



Diploma of Hospitality SIT50313



STUDY FOR A CAREER IN HOSPITALITY

Career Training Institute of Australia (CTIA) are offering the Diploma of Hospitality, Government funded through the higher level skills program.

Start at any time and study flexibly in your own time through our on line study portal where you can access resources, assessment and seek trainer assistance as needed. We also offer a blended delivery model including on-line, face to face tutorials as required and workplace visits where relevant.

GET RECOGNITION OF YOUR EXSISTING SKILLS

Skilled but not qualified?

Looking for a new job, a promotion, career change, a pay rise or just to have a qualification?

If you have the knowledge and skills but don't hold a nationally recognised qualification to back it up, this may be holding you back from gaining employment or progressing in your career.

Recognition of Prior Learning (RPL) is a process where you demonstrate that you currently have the required skills and knowledge, to gain a nationally recognised qualification. RPL focuses on your life and work experiences and how they meet the criteria of the national qualifications.

Through your industry experiences you may be able to gain a full or partial qualification.

If you are wanting to study or RPL contact one of our course consultants to arrange who will help you explore the best option for you and to ensure that you receive the right qualification for your desired career path.

Choose electives from a number of functional areas including, events, food and beverage, front office, administration or housekeeping.

See over for course details.



CAREER PROSPECTS: When you complete the Diploma of Hospitality graduates will be qualified to apply for various positions including banquet or function manager, chef de cuisine, chef patissier, executive housekeeper, front office manager, gaming manager, kitchen manager, motel manager, restaurant manager

ARTICULATION: Students who successfully complete SIT50313 Diploma of Hospitality, could progress to SIT60313 Advanced Diploma of Hospitality or higher education qualifications in management.

AWARD: Upon successful completion of all units of competencies in the course, students will be issued with a Diploma of Hospitality. Should a student not complete the entire course then a Statement of Attainment will be given for the units successfully completed.

ASSESSMENT STRATEGY: Assessment is competency based, in that the student will be required to demonstrate competency in a range of tasks. Assessment procedures are transparent and address the key assessment principles of being valid, reliable, flexible, fair. Assessment strategies include a range of techniques, which include, but are not limited to the use of: Direct Observation, Questions & Answers, Practical Exercises, Projects/Assignments, Case Studies.

RECOGNITION OF PRIOR LEARNING & CREDIT TRANSFER: Students who can demonstrate that they are already competent in the knowledge and skills of a unit of competency, or have previously completed a course, may apply for Recognition of Prior Learning (RPL) or Credit Transfer. For further information please refer to the Student handbook.

NOMINAL DURATION: Dependent on RPL/Credit Transfers and 36 Industry Placement service periods as required

FUNDING: Funding is provided by Department of Education, Training & Employment (DETE) under the “Higher Skills Level Program”

LEARNER CONTRIBUTION FEE: it is a requirement that CTIA charges participants a Student Contribution Fee, hospitality - participant fees are to be paid on completion of each unit (Concessional fee is \$20.00 per unit total \$560.00 or \$60.00 per unit total \$1680.00 for non-concessional participants (Concessional & Non Concessional eligibility is defined in the course outline;

PARTICIPANT ELIGIBILITY: To be eligible to receive a Government Contribution under the Higher Level Skills Program, prospective participants must meet the following eligibility criteria:

- ✚ be aged 15 years or over, and no longer at school
- ✚ permanently reside in Queensland
- ✚ be an Australian citizen, Australian permanent resident (includes humanitarian entrant), temporary resident with the necessary visa and work permits on the pathway to permanent residency, or a New Zealand citizen
- ✚ not hold, and not be enrolled in, a certificate IV or higher-level qualification, not including qualifications completed at school and foundation skills training.

Employment status does not matter - a Participant can be unemployed and seeking work, or working on a full-time, part-time or casual basis.

CONCESSIONAL PARTICIPANTS: Concessional student status applies when:

- (a) the student holds a health care concession card or pensioner concession card issued under Commonwealth law, or is the partner or a dependant of a person who holds a health care concession card or pensioner concession card, and is named on the card
- (b) the student provides the PQS with an official form under Commonwealth law confirming that the student, his or her partner or the person of whom the student is a dependant, is entitled to concessions under a health care or pensioner concession card
- (c) the student is an Aboriginal or Torres Strait Islander
- (d) the student has a disability
- (e) the student is an adult prisoner.

SERVICES: As part of our ongoing commitment to provide advice and support services we provide to all our clients/students the following services upon request: Welfare and guidance services, complaints & appeals procedures, disciplinary procedures, access and equity, Recognition Prior Learning (RPL) & Credit transfer arrangements, client selection, enrolment and induction/orientation procedures, course information including content and vocational outcomes, fees/charges, including refund policy and exemptions (where applicable), provision for language, literacy and numeracy assessment, client support, including any external support the RTO has arranged for clients flexible learning and assessment procedures

COURSE STREAMS: All core units must be completed, elective units may be chosen depending on desired career outcomes. Speak with one of our course consultant to discuss the most appropriate options for you.

CORE UNITS:	BSBDIV501A Manage diversity in the workplace BSBMGT515A Manage operational plan SITXCCS401 Enhance the customer service experience SITXCCS501 Manage quality customer service SITXCOM401 Manage conflict SITXFIN402 Manage finances within a budget SITXWHS401 Implement & monitor work health & safety practices	SITXFIN501 Prepare and monitor budgets SITXGLC501 Research & comply with regulatory requirements SITXHRM401 Roster staff SITXHRM402 Lead and manage people SITXMGT401 Monitor work operations SITXMGT501 Establish and conduct business relationships SITHIND301 Work effectively in hospitality service
Accomm. services	SITHACS204 Provide porter services SITHACS301 Provide valet service SITHACS302 Conduct night audit SITHACS303 Provide accommodation reception services	Food & Beverage SITHFAB201 Provide responsible service of alcohol SITHFAB202 Operate a bar SITHFAB203 Prepare and serve non-alcoholic beverages SITHFAB204 Prepare and serve espresso coffee SITHFAB205 Provide room service
Housekeeping	SITHACS101 Clean premises and equipment SITHACS201 Provide housekeeping services to guests SITHACS202 Prepare rooms for guests	Administration BSBADM502B Manage meetings SITXFIN201 Process financial transactions
Events	SITXEVT503 Manage event staging components SITXEVT505 Manage on-site event operations	Events SITXEVT301 Access information on event operations SITXEVT401 Plan in-house events or functions

Further details of any of the above services may be obtained from your student handbook, pre-course introduction session or contacting any of our staff on 07 5564 9044 for a friendly chat.