



ST. MARY'S
COLLEGE MARYBOROUGH



2020 VET COURSES HANDBOOK

INTRODUCTION

Vocational education and training (VET) enables students to acquire workplace skills through nationally recognised training within an accredited course.

At St Mary's College, our students have a limitless range of options to pursue with the training and courses available to them.

They are available to all Year 11 and 12 students and in some cases, Year 10 students can access these pathways.

The Australian Qualifications Framework (AQF)

All of the VET courses offered by St Mary's College lead to nationally recognised qualifications – a certificate (if all of the requirements of the qualification are completed) or a statement of attainment (for those parts that are successfully completed where the full qualification is not completed). This certificate/statement of attainment will be recognised in all eight states/territories in Australia. This is because Australia has a national qualifications framework called the Australian Qualifications Framework (AQF). There are 14 different types of qualifications that can be obtained. These are shown in the following diagram.

AQF QUALIFICATIONS



Source: Australian Qualifications Framework Second Edition January 2013

COURSES OFFERED AT ST MARY'S COLLEGE

St Mary's College offers several subjects as part of its Vocational Education program. These Vocational Education & Training (VET) courses are nationally accredited courses and certificates.

Students will be eligible to receive one or more certificate qualifications.

Qualifications gained are determined through competency-based assessment. The completed certificate/s and units of competency will appear on the Senior Statement.

Courses offered at St Mary's College include;

- **Certificate IV in Crime and Justice**
- **Certificate III in Early Childhood and Care**
- **Certificate III in Information, Digital Media and Technology**
- **Certificate III in Sport and Recreation (Certificate II Course embedded into program)**
- **Certificate II in Hospitality/Tourism**

N.B. Some of these subjects running will be subject to meeting a minimum number of students.

COURSES OFFERED OFF SITE

Maryborough Trade Training Centre/MSHS School Links

Below are the current courses offered at the Trade Training Centre located at Maryborough SHS.

- Certificate I in Construction
- Certificate II in Furniture Making Pathways
- Certificate II in Engineering Pathways
- Certificate II in Manufacturing Technology (Gateway to industry schools program)
- Certificate II in Retail Cosmetics
- Certificate II in Salon Assistant

TAFE

Students can study a range of courses at TAFE who have campuses in Maryborough and Hervey Bay.

- More information on these courses can be found on the TAFE at Schools link below.

<https://tafeqld.edu.au/courses/ways-you-can-study/tafe-at-school.html>

Registered Training Organisations

Senior students may also enrol in Certificate II, III, or IV level programs through other providers not listed above.

The student's timetable may be adjusted to five subjects to assist in completion of any additional study.

Most of these courses also have QCE points attached to them which will help students gain their Queensland Certificate of Education (QCE).

It is encouraged that students try and combine their study of these courses with a work placement to gain practical experience in the hope of leading to a possible traineeship or apprenticeship down the track.

Students need to:

- Be committed to completing the program
- Be prepared to pay for any costs

- Arrange their own transport to and from the external training organisation

School-based Apprenticeships and Traineeships

This involves attending one day of paid work per week and completing the appropriate training package, usually Certificate III level, in most areas of employment.

Students on these pathways will exit Year 12 with a Queensland Certificate of Education (QCE) that outlines both school and vocational studies.

Work Experience

Students are encouraged to take part in at least one work experience placement each year in Years 11 and 12. This can be organised by seeing Mrs Angela Jones at the Senior Pathways Centre.

Work Experience allows students to gain valuable experience in the workplace in an area of interest and provides an opportunity to establish important contacts with local employers.

CHOOSING SENIOR SUBJECTS:

It is important to choose senior subjects carefully as your decisions may affect the types of occupations you choose in the future, your success at school and your feelings about school.

As an overall plan, it is suggested that you choose subjects:

- you enjoy
- in which you have achieved good results
- which reflect your interests and abilities
- which help you reach your career and employment goals
- which will develop skills, knowledge and attitudes useful throughout your life
- that are a pre-requisite subject for further study after school.

Find Out About Occupational Pathways

It is helpful if you have a few career ideas in mind before choosing subjects. This is the focus of the career education program in Year 10. If you are uncertain about this at present, then select subjects that will keep several career options open to you.

Recommended Websites:

- [Apprenticeships Info](#) is a one-stop shop for information about apprenticeships and traineeships in Queensland.
- [Australian Apprenticeships](#) provides information about Australian apprenticeships for employers, job seekers, school leavers and career advisers.
- [Australian Apprenticeships Pathways](#) helps students find available apprenticeships and provides links to job pathways charts and job descriptions.
- The [Group Training Australia](#) website is a directory of organisations offering traineeships and apprenticeships across the country.
- [My Skills](#) provides information about vocational education and training and connects students with nationally accredited training providers.
- [Queensland Skills Gateway](#) contains everything students need to know about vocational education and training in Queensland, including courses, training providers, government funding and career pathways.

VET in Schools Funding

What is VETIS?

Vocational Education and Training in Schools (VETIS) is delivery of nationally recognised qualifications to school students, providing them with the skills and knowledge required for employment in specific industries.

VETIS qualifications can be undertaken in years 10, 11 and 12, and can count towards the Queensland Certificate of Education.

VET Investment Budget

The Queensland Government's VET Investment Budget only subsidises qualifications (Certificate I and II level only) that have been identified by industry as leading to employment.

Certificate II in Hospitality is an example of a course that falls under this category.

VETIS funded by the VET investment budget is fee-free for students.

VET in Schools Funding Eligibility

The VET investment budget will only fund **one** employment stream qualification. This in mind, if you have previously enrolled in a VETIS funded qualification prior to enrolling in this program, you will:

- be ineligible for this program to be offered as a VETIS-funded qualification, however
- still can enrol into the Certificate II program as a **'fee for service'** student

Students need to be aware that they can only use Vet in Schools funding once and any course commenced after will incur full course fess under a user pays model.

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VET COURSES AT ST MARY'S

Certificate IV in Crime and Justice

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Certificate II in Hospitality/Tourism

Certificate III in Information, Digital Media and Technology (Networking)

Certificate III in Sport and Recreation (certificate II course embedded into program)

VET COURSES AT MARYBOROUGH TRADE TRAINING CENTRE

Certificate I in Construction

Certificate II in Engineering Pathways

Certificate II in Furniture Making Pathways

Certificate II in Manufacturing Technology

MSHS SCHOOL LINKS COURSES

Certificate II in Retail Cosmetics

Certificate II in Salon Assistant

VET COURSES AT TAFE

Certificate II in Automotive Vocational Preparation

Certificate II in Electrotechnology

Certificate II in Health Support Services

Certificate II in Kitchen Operations

Certificate II in Rural Operations

Certificate III in Visual Arts (Photography)

2020 COURSE COSTS

Course Name	Cost
Certificate IV in Crime and Justice	\$700
Certificate III in Early Childhood Education and Care	\$600
Certificate II in Hospitality/Tourism	VETIS Funded + tourism fee
Certificate III in Sport and Recreation	\$260
Certificate III in Information, Digital Media and Technology	\$500
Certificate I in Construction	\$100
Certificate II in Engineering Pathways	\$150
Certificate II in Manufacturing Technology	\$150
Certificate II in Furniture Making	\$150
Certificate II in Retail Cosmetics	\$100 + kit
Certificate II in Salon Assistant	\$100/year
Certificate II in Automotive Servicing	VETIS Funded
Certificate II in Electrotechnology	VETIS Funded
Certificate II in Health Support Services	VETIS Funded
Certificate II in Kitchen Operations	VETIS Funded
Certificate II in Tourism	VETIS Funded
Certificate III in Visual Arts (Photography)	TBC

N.B. Students doing a VETIS funded course who have already used the funding before will have to pay the full course costs. Funding can only be used once.

CERTIFICATE IV in Crime and Justice

(RTO – Unity College - 32123)



NATIONALLY RECOGNISED
TRAINING

(10283NAT)

**QCE
Credit
Points - 7**

Certificate IV in Crime and Justice		Duration:	2 years
Qualification description:	Certificate IV in Crime and Justice is an accredited course. The Certificate IV in Crime and Justice is designed by justice professionals for people who would like to achieve employment in the criminal justice system and wish to develop a deeper understanding of the justice system. Aims: The Certificate IV in Crime and Justice course is designed to <ul style="list-style-type: none"> • provide students with a broad understanding of the justice system • develop the personal skills and knowledge which underpin employment in the justice system. 		
Entry requirements:	Academic - There are no formal entry requirements for this course. It is recommended that students have a pass in Year 10 English to demonstrate sufficient spoken and written comprehension to successfully complete all study and assessment requirements. Attitude – students need to demonstrate independent learning skills		
Qualification packaging rules:	To attain this certificate, 10 units of competency (6 core and 4 elective) must be completed.		
Units of Competency delivered:	Unit Code	Unit Name	
	1. CJSKOM401	Provide information and referral advice on justice-related issues	
	2. CJSKCP402	Prepare documentation for court proceedings	
	3. CJSKJI403	Analyse social justice issues	
	4. BSBRES411	Analyse and present research information	
	5. PSPREG003	Apply Regulatory Powers	
	6. BSBLEG413	Identify and apply the legal framework	
	7. BSBKDR403	Lead team effectiveness	
	8. PSPREG010	Prepare a brief of evidence	
	9. BSBLEG416	Apply the principles of the law of torts	
	10. BSBWOR404	Develop work priorities	
Learning experiences:	Content is delivered in a classroom environment through Legal Studies/Certificate IV Crime and Justice classes or via an online plus face-to-face option. Course content provided by the trainer and assessor. This can be in the format of online reading and activities, whole day workshops, 3 x compulsory after school workshops with industry professionals Technology required: access to the internet		
Assessment:	Evidence contributing towards competency will be collected throughout the program. This process allows a student's competency to be assessed in a holistic approach that integrates a range of competencies. Evidence is gathered through the following; Written projects, Online quizzes, Observation of skills, Oral and written questions.		
Pathways:	The Certificate IV in Crime and Justice is recommended for students looking to gain employment or further study opportunities in justice and law related fields such as the police service, justice related occupations, corrective services, courts, legal offices, customs service, security industry and private investigations.		
Course Costs:	\$700 up-front fee.		
Further information	Refund Policy: Refund for students exiting a certificate course is on a pro-rata basis related to the unit/s of competency covered (less a \$50.00 administration fee). Students must have evidence of the reason/s why exit from the course is being sought (e.g. a medical certificate or show extreme personal hardship). Applications for refund are made to the Unity College Principal and are at the discretion of the Principal.		

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Certificate III in Early Childhood Education and Care

REGISTERED TRAINING ORGANISATION	
Subject Type	Vocational Education and Training
Nationally Recognised Qualifications	CHC30113 CERTIFICATE III IN EARLY CHILDHOOD EDUCATION AND CARE
Course Length	80 weeks (2 years)
Vocational Placement	Minimum 120 hours
Reasons to Study the Subject	<p>ACCCO's Certificate III in Early Childhood Education and Care program is offered as a senior subject and prepares students interested in working with children under 5 for employment in the Early Education Sector such as in childcare, long day care, family day care, kindergartens. Students achieve skills planning and delivering educational programs that focus on supporting children's wellbeing, learning and development. It is the minimum qualification to gain employment in ACECQA approved early childhood services and often the qualification studied for those wanting to begin their career in early childhood education.</p> <p><u>QCE Credits:</u> Successful completion of the Certificate III in Early Childhood Education and Care contributes a maximum of eight (8) credits towards a student's QCE. A maximum of eight credits from the same training package can contribute to a QCE.</p> <p>Graduates will be able to use their Certificate III in Early Childhood Education and Care</p> <ul style="list-style-type: none"> • as an entry level qualification into the Education and Care Industry (e.g. assistant educator in long day care, child care centres, Kindergarten or preschool program, occasional care, Family Day Care Educator); • to pursue further tertiary pathways (e.g. Diploma or Bachelor of Education); and • to improve their chances of gaining tertiary entrance.
<u>ENTRY REQUIREMENTS</u>	
Students must have a passion for and/or interest in working in the Early Education and Care industry and/or pursuing further tertiary pathways (e.g. Diploma and Bachelor of Education). They must have good quality written and spoken communication skills and enthusiasm / motivation to participate in a range of projects.	

Units of Study	<p>18 units of competency including 15 core units and 3 elective units</p> <p>Core Units</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #cccccc;">Code</th> <th style="background-color: #cccccc;">Title</th> </tr> </thead> <tbody> <tr> <td>CHCECE007</td> <td>Develop positive and respectful relationships with children</td> </tr> <tr> <td>CHCECE003</td> <td>Provide care for children</td> </tr> <tr> <td>CHCECE005</td> <td>Provide care for babies and toddlers</td> </tr> <tr> <td>CHCECE010</td> <td>Support the holistic development of children in early childhood</td> </tr> <tr> <td>HLTAID004</td> <td>Provide an emergency first aid response in an education and care setting</td> </tr> <tr> <td>CHCECE002</td> <td>Ensure the health and safety of children</td> </tr> </tbody> </table>	Code	Title	CHCECE007	Develop positive and respectful relationships with children	CHCECE003	Provide care for children	CHCECE005	Provide care for babies and toddlers	CHCECE010	Support the holistic development of children in early childhood	HLTAID004	Provide an emergency first aid response in an education and care setting	CHCECE002	Ensure the health and safety of children
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	<p>CHCECE004 Promote and provide healthy food and drinks</p> <p>CHCLEG001 Work legally and ethically</p> <p>CHCPRT001 Identify and respond to children and young people at risk</p> <p>HLTWH001 Participate in work health and safety</p> <p>CHCECE011 Provide experiences to support children's play and learning</p> <p>CHCECE013 Use information about children to inform practice</p> <p>CHCECE009 Use an approved learning framework to guide practice</p> <p>CHCDIV002 Promote Aboriginal and/or Torres Strait Islander cultural safety</p> <p>CHCECE001 Develop cultural competence</p> <p>Elective Units</p> <p>CHCECE006 Support behaviour of children and young people</p> <p>CHCECE018 Nurture creativity in children</p> <p>BSBWOR301 Organise personal work priorities and development</p>
Learning and Assessment	<p>Learning experiences will be achieved by students working alongside an experienced Early Childhood Teacher/Trainer Assessor. A range of teaching and learning experiences will be used to deliver the competencies, including:</p> <ul style="list-style-type: none"> • Practical tasks • Written Assignments • Activities in simulated work environments • Digital resources • Activities in real work environment (Approved Child Care Services with under 2s) min 120hrs <p>Evidence contributing towards competency will be collected throughout the program. This process allows a student's competency to be assessed in a holistic approach that integrates a range of competencies.</p>

Pathways	<p>Successful completion of this qualification widens tertiary options including degree pathways. This course is industry recognised and industry supported.</p> <p>VET PATHWAY: After completing the certificate III the student may consider completing the Diploma which opens the doors to employment as a Lead Educator or Director.</p> <p>UNIVERSITY PATHWAY: Bachelor of Early Childhood, Bachelor of Education.</p> <p>Students eligible for an Australian Tertiary Admission Rank (ATAR) may be able to use their completed Certificate III to contribute towards their ATAR. For further information please visit https://www.qcaa.qld.edu.au/senior/australian-tertiary-admission-rank-atar</p>
Cost	<ul style="list-style-type: none"> • \$600.00 = ACCCO Fees (excluding HLTAID004 Provide and Emergency First aid Response in an Education and Care Setting) • All digital learning resources are provided by ACCCO.

For further information, contact the VET Coordinator, Marina Combis marina.tr@acco.com.au

SIT20316 Certificate II in Hospitality

RTO Details	Blueprint Career Development RTO # 30978			
Qualification	SIT20316 Certificate II in Hospitality			
Vocational and educational training in Schools funding (VETiS) funded by the Queensland Government	<p>The VET investment budget provides students with funding to complete one VETiS qualification whilst attending school (grade 10,11,12). Blueprint Career Development is an approved supplier under this agreement and offers training to eligible students under this funding program, free of charge. You are still able to enrol in the course if you have used your VETiS Funding or do not meet the eligibility criteria. The cost is \$1200.</p> <p>Please refer to the Queensland Government’s student fact sheet developed specifically for VETiS program: https://desbt.qld.gov.au/training/providers/funded/vetis</p>			
Course length	2 years			
Pre-requisites	There are no pre-requisites for this qualification.			
Reason to study Hospitality	<p>Hospitality is an area of study that provides students with a range of interpersonal skills with a general application in personal and working life, as well as with specific knowledge and skills related to employment within the hospitality industry.</p> <p>This course includes SITHFAB002 Provide responsible service of alcohol (RSA) which can help you gain employment.</p> <p>QCE points: Successful completion of the Certificate II in Hospitality contributes four (4) credits towards QCE points</p>			
Career pathways and further studies	<p>Career Pathways include café attendant, catering assistant, food and beverage attendant, apprentice chef.</p> <p>Further study could occur in Certificate III in Hospitality (SIT30616), Certificate III in Commercial Cookery (SIT30813) or a Bachelor of Business (Hospitality & Tourism Management).</p>			
Course Outline	<p>SIT20316 Certificate II in Hospitality: 12 units must be completed. (6 core units and 6 elective units)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="background-color: #92D050; color: white; text-align: center; vertical-align: middle;">YEAR 11 SEMESTER 1</td> <td> <ul style="list-style-type: none"> Use hygienic practices for food safety Participate in safe work practices Prepare simple dishes Work effectively with others </td> <td> <ul style="list-style-type: none"> Online theory and class work – Costings and order food, workplan preparation and principles of plate selection and food positioning Practical skills – Knife skills, preparing simple dishes (e.g. salads, pasta dishes, soups, preparing a cold buffet) Hygiene skills - Evaluating kitchen cleanliness and creating cleaning schedules Practical kitchen cleaning and sanitizing. Teamwork – How to work in a team and allocation of tasks </td> </tr> </table>	YEAR 11 SEMESTER 1	<ul style="list-style-type: none"> Use hygienic practices for food safety Participate in safe work practices Prepare simple dishes Work effectively with others 	<ul style="list-style-type: none"> Online theory and class work – Costings and order food, workplan preparation and principles of plate selection and food positioning Practical skills – Knife skills, preparing simple dishes (e.g. salads, pasta dishes, soups, preparing a cold buffet) Hygiene skills - Evaluating kitchen cleanliness and creating cleaning schedules Practical kitchen cleaning and sanitizing. Teamwork – How to work in a team and allocation of tasks
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	<p>YEAR 11 SEMESTER 2</p>	<p>Prepare and serve non-alcoholic beverages</p> <p>Prepare sandwiches</p> <p>Interact with customers</p> <p>Prepare and serve espresso coffee</p> <p>Serve food and beverage</p>	<p>Online theory and class work – Laying tables, service cycle, plate carrying and clearing. Cleaning and maintaining the espresso machine. Communicating with customers and colleagues</p> <p>Group practical function preparation - Source recipes and develop recipe book, costing and food orders for sandwiches such as. wraps, open grills, BLT, steak sandwiches, burgers, finger sandwiches</p> <p>Practical skills (Coffee Shop) - Set up, making coffee (e.g. black, macchiato, affogato, cappuccino, latte), presenting food, taking and serving orders and end of shift cleaning</p>
	<p>YEAR 12 SEMESTER 3</p>	<p>Cultural and social diversity</p> <p>Hospitality knowledge, including RSA</p> <p>Gain hospitality experience</p>	<p>Online theory and class work – Cultural inclusion, anti-discrimination laws, and teamwork.</p> <p>Practical skills - SITHFAB002 Provide responsible service of alcohol unit so students can gain employment in beverage service.</p>
<p>Assessments</p>	<p>Assessment will be competency based and clustered units may be part of the assessment to reflect real work scenarios and activities. Students will participate in a variety of assessment tasks which may include observation with check lists, product resulting from an activity, questioning (written, oral or portfolio), and reports from workplace supervisor.</p> <p>Assessment may be conducted at the school using a simulated work environment.</p> <p>Functions will occur and at times, these may occur out of class time.</p>		
<p>Work Placement</p>	<p>Structured Work Placement must occur to complete a Certificate II in Hospitality. This involves 12 Industry Shifts that need to be done at local venues, some during school hours and some outside school hours. You may be on vocational placement during any part of this semester as approved by the school and upon the completion of VETiS Vocational Placement insurance forms (available from the school).</p>		
<p>Clothing requirements</p>	<p>White shirt, black pants or skirt and black covered footwear.</p>		
<p>School point of contact</p>	<p>Loretta Kreis/Carlee Daniels</p>		

Certificate III in Information, Digital Media and Technology		Duration: 2 years
Qualification description:	<p>Certificate III in Information, Digital Media and Technology is an accredited course. Kick start your career in information and communications technology (ICT) with this entry-level qualification. Get the hands-on skills for the role you want with this specialised Network administration stream.</p> <p>The network administration stream will teach you how to set-up home or small office networks, diagnose and action network problems, and install and manage protocols. You'll be qualified to work as an ICT technician managing home or office networks.</p>	
Entry requirements:	<p>Academic - There are no formal entry requirements for this course. It is recommended that students have a pass in Year 10 English to demonstrate sufficient spoken and written comprehension to successfully complete all study and assessment requirements.</p> <p>Attitude – students need to demonstrate independent learning skills</p>	
Qualification packaging rules:	<p>To attain this certificate, 17 units of competency (6 cores and 11 electives) must be completed.</p>	
Units of Competency delivered:	Unit Code	Unit Name
	ICTSAS308	Run standard diagnostic tests
	ICTICT301	Create user documentation
	ICTICT302	Install and optimise operating system software
	BSBWHS304	Participate effectively in WHS communication and consultation processes
	BSBSUS401	Implement and monitor environmentally sustainable work practices
	ICTICT202	Work and communicate effectively in an ICT environment
	ICTNWK301	Provide network systems administration
	ICTNWK302	Determine and action network problems
	ICTNWK304	Administer network peripherals
	ICTNWK305	Install and manage network protocols
	ICTSAS307	Install, configure and secure a small office or home office network
	ICTICT303	Connect internal hardware components
	ICTSAS303	Care for computer hardware
	ICTSAS306	Maintain equipment and software
	ICTICT308	Use advanced features of computer applications
	ICTICT203	Operate application software packages
	ICTWEB303	Produce digital images for the web
Learning experiences:	<p>Content is delivered in a classroom environment. Course content accessed via 'Connect' (Internet based). Reading, activities and assessment will also need to be completed outside the classroom. It is expected that students will spend 8-10 hours (including class time) each week on the course.</p>	
Technology required:	<p>PC running Windows 10 (or similar) / Access to the Internet / USB drive / Microsoft Office Suite (or similar)</p>	
Assessment:	<p>Evidence contributing towards competency will be collected throughout the program. Evidence is gathered through the following; online quizzes, written assignments, case studies, projects and practical assessments.</p>	
Pathways:	<p>The Certificate III in Information, Digital Media and Technology is recommended for students looking to gain employment or further study opportunities in fields within the ICT industry. This entry level certificate can lead to job prospects such as Help desk officer, Network support officer or ICT technician.</p>	
Course Costs:	<p>\$500 per student</p>	

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Certificate III in Sport and Recreation

REGISTERED TRAINING ORGANISATION	Binnacle Training (RTO Code: 31319)
Subject Type	Vocational Education and Training (VET) Qualification
Nationally Recognised Qualifications	SIS30115 Certificate III in Sport and Recreation <i>PLUS entry qualification: SIS20115 Certificate II in Sport and Recreation</i>
Course Length	2 years
Reasons to Study the Subject	<p>Binnacle’s Certificate III in Sport and Recreation ‘Sport in Schools’ program is offered as a senior subject where students participate in the delivery of a range of sport activities and programs within the school. Graduates will be competent in a range of essential skills – including officiating games or competitions, coaching beginner participants to develop fundamental skills, communication and customer service in sport, and using social media tools for participant engagement.</p> <p><u>QCE Credits:</u> Successful completion of the Certificate III in Sport and Recreation contributes a maximum of seven (7) credits towards a student’s QCE. A maximum of eight credits from the same training package can contribute to a QCE.</p> <p>This program also includes the following:</p> <ul style="list-style-type: none"> • <u>First Aid</u> qualification and <u>CPR</u> certificate; • Officiating and coaching accreditations (general principles or sport-specific) • A range of career pathway options including club level official and/or coach, or pathway into Certificate IV or Diploma (e.g. Sport or Fitness).

ENTRY REQUIREMENTS

Students must have a passion for and/or interest in pursuing a career in the fitness and sport industries. They must have good quality written and spoken communication skills and an enthusiasm / motivation to participate in physical activity sessions.

Each student must obtain a (free) ‘Working with Children’ Student Blue Card (application to be completed as part of the enrolment process). A student’s official enrolment is unable to be finalised until their Student Blue Card has been issued.

Topics of Study	TERM 1	TERM 2	TERM 3	TERM 4
	<ul style="list-style-type: none"> • The Sport, Fitness and Recreation Industry • Introduction to Anatomy and Physiology 	<ul style="list-style-type: none"> • Work Health and Safety in Sport & Fitness • Delivering Community Sport Programs • First Aid and CPR certificate 	<ul style="list-style-type: none"> • Customer Service in the Sport Industry • Conducting Modified Games for a Sport • Work Effectively in the Sport, Fitness 	<ul style="list-style-type: none"> • Conducting Warm Ups and Cool Downs • Using and Maintaining Equipment <p><i>Finalisation of qualification: SIS20115</i></p>

	<ul style="list-style-type: none"> Developing Officiating Practices 		and Recreation Industry	<i>Certificate II in Sport and Recreation</i>
	TERM 5	TERM 6	TERM 7	TERM 8
	<ul style="list-style-type: none"> Developing Coaching Practices Community Coaching General Principles Accreditation 	<ul style="list-style-type: none"> Planning and Conducting Non-instructional Sessions Facilitating Groups 	<ul style="list-style-type: none"> Planning and Conducting Sport Programs Using Social Media Tools for Participant Engagement 	<i>Finalisation of qualification: SIS30115 Certificate III in Sport and Recreation</i>

Learning and Assessment	<p>Program delivery will combine both class-based tasks and practical components in a real sport environment at the school. This involves the delivery of a range of sport programs to real participants within the school community (high school and primary school students). A range of teaching/learning strategies will be used to deliver the competencies. These include:</p> <ul style="list-style-type: none"> Practical tasks Hands-on activities involving participants/clients Group work Practical experience within the school sporting programs Log Book of practical experience <p>Evidence contributing towards competency will be collected throughout the course. This process allows a student's competency to be assessed in a holistic approach that integrates a range of competencies. Practical experiences have been timetabled within class time. Students will keep a Log Book of these practical experiences (minimum 20 hours).</p>
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Pathways	<p>The Certificate III in Sport and Recreation will predominantly be used by students seeking to enter the sport, fitness and recreation industry as a community coach, sports coach, athlete, volunteer or activity assistant.</p> <p>Students eligible for an Australian Tertiary Admission Rank (ATAR) may be able to use their completed Certificate III to contribute towards their ATAR. For further information please visit https://www.qcaa.qld.edu.au/senior/australian-tertiary-admission-rank-atar</p> <p>Students may also choose to continue their study by completing the Certificate IV or Diploma (e.g. Sport or Fitness).</p>
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Cost	<ul style="list-style-type: none"> \$210.00 = Binnacle Training Fee - Certificate II entry qualification \$50.00 = Binnacle Training Fee - Certificate III (Upgrade from entry qualification) \$40.00 = First Aid Certificate costs { \$ insert here } Year 1X = Excursions to other outside venues to participate in and to conduct sport activities. { \$ insert here } Year 1X = Excursions to other outside venues to participate in and to conduct sport activities. <p><i>Final cost and notification of these excursions will be included in the permission letter which will be distributed closer to the excursion date.</i></p> <ul style="list-style-type: none"> All texts and reprographics are provided by the school.
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For further information, contact the {insert position}, {insert name} {insert email address}

CPC10111 CERTIFICATE I in CONSTRUCTION

A Nationally Recognised Qualification (National Provider No. 30078 / Blue Dog Training National Provider No. 31193)

Program Description

Certificate 1 in Construction is a qualification that introduces students to the construction industry. The Competencies in this Qualification will introduce students to a broad range of skills both theoretical and practical and will help prepare students for employment in the Construction industry. Some of the skills include timber framing, concreting, safe use of hand and power tools, planning, preparation, and organisation skills, plan reading, measuring and costing projects. The projects to be constructed may include but are not limited to a pergola, a timber framed cubby house, saw stool, park bench, concreting.

Entry Requirements

Completion of Year 10 and exhibits an interest in this field. Students need to apply for position.

Career Opportunities

- Employment in the construction industry
- Builder /Engineer
- Enrolment into further education including TAFE , and University (building and engineering degrees)

What does a carpenter do? Carpenters are engaged in a variety of different kinds of construction from making kitchen cabinets to building highways. They build, install, and repair fixtures and structures made from wood and a variety of other materials. Most tasks involve the same fundamental steps such as working with instructions or blueprints and creating the layout of the projects. They measure, mark, and organize materials according to the required codes for building. They also cut and shape materials using a variety of different tools. They then join the materials and complete a final check to make sure the work is accurate and if necessary, they make adjustments.

Builders can carry out all types of work under a contract or subcontract. BSA currently licenses builders in the following builder classes:

- Builder Open
- Builder Medium Rise
- Builder Low Rise
- Builder Restricted to Kitchen, Bathroom and Laundry Installation
- Builder Restricted to Shop fitting
- Builder Restricted to Special Structures
- Builder Restricted to Structural Landscaping
- Builder Restricted to Swimming Pool Construction
- Builder Project Management Services

Each scope of work describes the work able to be performed under that class. It is important that the work you intend to perform is covered in the scope.

These trades are sought after, and wages/conditions can be extremely good.

Program Intake

Start of Semester 1 or by negotiation.

Program Duration

Students will enrol in Certificate I Construction for 1 day per week over a 1-year period.

Admission Method

Students to document their intent to study Construction at the Maryborough Trade Training Centre on their SETP. Students will need to choose subject in their schools' subject selection as well as complete an application form to be considered for a position in the Trade Training Centre.

Course Outline

To achieve a Certificate I in Construction you will need to complete 11 units in total - 8 core plus 3 electives

CODE	UNIT TITLE
CORE	
CPCCCM1012A	Work effectively and sustainably in the construction industry
CPCCCM1013A	Plan and organise work
CPCCCM1014A	Conduct workplace communication
CPCCCM2001A	Read and interpret plans and specifications
CPCCCM2005B	Use construction tools and equipment
CPCCWHS1001	Prepare to work safely in the construction industry
CPCCOHS2001A	Apply OHS requirements, policies and procedures in the construction industry
CPCCVE1011A	Undertake a basic construction project
ELECTIVES	
CPCCCM2006B	Apply basic levelling procedures
CPCCCM1015A	Carry out measurements and calculations
CPCCCM2004A	Handle construction materials

Assessment is based on the following

Competency based assessment is the process of collecting evidence and making judgements on whether or not the student can consistently demonstrate knowledge and skill and the application of that knowledge and skill to a performance required in the workplace. During the program of study, a variety of assessment techniques will be used.

There are no A-E results attained in this course, the student will either be deemed competent or not yet competent at completion of course. As a result, the student will not receive a Level of Achievement.

Special Aspects

General writing materials. Personal Protective Equipment (PPE) is required; clear safety glasses, steel capped boots, adequate hearing protection, industrial clothing – (navy blue) short pants and short sleeved shirt with Trade Training Centre logo. PPE is to be provided by students at own cost.

Course Fees

\$100 to cover consumables and resources. Please note, if this course is VETiS funded (Blue Dog Training as the RTO), there will be no course fees.

This information is correct at time of publication but subject to change.

Service Agreement

This is a one-year course. Maryborough State High School guarantees that the student will be provided with every opportunity to complete the certificate as per the rights and obligations outlined in the enrolment process and information handbooks provided. Students successfully achieving all qualification requirements will be provided with a Qualification and record of results. Students who achieve at least one unit (but not the full qualification) will receive a Statement of Attainment. Late enrolment in the course means training and assessment is for negotiated package of units, which will lead to a Statement of Attainment.



MSM20216 CERTIFICATE II in MANUFACTURING TECHNOLOGY

A Nationally Recognised Qualification (National Provider No. 30078)

Manufacturing Technology is a qualification that introduces students into the furnishing and engineering industries.

Manufacturing Technology is project based and it offers students a range of topic areas using wood, plastics and metal as the core materials. Students use static machines to dress timber along with portable power tools such as routers, jig saws, drills etc to make a timber product. In metals, students use welders, mechanical cutting machines as well as angle grinders and nibblers to name a few power tools. In plastics, students will do basic fibre glassing and resin work.

Possible Career Options

Entry into higher Engineering, Fibre glassing or Furnishing qualifications progressing into the timber and or engineering industry.

Course Outline

To achieve a Certificate II in Manufacturing Technology you will need to complete 10 units in total –
5 Core units plus 5 Elective Units

CODE	UNIT TITLE
CORE	
MSMENV272	Participate in environmentally sustainable work practices
MSMWHS200	Work safely
MSS402001	Apply competitive systems and practices
MSS402051	Apply quality standards
MSS402080	Undertake root cause analysis
ELECTIVE	
MSS402031	Interpret product costs in terms of customer requirements
MSMPCII295	Operate manufacturing equipment
MSMPCII296	Make a small furniture item from timber
MSMPCII298	Make an object from metal
MSMPCII299	Make an object from plastic

Assessment is based on the following

Competency based assessment is the process of collecting evidence and making judgements on whether or not the student can consistently demonstrate knowledge and skill and the application of that knowledge and skill to a performance required in the workplace. During the program of study, a variety of assessment techniques will be used.

There are no A-E results attained in this course, the student will either be deemed competent or not yet competent at completion of course. As a result, the student will not receive a Level of Achievement.

Special Aspects

Students studying this subject are required to wear safety glasses and long work gear while welding in engineering room (supplied by students).

Course Fees

\$150 to cover consumables and resources.

This information is correct at time of publication but subject to change.

Service Agreement

This is a one-year course. Maryborough State High School guarantees that the student will be provided with every opportunity to complete the certificate as per the rights and obligations outlined in the enrolment process and information handbooks provided. Students successfully achieving all qualification requirements will be provided with a Qualification and record of results. Students who achieve at least one unit (but not the full qualification) will receive a Statement of Attainment. Late enrolment in the course means training and assessment is for negotiated package of units, which will lead to a Statement of Attainment.

Admission Method

Students to document their intent to study Manufacturing Technology at the Maryborough Trade Training Centre on their SETP. Students will need to choose subject in their schools' subject selection as well as complete an application form to be considered for a position in the Trade Training Centre.



MEM20413 CERTIFICATE II in ENGINEERING PATHWAYS

A Nationally Recognised Qualification (National Provider No. 30078 / Blue Dog Training National Provider No. 31193)

Program Description

The Certificate II in Engineering Pathways provides students with broad-based underpinning competencies in a range of engineering and manufacturing skills. Students undertaking this program will work on lathes and milling machines as well as learning about hand and power tools and precision measurement tools such as micrometers and vernier callipers. Welding competencies using the manual metal arc and gas metal arc process as well as the oxy/acetylene welding and cutting process will be taught. This will enhance entry-level employment prospects including apprenticeships and traineeships. Students will be able to make more informed choices in the selection of vocational career paths and will develop the social and personal skills relevant to participation in the engineering industry.

Entry Requirements

Completion of Year 10 and exhibits an interest in this field. Students need to apply for position.

Career Opportunities

Fitting and machining, mechanical fitter, boilermaker - metal fabrication (light or heavy) and entry to diesel fitting. Students who successfully complete the program and are subsequently employed as an apprentice in the engineering industry will be able to claim credit for these units.

What does a fitter do? Maintains and repairs mechanical equipment and machinery in the engineering industry. You may be involved in repairing, maintaining and servicing industrial control systems utilising integrated circuits or in maintaining pneumatic and hydraulic systems. Some tasks may include the maintenance and repair of mechanical drives and transmission assemblies or you may be required to fault find, test and regulate systems and equipment.

What does a machinist or turner do? Machinists or turners set up and operate tools to cut, shape and form metal stock and castings to exact sizes, using detailed drawings, CAD systems and specifications. They make machines and equipment that are used to produce goods such as food, clothes, steel and cars. Machinists are now specialising in the use of Computer Numerically Controlled machines, which cut or electrically erode shapes to very accurate tolerances. Machinist may specialise in many types of work such as drilling, boring, milling, shaping and grinding. You may choose to specialise as an aircraft machinist, automotive machinist, engine re-conditioner, plant machinist or machine setter.

What does a fabricator or welder do? Engineering fabrication is the manufacturing, repair and modification of structures and assemblies. It includes all types of welding, structural steel fabrications and sheet metal working. Fabrication is used in fields such as aviation, marine, engineering and automotive manufacturing.

These trades are sought after and wages/conditions can be extremely good.

This information is correct at time of publication but subject to change.

Further Study

Certificate II and III in Engineering – Fabrication/Fitting/Machining Apprenticeship, Certificate IV and Diploma of Engineering

Program Intake

Start of Semester 1 or by negotiation

Program Duration

Students will enrol in Certificate II in Engineering Pathways for 1 day per week over a 1 year period.

Admission Method

Students to document their intent to study Engineering Pathways at the Maryborough Trade Training Centre on their SETP. Students will need to choose subject in their schools subject selection as well as complete an application form to be considered for a position in the Trade Training Centre.

Course Outline

To achieve a Certificate II in Engineering Pathways you will need to complete 12 units in total -

4 Core units plus 8 Elective Units

CODE	UNIT TITLE
CORE	
MEM13014A	Apply principles of occupational health and safety in the work environment
MEMPE005A	Develop a career path for the engineering and manufacturing industry
MEMPE006A	Undertake a basic engineering project
MSMENV272	Participate in environmentally sustainable work practices
ELECTIVES	
MEM18001C	Use hand tools
MEM18002B	Use power tools/hand held operations
MEMPE001A	Use engineering workshop machines
MEMPE002A	Use electric welding machines
MEMPE003A	Use oxy-acetylene and soldering equipment
MEMPE004A	Use fabrication equipment
MEMPE007A	Pull apart and re-assemble engineering mechanisms
MSAPMSUP106A	Work in a team

Assessment is based on the following

Competency based assessment is the process of collecting evidence and making judgements on whether or not the student can consistently demonstrate knowledge and skill and the application of that knowledge and skill to a performance required in the workplace. During the program of study, a variety of assessment techniques will be used – written and practical tasks and observation.

There are no A-E results attained in this course, the student will either be deemed competent or not yet competent at completion of course. As a result, the student will not receive a Level of Achievement.

Special Aspects

General writing materials. Personal Protective Equipment (PPE) is required; clear safety glasses, steel capped boots, adequate hearing protection, industrial clothing – (navy blue) long pants and long-sleeved shirt with Trade Training Centre logo are mandatory (may be overalls). PPE is to be provided by students at own cost.

Class sets of welding masks and goggles; gloves and face masks are provided for all students to wear. Students can purchase their own if so desired.

It is recommended that students participate in a minimum of 40 hours work placement.

Course fees

\$150 to cover consumables and resources. Please note, if this course is VETiS funded (Blue Dog Training as the RTO), there will be no course fees. This information is correct at time of publication but subject to change.

Service Agreement

This is a one-year course. Maryborough State High School guarantees that the student will be provided with every opportunity to complete the certificate as per the rights and obligations outlined in the enrolment process and information handbooks provided. Students successfully achieving all qualification requirements will be provided with a Qualification and record of results. Students who achieve at least one unit (but not the full qualification) will receive a Statement of Attainment. Late enrolment in the course means training and assessment is for negotiated package of units, which will lead to a Statement of Attainment.



MSF20516 CERTIFICATE II in FURNITURE MAKING PATHWAYS

A Nationally Recognised Qualification (National Provider No. 30078)

Program Description

The Furniture Making Pathways course provides students with broad-based underpinning in a range of furnishing skills. This is an ideal course for students aiming to gain a career in the cabinet making/furnishing industry, constructing both solid timber furniture and flat paneling for kitchens and bathrooms. This will enhance entry-level employment prospects including apprenticeships and traineeships. Students will be able to make more informed choices in the selection of vocational career paths and will develop the social and personal skills relevant to participation in the furnishing industry.

Entry Requirements

Completion of Year 10 and exhibits an interest in this field. Students need to apply for position.

Career Opportunities

Certificate II in Furniture Making Pathways provides students with a pathway into an apprenticeship in the furnishing industry in areas including cabinet making, upholstery, soft furnishing, picture framing, floor finishing and covering. Qualified tradespeople can be employed in occupations such as furniture/cabinet making, picture framer, wood machinist, kitchen fitter.

Program Intake

Start of Semester 1 or by negotiation

Program Duration

Students will enrol in Certificate II in Furniture Making Pathways for 1 day per week over a 1 year period.

Admission Method

Students to document their intent to study Certificate II in Furniture Making Pathways at the Maryborough Trade Training Centre on their SETP. Students will need to choose subject in their schools subject selection and attend an interview to determine suitability for a position in the Trade Training Centre.



Course Outline

To achieve a Certificate II in Furniture Making Pathways you will need to complete 12 units in total –

5 Core units plus 7 Elective units

CODE	UNIT TITLE
CORE UNITS	
MSMENV272	Participate in environmentally sustainable work practices
MSMPC1103	Demonstrate care and apply safe practices at work
MSFGN2001	Make measurements and calculations
MSFFP2001	Undertake a basic furniture making project
MSFFP2002	Develop a career plan for the furnishing industry
ELECTIVE UNITS	
MSFFM2001	Use furniture making sector hand and power tools
MSFFM2002	Assemble furnishing components
MSFFM2003	Select and apply hardware
MSFFP2003	Prepare surfaces
MSFFP2006	Make simple timber joints
MSFFP2010	Research and draw a basic kitchen or bathroom design
MSMSUP106	Work in a team

Assessment is based on the following

Competency based assessment is the process of collecting evidence and making judgements on whether or not the student can consistently demonstrate knowledge and skill and the application of that knowledge and skill to a performance required in the workplace. During the program of study, a variety of assessment techniques will be used. There are no A-E results attained in this course, the student will either be deemed competent or not yet competent at completion of course. As a result, the student will not receive a Level of Achievement.

Special Aspects

General writing materials and B pencil. Personal Protective Equipment (PPE) is required; clear safety glasses, closed in shoes with impervious uppers, adequate hearing protection, industrial clothing (navy blue) long pants/shorts and short sleeved shirt with logo. PPE is to be provided by students at own cost.

Course Fees

\$150 to cover consumables and resources.

This information is correct at time of publication but subject to change.

Service Agreement

This is a one-year course. Maryborough State High School guarantees that the student will be provided with every opportunity to complete the certificate as per the rights and obligations outlined in the enrolment process and information handbooks provided. Students successfully achieving all qualification requirements will be provided with a Qualification and record of results. Students who achieve at least one unit (but not the full qualification) will receive a Statement of Attainment. Late enrolment in the course means training and assessment is for negotiated package of units, which will lead to a Statement of Attainment.

SHB20116 CERTIFICATE II in RETAIL COSMETICS

A Nationally Recognised Qualification (National Provider No. 30078)

This qualification has been designed as a standard entry level qualification for the Beauty Industry. It applies to those wishing to develop the skills and knowledge to begin a career in the Beauty Industry.

Likely functions within the Beauty Industry for those who achieve this level of qualification include working within clearly defined contexts and under supervision. It involves communicating in the workplace, performing routine salon/store functions, demonstrating skin care products and designing and applying make-up in general and specialist situations.

Possible Career Options

- Make-up Artist
- Pathway into Beauty Business

Admission Method

Students to document their intent to study Certificate II in Retail Cosmetics on their SETP. Students will need to choose subject in their schools' subject selection and attend an interview to determine suitability for a position in this course.

Course Outline

To achieve a Certificate II in Retail Cosmetics you will need to complete 15 units in total –
10 Core units plus 5 Elective Units

CODE	UNIT TITLE
CORE UNITS	
BSBWHS201	Contribute to health and safety of self and others
SHBBCCS001	Advise on beauty products and services
SHBBMUP002	Design and apply make-up
SHBXCCS001	Conduct salon financial transactions
SHBXCCS004	Recommend products and services
SHBXIND001	Comply with organisational requirements within a personal services environment
SHBXIND002	Communicate as part of a salon team
SIRRMER001	Product visual merchandise displays
SIRXIND003	Organise personal work requirements
SIRXSLS001	Sell to the retail customer
ELECTIVE UNITS	
BSBSUS201	Participate in environmentally sustainable work practices
SHBBRES001	Research and apply beauty industry information
ICTWEB201	Use social media tools for collaboration and engagement
SIRRINV001	Receive and handle retail stock
SHBBMUP003	Design and apply make-up for photography

Assessment is based on the following

Competency based assessment is the process of collecting evidence and making judgements on whether or not the student can consistently demonstrate knowledge and skill and the application of that knowledge and skill to a performance required in the workplace. During the program of study, a variety of assessment techniques will be used.

There are no A-E results attained in this course, the student will either be deemed competent or not yet competent at completion of course. As a result, the student will not receive a Level of Achievement.

Course Fees

\$100 fee to cover consumables and resources for each year or qualification. When students commence the course, they will be required to purchase a brush kit. The school can supply professional kits at a cost of approximately \$70. Students will be required to wear "Hair and Beauty" uniform comprising black long pants and black shirt with Hair and Beauty logo, which is available from Sauers Clothing Suppliers and this uniform needs to be worn from the first day of Term 1. This information is correct at time of publication but subject to change.

Service Agreement

This is a one-year course. Maryborough State High School guarantees that the student will be provided with every opportunity to complete the certificate as per the rights and obligations outlined in the enrolment process and information handbooks provided. Students successfully achieving all qualification requirements will be provided with a Qualification and record of results. Students who achieve at least one unit (but not the full qualification) will receive a Statement of Attainment. Late enrolment in the course means training and assessment is for negotiated package of units, which will lead to a Statement of Attainment.

In Year 12, students who have completed this qualification can move into Certificate III in Make-Up.

SHB20216 CERTIFICATE II in SALON ASSISTANT

A Nationally Recognised Qualification (National Provider No. 30078)

This course has been designed for those persons providing general assistance in a hairdressing salon. Likely functions in the Hairdressing Industry for those who complete this subject include working within clearly defined contexts and, under supervision, providing assistance to other operators. Functions at this level include performing a limited range of hairdressing tasks, interacting with customers and providing customer service, following workplace safety procedures, demonstrating effective hairdressing environment work practices, providing assistance to colleagues and developing hairdressing industry knowledge.

Possible Career Options

Students who complete this qualification may pursue higher certificates in the Hair Industry such as Hairdressing Apprenticeship, full-time Certificate III in Hairdressing.

Admission Method

Students to document their intent to study Certificate II in Salon Assistant on their SETP. Students will need to choose subject in their schools' subject selection and attend an interview to determine suitability for a position in this course.

Course Outline

To achieve a Certificate II in Salon Assistant you will need to complete 12 units in total –

8 Core units plus 4 Elective units

CODE	UNIT TITLE
CORE UNITS	
BSBWHS201	Contribute to health and safety of self and others
SHBHBAS001	Provide shampoo and basin services
SHBXCCS003	Greet and prepare clients for salon services
SHBHDES001	Dry hair to shape
SHBHIND001	Maintain and organise tools, equipment and work areas
SHBXIND001	Comply with organisational requirements within a personal services environment
SHBXIND002	Communicate as part of a salon team
SHBXCCS001	Conduct salon financial transactions
ELECTIVE UNITS	
SHBHBAS002	Provide head, neck and shoulder massages for relaxation
SHBHCLS001	Apply hair colour products
SHBHDES002	Braid hair
SHBXCCS004	Recommend products and services
SIRXSLS001	Sell to the retail customer

To provide flexibility and to cater to student interest and participation, 5 elective units of competency are offered. Students are provided with packaging rules – 8 Core and 4 Elective units and understand they do not need to complete the 5 elective units on offer.

Assessment is based on the following

Competency based assessment is the process of collecting evidence and making judgements on whether or not the student can consistently demonstrate knowledge and skill and the application of that knowledge and skill to a performance required in the workplace. During the program of study, a variety of assessment techniques will be used.

There are no A-E results attained in this course, the student will either be deemed competent or not yet competent at completion of course. As a result, the student will not receive a Level of Achievement.

Course Fees

\$100 fee payable in Year 11 and \$100 fee payable in Year 12, to cover consumables and resources. Students will be required to wear "Hair and Beauty" uniform comprising black long pants and black shirt with Hair and Beauty logo, which is available from Sauers Clothing Suppliers and this uniform needs to be worn from the first day of Term 1. This information is correct at time of publication but subject to change.

Service Agreement

This is a two-year course. Maryborough State High School guarantees that the student will be provided with every opportunity to complete the certificate as per the rights and obligations outlined in the enrolment process and information handbooks provided. Students successfully achieving all qualification requirements will be provided with a Qualification and record of results. Students who achieve at least one unit (but not the full qualification) will receive a Statement of Attainment. Late enrolment in the course means training and assessment is for negotiated package of units, which will lead to a Statement of Attainment.

SHB30215 CERTIFICATE III IN MAKE-UP

A Nationally Recognised Qualification (National Provider No. 30078)

This qualification reflects the role of individuals employed as make-up artists to design and apply make-up for a range of purposes and occasions across the beauty, fashion, media and entertainment industries.

Admission Method

To enrol in the SHB30215 Certificate III in Make-Up, students **must** have completed the SHB20116 Certificate II in Retail Cosmetics and/or be signed off competent (complete) for the competencies listed in Credit Arrangements.

Course Outline

To achieve a Certificate III in Make-Up you will need to complete 15 units in total –
9 Core units plus 6 Elective Units

CODE	UNIT TITLE
CORE UNITS	
SHBXWHS001	Apply safe hygiene, health and work practices
*SHBBMUP002	Design and apply make-up
*SHBBMUP003	Design and apply make-up for photography
SHBBMUP004	Design and apply remedial camouflage make-up
SHBBMUP005	Apply airbrushed make-up
SHBBMUP006	Design and apply creative make-up
SHBBRES001	Research and apply beauty industry information
SHBXCCS002	Provide salon services to clients
*SHBXIND001	Comply with organisational requirements within a personal services environment
ELECTIVE UNITS	
*SHBBCCS001	Advise on beauty products and services
*SHBXCCS001	Conduct salon financial services
BSBSMB304	Determine resource requirements for the micro business
*SIRXIND003	Organise personal work requirements
SHBBNLS001	Provide manicure and pedicure services
SHBBNLS004	Apply nail art
*Competencies which students must complete as part of SHB20116 Certificate II in Retail Cosmetics which forms part of the SHB30215 Certificate III in Make-Up	

Assessment is based on the following

Competency based assessment is the process of collecting evidence and making judgements on whether or not the student can consistently demonstrate knowledge and skill and the application of that knowledge and skill to a performance required in the workplace. During the program of study, a variety of assessment techniques will be used. There are no A-E results attained in this course, the student will either be deemed competent or not yet competent at completion of course. As a result, the student will not receive a Level of Achievement.

Course Fees

\$100 fee to cover consumables and resources.

This information is correct at time of publication but subject to change.

Service Agreement

This is a one-year course. Maryborough State High School guarantees that the student will be provided with every opportunity to complete the certificate as per the rights and obligations outlined in the enrolment process and information handbooks provided. Students successfully achieving all qualification requirements will be provided with a Qualification and record of results. Students who achieve at least one unit (but not the full qualification) will receive a Statement of Attainment. Late enrolment in the course means training and assessment is for negotiated package of units, which will lead to a Statement of Attainment.

TAFE AT SCHOOL COURSES 2020

Fast track your career with a TAFE Queensland East Coast Schools Program. With a TAFE East Coast Schools Program, you typically attend school four days per week and TAFE one day per week. TAFE East Coast offer a wide range of courses that students can study next year. The courses are a mixture of fully funded either being paid for by TAFE or the school or user pays, meaning the students must pay the costs.

More Information on TAFE at School courses can be found by ringing on 1300 658 188 or by email on information.eastcoast@tafe.qld.edu.au

FULLY FUNDED COURSES

CERTIFICATE II IN AUTOMOTIVE VOCATIONAL PREPARATION

Course Overview

The program covers the basic knowledge and skills you may require starting a career as a mechanic or auto electrician. By successfully completing this program, you will increase your chances of gaining an apprenticeship in the engineering or automotive industry and you can get credit for the first six months of your trade. This program is intensive and requires home study.

Funding: VETIS Funded

Location: Hervey Bay

Duration: 12 months

QCE Points: Max. 4

CERTIFICATE II IN ELCTROTECHNOLOGY

Course Overview

In this course, you will learn the skills needed to safely undertake basic electrotechnology work and solve problems in extra-low voltage single-path and multiple-path DC circuits. You will learn about environmentally sustainable work practices and the selection and use of materials, tools and the components for electrical work. This course also covers a General Safety Induction course (White Card) – an industry requirement to work on Queensland construction sites.

Funding: VETIS Funded

Location: Hervey Bay

Duration: 12 months

QCE Points: Max. 4

CERTIFICATE II IN HEALTH SUPPORT SERVICES

Course Overview

Begin your career in health care with this entry-level course. This qualification will give you the foundation skills necessary to work in an assistant role in a health, aged or residential care setting, or to undertake further study in the field. This course will equip you to recognise health body system, respond to behaviours of concern, and transport patients. Our highly experienced industry professionals will guide you every step of the way. Students who complete this course, may then enrol into the Certificate III Health Services Assistant in Year 12 or beyond.

Funding:	VETIS Funded	Duration:	12 months
Location:	Maryborough	QCE Points:	Max. 4

CERTIFICATE II IN KITCHEN OPERATIONS

Course Overview

This course is perfect if you want to start your career in kitchen operation or you want to go into further study in this area. Learn the basics in food preparation and equipment, develop your cookery skills, and understand the procedures in keeping a safe, hygienic work place. Successful completion of this course will enable you to continue further studies in commercial cookery.

Cost:	VETIS Funded	Location:	Hervey Bay
Duration:	12 months	QCE Points:	Max. 4

CERTIFICATE II IN TOURISM

Course Overview

Develop your skills for employment in local and international tourism industries. The course includes contact with local tourism operators plus field trips to various Queensland tourist locations, so you'll be best placed to give advice in your local community in no time. The Wide Bay and Sunshine Coast regions have a strong tourism focus and it is anticipated that demand for tourism graduates will grow in coming years.

Funding:	VETIS Funded	Duration:	12 months
Location:	Hervey Bay	QCE Points:	Max. 4

COURSES WITH A COST INCURRED

CERTIFICATE III IN HEALTH SERVICES ASSISTANCE

(Only available after completion of Certificate II in Health Support Services)

Course Overview

This course will give you the skills you need to comply with infection prevention and WHS, interpret and apply medical terminology, and recognise healthy body systems. You will also learn how to transport clients and carry out nursing assistant duties in a range of settings. Our highly experienced team of individual professionals will give you the support and one-on-one guidance you need to successfully transition into the health care sector. Successful completion of this course will qualify you to work as an AIN, an acute care assistant, or operating theatre technician. It will also give you the foundation knowledge needed to undertake further studies in your field.

Cost:	TBC	Duration:	12 months
Location:	Hervey Bay	QCE Points:	Max. 8

CERTIFICATE III IN VISUAL ARTS (PHOTOGRAPHY)

Course Overview

In this course, you will gain experience in studio photography, darkroom techniques, and digital imaging post production. You will also have the opportunity to work with industry-standard equipment associated with professional studio production. Photoshop will be a key feature of the course with plenty of opportunities to utilise the software to edit your images. Successful completion of this course will equip you with the skills required to enter the photography industry as an assistant photographer or photography studio assistant. You can also continue with further studies in this area.

Cost:	TBC
Location:	Hervey Bay
Duration:	12 months
QCE Points:	Max. 8

