of the four communicative skills (listening, reading, writing and speaking).

NOTE:

- We will only accept test results:
  - i. from one test sitting, or
  - ii. a maximum of two test sittings in a six month period only if:
    - a minimum overall score of 65 is achieved in each sitting, and
    - you achieve a minimum score of 65 in each of the communicative skills across the two sittings, and
    - no score in any of the communicative skills is below 58

- d. the TOEFL iBT with a minimum total score of 94 and the following minimum score in each section of the test:

- 24 for listening
- 24 for reading
- 27 for writing, and
- 23 for speaking

NOTE:

- We will only accept test results:
  - i. from one test sitting, or
  - ii. a maximum of two test sittings in a six month period only if:
    - a minimum total score of 94 is achieved in each sitting, and you achieve a minimum score of 24 for listening, 24 for reading, 27 for writing and 23 for speaking across the two sittings, and
    - no score in any of the sections is below:
      - 20 for listening
      - 19 for reading
      - 24 for writing, and
      - 20 for speaking

- e. other English language tests approved by the Board from time to time and published on the Board's website with the required minimum scores.

#### BOOKS AND EQUIPMENT (AUD\$)

Included in the tuition fee, however students will need to purchase their own stationery.

#### TOTAL COURSE FEES (AUD\$)

\$34,000

#### MAJOR STUDY AREAS

- Occupational health and safety
- Infection prevention
- Cultural diversity
- Indigenous health
- Law and ethics
- Client assessment
- Wound management
- Medication administration
- Professional nursing practice
- Communications skills
- Critical thinking
- Mental health
- Chronic health
- Older clients
- Australian healthcare system
- First aid
- Acute and complex nursing care
- Palliative care
- Develop work priorities
- Primary health care

#### CAREER OPPORTUNITIES

Graduates may seek employment as an:

- Enrolled nurse (subject to registration) in aged care facilities, general hospitals and community nursing

For registration details, visit Nursing and Midwifery Board of Australia [nursingmidwiferyboard.gov.au/Registration-and-Endorsement.aspx](https://nursingmidwiferyboard.gov.au/Registration-and-Endorsement.aspx)

**APPLY NOW**

# Hospitality

- COMMERCIAL COOKERY
- RETAIL BAKERY

A qualification in culinary or retail baking provides you with endless opportunities and unparalleled practical skills.

Our teachers have extensive industry experience and can help prepare you for work in the dynamic hospitality industry. Learn in a real world environment as a culinary or bakery student in our fully licensed training restaurant, Richards Restaurant and brand new bakery.

Richards Restaurant is a fully operating, licensed training restaurant and kitchen that gives students the practical experience and insight into all areas that include food service, cocktail and mocktail preparation and barista skills.

The restaurant provides students with real world experience by giving them the opportunity to service all types of clients who visit the restaurant for good service and great food.

As a retail baking student you will develop your skills in our purpose built baking facility and gain industry relevant retail baking experience.

## HOSPITALITY

### CERTIFICATE III IN COMMERCIAL COOKERY



**Course Code: SIT30816**  
**CRICOS Code: 095453G**

#### INTAKE DATES

February and July

#### DURATION

1 year

If you've got a passion for cooking, this course will get you industry ready with the skills, knowledge and experience you need to start working in a commercial kitchen environment. From practical food production, hygiene and menu costing to OH&S practices and basic nutrition - our expert teachers will help you transition from the classroom into real jobs with confidence and flair. You'll also gain real skills and an industry edge training in our on-campus and fully licensed Richards Restaurant.

#### ENTRY REQUIREMENTS

Academic: Australian Year 12 equivalency or higher

English language: Academic IELTS 5.5 overall no band less than 5.0 or recognised equivalency

#### BOOKS AND EQUIPMENT (AUD\$)

Included in the tuition fee, however students will need to purchase their own stationery.

#### TOTAL COURSE FEES (AUD\$)

\$16,000

#### MAJOR STUDY AREAS

- Leadership
- Cookery skills
- Restaurant operations
- Stock control
- OHS
- Menu planning and costing

#### CAREER OPPORTUNITIES

Graduates may seek employment in a:

- Hotel or motel
- Restaurant, café or bistro
- Reception centre or resort

[APPLY NOW](#)

## RETAIL BAKERY

### CERTIFICATE III IN BAKING



**Course Code: FBP30517**  
**CRICOS Code: 099717M**

#### INTAKE DATES

February and July

#### DURATION

1 year

If you are the person that cannot resist the fragrance of hot bread straight from the oven or the taste of hand crafted iced cakes then this program is for you.

We will inspire you to create the best artisan breads. You also learn commercial bread production, cake decorating and pastry production. You will learn from industry award winning trainers passing on their expertise in the baking industry. When you study with us, you will be trained in our custom built bakery facilities that include the latest commercial equipment providing you with real industry experience and preparing you for a real job.

#### ENTRY REQUIREMENTS

Academic: Australian Year 12 equivalency or higher

English language: Academic IELTS 5.5 no band less than 5.0 overall or recognised equivalency

#### BOOKS AND EQUIPMENT (AUD\$)

Included in the tuition fee, however students will need to purchase their own stationery.

#### TOTAL COURSE FEES (AUD\$)

\$19,500



#### MAJOR STUDY AREAS

- Baking bread
- Bread dough
- Cakes
- Cookies
- Fillings & diagnosing faults
- Food safety
- OH&S
- Pastry
- Sponges

#### CAREER OPPORTUNITIES

Graduates may seek employment as a:

- Pastry Chef
- Artisan Baker
- Cake Decorator
- Production Manager in a commercial bakery

[APPLY NOW](#)

# Information Technology

## ■ COMPUTER SYSTEMS TECHNOLOGY

Our Computer Systems Technology courses are cutting edge. We give our students access to the latest technology and teachers with extensive industry knowledge. With a variety of employment opportunities to choose from in this fast-paced global industry, you can be sure to have the industry expertise to find your niche when you graduate.

### COMPUTER SYSTEMS TECHNOLOGY

#### CERTIFICATE IV IN COMPUTER SYSTEMS TECHNOLOGY



**Course Code: ICT41015**  
**CRICOS Code: 086592D**

#### INTAKE DATES

February and July

#### DURATION

1 year

This qualification provides students with the skills and knowledge to install and administer simple networks, servers, and client desktop deployments either as an independent information and communications technology (ICT) specialist or as part of a team.

#### ENTRY REQUIREMENTS

Academic: Australian Year 12 equivalency or higher

English language: Academic IELTS 5.5 overall no band less than 5.0 or recognised equivalency

#### BOOKS AND EQUIPMENT (AUD\$)

Approximately \$500

#### TOTAL COURSE FEES (AUD\$)

\$12,000

#### MAJOR STUDY AREAS

- Implement and monitor environmentally sustainable work practices
- Determine and confirm client business
- Connect, maintain and configure hardware components
- Install, operate and troubleshoot a small enterprise branch network
- Build a small wireless local area network
- Apply introductory programming skills in another language
- Configure and troubleshoot operating system software
- Provide first-level remote help-desk support
- Produce basic client side script for dynamic web pages
- Install, operate and troubleshoot medium enterprise routers

#### FURTHER STUDY OPPORTUNITIES

Advanced Diploma of Computer Systems Technology (086753C)

#### CAREER OPPORTUNITIES

Graduates may seek employment as a:

- Network support administrator
- Network operations support
- Network operations technician
- Network technician
- Network support technician
- Level 1 help desk support

**APPLY NOW**



#### ADVANCED DIPLOMA OF COMPUTER SYSTEMS TECHNOLOGY



**Course Code: ICT60515**  
**CRICOS Code: 086753C**

#### INTAKE DATES

February and July

#### DURATION

1 year

This qualification provides you with the skills and knowledge to coordinate and administer the installation, commissioning and ongoing maintenance of a range of networks, enterprise servers and systems including internetworking, security and e-business solutions. Graduates may work as an independent information and communications technology specialist or as part of a team.

#### ENTRY REQUIREMENTS

Academic: Australian Year 12 equivalency or higher

English language: Academic IELTS 5.5 no band less than 5.0 overall or recognised equivalency

#### PREREQUISITES

Certificate IV in Computer Systems Technology (086592D)

#### BOOKS AND EQUIPMENT (AUD\$)

Approximately \$500

#### TOTAL COURSE FEES (AUD\$)

\$17,000

#### MAJOR STUDY AREAS

- Install, operate and troubleshoot medium enterprise routers and switches
- Install and manage complex ICT networks
- Apply intermediate object-oriented language skills
- Create dynamic web pages
- Design and implement a security perimeter for ICT networks and wireless network security

#### CAREER OPPORTUNITIES

Graduates may seek employment as a:

- Network administrator or coordinator
- Network engineer
- Enterprise systems administrator
- Systems developer
- IT administrator or coordinator
- IT operations administrator or coordinator
- Network services administrator or coordinator
- Network operations analyst
- Administrator or coordinator of network security/support/e-business

**APPLY NOW**

#### MUHAMMAD MUBASHIR HASAN

##### Advanced Diploma of Computer Systems Technology

“If you are looking for industry-related studies in a top ranking Victorian institute with the freedom of a college environment, fun activities and one of the best teaching staff then I would definitely recommend Kangan Institute.

The variety of options available to learn about your subjects was very useful. All the studies are very well linked with practical work carried out in a practical world. There is plenty of resource material available in the library for every subject, like teacher lectures, notes and online WebCT, which helped out a lot.”



# Bendigo TAFE courses



## Design

### GRAPHIC DESIGN

Unleash your creativity with courses on offer at Bendigo TAFE. Our unique holistic approach to training and a state-of-the-art learning environment allows you to access knowledge across all areas.

#### GRAPHIC DESIGN

##### CERTIFICATE IV IN DESIGN



**Course Code: CUA40715**  
**CRICOS Code: 091919K**

##### INTAKE DATES

February

##### DURATION

1 year

This course is designed for students who wish to pursue a career in the graphic design industry producing print ready materials for marketing through a range of media. This can include photo and print media, illustration and ready for press materials. The majority of the work is computer based, working with a range of industry compliant software. A starting point for your design career, you will learn about design briefs, creative thinking and design solutions.

##### ENTRY REQUIREMENTS

Academic: Australian Year 12 equivalency or higher

English language: Academic IELTS 5.5 no band less than 5.0 overall or recognised equivalency

##### TOTAL COURSE FEES (AUD\$)

\$11,000

##### MAJOR STUDY AREAS

- Basic design principles
- 2D and 3D exploration and techniques
- Colour theory
- Creative thinking and skills
- Drawing
- Typography
- Use of design software

##### FURTHER STUDY OPPORTUNITIES

Diploma of Graphic Design (091920F)

##### CAREER PATHWAYS

Graduates may seek employment as a:

- Junior Designer

[APPLY NOW](#)

## DIPLOMA OF GRAPHIC DESIGN



**Course Code: CUA50715**  
**CRICOS Code: 091920F**

### INTAKE DATES

February

### DURATION

1 year

This course reflects the role of graphic designers at the beginning of their professional careers. The course combines technical, creative and conceptual skills to create designs that meet client requirements and solve a range of visual communication challenges.

### ENTRY REQUIREMENTS

Academic: Australian Year 12 equivalency or higher

English language: Academic IELTS 5.5 no band less than 5.0 overall or recognised equivalency

### PREREQUISITES

Certificate IV in Design (091919K)

### TOTAL COURSE FEES (AUD\$)

\$15,000

### MAJOR STUDY AREAS

- Design principles and elements
- Illustration
- Digital design
- Extended practical placement
- Design process
- Finished art
- Typography
- Photography

### CAREER PATHWAYS

Graduates may seek employment as a:

- Graphic design assistant
- Freelance designer

**APPLY NOW**



# Beauty

Unleash your creativity with courses on offer at Bendigo TAFE. Our unique holistic approach to training and a state-of-the-art learning environment allows you to access knowledge across all areas.

## BEAUTY THERAPY

### DIPLOMA OF BEAUTY THERAPY



**Course Code: SHB50115**  
**CRICOS Code: 091815G**

### INTAKE DATES

February

### DURATION

1 year

The Diploma of Beauty Therapy is the highest and most sought after qualification in the industry. This course will provide you with the knowledge, experience and advanced skills you need to start your career as a qualified Beauty Therapist. Students will learn to perform facial treatments, massage and body treatments (including aromatherapy, hot stone therapy and Indian head massage), waxing, manicure and pedicure treatments, while working with the best salon brands like Thalgo, CND and Dermalogica.

The Diploma of Beauty Therapy at Bendigo TAFE has a spa focus and students will gain hands on skills at our dedicated and custom build spa facilities.

### ENTRY REQUIREMENTS

Academic: Australian Year 12 equivalency or higher

English language: Academic IELTS 5.5 no band less than 5.0 overall or recognised equivalency

### BOOKS AND EQUIPMENT FEES (AUD\$)

Approximately \$3,300

### TOTAL COURSE FEES (AUD\$)

\$24,000

### MAJOR STUDY AREAS

- Facial massage
- Body massage
- Stone massage
- Hair removal
- Lash and brow treatments
- Makeup
- Spa treatments
- Nail technology services
- Aromatherapy
- Selling retail skin care and cosmetic products
- Providing advice on beauty treatments and services
- Coordinating a work team

### CAREER OPPORTUNITIES

Graduates may seek employment as a:

- Salon Beauty Therapist
- Salon Manager / Owner
- Freelance Therapist

**APPLY NOW**



# Nursing

## ■ NURSING

The Bendigo TAFE Health and Community Centre of Excellence provides our students with access to more courses, modern equipment and stronger links to industry networks and resources. It also includes adaptable and collaborative learning spaces that seamlessly integrate state-of-the-art technology and specialised labs that are designed to simulate a modern working environment.

We are committed to providing skilled graduates through placing a strong focus on the application of education theory in real life situations through work placement, training programs, simulated labs, and operational environments. With regular work placements, we strive to provide our students with access to the latest technologies and work practices to help them get the most out of their health education.

Our training programs focus on promoting situational awareness through simulation based learning. Realistic scenarios and equipment allow for students to learn via guided and immersive real-life experiences. Upon completing their training and certification course, students can make the transition to many different job roles and workplaces.

## NURSING

### DIPLOMA OF NURSING



Course Code: **HLT54115**  
CRICOS Code: **093795A**

### INTAKE DATES

February and July

### DURATION

2 years

Incorporating 5 clinical work placements over the 2 year course, this hand-on qualification provides you with the skills and knowledge required to be eligible for registration with AHPRA (Australian Health Practitioner Regulation Agency) to work as an Enrolled Nurse in Australia.

This course includes a minimum of 400 hours of mandatory clinical placement.

*Special note:* Prior to undertaking clinical placements all students must obtain a National Police Check, a Working with Children Check (WWCC) and prescribed immunisations. A list of required immunisations will be supplied by the Institute. Students will

be responsible for the costs associated with these requirements. If placements are undertaken outside of Bendigo any accommodation and travel costs that may be incurred will be the responsibility of the student.

### ENTRY REQUIREMENTS

Applicants must be at least 18 years old.

You may be required to attend an interview in person or Skype with the teaching department.

#### Numeracy Skills:

- Minimum 60% pass in mathematics in Australian Year 12 equivalency or higher

OR

Sit the BKSb numeracy assessment with a minimum level 4 score (off-shore)

OR

Sit the VETASSESS numeracy assessment with a minimum score of 21 (on-shore)

#### English Language Skills:

- You achieve the required minimum scores in one of the following English language tests and meet the requirements for test results specified in this standard:

- a. the IELTS (academic module) with a minimum overall score of 7 and a minimum score of 7 in each of the four components (listening, reading, writing and speaking).

NOTE:

*We will only accept test results:*

- i. from one test sitting, or
- ii. a maximum of two test sittings in a six month period only if:
  - you achieve a minimum overall score of 7 in each sitting, and
  - you achieve a minimum score of 7 in each component across the two sittings, and
  - no score in any component of the test is below 6.5

- b. the OET with a minimum score of B in each of the four components (listening, reading, writing and speaking).

NOTE:

- We will only accept test results:
  - i. from one test sitting, or
  - ii. a maximum of two test sittings in a six month period only if:
    - you are tested in all four components in each sitting, and
    - you achieve a minimum score of B in each component across the two sittings, and



Take our 3D campus tour here

- no score in any component of the test is below C.

NOTE: OET is not applicable for chiropractic, osteopathy and psychology as OET has not yet developed a specific test for these professions.

- c. the PTE Academic with a minimum overall score of 65 and a minimum score of 65 in each of the four communicative skills (listening, reading, writing and speaking).

NOTE:

- We will only accept test results:
  - i. from one test sitting, or
  - ii. a maximum of two test sittings in a six month period only if:
    - a minimum overall score of 65 is achieved in each sitting, and
    - you achieve a minimum score of 65 in each of the communicative skills across the two sittings, and
    - no score in any of the communicative skills is below 58
- d. the TOEFL iBT with a minimum total score of 94 and the following minimum score in each section of the test:
  - 24 for listening
  - 24 for reading
  - 27 for writing, and
  - 23 for speaking

NOTE:

- We will only accept test results:
  - i. from one test sitting, or
  - ii. a maximum of two test sittings in a six month period only if:
    - a minimum total score of 94 is achieved in each sitting, and you achieve a minimum score of 24 for listening, 24 for reading, 27 for writing and 23 for speaking across the two sittings, and
    - no score in any of the sections is below:
      - 20 for listening
      - 19 for reading
      - 24 for writing, and
      - 20 for speaking

e. other English language tests approved by the Board from time to time and published on the Board's website with the required minimum scores.

### BOOKS AND EQUIPMENT (AUD\$)

Included in the tuition fee, however students will need to purchase their own stationery.

### TOTAL COURSE FEES (AUD\$)

\$34,000

### MAJOR STUDY AREAS

- Occupational health and safety
- Infection prevention
- Cultural diversity
- Indigenous health
- Law and ethics
- Client assessment
- Wound management
- Medication administration
- Professional nursing practice
- Communication skills
- Critical thinking
- Mental health

- Chronic health
- Older clients
- Australian healthcare system
- First aid
- Acute and complex nursing care
- Palliative care
- Develop work priorities
- Primary health care

### CAREER OPPORTUNITIES

Graduates may seek employment as a:

- Enrolled nurse (subject to registration) in aged care facilities, general hospitals and community nursing

For registration details, visit Nursing and Midwifery Board of Australia [nursingmidwiferyboard.gov.au/Registration-and-Endorsement.aspx](https://nursingmidwiferyboard.gov.au/Registration-and-Endorsement.aspx)

APPLY NOW



\* Recognised country means one of the following: Australia, Canada, New Zealand, Republic of Ireland, South Africa, United Kingdom, United States of America.

# Information Technology

## ■ COMPUTER SYSTEMS TECHNOLOGY

Our Computer Systems Technology courses are cutting edge. We give our students access to the latest technology and teachers with extensive industry knowledge. With a variety of employment opportunities to choose from in this fast-paced global industry, you can be sure to have the industry expertise to find your niche when you graduate.

### COMPUTER SYSTEMS TECHNOLOGY

#### CERTIFICATE IV IN COMPUTER SYSTEMS TECHNOLOGY



**Course Code: ICT41015**  
**CRICOS Code: 086592D**

#### INTAKE DATES

February

#### DURATION

1 year

This qualification provides students with the skills and knowledge to install and administer simple networks, servers, and client desktop deployments either as an independent information and communications technology (ICT) specialist or as part of a team within an organisation.

#### ENTRY REQUIREMENTS

Academic: Australian Year 12 equivalency or higher

English language: Academic IELTS 5.5 overall no band less than 5.0 or recognised equivalency

#### BOOKS AND EQUIPMENT (AUD\$)

Approximately \$500

#### TOTAL COURSE FEES (AUD\$)

\$12,000

#### MAJOR STUDY AREAS

- Implement and monitor environmentally sustainable work practices
- Determine and confirm client business
- Connect, maintain and configure hardware components
- Install, operate and troubleshoot a small enterprise branch network
- Build a small wireless local area network
- Apply introductory programming skills in another language
- Configure and troubleshoot operating system software
- Provide first-level remote help-desk support
- Produce basic client side script for dynamic web pages

- Install, operate and troubleshoot medium enterprise routers

#### FURTHER STUDY OPPORTUNITIES

Advanced Diploma of Computer Systems Technology (086753C)

#### CAREER OPPORTUNITIES

Graduates may seek employment as a:

- Network support administrator
- Network operations support
- Network operations technician
- Network technician
- Network support technician
- Level 1 help desk support

**APPLY NOW**

#### ADVANCED DIPLOMA OF COMPUTER SYSTEMS TECHNOLOGY



**Course Code: ICT60515**  
**CRICOS Code: 086753C**

#### INTAKE DATES

February

#### DURATION

1 year

This qualification provides you with the skills and knowledge to coordinate and administer the installation, commissioning and ongoing maintenance of a range of networks, enterprise servers and systems including internetworking, security and e-business solutions.

Graduates may work as an independent information and communications technology specialist or as part of a team.

#### ENTRY REQUIREMENTS

Academic: Australian Year 12 equivalency or higher

English language: Academic IELTS 5.5 no band less than 5.0 overall or recognised equivalency

#### PREREQUISITES

Certificate IV in Computer Systems Technology (086592D)

#### BOOKS AND EQUIPMENT (AUD\$)

Approximately \$500

#### TOTAL COURSE FEES (AUD\$)

\$17,000

#### MAJOR STUDY AREAS

- Install, operate and troubleshoot medium enterprise routers and switches
- Install and manage complex ICT networks
- Apply intermediate object-oriented language skills
- Create dynamic web pages
- Design and implement a security perimeter for ICT networks and wireless network security

#### CAREER OPPORTUNITIES

Graduates may seek employment as a:

- Network administrator or coordinator
- Network engineer
- Enterprise systems administrator
- Systems developer
- IT administrator or coordinator
- IT operations administrator or coordinator
- Network services administrator or coordinator
- Network operations analyst
- Administrator or coordinator of network security/support/e-business

**APPLY NOW**





# How to apply

## APPLICATION PROCESS

### STEP 1

Choose a course to study at Kangan Institute or Bendigo TAFE

### STEP 2

Check the course entry requirements, fees and Kangan Institute or Bendigo TAFE refund policy

### STEP 3

If you intend to use an agent, arrange an appointment with one of their student counsellors. A list of Kangan Institute or Bendigo TAFE representatives in your region can be found at [kangan.edu.au/international/local-representatives](http://kangan.edu.au/international/local-representatives) or by contacting the International department at [international@kangan.edu.au](mailto:international@kangan.edu.au)

## SUBMIT YOUR APPLICATION

- If you are in Australia you can make a direct application in person or via email. If you are currently in another country, please apply through a local representative. For further details, please contact [international@kangan.edu.au](mailto:international@kangan.edu.au)
- Fill out the application form
- Be sure you read the terms and conditions
- Attach certified copies of your documents

## DOCUMENTS REQUIRED

- Academic results and educational certificates (if your documents are not in English they must be translated into English by an authorised person/organisation)
- English language test score, if applicable
- Passport pages with your details, if available
- Documents for credit transfer, if applicable
- Work experience reports, if available
- Current eCoE, if applicable
- Current visa label, if applicable

Submit your application via email/ in person if you are in Australia or, via a local education agency (make a copy for your own records first).

A 'certified copy' is a copy of the original document signed and dated by the organisation that issued the original document, a government official, Public Notary or Justice of the Peace, confirming that they have sighted the original. Certification of original documents can also be done by your agent.

## OFFER AND ACCEPTANCE AGREEMENT

If you are offered a place in an English and/or certificate, diploma or advanced diploma program, a letter of offer will be sent to you or your agent. You will need to read the terms and conditions carefully and follow the instructions in the letter before paying your tuition and OSHC fees.

### ACCEPTING YOUR OFFER AND ACCEPTANCE AGREEMENT

Fees cannot be accepted until:

- All conditions on the Offer and Acceptance Agreement are fulfilled.
- All pages of the Offer and Acceptance Agreement are completed and received by Bendigo TAFE or Kangan Institute International Services.

## CONFIRMATION OF ENROLMENT (COE)

When all documents have been received at Bendigo TAFE or Kangan Institute International and your tuition fee payment is accepted, you or your agent will be emailed a CoE. This is required for your student visa application.

## APPLY FOR A STUDENT VISA

Submit your student visa application to the nearest Australian High Commission or Australian Embassy in your country of residence.

## MAKE TRAVEL ARRANGEMENTS

Once your student visa has been granted, organise flight bookings, airport pick up and temporary homestay/accommodation in advance. Try to arrive in Australia at least one week before your course starts to give you time to settle in.



# Important information for students

## COURSE PREREQUISITES

All courses have prerequisites that you must meet to be eligible to enrol. Most courses require the successful completion of the Australian Year 12 or the equivalent overseas qualification. Applicants who do not meet the academic prerequisites but have relevant work experience may apply for mature age entry.

Prospective students who do not speak English as their first language, or for whom English was not the language of instruction at school, must meet the Institute's minimum English language requirements for entry into each course. International students who do not provide an IELTS score may be required to sit an English language test. Individual English language entry requirements are detailed in the individual course listings.

Students who do not meet the English language entry requirements may undertake an ELICOS program at Bendigo TAFE or Kangan Institute. Transfers into a formal course of study from ELICOS are at the discretion of the Institute and is based on the level of English language obtained.

The Australian government requires students from some designated countries to meet minimum English language levels in order to apply for a student visa. Information on this requirement can be obtained from [homeaffairs.gov.au/trav/visa-1/500](http://homeaffairs.gov.au/trav/visa-1/500)

## EXEMPTIONS AND CREDITS

Subject credits may be awarded to students who can supply documentation of having successfully completed prior subjects of similar duration, content and assessment requirements. Students may be required to undertake challenge or

theory tests as part of the process of recognising credits. The teachers who grant the exemptions will need to be confident the information provided by the student is reliable and authentic.

Application for subject credits must be submitted within seven days of the commencement of the course. For more information please contact the international team at [international@kangan.edu.au](mailto:international@kangan.edu.au)

## STUDENTS UNDER 18 YEARS OF AGE

Kangan Institute and Bendigo TAFE do not accept students who are under 18 years of age.

## CREDIT TRANSFERS TO FURTHER STUDY

Students who successfully complete a diploma or advanced diploma may be eligible for 1 to 1.5 years credit in a related degree through a system of credit transfer at any university in Australia.

Packaging is available in a range of courses. Details can be found at [kangan.edu.au/international/pathways](http://kangan.edu.au/international/pathways). Students wishing to apply for both a diploma/advanced diploma and a bachelor degree should e-mail [international@kangan.edu.au](mailto:international@kangan.edu.au) for additional details.

## ACADEMIC YEAR

The academic year commences in early February and finishes in December. The year is divided into two semesters. All courses offered commence in February and some also have a July intake. Our fashion course offers a trimester intake which will commence in February, May and September. The Institute is open from Monday to Friday, with classes normally scheduled between 8am and 6.30pm. Some classes may require students to attend in the evening,

between 6.30pm and 10pm, and on Saturdays.

## PROVIDER DEFAULT

Information in this course guide is correct as of date of publication. Kangan Institute and Bendigo TAFE reserve the right to change information with respect to course costs, timing and selection criteria. In the event that the Institute cannot provide a particular course, all tuition fees paid in advance will be refunded in line with the Institute Refund Policy. The Institute will also assist the student in locating and transferring to a suitable course at another institute.

## DEFERRAL, SUSPENSION AND CANCELLATION

The Institute has policies and procedures that recognise and respond to cases where a student may wish to defer, suspend or cancel their enrolment. For further information please refer to [kangan.edu.au/information-and-resources/corporate/policies](http://kangan.edu.au/information-and-resources/corporate/policies).

## ATTENDANCE

It is Institute policy to monitor attendance of all students in all programs. Regular attendance is critical to students' course progress which is monitored in accordance with the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2018.

## TRANSFERS

Under Department of Home Affairs (DHA) regulations, international students are prevented from transferring from one institute to another until six months after their principal course commences. If students are granted a visa for an

ELICOS program packaged with a certificate, diploma, advanced diploma or degree course, transfers will only be allowed after six months of the principal course.

Transfers before six months of a principal course will only be allowed on a case-by-case basis.

## STUDENT VISA REGULATIONS

Students are required to abide by the conditions of their student visa. These conditions must be stringently adhered to. For further information please refer to [homeaffairs.gov.au/trav/visa-1/500](http://homeaffairs.gov.au/trav/visa-1/500)

## WORK RIGHTS

International students are able to work up to 40 hours per fortnight during the semester and full-time during semester breaks once they have commenced their studies. Any work undertaken must not interfere with studies or attendance.

The Institute does not guarantee that students will secure work while studying in Australia and students should ensure that they have access to funds that will support both their study and living costs. For further information please refer to [homeaffairs.gov.au/trav/visa-1/500](http://homeaffairs.gov.au/trav/visa-1/500)

## COMPLAINTS AND APPEALS

Bendigo TAFE and Kangan Institute have an International Student Complaints and Appeals Policy. Please refer to [kangan.edu.au/en/information-and-resources/corporate/policies](http://kangan.edu.au/en/information-and-resources/corporate/policies)

## SCHOLARSHIPS

The Australia Awards Scholarships to study in Australia are long-term development awards administered by AusAID and The Endeavour Scholarships and Fellowships.

Information on the scholarships and Endeavour can be found at [internationaleducation.gov.au/endeavour%20program/pages/endeavour-programs-landing.aspx](http://internationaleducation.gov.au/endeavour%20program/pages/endeavour-programs-landing.aspx)

## BUDGET

It is recommended that students budget between AUD\$20,290 to AUD\$23,000 per year for living expenses. Living expenses are not included in tuition fees.

Arriving students should bring with them approximately AUD\$3,000 to AUD\$4,000 to cover the cost of temporary accommodation and the set-up costs of permanent accommodation. A student's budget will increase by approximately 35% if accompanied by a spouse, an additional 20% if accompanied by one child and increase by 15% for each additional child. If the accompanying child is of school age, it is a requirement of the student visa that they must be enrolled and attend school. The costs range from AUD\$9,210 to AUD\$13,640 depending on the level at school. Please note: this range is for Victorian government school fees. Non-government schools may vary. International Services can assist with contact details. Living costs do vary depending on lifestyle and living arrangements. These budget figures should be used as a guide only to determine actual living expenses.

## COSTS ASSOCIATED WITH STUDY

Tuition fees do not cover the cost of books, equipment, personal stationery, uniforms or excursions unless otherwise stated. Estimated book and equipment costs are detailed in individual course listings. Students are required to purchase all books, uniforms and equipment as requested

by their teaching department or they may risk being excluded from classes. In designated classes in hospitality, nursing and automotive, students must wear protective clothing and/or a uniform. All enrolled students will be required to pay the Kangan Institute and Bendigo TAFE annual student amenities fee of AUD\$200.

## PAYMENT OF TUITION FEES

Tuition fees are payable prior to the commencement of each term. Repeat subjects will attract a minimum additional fee of AUD\$20 per student contact hour.

## YOUR RIGHTS

The Australian Government is committed to ensuring international students have an excellent education experience in Australia. This fact sheet [internationaleducation.gov.au/Regulatory-Information/Documents/esosstudentfactsheetv4%20-%20Final%20clean%20copy.pdf](http://internationaleducation.gov.au/Regulatory-Information/Documents/esosstudentfactsheetv4%20-%20Final%20clean%20copy.pdf) for international students contains important information about their rights and responsibilities while studying in Australia.

This fact sheet provides information on:

- choosing and enrolling in a course of study
- support services available in Australia
- the rights and responsibilities of students on a student visa
- working in Australia
- making complaints and getting help.

For more information about studying in Australia visit

[studyinaustralia.gov.au](http://studyinaustralia.gov.au)

## STREET ADDRESSES

### **KANGAN INSTITUTE**

1 Batmans Hill Drive  
Docklands VIC 3008  
Australia

### **BENDIGO TAFE**

23 Mundy Street  
Bendigo VIC 3550  
Australia

## POSTAL ADDRESS

Kangan Institute  
International Services  
Private Bag 299  
Somerton VIC 3062  
Australia

## CONTACTS

Telephone: + 61 1300 175 176

Facsimile: +61 3 9279 2623

## APPLICATIONS & ENROLMENTS

**[international@kangan.edu.au](mailto:international@kangan.edu.au)**

For more information contact  
Kangan Institute and Bendigo TAFE's  
International Services or your local  
authorised representative.

Phone: +61 1300 175 176

**[kangan.edu.au/international](http://kangan.edu.au/international)**

**[bendigotafe.edu.au/international](http://bendigotafe.edu.au/international)**

The information printed in this publication is correct  
at the time of printing (October 2019).

Every effort has been made to ensure details are  
correct and accurate, however Kangan Institute  
and Bendigo TAFE reserve the right to change  
information with respect to course costs, timing and  
selection criteria without notice. Our correct and  
most recent pricing can be found on our website.  
Conduct of courses is dependent on student  
numbers and sufficient funding.

### **PROUDLY TAFE**

Registered Training Organisation No. 3077.  
CRICOS Provider No. 01218G.

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**[kangan.edu.au/international](http://kangan.edu.au/international) | [bendigotafe.edu.au/international](http://bendigotafe.edu.au/international)**