



THE CENTRE OF EXCELLENCE

Providing Quality Training
for more than 35 years

SIT60322 Advanced Diploma of Hospitality Management

About the Course

This qualification reflects the role of highly skilled senior managers who use a broad range of hospitality skills combined with specialised managerial skills and substantial knowledge of industry to coordinate hospitality operations. They operate with significant autonomy and are responsible for making strategic business management decisions.

Course Opportunity

This qualification provides a pathway to work in any hospitality industry sector and for a diversity of employers including restaurants, hotels, motels, catering operations, clubs, pubs, cafés, and coffee shops. This qualification allows for multi-skilling and for acquiring targeted skills in accommodation services, cookery, food and beverage and gaming.

Academic Requirements

Australian year 12 Equivalent of other countries

Age Requirements

For international students COE has a requirement that all students must be over 18 years of age at the commencement of course.

Employment Pathway for Students

- Banquet or function manager
- Chef manager
- Executive housekeeper
- Kitchen manager
- Restaurant manager
- Bar manager
- Chef de cuisine
- Chef patisserie
- Gaming manager
- Motel manager
- Sous chef
- Unit manager (catering operations)

Assessment Method

- Demonstrations
- Written Questions Answers
- Case Studies
- Projects
- Workplace Training

Taking Enrolments for Our

Melbourne & North Geelong Campus

Get the tools you need to start a new career

www.coe.vic.edu.au | info@coe.vic.edu.au
ABN 17 141 599 635 | TOID: 3687 | CRICOS: 03512G

Credit Transfer

You may be eligible for a credit transfer if you have previously undertaken training through an Australian Registered Training Organisation. Students who have successfully completed whole units of competency with an Australian Registered Training Organisation that are identical to any of those contained within this course can apply for Credit Transfer.

Training Pathway

On successful completion of this course students will be eligible to achieve Advanced Diploma of Hospitality

Mode of Delivery

The course is delivered via face to face training and independent study. The following techniques are employed during face to face delivery depending on the subject matter: trainer demonstrations, power point presentations, individual tasks, case studies, research, role plays, practical demonstrations and group work. The context of the simulated workplace environment will be incorporated into delivery methodologies and students' complete tasks to workplace standards. Students also undertake independent study and assessment activities in addition to scheduled classes. Examples of activities include undertaking homework set by trainers, research, reading, practicing applying knowledge and skills learnt in class, and preparing for and undertaking out of class assessment tasks.

MELBOURNE CAMPUS:

Level 4, 406 Collins Street
Melbourne VIC 3000.
Ph: +61 3 8638 8900

NORTH GEELONG CAMPUS

8 Roseneath Street,
North Geelong VIC 3215
Ph: (03) 8638 8900

Entry Requirements

All international students should be able to meet the English requirements as required under the assessment level of the student by Department of Home Affairs.

The Centre of Excellence accepts the results from International English Language Testing System (IELTS), PTE Academic English or the Test of English as a Foreign Language (TOEFL) as below:

Acceptable Form of evidence for English Language Proficiency at THE CENTRE OF EXCELLENCE	Acceptable Score for Direct Entry Level for Certificate/ Diploma/ Advanced Diploma Courses
International English Language Testing System (IELTS) - Academic	6 Direct Entry
Test of English as Foreign Language (TOEFL) - (IBT)	67 - 80
Pearson Test of English Academic (PTE Academic)- (IBT)	47 - 54 (with no communicative skill score less than 42)

Recognition of Prior Learning (RPL)

Recognition of Prior Learning is the process of formal recognition for skills and knowledge gained through previous learning. You may be eligible for recognition of prior learning for part or all of your intended course, based on your previous experiences and learning. For further information refer to www.coe.vic.edu.au

Course Structure

Unit Code	Unit Name
BSBFIN601	Manage organisational finances
SITXMPR014	Develop and implement marketing strategies
SITXGLC002	Identify and manage legal risks and comply with law
BSBOPS601	Develop and implement business plans
SITXFIN011	Manage physical assets
SITXHRM010	Recruit, select and induct staff
SITXHRM012	Monitor staff performance
SITXWHS008	Establish and maintain a work health and safety system
SITXCCS016	Develop and manage quality customer service practices
SITXCCS015	Enhance customer service experiences
SITXFIN009	Manage finances within a budget
SITXFIN010	Prepare and monitor budgets
SITXMGTO05	Establish and conduct business relationships
SITXMGTO04	Monitor work operations
SITXHRM009	Lead and manage people
SITXFSA006	Participate in safe food handling practice
SITHCCC027	Prepare dishes using basic methods of cookery
SITXFSA005	Use hygienic practices for food safety
SITHCCC028	Prepare appetisers and salads
SITHCCC029*	Prepare stocks, sauces and soups
SITXFSA008	Develop and implement a food safety program
SITHKOP013	Prepare and serve cheese
SITHCCC030	Prepare vegetable, fruit, eggs and farinaceous dishes
SITHPAT016	Produce desserts
SITHCCC031	Prepare vegetarian and vegan dishes
SITHCCC037	Prepare seafood dishes
SITHCCC036	Prepare meat dishes
SITHCCC035	Prepare poultry dishes
SITHCCC041	Produce cakes, pastries and breads
SITHCCC042	Prepare food to meet special dietary requirements
SITHCCC026	Package prepared foodstuffs
SITXCCS015	Enhance customer service experiences
SITHCCC040*	Prepare and serve cheese

COURSE DURATION	94 Weeks (incl. holiday)	COURSE FEES	\$7,500 (onshore)
OSHC	refer www.nib.com.au	ENROLMENT FEE:	\$250
		MATERIAL FEE	\$800

