FOR STUDY IN
2019

Apprenticeships and Traineeships
Agriculture and Horticulture
Automotive
Building and Construction
Building Design
Business
Community Services
Conservation and Land Management
Early Childhood Education
Engineering and Manufacturing
Food
Graphic Design
Hairdressing and Beauty
Nursing and Health
Information Technology
Occupational Health and Safety
Professional Writing
Why study at FedUni TAFE?

FedUni TAFE offers a broad range of quality education and training courses that deliver skilled workers to industries including automotive, building and construction, manufacturing, engineering, business, IT, graphic design, food services, agriculture, nursing, hairdressing, beauty therapy, community and children’s services.

Great career opportunities
Trades and traditional ‘blue collar’ careers have fast become a lucrative career option – with many out-earning some of the professional ‘white collar’ qualifications once considered to be the big money makers (think doctors, management, lawyers, accountants). Becoming a master of your trade can open your future career opportunities to a level you may never have thought possible.

Great teachers
Our teachers have worked in industry, and understand what it takes to become a successful tradesperson or professional. They have been apprentices and know what it’s like to be starting out in the industry.

Great facilities
State-of-the-art trade training facilities include the Building and Construction Training Centre which houses our construction trades; fully operating commercial kitchens, hairdressing, and beauty salons; as well as the Rural Sciences Skills Centre – home to our Agriculture, Horticulture and Conservation & Land Management courses; and the new Manufacturing Engineering Skills Centre.

Great industry contacts
As our teachers have industry experience and because FedUni has a long history in the trade training business, we have close ties with local industries and businesses. This results in a very high placement rate of apprentices and graduates with local companies.

Great range of courses
We offer a wide range of quality TAFE vocational education and training courses, with a focus on apprenticeship and skills training. We are also home to Federation College, offering a range of VET and preparatory courses for those looking for alternative options for completing their education.

We offer Certificates, Diplomas and Advanced Diplomas. Which course you do will depend on your background, education level and interests. Each course in this guide lists its entry requirements and how to apply.

Courses which are listed as Apprenticeships or Traineeships require that you are employed in the relevant industry and have a training agreement with your employer.
Facilities

While many of our TAFE courses run alongside higher education courses at our Mt Helen and Camp Street campuses, we are also home to some of the best TAFE dedicated facilities in Victoria.

**SMB Campus (Ballarat)**
Lydiard Street South, Ballarat

Our SMB campus is right in the hub of Ballarat’s CBD, and while centred around historic buildings dating back to 1870, it is also home to some of the best state-of-the-art facilities specifically designed to facilitate TAFE training needs.

**Building and Construction Skills Centre**
Opened in 2007, the Building and Construction Skills Centre was specifically designed for FedUni TAFE and is home to a range of weather proof learning environments designed to replicate on the job settings for all of the major building and construction trades.

**Manufacturing Engineering Skills Centre**
This state-of-the-art building is the newest addition to our TAFE facilities. This multi-million dollar facility houses the latest in engineering technology and will continue to adapt to the ever changing and improving technologies of this sector.

**Prospects Training Restaurant**
Housed in one of our historic buildings, Prospects Restaurant is home to two large commercial kitchens and is a fully functional restaurant staffed by our teachers and students – the perfect setting to showcase newly acquired culinary skills.

**Unistyle Hair and Beauty**
Unistyle Hair and Beauty is a commercial salon where we provide our students with high quality training. To develop their skills and experience we offer a range of discounted services to students, staff and the public. Our apprentices and students are supervised by hairdressers and beauticians who are industry leaders in their field.

**Rural Sciences Skills Centre (Ballarat)**
Gillies Street and Mt Rowan, Ballarat

With two locations, the Rural Sciences Skills Centre delivers courses for students interested in careers on the land and in conservation.

Surrounded by the Ballarat Botanical Gardens and backing onto a large wetlands area, our students make the most of their unique location while studying in our Horticulture and Conservation and Land Management courses at the Gillies Street site.

The Rural Sciences Skills Centre at Mt Rowan is where our Agriculture students learn the business of farming, using equipment and facilities they can expect to find in a modern and well equipped agricultural enterprise.

**Camp Street Campus (Ballarat)**
Camp Street, Ballarat

Located in the heart of Ballarat, our Camp Street Campus is home to our Arts Academy and is a vibrant setting for visual and performing arts education at both TAFE and Higher Education study levels. The campus is a unique integration of both old and new buildings which provides for a dynamic and vibrant arts and cultural environment.

**Mt Helen Campus**
University Drive, Mt Helen (Ballarat)

Our flagship Ballarat campus, Mt Helen, is home to both TAFE and higher education studies, and provides a blend of state-of-the-art facilities surrounded by a peaceful bushland setting. Just minutes from the bustling centre of Ballarat, there is ample car parking as well as on campus public transport stops that contribute to a stress free commute.
The most important thing to remember is that FedUni TAFE can be the beginning of your journey. Our courses are designed to help you into the workforce, but can also be used as part of a pathway to further study. See our admissions pathway diagram below to see how our courses fit together, so you can build the career you want.

**SECONDARY SCHOOL**

**VCE / VCAL***

While FedUni encourages all students to complete Year 12, entry requirements vary across TAFE courses and Year 12 may not be required.

**NON YEAR 12 ENTRY**

- Foundation Access Studies Program (FAST)
  
  **NOTE:** FAST is an alternative entry option for most FedUni undergraduate courses.

- Certificate II (TAFE) (including most pre-apprenticeship courses)

- Certificate III/IV (TAFE) (including most apprenticeship and post trade courses)

- Diploma (TAFE)

- Advanced Diploma (TAFE)

- Bachelor Degree (University)

- Postgraduate courses (University)

Employment
Apprenticeships and Traineeships

Apprentices and Trainees are employed in their industry with a signed training agreement before they are able to enrol into their FedUni TAFE course. Most apprenticeships and traineeships are Certificate II or III level courses.

You can see a list of our apprenticeship and traineeship courses on page 5.

Pre-Apprenticeships

The aim of a pre-apprenticeship is to teach you about your chosen career and to demonstrate to an employer that you have the skills and ability to succeed in an apprenticeship. Most pre-apprenticeship courses run for 14 to 18 weeks.

Successful completion of a pre-apprenticeship can reduce the time it takes to complete your apprenticeship by up to 6 months.

Tip: Look for the ‘Pre-Apprenticeship symbol’ throughout this booklet.

Certificates, Diplomas and Advanced Diplomas

Not all Certificates are apprenticeships or traineeships. You can apply for many of our courses straight from school. Think about the types of things you are interested in and what type of career attracts you. This booklet is full of Certificates, Diplomas and Advanced Diplomas you can apply for (depending on entry requirements being met).

You can see a list of our apprenticeship and traineeship courses on page 5.

Let’s talk about money

Fees vary between each course.

There are a range of scholarships available for FedUni students – for a full list of scholarships available please visit federation.edu.au/scholarships.

Tip: For full details on TAFE fees please visit federation.edu.au/studentfees.

How to apply

How you apply to FedUni TAFE will depend on your circumstances, ie age, history, citizenship status.

Applications must be via VTAC or direct to FedUni TAFE.

Direct application means that you liaise directly with FedUni and complete a FedUni Application Form.

VTAC application means that you will apply via VTAC, referencing the course’s VTAC number. Refer to: vtac.edu.au for further information.

Tip: For further information on how to apply visit: federation.edu.au/apply

Study modes

Most TAFE students will study on campus – or at one of our various teaching locations. For full details on the various study modes at FedUni please visit: federation.edu.au/studymodes.

Certificates, Diplomas and Advanced Diplomas

Not all Certificates are apprenticeships or traineeships. You can apply for many of our courses straight from school. Think about the types of things you are interested in and what type of career attracts you. This booklet is full of Certificates, Diplomas and Advanced Diplomas you can apply for (depending on entry requirements being met).

Tip: Check the Entry Requirements of each course to see if you are eligible to apply.

Tip: For full details on TAFE fees please visit federation.edu.au/studentfees.
An apprenticeship or traineeship is a state training contract between an employer and an employee.

Want to get an apprenticeship or traineeship?

There are apprenticeship and traineeship pathways in most industries — where apprentices and trainees learn valuable industry skills and gain workplace experience for a particular occupation or trade. Training can take place either in the workplace, or at FedUni TAFE.

While you are an apprentice or trainee, you will experience a combination of training methods to achieve your qualification as designed in your training plan.

Apprenticeships
- An employer agrees to employ and train you until all competencies are achieved or for the term of the apprenticeship contract, if required.
- Apprenticeships usually take 3–4 years of full-time employment and training.
- You agree to follow instructions and attend required off-the-job and/or workplace-based training as outlined in your training plan.
- After the 3 month probationary period has passed, training contracts between the apprentice and the employer are legally binding. Once the probationary period of your training agreement has passed, all parties must agree in order for the contract to be cancelled.
- In the instance when the employer has an apprentice and sells the business, the apprentice’s training contract is continued with the new business owners.

Pre-apprenticeships

Undertaking a pre-apprenticeship is a stepping stone to get into the trade of your choice. Completion of a pre-apprenticeship course will prepare you for the working environment, giving you a basic skill set that will give you an advantage over other applicants when an apprenticeship position becomes available.

Traineeships
- An employer agrees to employ you for the term of the traineeship.
- You agree to follow instruction and attend structured training.
- If an employer sells the business, the new owner is not obligated to keep you as a trainee.
- Mutual agreement is not required if you or your employer wish to end the traineeship contract.
- Traineeships usually take 12–18 months of full-time employment and training.

As an apprentice or trainee you will:
- Earn a wage as you train and develop your practical skills and knowledge.
- Receive a nationally accredited qualification.
- Enjoy flexible training arrangements.
- Receive workplace training and support.
- Benefit from the career opportunities generated by your employer.

What do I need to do next?

You must secure employment as an apprentice or trainee before any trade training can occur. You may also be able to start a part-time apprenticeship/traineeship while still at school. There are a number of ways this can be managed and may include working in industry two days a week and going to school three days a week.

How can I start an apprenticeship or traineeship?
1. Think about what areas you would like to work in (most careers now have apprenticeships and traineeships available).
2. Consider doing a pre-apprenticeship.
3. Update your resume.
4. Visit employers to drop off your resume and impress them with your enthusiasm. Speak to your local Group Training organisations, visit employment network providers, and check out local papers and employment websites.
5. Try volunteering your time and gain experience in the industry of your choice.
6. Be persistent!

Contact us to receive information about training as an apprentice or trainee on 1800 333 864.
Apprenticeship and Traineeship courses

Students must be employed as an apprentice or trainee to be enrolled in these courses. For study-only training options please refer to the following pages.

**Building and Construction**
- **Bricklaying / Blocklaying**
  Certificate III in Bricklaying / Blocklaying (CPC30111)
- **Cabinet Making**
  Certificate III in Cabinet Making (MSF31113)
- **Carpentry**
  Certificate III in Carpentry (CPC30211)
- **Electrotechnology Electrician**
  Certificate III in Electrotechnology Electrician (UEE30811)
- **Joinery**
  Certificate III in Joinery (CPC31912)
- **Plumbing**
  Certificate III in Plumbing (CPC32413)
- **Painting and Decorating**
  Certificate III in Painting and Decorating (CPC30611)

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

**Information Technology**
- **Digital Media and Technology**
  Certificate III in Information, Digital Media and Technology – Traineeship (ICT30115)
- **Information Technology Support**
  Certificate IV in Information Technology Support – Traineeship (ICT40215)

**Early Childhood**
Certificate III in Early Childhood Education and Care (CHC30113)
Diploma of Early Childhood Education and Care (CHC50113)

**Engineering, Manufacturing and Automotive**
- **Automotive**
  Certificate II in Automotive Servicing Technology (AUR20516)
- **Light Vehicle Mechanical Technology**
  Certificate III in Light Vehicle Mechanical Technology (AUR30616)
- **Engineering**
  Certificate III in Engineering – Fabrication Trade (MEM30305)
  Certificate III in Engineering – Mechanical Trade (MEM30205)
  Certificate IV in Engineering (MEM40105)
  Certificate IV in Engineering Drafting (MEM40412)

**Rural Sciences**
- **Agriculture**
  Certificate III in Agriculture (AHC30116)
  Certificate IV in Wool Classing (AHC41316)
- **Horticulture**
  Certificate III in Horticulture (AHC30716)
  Certificate IV in Horticulture (AHC40416)
- **Landscape Construction**
  Certificate III in Landscape Construction (AHC30916)
- **Parks and Gardens**
  Certificate III in Parks and Gardens (AHC31016)
- **Conservation and Land Management**
  Certificate III in Conservation and Land Management (AHC31416)

**Food and Service Industries**
- **Commercial Cookery**
  Certificate III Commercial Cookery (SIT30816)
  Certificate III in Hospitality – Restaurant Front of House (SIT30716)
- **Food Processing**
  Certificate II in Food Processing (FDF20111)
  Certificate III in Food Processing – Traineeship (FDF30111)
- **Food Science**
  Certificate IV in Food Science and Technology (FDF40311)
- **Hairdressing**
  Certificate III in Hairdressing (SHB30416)
- **Meat Processing**
  Certificate III in Meat Processing (Retail Butcher) (AMP30815)
- **Retail Baking**
  Certificate III in Retail Baking (Bread) (FDF30610)
  Certificate III in Retail Baking (Cake and Pastry) (FDF30510)
  Certificate III in Retail Baking (Combined) (FDF30710)

**Health**
- **Individual Support**
  Certificate III in Individual Support (CHC30115)
- **Nursing**
  Diploma of Nursing (HLT54115)
Agriculture

Agriculture has been identified as one of the ‘fantastic five’ sectors that could be worth an extra $250 billion to the Australian economy over the next 20 years.\(^\text{^A}\)

By 2050, world food demand is expected to have increased by up to 70% on today’s production, while increasingly wealthy consumers will demand more and more diverse foods.\(^\text{^#}\) Careers and opportunities in food production are expected to grow in line with these figures.

\(^\text{^A}\)Deloitte 2014

Certificate IV in Wool Classing

Whether you grew up on a livestock farm or want to add to your skills in the agriculture industry, this certificate will provide you with the skills required to become a wool classer. You’ll learn about clip preparation, shed management and wool marketing.

Plus, if you have a signed training agreement, you can undertake this certificate as a traineeship.

Career opportunities

- Wool classer

Upon successful completion you may apply to the Australian Wool Exchange Ltd for registration as an Australian Woolclasser (Professional).

Diploma of Agriculture

Build on your existing experience to become a leader in Australia’s agricultural industry.

Our diploma will set you up to confidently manage or supervise agricultural enterprises. We’ll provide you with a practical style of training, where you’ll learn business skills like managing staff and monitoring financial reports. You’ll also hone in on tools to meet future agricultural challenges, by developing climate risk management strategies and drawing up whole farm plans.

Just a few years ago, the United Nations Food and Agriculture Organisation estimated that by 2050, food production worldwide needs to increase by 70 percent. Become part of the solution by leveraging emerging technologies and approaches in the multi-billion dollar agricultural industry.

Career opportunities

- Farm manager
- Farmer

On completion of this course you can expect to work in the agriculture sector associated with managing farming operations or employment related agribusiness fields.

FedUni TAFE also offers a traineeship course in Agriculture, refer to page 5.

Further info: federation.edu.au/agriculture
Horticulture

Horticulture is one of Australia’s fastest-growing industries, closely linked to urban development and lifestyle. It includes maintaining parks, gardens, golf courses, as well as plant nurseries and landscaping. If you like working outdoors, getting your hands dirty and have a passion for the environment, let us help you forge a career in the horticulture, parks and gardens or landscape construction industries.

Certificate II in Landscaping

Do you love having the sun on your back and the satisfaction of creating an environment for everyone to enjoy? This pre-apprenticeship course will set you up for a career in landscape construction, and when you finish you will have the skills to help you find an apprenticeship. If you want to get ready to join one of Australia’s boom industries, we want you in this course.

Career opportunities

• Landscape construction apprentice

Certificate III in Horticulture

Get qualified to work in horticulture with our highly practical certificate. You can study this skills based certificate in our specialised Rural Sciences Skills Centre on campus or if you are a trainee, as part of your traineeship. You’ll learn a wide range of creative, hands-on and business skills like planning plant displays, operating machinery and costing projects. You’ll choose from a range of electives to match your career dreams while you make the most of your specialised learning environment at our Rural Sciences Skills Centre.

Career opportunities

• Gardener
• Horticulturist

Certificate IV in Horticulture

Skill yourself up for a career managing people and projects in the horticulture industry. Perhaps you have just bought a horticulture business or are becoming a manager in a horticulture enterprise, or perhaps you have completed a horticulture trade qualification, and are looking to step up your responsibilities in the workplace. You’ll learn how to supervise work routines and staff performance along with managing construction work.

This course can be taken as part of a traineeship in your workplace or if you’re not a trainee, you can study in our specialised Rural Sciences Skills Centre on campus.

Career opportunities

• Horticulturist
• Retail nursery manager

Short Courses in Agriculture

These courses run at various times through the year and vary in length from 1-5 days. Call us on 1800 333 864 to find out more or visit federation.edu.au/shortcourses

- Operate Quad Bikes (AHCMOM212): Learn how to drive these bikes safely and how to get the most out of them.
- Operate Tractors (AHCMOM202): With this two-day course, you’ll learn how to use tractors with skill.
- Operate and Maintain Chainsaws (AHCMOM213): You’ll learn a lot in two days, including preparing, using and looking after hand-held chainsaws, carrying out routine checks and preventing risks.
- Chemical Users Course (AHCCCHM303 & AHCCCHM304): You’ll need this industry-standard course to apply for the Victorian Agricultural Chemical Users Permit.
Conservation and Land Management

From working to restore and improve our environment to maximising and conserving water resources, careers within this field offer variety, challenge and fulfillment. Keep in mind that the Diploma of Conservation and Land Management offers a pathway with credit into one of FedUni’s degree courses.

Certificate III in Conservation and Land Management

Gain the skills to create a career protecting our environment. This is the perfect way to learn about all areas of conservation and land management. You’ll choose from electives like recognising fauna, surveying pests, and operating chainsaws while also learning the important core skills like workplace safety and environmentally sustainable work practices. Then, you can take the next step in your career in roles like community field officer, wildlife officer, weeds operator and more.

This course can also be offered as a traineeship if you are employed in the industry with a signed training agreement.

Career opportunities

- Community field officer
- Field operator
- Project officer
- Vertebrate pest officer
- Weeds operator
- Wildlife and parks field officer

Further study options

- Diploma of Conservation and Land Management

Diploma of Conservation and Land Management

Protect endangered species.Advise on bushfire prevention programs. Manage waterway redevelopment projects. Take your love for the environment and make it your career.

With this diploma, you will develop skills across science and management. This hands-on course has an emphasis on practical learning. Upon completion, students have strong field experience underpinned by theoretical knowledge.

You will learn to develop management plans for designated areas, including pest management. You will also learn to sample soils and interpret results. Students study the management of fauna populations, conduct biological surveys, collect and classify plants and will develop sound scientific and critical analysis skills. This will prepare you for your career in the field as well as laboratory and management positions.

Career opportunities

- Land management supervisor
- Wildlife manager
- Park ranger

Completing this diploma provides important skills relevant to supervisory positions in land management for local government, national parks and wildlife departments, as well as other government agencies, bush regeneration organisations and land care and other environmental organisations.

Successful completion will allow up to one year’s credit toward the Bachelor of Environmental and Conservation Science.

Further study options

- Bachelor of Environmental and Conservation Science

Further info:
federation.edu.au/ruralscience
National Course Code 22338VIC
Location SMB Campus (Ballarat)
Duration 14 weeks full-time
Application Direct

Entry Requirements
Entry into this course will normally require you be 16 years of age or to have completed Year 10 or equivalent.

Certificate II in Building and Construction
Pre-apprenticeship

Become the already-skilled worker that every site manager wants to hire and give yourself a greater chance of securing an apprenticeship position with our hands-on course.

Choose between bricklaying, carpentry or painting and decorating streams.

Bricklaying
Our hands-on course is the perfect start for your career as a bricklayer. We’ll show you how to use hand skills and power tools on residential and commercial building sites, while you learn important workplace skills to make you more confident and comfortable, like site induction, preparing for work in the construction industry and communication skills to help you work well in a team.

Carpentry
We’ll set you up to become skilled and knowledgeable at carpentry, ready to take the next step in your training and work life. We’ll also give you advice about succeeding at your apprenticeship, so you can jump straight into it after this certificate. Plus, your teachers have all been apprentices themselves, so they know what it’s like starting out in a trade. They’ll be your guide as you learn in our state-of-the-art Building and Construction Training Centre.

Painting and decorating
You’ll grow your creative side, while setting yourself up for a career as a qualified painter and decorator. Become skilled in the technicalities of painting and decorating, such as surface preparation and protective metal coatings as you learn about special processes like 3D effects, marbling, wood graining and rag rolling. Qualified painters and decorators are valued workers in the construction industry and if you follow this certificate up with an apprenticeship, you’ll be an asset to any employer during your painting and decorating career.

Certificate II in Construction Pathways

Get the ball rolling on your future as a joiner, carpenter or furniture-maker. This is a perfect way to find out which trade you’re best suited to and will enjoy the most. Plus, you’ll gain credits towards your construction industry apprenticeship, while becoming more appealing to employers. You’ll learn skills to help you in whichever career you choose, like interpreting plans and organising work. Then you can pick subjects to start specialising in your favourite trade. Best of all, our teachers were apprentices themselves and know what it’s like starting out in the industry. They’ll support and guide you on your way to becoming a skilled tradesperson.

Career opportunities
- Apprentice joiner
- Apprentice furniture maker

FedUni TAFE also offers apprenticeship courses in Building and Construction, please refer to page 5.
Certificate II in Electrotechnology (Career Start)

Prepare yourself for a career in the electrical industry – a career that will need both your brains and your hands. You’ll be preparing for an industry where your skills will be in high demand and which offers a higher than average weekly full time wage. This pre-apprenticeship course will give you the foundation skills to kick-start an electrical apprenticeship, showing an employer that you’re driven and knowledgeable; plus it will give you credits towards your Certificate III. When you finish, your qualification will be recognised nationwide.

You’ll learn about electrical safety, industry standards and regulations, identifying and selecting components, accessories and materials, solving circuit problems, modern sustainable practices and much more, all in our state-of-the-art Building and Construction Skills Centre while you learn from our teachers who know what it’s like starting out in a trade.

Career opportunities
- Apprentice electrician

Certificate II in Furniture Making

If you want to become a master furniture maker and take a step closer to securing an apprenticeship, this certificate is designed for you. You’ll learn how to make free-standing furniture and built-in cabinets while also skilling up to install these structures on site. Once you finish this course, you’ll be ready to work as an assistant maker, assistant installer and production operator in the cabinet world and can continue your training with an apprenticeship.

Career opportunities
- Apprentice furniture maker
- Assistant installer
- Production operator

Certificate II in Plumbing (Pre-Apprenticeship)

Plumbers are in high demand along with having the freedom to work for themselves or as a valued employee in construction companies. Prepare yourself for your plumbing apprenticeship with this 14 week full-time practical course. You’ll take the first step towards your career, while showing your current or future employer that you have the drive and skills to succeed in your apprenticeship. You’ll learn in our state-of-the-art Building and Construction Training Centre.

Career opportunities
- Apprentice plumber
- Assistant cabinet maker
- Production operator

Certificate IV in Building and Construction (Building)

Step up to the top of your game in the building and construction industry with our specialist, nation-wide recognised certificate. We’ll prepare you to apply for your registration as a domestic builder and manage a successful construction site or residential building business. You’ll learn how to choose contractors, oversee work, manage quality, timelines and budgets and liaise with clients. Best of all, you’ll benefit from above average weekly full time earnings and higher than average job openings expected in the next few years for building technicians.

Career opportunities
- Building practitioner
- Licenced builder
- Construction manager
- Site manager
- Foreman/Foreperson
Advanced Diploma of Building Design (Architectural)

Cutting edge designs. Sustainable building practices. Restoration of heritage buildings. Client advice from concept to final build.

If creating designs and seeing them brought to life is what makes you tick, FedUni’s Advanced Diploma of Building Design (Architectural) will help you to forge your own career doing just that. Graduating from this advanced diploma will see you working alongside architects, manufacturers and building contractors as you develop working drawings and documentation for commercial developments, industrial structures and residential homes.

During your studies, you’ll learn about digital design, construction technologies and detailed documentation and also get to visit real work sites. You’ll have classes four to six hours per day, four days a week during your first and second year, whilst in your third year you’ll be in classes one day each week, allowing for hands-on time spent within the industry.

Like architects, building designers design buildings and develop working drawings and documentation for all components in the construction of residential, commercial and industrial buildings.

Career opportunities

- Building designer
- Commercial kitchen designer
- Documentation technician

FedUni TAFE also offers apprenticeship courses in Building and Construction, please refer to page 5.
Engineering and Manufacturing

With ever greater skill levels demanded, opportunities abound for qualified people within engineering and advanced manufacturing technology fields. You might start your studies at Certificate II level (pre-apprenticeship), and build your skills through to a diploma and beyond.

Certificate II in Engineering Studies

Learn the skills that will help you to find an apprenticeship. This pre-apprenticeship course will give you broad-based, foundation skills in a range of engineering areas such as basic machining, fabrication and the use of hand and power tools. This will enhance your job prospects, and make you more competitive when applying for an apprenticeship. This course may also give you credit towards a Certificate III (apprenticeship) qualification.

Career opportunities

Depending on the electives chosen, you can use this course as a pathway towards careers in general engineering, fabrication, machining or technical engineering.

Certificate IV in Engineering

If you have an apprenticeship and are looking to step up your career by becoming the highest level engineering tradesperson completion of this Certificate will enable you to work as a Higher Engineering Tradesperson or a Special Class Engineering Tradesperson – Level II in mechanical, electrical/electronic or fabrication trade disciplines. You’ll gain credits for subject areas already covered and receive a nationally recognised qualification. Flexible options allow you to chose your area of study and complete the course at your own pace.

Career opportunities

CAD drafter, CNC machinist, computer aided drafting – 2D and 3D, hydraulics and pneumatics designer, maintenance and design in hydraulics and pneumatics, maintenance supervisor, NC machinist, NC/CNC machining/plasma profiling, plasma profiler, specialised maintenance and maintenance supervision, specialised welder, specialised welding and welding supervision, welder, welding supervisor.

Short Courses in Manufacturing and Engineering

These courses run at various times through the year and vary in length. Call us on 1800 333 864 to find out more or visit federation.edu.au/shortcourses

- **Welding Certificate AS 1796, Cert 1-9** (MEM40105): If you’re aiming for a more senior welding position or want to take the first step towards your welding certificate, these units will prepare you for both.

- **Hydraulics, Pneumatics and Fluid Power** (MEM40105/ MEM50212): Expand your engineering skills with selected units from the Certificate IV and Diploma of Engineering. You may have a trade and are looking to take the next step in your career, whether it’s in technical or management roles.

- **Create engineering drawings using computer aided systems** (VU20916): This highly practical unit will turn you into an expert SOLIDWORKS 3D computer-aided design (CAD) user.

- **Welding Night Class** (MEM40105): Learn basic welding skills such as gas metal arc welding (MIG), manual metal arc welding (Stick), gas tungsten arc welding (TIG), and oxyacetylene welding (Oxy).

*Accredited
**Certificate IV in Engineering Drafting**

Engineering drafting skills are in demand throughout a variety of industries. With this qualification, you can plan on a career across the mechanical and manufacturing sectors, or you may choose to use this as part of your pathway towards higher qualifications.

You will learn to produce specialist engineering drawings to meet the needs of drafting in mechanical and machine construction and maintenance, steel fabrication and other fabrication services and assembly, mechanical and electrical services, fluid power, piping assembly and civil design. This course will suit school leavers, mature students returning to work or study as well as those with some experience who are looking to build on their skills. It is also available as a traineeship for students in employment with a training agreement.

You will have the opportunity to learn skills including to produce schematic drawings, create 3D models and to calculate stresses and force systems, among many more.

**Career opportunities**
- Mechanical engineering draftsperson
- Technician
- Civil draftsperson

**Further study options**
- Diploma of Engineering – Technical

---

**Diploma of Engineering – Technical**

Are you interested in design and technology and would like to be part of the exciting future of new machines and devices?

FedUni’s one-year Diploma of Engineering – Technical will make you a highly skilled technician in turning energy into power and motion, whether it’s for your future career in hydraulic power, robotics, ergonomics or even teaching these skills. During your studies, you’ll experiment with plasma cutters, 3D printers and the latest technologies as they are developed. You’ll also set up circuits, calculate force systems within structures and perform computations.

Your subjects will take you through the areas of robotics, industrial automation, control technologies, advanced manufacturing technology, 2D CAD drafting and 3D solid modelling; preparing you for work in automotive, aviation, food, mining sectors, manufacturing and fabrication sectors.

You will sample many areas and find where you would like to specialise. If you decide you’d like to further your studies, you’ll have earned credits towards FedUni’s Bachelor of Engineering degrees.

**Career opportunities**
- Engineering project officer
- Engineering development officer
- Engineering estimator
- Engineering technical officer
- CAD drafter
- Control systems engineer
- Mechanical engineer

**Further study options**
- Bachelor of Engineering (Civil) (Honours)
- Bachelor of Engineering (Mining) (Honours)
- Bachelor of Engineering (Mechanical) (Honours)
- Bachelor of Mechatronic Systems Engineering (Honours)

Completion may qualify you for credit of up to one year towards any of FedUni’s Bachelor of Engineering courses.

FedUni TAFE also offers apprenticeship courses in Engineering and Manufacturing, refer to page 5.
Certificate II in Automotive Vocational Preparation

This pre-apprenticeship course will give you the hands on skills and basic mechanical knowledge which will help you to find an automotive apprenticeship. It will help to make you job ready, and will give you the opportunity to pursue a career in automotive mechanics, engine reconditioning, automotive electrician and electronics, and vehicle body repair.

Career opportunities
- Apprentice motor mechanic

Further info: federation.edu.au/auto

FedUni TAFE also offers apprenticeship courses in Automotive, please refer to page 5.

Short Courses in Automotive

These courses run at various times through the year and vary in length, up to 5 days. Call us on 1800 333 864 to find out more or visit federation.edu.au/shortcourses

- Licensed Vehicle Tester Program (Non award): Successful completion of this training will allow participants to apply to VicRoads to become a registered vehicle tester for an existing LVT or to apply for a new LVT Licence within Victoria.

- Licensed Vehicle (Motorcycle) Tester Training Program (Non award): This course covers the regulations and requirements of a VicRoads Licenced Vehicle Tester (LVT) motorcycle examiner.
Diploma of Business

This qualification will give you contemporary business skills and knowledge and will allow you to explore and discover your own business vision and interest. It is most suited to those with current or previous employment experience as a team leader, who seek to gain a broad knowledge of business management principles and develop skills to implement these into the workplace. This is the ideal basis for advancing in your career towards a management position.

You will learn skills including, risk management, identifying marketing opportunities, project work, leading and managing teams and to plan and implement administrative systems.

Career opportunities
- Business manager
- Department manager
- Program coordinator
- Small business owner

Diploma of Business Administration

You have been working in roles like administration manager, general office manager or office manager, and now you are looking for your next career opportunity.

On successful completion of this diploma you will have a nationally recognised qualification, which will build on your sound theoretical knowledge base and allow you to step up into a leadership role. You will learn skills including how to manage quality customer service, managing business document design and development, project work and planning administrative systems, along with many other skills.

Career opportunities
- Accounts supervisor
- Administration officer
- Executive personal assistant
- Office administrator
- Project assistant
- General management
- Office manager

Diploma of Leadership and Management

This qualification will give you and your employer or prospective employer confidence in your ability to be an effective team leader. In this course you will learn to: understand and develop emotional intelligence and superior communication skills, develop policy, manage operations and work place practice.

Career opportunities
- Frontline manager
- Middle manager
- Team leader
- Supervisor

Further info: federation.edu.au/businessprograms

FedUni TAFE also offers traineeship courses in Business, please refer to page 5.
Diploma of Project Management

This course will develop your skills and knowledge to be an aspiring project leader. This qualification is also suitable for those already working in a project role and who are looking for a qualification to continue their journey as project managers. This diploma is suitable for all industries such as manufacturing, IT, finance, education, and services. In this diploma you will learn to manage all aspects of a project including scope, time, cost, quality, project management information systems, how to manage project teams and project stakeholders.

Career opportunities

- Project manager
- Project officer
- Project coordinator

Further study options upon completion of a business diploma

- Advanced Diploma of Leadership and Management
- Advanced Diploma of Management (Human Resources)
- Bachelor of Applied Management
- Master of Business Administration

Completed, or have completed, a Diploma?

You might like to consider an Advanced Diploma or Bachelor degree.

Advanced Diploma of Leadership and Management

The Advanced Diploma of Leadership and Management provides managers with skills and knowledge in the areas of Leadership, Management, Finance, Risk Management, Strategic Planning and Human Resources.

The course will give you the skills required to make a range of business decisions whilst operating at a senior level of management. Upon completion you will be ready to apply specialised knowledge and skills, together with experience in leadership and management, across a range of enterprise and industry contexts.

Career opportunities

- Area manager
- Regional manager
- Department manager

Further study options

- Bachelor of Applied Management
- Master of Business Administration

FedUni TAFE also offers traineeship courses in Business, please refer to page 5.
Advanced Diploma of Management (Human Resources)

In today’s dynamic business world, effective people management is essential for organisations to create and maintain a competitive advantage.

By becoming a human resources leader, you will be able to provide strategic direction to your organisation.

The Advanced Diploma of Management (Human Resources) has been developed to reflect the growing importance of leadership, business development and innovation skills required to successfully manage contemporary organisations. The Human Resource focus examines in detail how organisations can establish effective systems of recruitment, selecting candidates, remuneration, training and development, performance and retention.

Career opportunities
- Human resources manager
- Human resources strategist
- Area manager

Further study options
- Bachelor of Applied Management
- Master of Business Administration

Graphic Design and Media

You will learn in an intimate environment with ready access to professional staff while gaining the knowledge, creative and technical skills required for employment. You will complete these courses ready and equipped to enter straight into industry or into further study.

Certificate III in Screen and Media

Use your creative skills to achieve a qualification in animation and game design. This qualification provides the skills and knowledge for you to be competent in designing, developing and producing digital media technologies as part of an ICT team.

Become a skilled operator in digital video, radio and online content creation, or a skilled assistant in film and television production services. This entry level course will teach you how to work effectively in the creative arts industry, as well as offering you a range of electives which may include 2D and 3D digital animation and developing drawing skills.

Career opportunities
- Game designer
- Production assistant animation
- Website designer
- Multimedia content developer
- Production assistant interactive design
- Website administrator
Diploma of Graphic Design

Take the first step in your career in the design industry. You will be introduced to the theory and practice of image based communication and the principles of design, whilst building a verbal and visual vocabulary through research, experience and critical analysis.

Technical skills are developed in both analogue and digital media in a studio environment via lectures, projects, individual experience and peer interaction. With an emphasis on visual thinking, creative process and idea generation, skills are developed in drawing, graphic design, typography and image making using both illustrative and photographic techniques. You will also study developments in visual culture to better understand the foundations of today's design trends.

Classes will be held in a studio environment similar to what would be experienced in a professional design studio where you will also have access to a wide range of sophisticated facilities including photography studio, drawing studio and digital imaging equipment.

Career opportunities

- Graphic designer
- New media
- Illustrator
- Advertising
- Web designer
- App designer
- Printer
- Advertising designer

Further study options

- Bachelor of Contemporary Communication Design

Advanced Diploma of Graphic Design

Join us in developing designers for the workforce, and take the next step in your graphic design career. You will build on your existing expertise to communicate ideas with a blend of advanced artistic and technical skills. Part of your course work will be to undertake industry standard projects, and you will round this out with a variety of industry visits. Core courses will include branding and identity, layout skills, creative concepts, digital media and design business skills. Other skills include photography, multiplatform digital advertisements and many more.

This qualification will suit people with industry experience or previous design study at diploma level. Completion of the Diploma of Graphic Design will provide a pathway into the Advanced Diploma, if you do not have industry experience.

Career opportunities

- Graphic designer
- Illustrator
- Packaging designer
- App designer
- Printer
- Advertising designer

Further study options

- Bachelor of Contemporary Communication Design
# Information Technology

Information Technology is present in nearly all aspects of our daily lives; our work, communication, education, how we socialise and our entertainment. FedUni TAFE can give you the skills for a career in IT, which continues to be one of the fastest-growing areas of employment in the Australian economy.

## Certificate III in Information, Digital Media and Technology

Become competent in a wide range of general information and communications technology technical functions. Increase your knowledge of industry-standard applications, learn about more advanced features in operating systems, fault-finding, creating basic web pages, customising packaged software applications and more. Get to know more advanced features in operating systems, and develop your troubleshooting skills. There are five key areas to this course: Applications, Hardware, Web Programming, Industry Skills and Networking.

### Career opportunities

- Information technology support
- Help desk officer
- Help desk assistant
- ICT operations support

### Further study options

- Certificate IV in Information Technology
- Diploma of Digital Media Technologies

## Certificate IV in Digital Media Technologies

This certificate is an introduction to digital media technologies. You’ll begin learning how to design, develop and refine digital media technologies and you’ll start to learn about 3D and 2D animation, digital imaging, web design, digital video, special effects and game development for PC and an introduction to mobile.

The software you will be learning is the Adobe suite, Autodesk suites, Unity 5 and Unreal engine 4. When you graduate, you’ll be ready to start your career or you may want to develop your skills further with the Diploma of Digital Media Technologies. Either way, you will be preparing for a career developing the latest digital technologies for experts and everyday people alike. Your classes will be hands-on and interactive, working with the most recent technologies. We also ensure you have the business skills needed to cut it in the workplace. You’ll study important topics like project management, working with clients and presenting your work.

### Career opportunities

- 2D and 3D motion graphic artist
- C# programmer (low level)
- CMS web developer (joomla and wordpress)
- 3D animator
- Web designer

### Further study options

- Diploma of Digital Media Technologies

FedUni TAFE also offers traineeship courses in Information Technology, please refer to page 5.

---

### National Course Code: ICT30115

<table>
<thead>
<tr>
<th>Location</th>
<th>Mt Helen Campus (Ballarat)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Duration</strong></td>
<td>1 year full-time or part-time equivalent; or 1 year (min) traineeship</td>
</tr>
<tr>
<td><strong>Application</strong></td>
<td>Direct</td>
</tr>
<tr>
<td><strong>Entry Requirements</strong></td>
<td>There are no formal entry requirements for this course.</td>
</tr>
<tr>
<td><strong>Extra Requirements</strong></td>
<td>Interview.</td>
</tr>
</tbody>
</table>

### National Course Code: ICT40815

<table>
<thead>
<tr>
<th>Location</th>
<th>Mt Helen Campus (Ballarat)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Duration</strong></td>
<td>0.5 year full-time or 1 year part-time</td>
</tr>
<tr>
<td><strong>Application</strong></td>
<td>VTAC/Direct</td>
</tr>
<tr>
<td><strong>Entry Requirements</strong></td>
<td>There are no formal entry requirements for this course.</td>
</tr>
<tr>
<td><strong>Extra Requirements</strong></td>
<td>Interview.</td>
</tr>
</tbody>
</table>
Certificate IV in Information Technology

You want a varied ICT career. The choice to work across security and defence, the entertainment industry, sporting industry and more. You’re interested in learning more about the latest information and communication technologies. You’ll learn about software development, how to produce and edit digital media, how to design websites and more. Your subjects are hands-on and include programming, software apps and systems testing.

The Certificate IV in Information Technology will provide you with an introduction to network protocols, setup and maintenance of a network server as well as desktop environments (SOE). There is also a focus on programming fundamentals and system analysis and design. This course blends practical learning with industry relevant networking and programming skills to ensure industry ready graduates.

Upon completion you may choose to build upon your Certificate IV in Information Technology or the experience you have acquired in the workplace, with further study in programming, software apps and systems testing.

Career opportunities

- Computer technician
- Customer support professional
- Network operations technician
- PC support
- Systems administrator
- Systems operator
- Systems support
- Technical support
- User support technician
- Web design
- Network administrator

Further study options

- Diploma of Information Technology

Further info: federation.edu.au/it
Diploma of Information Technology

Learn about software development, how to produce and edit digital media, how to design websites and more. Your subjects are hands-on and include programming, software apps and systems.

This qualification provides you with skills and knowledge to be competent to administer and manage information and communications technology (ICT) support for small to medium enterprises (SMEs) using a wide range of general ICT technologies. This diploma combines aspects of the CISCO CCNA curriculum with practical teacher led learning.

Graduates from this qualification could work in areas that provide a broader rather than specialised ICT support function, applying a wide range of higher level technical skills in ICT areas such as networking, IT support, database development, programming and web development.

Career opportunities
- Information systems office manager
- Office systems administrator
- IT office manager
- IT systems administrator
- Systems manager
- Computer technician
- Network operations technician
- Systems operator

Further study options
- Bachelor of Information Technology
- User support technician
- Customer support professional
- PC support
- Systems support
- Web design
- Database administrator
- Programmer

Further info: federation.edu.au/it

National Course Code  ICT50915
Location  Mt Helen Campus (Ballarat)
Duration  1 year full-time or part-time equivalent
Application  VTAC/Direct
Entry Requirements
Candidates will be required for interview and present a portfolio of multimedia e/design work.

Extra Requirements
Minimum 18 years of age; and interview.

VET Student Loans
Eligible students enrolled in an approved VET Student Loans course may defer all or part of their tuition fees to a VET Student Loan (up to the maximum loan cap). The loan is repaid through the taxation system once you reach the minimum repayment threshold. Find out more at: federation.edu.au/fees

Diploma of Digital Media Technologies

Continue to improve your skills, following completion of the Certificate IV in Digital Media Technologies. You'll grow your skills in how to design, develop and refine digital media technologies. You'll develop your knowledge of 3D and 2D animation, digital imaging, web design, digital video, special effects and game development for PC and mobile.

The software you will be learning is the Adobe suite, Autodesk suites, Unity 5 and Unreal engine 4. When you graduate, you'll be ready for a career developing the latest digital technologies for experts and everyday people alike. Your classes will be hands on and interactive, working with the most recent technologies. We also ensure you have the business skills needed to cut it in the workplace. You'll study important topics like project management, working with clients and presenting your work. Part of your study will be to develop a project with your own client.

Areas of study include: 3D modelling, 3D animation, 2D animation, Motion graphics, 2D games, 3D games, Game design theory, game programming, application for mobile devices, building websites, web design, UI and UX design, digital design.

Career opportunities
- 2D and 3D motion graphic artist
- 3D animator
- Web designer
- Game designer and developer

Further study options
- Bachelor of Information Technology
- Bachelor of Information Technology (Games Development)
- Bachelor of Information Technology (Mobile App Development)

Further info: federation.edu.au/it

National Course Code  ICT50115
Location  Mt Helen Campus (Ballarat)
Duration  1 year full-time or part-time equivalent
Application  VTAC/Direct
Entry Requirements
Completion of Certificate IV in Information Technology or relevant area is preferred; Interview; resume; basic IT knowledge.

Extra Requirements
Minimum 18 years of age; interview; and be able to participate in group environments.

VET Student Loans
Eligible students enrolled in an approved VET Student Loans course may defer all or part of their tuition fees to a VET Student Loan (up to the maximum loan cap). The loan is repaid through the taxation system once you reach the minimum repayment threshold. Find out more at: federation.edu.au/fees

Further info: federation.edu.au/it
Certificate III in Early Childhood Education and Care

Do you enjoy working with children? With this qualification, you can begin your career in early childhood work. This certificate is an essential qualification* that ensures you develop the skills and knowledge you need to commence working in the Australian childcare industry, providing care for children from birth up to 12 years old.

Early childhood services play an important role in nurturing the development of all infants and children attending childcare. Educators support the implementation of approved learning frameworks, and assist in supporting children’s wellbeing, learning and development. Depending on the setting, you may work under direct supervision or autonomously.

Much of your time during this course will be spent within children’s services, watching and learning from other professionals. Once you graduate, you can work in pre-school centres, long day care, family day care centres and more — or you may choose to further your knowledge and study our Diploma of Early Childhood Education and Care or the Bachelor of Education (Early Childhood) degree.

* To work within the early childhood sector, a Certificate III is the minimum qualification required by Australian law.

Diploma of Early Childhood Education and Care

As a Qualified Early Childhood professional, you can manage and motivate other staff and volunteers and put into practice programs you’ve created#. You’ll spend much of your time in this diploma in children’s services, watching and learning from other professionals.

The diploma is designed to provide you with the skills, knowledge and understanding required to work with children across a range of early childhood education settings. Diploma qualified educators work closely with primary carers to foster optimum development for all children. Work in the early childhood field is both rewarding and demanding. This qualification is highly regarded within relevant industries and will allow you to work in a leadership role within the children’s services field.

Career opportunities
- Day care educator
- Early childhood educator
- Out-of-school carer
- Room leader

Further study options
- Bachelor of Education (Early Childhood and Primary)
- Bachelor of Education (Primary)

# A Bachelor level qualification is necessary to facilitate a four year old kinder course however delivery of an activity based three year old kinder course is possible.
Certificate IV in Disability

If you love interacting with a wide range of people and making a real difference in others' lives, a career in the disability services sector could be the one for you. The jobs are varied and the days rewarding. You can work in community settings, support people in their homes or base yourself in residential homes. Working together with other health professionals will be a central part of your career, as you learn how to help people with their physical and mental wellbeing. You'll support people towards greater independence and self-confidence as they become more engaged with their community.

Career opportunities
- Accommodation services worker
- Adult day training centre worker
- Advocacy services worker
- Employment services worker
- Peer support programs worker
- Respite service worker
- Recreation services worker

Further study options
- Diploma of Alcohol and Other Drugs
- Diploma of Community Services
- Bachelor of Community and Human Services
- Bachelor of Social Science
- Bachelor of Arts

Certificate IV in Community Services

Bring consistency, support and hope to people's lives. Plus, your skills will be in demand with between 25,000 and 50,000 job openings expected for community service workers over the next five years. We'll help you to perfect your skills at providing support for people in complex circumstances. You'll become confident working with diverse groups, while increasing your skills in providing innovative, person centred processes in individual supports.

You'll also learn how to support people in a person centred, individualised approach and how to advocate for human rights. This course will provide you with the knowledge and skills to prepare you for a variety of roles within the community services sector and equip you for further study.

Career opportunities
- Community support worker
- Family support worker
- Residential care worker
- Welfare support worker

Further study options
- Diploma of Community Services
- Bachelor of Community and Human Services
- Bachelor of Social Science

Diploma of Community Services

You'll learn how to successfully case manage and support people in times of crisis, or those requiring help in some way in their lives. You can focus on a particular interest area through electives, like working with clients affected by drugs and alcohol and people with mental health issues. You will also learn how to work in a client-centred and family-focussed way. Plus, because hands-on experience is key to your confidence and career success, we'll help you gain 400 hours in real community organisations.

Our Australian Community Workers Association (ACWA) accreditation enables our students to be considered for placement with department of Health and Human Services (DHHS) programs, including Child First, in their second year. The ACWA accreditation also enables students once they graduate to be eligible to apply for employment with DHHS programs.

Career opportunities
- Local, state and federal Government departments
- Voluntary organisations, community-based organisations
- Private employers in the Social and Community Services (SACS) industry

Professional recognition
Australian Community Workers Association (ACWA)

Further study options
- Bachelor of Community and Human Services
- Bachelor of Social Science
Diploma of Alcohol and Other Drugs

Alcohol and drug abuse are major health problems in Australia. If you are a dedicated, supportive and empathetic person, you can make a real difference to people's lives. With our Diploma, you'll learn how to provide interventions, build working relationships, create strategies to prevent relapses and more. You'll become highly skilled and confident with interviewing skills, referring, advocating for and educating your clients. You'll also learn detailed information about laws affecting your clients and the range of services on offer to help them.

Areas of study include:
- Case management
- Mental health
- Clients with complex needs
- Alcohol and other drugs sector
- Interventions
- Withdrawal services
- Research
- Work health and safety

Certificate IV in Alcohol and Other Drugs

You'll learn how to manage cases, help clients with complex needs and provide intervention strategies. Your work may focus on engaging people with alcohol and other drug issues in the community, helping people at times of relapse or promoting recovery through residential, clinical or home-based programs. Career paths include health education officer, family support worker and drug and alcohol worker. With our training you'll be on your way to changing people's lives for the better.

Career opportunities
- Alcohol and/or other drug worker
- Alcohol worker
- Case worker
- Community support worker
- Detoxification worker
- Drug worker
- Family support worker
- Health education officer
- Outreach worker
- Residential care officer
- Support worker
- Welfare support worker

Certificate IV in Work Health and Safety

Learn to contribute to the implementation and maintenance of Work Health and Safety (WHS) management systems, and consultation and participation processes. This includes applying the hazard management process in identification, assessment and control of WHS risks.

Career opportunities:
- Work health and safety officer

Certificate IV in Work Health and Safety

Learning outcomes include:
- Applying effective WHS management processes
- Consultation and participation processes
- Hazard management process
- WHS management systems and processes

Further study options
- Diploma of Alcohol and Other Drugs
- Bachelor of Community and Human Services
- Bachelor of Social Science
- Bachelor of Arts
Diploma of Nursing

Begin your career in nursing. With the Diploma of Nursing you will gain hands-on learning experience in our nursing labs as well as clinical experience through placements in residential aged care, acute, mental health and community settings. This diploma will provide you with the competencies, skills and knowledge to gain registration as an Enrolled Nurse with the Australian Health Practitioner Registration Authority (AHPRA). On completion, you will work under the direct or indirect supervision of Registered Nurses. This diploma is available to eligible applicants including those employed as a trainee within the health industry.

Areas of study include:
- Health information
- Nursing care plans
- Wound management
- Administer and monitor medications

Career opportunities
You will be eligible to apply for Enrolled /Division 2 nursing positions in public and private health sectors including:
Aged/extended care facilities, mental health, community, general practice.

Industry experience
Minimum of 400 hours of clinical placement. These placements take place in a variety of settings, predominantly in regional centres.

Professional recognition
Australian Health Practitioner Registration Authority (AHPRA)

Certificate III in Individual Support

Your caring nature and love of working with people will give you the opportunity to start a career where you can make a real difference in your community.

Become an aged care/support worker, and learn the entry level skills to provide person-centred aged, disability and other support to people in the community and/or residential settings. You will start your career ahead of other graduates, with the ‘Assist with medications’ and safe food handling skills required by most employers in the health sector. Our teachers are experienced registered nurses, who all have current industry experience and will train you to be work ready as a health support worker, or to take the next step into a nursing qualification.

If your goal is to continue your studies, this course will give you a pathway with credit into our Diploma of Nursing. You will gain the academic background and support to succeed in studies to become an Enrolled Nurse, which in turn, will open the opportunity to continue study in the Bachelor of Nursing. Whichever pathway you choose, our strong relationships with public and private health care providers across Western Victoria will set you up to start a career which can take you as far as you want to go. You can study this certificate as a traineeship or as an on-campus course.

Career opportunities
- Aged care worker
- Disability care worker
- Community care worker

Further study options
- Diploma of Nursing

Industry experience
Minimum of 120 hours of supervised practice in an aged care/community environment.
Certificate IV in Food Science and Technology

Create the next chocolate taste sensation. Help prevent food contamination. Start a career in wine production.

Our certificate will give you the skills you need to step up your career or break into the food technology industry. You can work in research and development, quality control, laboratory testing, production supervision, technical services, marketing and management within the huge food manufacturing industry here in Australia or overseas. You’ll use your scientific and analytical skills to learn about storing, processing, preserving, packing and distributing food so that it is safe and hygienic. You’ll be responsible for protecting the health of many Australians and you may wish to work overseas to assist with food programs in developing countries.

Career opportunities
- Commercial patisserie chef
- Dessert chef
- Pastry chef
- Patisserie chef

Certificate III in Patisserie

Decadent, luxurious, opulent and enticing – properly prepared pastry goods are more than just food. They bring joy, excitement and romance to an occasion. Yet there is something secret about the craft of the patisserie chef. Working with precise detail and exceptional margins, an effective patisserie section can add immense value and attraction to a kitchen operation. The ingredients are challenging, the expectations of customers are high and the popularity of a good patisserie chef is based on an understanding of heat and ingredients that goes well beyond the knowledge of a normal cook.

These courses open the door to the world of baked goods, pastries and desserts. You will learn sophisticated international patisserie styles and techniques for the preparation and decoration of exotic cakes, comforting pastries and excitingly intuitive desserts.

Successful completion will provide you with the skills and knowledge to work as a commercial/professional patisserie chef. Employment opportunities include restaurants, bakeries and cafes.

Career opportunities
- Commercial patisserie chef
- Dessert chef
- Pastry chef
- Patisserie chef

Certificate IV in Food Science and Technology

Create the next chocolate taste sensation. Help prevent food contamination. Start a career in wine production.

Our certificate will give you the skills you need to step up your career or break into the food technology industry. You can work in research and development, quality control, laboratory testing, production supervision, technical services, marketing and management within the huge food manufacturing industry here in Australia or overseas. You’ll use your scientific and analytical skills to learn about storing, processing, preserving, packing and distributing food so that it is safe and hygienic. You’ll be responsible for protecting the health of many Australians and you may wish to work overseas to assist with food programs in developing countries.

Career opportunities
- Commercial patisserie chef
- Dessert chef
- Pastry chef
- Patisserie chef

Further info: federation.edu.au/food

FedUni TAFE also offers apprenticeship and traineeship courses in the Food and Service Industries, please refer to page 5.
Food Short Courses
These courses run at various times through the year and vary in length from 1-5 days.
Call us on 1800 333 864 to find out more or visit federation.edu.au/agriculture

- **Food Safety Supervisor – SITXFS201**: You’ll learn about hygiene and sanitation along with preparing and rolling out your food safety plan so you can safely handle food at all time and help others to as well.
- **Responsible Service of Alcohol – SITHFAB201**: Boost your chances of getting that job in a hotel, restaurant or other hospitality venue with our Liquor Licensing Victoria-approved one-day program.
- **Use Hygienic Practices for Food Safety – SITXFS101**: This one-day course could help you secure that job in the hospitality industry while giving you helpful skills for life.

Hairdressing and Beauty
Innovation is central to our hair and beauty course delivery. A career in the hair and beauty industry can take you around the world, working on film sets, cruise ships or salons in the world’s largest cities.

Certificate III in Beauty Services
Take the first step in your career in the beauty industry, where your love of make-up and making people look great can take you wherever you want to go.

Learn the make-up artistry, spray tanning and lash technician skills which will make you ready to enter the beauty industry. This course will make you job-ready, as well as give you the starting point to build your career in the beauty industry.

If you have a creative nature and love working with people, this certificate will teach you a wide range of beauty treatments including how to design and apply make-up, apply eyelash extensions, spray tanning and perform waxing and tinting treatments. Completion of this course will give you credit towards a Diploma of Beauty Therapy, which will reduce the cost and the time taken to complete the diploma.

**Career opportunities**
- Beauty advisor
- Beauty sales and reception
- Lash technician
- Make-up artist
- Sales representative
- Spray tan technician
Diploma of Beauty Therapy

Can you see yourself working in a day spa at a tropical resort, as a body treatment specialist on a cruise ship, creating new looks for beauty bloggers, or running your own beauty salon?

You will learn the latest practices being used in the beauty field such as temporary epilation, lash and brow treatments and cosmetic chemistry using FedUni’s modern equipment to perfect your skills. You will also find out how to run a successful beauty business with topics like ‘Business Planning’ and ‘Salon Services’.

This qualification reflects the role of individuals who are competent in a broad range of beauty therapy treatments and services which may include facial massage, body massage, hair removal, cosmetic tattooing, spa treatments, lash and brow treatments, nail technology services, make-up, aromatherapy, providing advice on beauty treatments and services, selling retail skin care and cosmetic products and coordinating a work team.

Modern equipment and excellent facilities are a feature of FedUni’s campuses.

Career opportunities
- Beauty therapist
- Freelance stylist
- Makeup artist
- Nail technician
- Sales representative
- Beauty salon owner

Certificate III/IV in Hairdressing

Get to the top of your game with our advanced training course (Certificate IV). Whether your dream is to start your own salon, become a technical haircare consultant or coordinate your team at work, the Certificate IV will see you become a senior and specialist hairdresser.

The Certificate III is suitable for a person wishing to gain the standard trade training qualification for hairdressing, which will allow you to work in salons, hotels, cruise ships and resorts.

Set yourself up for a career creating and styling, surrounded by people in our modern course. Earn while you learn by studying our certificate and completing your apprenticeship alongside it, or you can treat our course as an authentic alternative to an apprenticeship. Whichever option you choose, you’ll be mentored by masters of the craft in real salon environments.

You’ll learn the tricks of the trade including the latest trends to turn you into a stand-out hairdresser. We’ll make you business-minded too so you’re confident consulting with clients and working as part of a team.

Career opportunities
- Colourist
- Hairdresser
- Stylist
- Freelance stylist
- Technical advisor
Certificate IV in Professional Writing and Editing

Take the first step towards a writing career which can take you around the world, or allows you to work from home. You will learn about copyright, how to establish your career in the creative arts industry and to design and produce professional text documents. But most importantly, you will enhance your writing skills across fiction and non-fiction, short scripts and narratives and writing for children. You will also learn to conduct research and to write for a range of media and gain knowledge of the markets available to professional writers and editors.

Career opportunities
Creative writer, design and production trainee, editing and proofreading assistant/trainee, editing assistant/trainee, freelance writer, journalist trainee, marketing and public relations assistant, proofreading assistant/trainee, publicity assistant, publishing assistant.

Further study options
• Diploma of Professional Writing and Editing
• Bachelor of Arts

Diploma of Professional Writing and Editing

If you have a story to tell, or have dreamed of being on the frontline of breaking news; if you are moved by literature, and want to create your own, if you read advertising copy and are inspired to do better, then join us to become part of the information revolution.

The Diploma of Professional Writing and Editing will provide you with skills in writing and editing for employment or for further study. You will develop an awareness of industry standards and demands, and gain knowledge of the markets relevant to writers and editors. Units cover writing and editing skills for novels, short stories and popular fiction, industry laws and regulations, designing and developing text documents, advertising and writing for the alternative publications.

The Diploma of Professional Writing and Editing is designed to build upon skills and knowledge attained after studying towards the Certificate IV in Professional Writing or through industry experience.

Career opportunities
Advertiser, advertising coordinator, copywriter, corporate writer, editor, fiction writer, freelance writer, journalist, media officer, non-fiction writer, proof-reader, publisher, publishing officer, writer.

Further study options
• Bachelor of Arts