FOCUS ON YOUR FUTURE
You may already know Victoria University as the University that is ‘A New School of Thought’.

This positioning is more than a marketing slogan. It is a commitment to strengthening the University’s links with industry and the community to ensure our graduates are job ready and future ready. Our program is to see every VU student complete at least 25 per cent of their assessment in on-the-job or industry and community training. It will also enable students to tailor their learning programs to suit their own needs and abilities.

We have already restructured our TAFE operations, and streamlined our course offerings, placing VU at the forefront of meeting current and anticipated labour force needs and skill shortages — here and around the globe.

As you will see inside this guide, our courses are clustered according to their industry type making study pathways between vocational, undergraduate and postgraduate courses simpler. Each cluster is advised by a panel of industry and community experts who ensure our teaching is kept abreast of the latest workplace practices so our students graduate with the knowledge and training to meet the current and anticipated future demands of industry.

VU and its staff have long held a reputation for providing a supportive environment with a focus on personal attention to each student’s needs. But education at VU is more than just learning. It is also about providing students with the skills to manage their own careers and meet the demands of a rapidly changing world; at VU we educate for your life, as well as your living.

I warmly invite you to join Victoria University’s exciting future by becoming one of our highly valued students.

Professor Elizabeth Harman
Vice-Chancellor and President
March 2009
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For the latest information on VU courses including:
• undergraduate higher education and TAFE courses
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• enrolment information
• course campus locations

Student Contact Centre
www.vu.edu.au/gotovu
Phone 03 9919 6100

Office for Postgraduate Research
www.vu.edu.au/postgrad
Phone 03 9919 4521

Short Course Centre
www.vu.edu.au/courses/short_courses
Phone 03 9919 7920

Victorian Tertiary Admissions Centre (VTAC)
www.vtac.edu.au
Phone 1300 364 133

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This course guide is relevant to Australian citizens, Australian permanent residents and New Zealand citizens. International students and New Zealand permanent residents should contact:
Email international@vu.edu.au
Phone 61 3 9919 1164
www.vu.edu.au/international

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**FINANCIAL AND ECONOMIC SERVICES**

### ACCOUNTING

**TAFE**

**DIPLOMA OF ACCOUNTING, FNS50204**
This course provides you with the skills to carry out the duties of clerical/bookkeeping and accounting related roles. The Advanced Diploma can also be linked to a business degree in accounting.

**Prerequisites:** Successful completion of Year 12 or equivalent; or be of mature age and be assessed by the department as capable of successfully completing the course; or a combination of educational and life experience.

**Duration:** 1 yr FT/PT equivalent.

**Careers:** Office manager, budget officer, bookkeeper.

**Campus:** Footscray Nicholson, St Albans, Werribee.

**ADVANCED DIPLOMA OF ACCOUNTING, FNS60204**
This course provides you with the skills to carry out the duties of assistant accountants. The Advanced Diploma can also be linked to a business degree in accounting.

**Prerequisites:** Successful completion of Year 12 or equivalent; or be of mature age and assessed by the school as capable of successfully completing the course; or a combination of educational and life experience.

**Duration:** 2 years FT/PT equivalent.

**Careers:** Assistant accountant, office manager.

**Campus:** Footscray Nicholson, St Albans.

### DEGREE

**BACHELOR OF BUSINESS (ACCOUNTING), BBAA**
This degree offers students business units of study, accounting specialisation units of study and electives.

**Prerequisites:** VCE with a score of at least 20 in English Units 3 and 4.

**Duration:** 3 years FT/PT equivalent.

**Careers:** Accounting, taxation and auditing, and a wide range of other business professions.

**Campus:** Footscray Nicholson, St Albans.

**BACHELOR OF BUSINESS (ACCOUNTING/ BANKING AND FINANCE), BBBA**
This joint degree provides a solid foundation in accounting, and banking and finance.

**Prerequisites:** VCE with a score of at least 20 in English Units 3 and 4.

**Duration:** 3 years FT/PT equivalent.

**Careers:** Stockbroking, banking, superannuation, insurance, investment, funds management and financial institutions.

**Campus:** Footscray Park.

### BANKING AND FINANCE

**TAFE**

**CERTIFICATE IV IN FINANCIAL SERVICES, FNS40107**
Provides students with the knowledge and skills to work in banking or retail financial services environment promoting customer/client service, administering financial applications and monitoring compliance, leading a team, performing the duties of a first line supervisor and performing the duties of a senior or technical officer.

**Prerequisites:** Year 12 or equivalent; or be of mature age and assessed by the School as being capable of successfully completing the course; or have a combination of educational and life experience.

**Duration:** 1 yr FT/PT equivalent.

**Careers:** Financial services professional or manager.

**Campus:** Footscray Nicholson.

**DIPLOMA OF FINANCIAL SERVICES, FNS50107**
Designed to develop workplace knowledge and skills in managing customer/client service, managing financial and business processes, managing a branch, a retail financial services section, and managing related advisory or distribution services.

**Prerequisites:** Year 12 or equivalent; or be of mature age and assessed as being capable of successfully completing the course; or have a combination of educational and life experience.

**Duration:** 1 yr FT.

**Careers:** Retail Financial Services sector.

**Campus:** Footscray Nicholson.

**ADVANCED DIPLOMA OF FINANCIAL SERVICES, FNS60104**
Aims to develop skills and knowledge for employees who work across the entire financial services spectrum with substantial business unit responsibility or professional expertise. This may include managing financial businesses or being a retail financial services professional.

**Prerequisites:** Successful completion of the Diploma of Financial Services (FNS50107) or equivalent. Applicants must be assessed as capable of successfully completing the course or have a combination of relevant educational and life experiences.

**Duration:** 1 yr FT.

**Careers:** Financial services professional or manager.

**Campus:** Footscray Nicholson.

### DEGREE

**BACHELOR OF BUSINESS (ACCOUNTING/ BANKING AND FINANCE), BBBA**
This joint degree provides students with the knowledge of the principles and practice of risk management, banking and finance specialisation units of study, and electives. Students may choose to specialise in areas such as accounting, financial risk management and international trade.

**Prerequisites:** VCE with a score of at least 20 in English Units 3 and 4.

**Duration:** 3 years FT/PT equivalent.

**Careers:** Stockbroking, superannuation, banking, insurance, investment, risk management and financial institutions.

**Campus:** City Flinders.

**BACHELOR OF BUSINESS (BANKING AND FINANCE), BBAB**
This degree includes core business units of study, banking and finance specialisation units of study, and electives. Students may choose to specialise in areas such as accounting, financial risk management and international trade.

**Prerequisites:** VCE with a score of at least 20 in English Units 3 and 4.

**Duration:** 3 years FT/PT equivalent.

**Careers:** Stockbroking, superannuation, banking, insurance, investment, risk management and financial institutions.

**Campus:** City Flinders.

**BACHELOR OF BUSINESS (BANKING AND FINANCE/INTERNATIONAL TRADE), BBFI**
This joint degree provides a sound business education in two areas that are critical to Australia's international competitiveness.

**Prerequisites:** VCE with a score of at least 20 in English Units 3 and 4.

**Duration:** 3 years FT/PT equivalent.

**Careers:** Import/export trade, banking, insurance, shipping, air freight, export development and international operations management.

**Campus:** City Flinders.

**BACHELOR OF BUSINESS (FINANCIAL RISK MANAGEMENT), BBFR**
Graduates of this degree will have the skills to manage financial and risk management activities. This includes insurance, superannuation, financial planning and credit management.

**Prerequisites:** VCE with a score of at least 20 in English Units 3 and 4.

**Duration:** 3 years FT/PT equivalent.

**Careers:** Financial planning, insurance and risk management.

**Campus:** City Flinders.

**BACHELOR OF BUSINESS (FINANCIAL RISK MANAGEMENT/INTERNATIONAL TRADE), BBFT**
This joint degree provides students with a sound platform of knowledge of the principles and practice of risk management, international finance, marketing, and the business context of international trade.

**Prerequisites:** VCE with a score of at least 20 in English Units 3 and 4.

**Duration:** 3 years FT/PT equivalent.

**Careers:** Financial planning, insurance and risk management, import/export administration, international marketing and international operations management.

**Campus:** City Flinders.
**ECONOMICS DEGREE**

**BACHELOR OF BUSINESS (HONOURS) (APPLIED ECONOMICS), BHBA**

The course aims to provide students with an understanding and awareness of the technical, professional and ethical requirements of advanced study in applied economics.

Duration: 1 year FT/PT equivalent.

Campus: City Flinders.

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**MANAGEMENT AND GENERAL BUSINESS**

**TAFE**

**CERTIFICATE I IN BUSINESS, BSB10107**

This qualification allows individuals to develop basic skills and knowledge to prepare for work. They may undertake a range of simple tasks under close supervision. The range of technical skills and knowledge is limited.

Prerequisites: You must be assessed by the Head of School as being capable of successfully completing the course. Recognition of prior learning may be available based on skills and knowledge acquired through previous study, work or life experience.

Duration: 3 days per week for 17 weeks.

Careers: This is an entry level qualification which allows individuals to develop basic skills and knowledge to prepare for further study/work.

Campus: Footscray Nicholson, St Albans.

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**CERTIFICATE II IN SMALL BUSINESS (OPERATIONS/INNOVATION), 21530VIC**

This course aims to introduce secondary school learners to innovative small business operations and entrepreneurial aspects of a small business.

Prerequisites: Applicants must demonstrate they are capable of successfully completing the course. Recognition of prior learning may be available based on skills and knowledge acquired through previous study, work or life experience.

Duration: 320 nominal hours.

Careers: Small business operators.

Campus: Offered as a VET in Schools program.

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**CERTIFICATE III IN BUSINESS (FRONTLINE MANAGEMENT), BSB30504**

This course aims to develop the management competencies required of a person working as a team leader or supervisor responsible for a small workgroup.

Prerequisites: Applicants must be able to demonstrate to the satisfaction of the Head of School that they possess the necessary skills and knowledge to undertake formal study at an Australian Qualifications Framework Level 3. Recognition of prior learning may be available based on skills and knowledge acquired by the applicant through previous study, as in articulation, informal or formal learning or from work and/or life experience.

Duration: 6 months FT.

Location: Industry.

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**CERTIFICATE IV IN BUSINESS, BSB40207**

Provides students with the knowledge and skills required to manage administrative work across all industries.

Prerequisites: You must be assessed by the school as being capable of successfully completing the course. Recognition of prior learning may be available based on skills and knowledge acquired through previous study, work or life experience.

Duration: 315–520 nominal hours PT.

Careers: Receptionist, administrative assistant, secretary.

Location: Industry.

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**DIPLOMA OF BUSINESS, BSB50207**

The course is a generic business program to provide the knowledge and skills required to pursue a management role.

Prerequisites: Applicants must demonstrate that they are capable of successfully completing the course. Recognition of prior learning may be available based on skills and knowledge acquired through previous study, work or life experience. Available to international students only.

Duration: 280–610 nominal hours.

Careers: Management.

Campus: Footscray Nicholson, City King.

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**CERTIFICATE IV IN BUSINESS SMALL BUSINESS MANAGEMENT, BSB40407**

This course provides students with the practical and theoretical knowledge to operate and manage a small business.

Prerequisites: As assessed by the University.

Duration: 355–550 hours PT.

Careers: Self-employment and small business management.

Campus: Footscray Nicholson, Werribee.

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**EMPLOYER EXPERIENCE**

**DAVID CVETKOVSKI**

**TALENT AUSTRALIA, PEOPLE AND ORGANISATIONAL DEVELOPMENT**

**NATIONAL AUSTRALIA BANK**

“The National Australia Bank travels to all universities around the country aiming to attract the best available future talent. VU is a target uni that we have had a great experience with historically.

Our VU graduates hold a variety of diverse positions, ranging from your traditional banking positions, through to investment banking, agribusiness and technology.

Based on my experience, VU grads come out well grounded and are ready to roll their sleeves up and get into real roles, and ready to tackle the challenges of business life.

I’m happy to recommend Victoria University graduates to potential employers, because of their ability to adapt to the change in transforming from graduate life to business life.”
CERTIFICATE II IN BUSINESS, BSB20107
The course provides students with the knowledge and skills required to perform mainly routine tasks as an administrative officer in a variety of settings working under direct supervision.
This unit also prepares the student for entry into the Diploma.
Prerequisites: Applicants must be assessed by the Head of School as being capable of successfully completing the course. Students may receive recognition of prior learning based on skills and knowledge acquired through previous study, as in articulation, informal or formal learning or from work and/or life experience.
Duration: 6 months FT.
Campus: Footscray Nicholson, St Albans.

CAREERS:
- Administration Assistant
- Clerical Worker
- Data Entry Operator
- Information Desk Clerk
- Office Junior
- Receptionist

CERTIFICATE III IN BUSINESS, BSB30107
This course provides students with a broad range of competencies in the field of administration using some discretion, judgement and relevant theoretical knowledge. They may provide technical advice and support to a team.
Prerequisites: Successful completion of Certificate II in Business or you must be assessed by the Head of School as being capable of successfully completing the course. Students may receive recognition of prior learning based on skills and knowledge acquired through previous study, as in articulation, informal or formal learning or from work and/or life experience.
Duration: 6 months FT/PT equivalent.
Campus: Footscray Nicholson, St Albans.

CAREERS:
- Co-ordinator
- Team leader
- Supervisor
- Foreperson
- Business or you must be assessed by the Head of School as being capable of successfully completing the course.

PREREQUISITES:
- Successful completion of Certificate II in Business Administration or applicants must be assessed by the School as being capable of successfully completing the course.

DIPLOMA OF BUSINESS ADMINISTRATION, BSB50407
This qualification provides a sound theoretical knowledge base and use a range of specialised, technical or managerial skills to plan, carry out and evaluate their own work and/or the work of a team.
Prerequisites: Successful completion of Certificate IV in Business Administration or applicants must be assessed by the School as being capable of successfully completing the course. Educational qualifications, employment history (voluntary work) and life experience may be taken into account when selecting direct applicants.
Duration: 2 years FT/PT equivalent.
Campus: Footscray Nicholson, St Albans.

CAREERS:
- Administration Manager
- General Office Manager
- Office Manager
- Executive Personal Assistant
- Office Administrator
- Project Assistant

CERTIFICATE IV IN HUMAN RESOURCES, BSB41007
This course provides students with the knowledge and skills to work as administrative assistants in a human resources department.
Prerequisites: As assessed by the University.
Duration: 6 months FT/PT equivalent.
Campus: Footscray Nicholson.

DIPLOMA OF HUMAN RESOURCES MANAGEMENT, BSB50607
This course provides students with the skills and knowledge required by human resources professionals.
Prerequisites: As assessed by the University.
Duration: 1 year FT/PT equivalent.
Campus: Footscray Nicholson.

CAREERS:
- Human resources administrator.

DIPLOMA OF MANAGEMENT, BSB51107
Ensures that frontline managers have the skills to meet organisational performance and productivity goals. Frontline managers play a crucial role in coordinating, supervising and influencing employees. Offered to industry only.
Prerequisites: As assessed by the University. Recognition of prior learning may be available based on skills and knowledge acquired through previous study, work or life experience.
Duration: 1 yr PT.
Campus: Footscray Nicholson.

CAREERS:
- Co-ordinator
- Team leader
- Supervisor
- Foreperson
- Lending hand
- Project manager
- Office manager

CERTIFICATE IV IN frontline MANAGEMENT, BSB40807
This course reflects the role of individuals who take the first line of management in a wide range of organisational and industry contexts. They may have existing qualification and technical skills in any given vocation or profession, yet require skills or recognition in supervisory functions.
Prerequisites: To undertake a traineeship, you must already be employed in the retail industry and have permission from your employer to undertake the course. Applicants should have completed SR30207 Certificate III in Retail or have sufficient and relevant retail employment experience to indicate likely success at this level and to the satisfaction of the Program Manager. Recognition of Prior Learning may be available based on skills and knowledge acquired by the applicant through prior study and/or informal or formal learning through work and/or life experience. Applications must be made directly to the School by phoning Administration on (03) 9919 6207.
Duration: 385–490 nominal hours.
Location: Industry.

CERTIFICATE IV IN UNIONISM AND INDUSTRIAL RELATIONS, BSB41807
This qualification reflects the role of individuals who use well-developed skills and a broad knowledge base in unionism and industrial relations in a wide variety of contexts. They apply solutions to a defined range of unpredictable problems, and analyse and evaluate information from a variety of sources. They may provide leadership and guidance to others with some limited responsibility for the output of others. This course aligns with the University’s Strategic objectives of meeting the educational and training needs of students, staff and industry in the western metropolitan region.
Prerequisites: Recognition of prior learning may be available based on skills and knowledge acquired by the applicant through previous study and/or informal or formal learning through work and/or life experience. Applications must be made directly to the School by phoning Administration on (03) 9919 6207.
Duration: 2 years FT/PT equivalent.
Location: Industry.

DEGREE

ASSOCIATE DEGREE IN ENTERPRISE SKILLS, BADA
This course provides students with the skills and conceptual understandings required by entrepreneurial managers and business owners in industries founded on high-level technical skills. The course supports graduates to continue to manage their professional and learning development including further study at undergraduate or postgraduate level.
Prerequisites: A trade qualification (Certificate III or IV) and at least three years of work experience. Applicants with relevant higher level qualifications may have their work experience requirements reduced.
Duration: 4 years PT.
Campus: Footscray Park, City King, Footscray Nicholson and Workplace delivery.
**BACHELOR OF BUSINESS (YEAR 1), BBBB**

This first year of the Bachelor of Business provides students with the opportunity to try various studies before deciding which business course to choose. All applicants must complete a VU supplementary information form and submit it by the due date.

**Prerequisites:** VCE with a score of at least 20 in English Units 3 and 4.

**Duration:** 3 years FT.

**Careers:** Careers in business related to further specialist studies.

**Campus:** Sunbury, Werribee, City Flinders.

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**BACHELOR OF BUSINESS (MANAGEMENT), BBMM**

This degree combines core business units of study with management units of study and approved electives. Students develop career-ready skills in management, communication, negotiation, teamwork, problem-solving and strategic thinking.

**Prerequisites:** VCE with a score of at least 20 in English Units 3 and 4.

**Duration:** 3 years FT/PT equivalent.

**Careers:** Service and operations management, employee relations, facilities planning, managing information systems, and general management.

**Campus:** Footscray Park.

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**BACHELOR OF BUSINESS (HUMAN RESOURCE MANAGEMENT), BBRM**

This degree offers students the opportunity to study a specialist human resource management course with electives in general management, industrial relations, and service and operations management. Students study core business units of study, human resource management specialisation units of study and electives.

**Prerequisites:** VCE with a score of at least 20 in English Units 3 and 4.

**Duration:** 3 years FT/PT equivalent.

**Careers:** Human resources management, industrial relations management, and service and operations management.

**Campus:** Footscray Park.

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**BACHELOR OF BUSINESS (SMALL BUSINESS AND ENTREPRENEURSHIP), BBSB**

This course equips students to deal with the challenges of operating their own business. These challenges include the intense competition both locally and internationally, dealing with technology and managing the financial aspects of the business.

**Prerequisites:** VCE with a score of at least 20 in English Units 3 and 4.

**Duration:** 3 years FT/PT equivalent.

**Careers:** Small business operation and self-employment.

**Campus:** Footscray Park.

---

**BACHELOR OF BUSINESS (INTERNATIONAL TRADE), BBAN**

This degree prepares students for a career in the rapidly expanding field of international trade. Students study: core business units of study, international trade specialisation units of study and electives.

**Prerequisites:** VCE with a score of at least 20 in English Units 3 and 4.

**Duration:** 3 years FT/PT equivalent.

**Careers:** Import/export administration, trade negotiations, export development, international operations management, and international marketing.

**Campus:** City Flinders.

---

**BACHELOR OF BUSINESS (INTERNATIONAL TRADE), BBIB**

The course aims to provide students with an understanding and awareness of the technical, professional and ethical requirements of advanced study in international trade.

**Prerequisites:** To qualify for admission to the course students must have completed an undergraduate degree with a specialisation in the management discipline or equivalent.

**Duration:** 1 year FT/PT equivalent.

**Campus:** City Flinders.

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**BACHELOR OF BUSINESS (HONOURS) (MANAGEMENT), BHM**

The course provides students with an opportunity to undertake advanced theoretical studies and gain supervised research experience which will enhance their competencies in their chosen vocational field. The course also aims to provide students with an understanding and awareness of the technical, professional and ethical requirements of their chosen area of specialisation and business in general.

**Prerequisites:** To qualify for admission to the course students must have completed an undergraduate degree with a specialisation in the management discipline or equivalent.

**Duration:** 1 year FT/PT equivalent.

**Campus:** City Flinders.
FINANCIAL AND ECONOMIC SERVICES MAP (Course groups: Accounting; Economics; Banking and Finance; Management and General Business)

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<td><strong>CERTIFICATE II IN HOSPITALITY, SIT20207</strong></td>
<td>Provides training and knowledge for hospitality employees who require basic</td>
<td>5 months FT.</td>
<td>Junior position in hospitality</td>
<td>Footscray Nicholson</td>
<td>Industry</td>
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<td>operational knowledge and limited practical skills. Employees may be</td>
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<td>multiskilled across more than one</td>
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<td>hospitality area.</td>
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<td><strong>Prerequisites:</strong> As assessed by the University.</td>
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<td><strong>Duration:</strong> 5 months FT.</td>
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<tr>
<td><strong>Careers:</strong> Junior position in hospitality.</td>
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<tr>
<td><strong>Campus:</strong> Footscray Nicholson.</td>
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<tr>
<td><strong>CERTIFICATE III IN HOSPITALITY (KITCHEN OPERATIONS), SIT30807</strong></td>
<td>Training and knowledge for employees who undertake a range of kitchen</td>
<td>910 hours or 1 yr FT.</td>
<td>Junior position in hospitality</td>
<td>Footscray Nicholson</td>
<td>Industry</td>
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<td>functions and activities that require a limited range of practical</td>
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<td>skills.</td>
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<td><strong>Prerequisites:</strong> As assessed by the University.</td>
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<td><strong>Duration:</strong> 5 months FT.</td>
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<td><strong>Careers:</strong> Kitchen attendant.</td>
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<td><strong>Campus:</strong> Footscray Nicholson.</td>
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<tr>
<td><strong>CERTIFICATE III IN HOSPITALITY (COMMERCIAL COOKERY), SIT30807</strong></td>
<td>Trains students in the principles and methods of food preparation</td>
<td>910 hours or 1 yr FT.</td>
<td>Junior position in hospitality</td>
<td>Footscray Nicholson</td>
<td>Industry</td>
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<td>for a commercial food environment. This course is offered full time and</td>
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<td>as an apprenticeship scheme.</td>
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<td><strong>Prerequisites:</strong> Students enrolled as</td>
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<td>apprentices/trainees must be employed under the</td>
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<td>Apprenticeship Training Scheme.</td>
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<tr>
<td><strong>Duration:</strong> 910 hours or 1 yr FT.</td>
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<tr>
<td><strong>Careers:</strong> Assistant cook/chef.</td>
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<td><strong>Campus:</strong> Footscray Nicholson.</td>
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<tr>
<td><strong>CERTIFICATE III IN HOSPITALITY, SIT30707</strong></td>
<td>This course provides training and knowledge for hospitality employees who</td>
<td>568 hours.</td>
<td>Supervisor in a restaurant or food and beverage operation.</td>
<td>Footscray Nicholson</td>
<td>Workplace</td>
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<td>perform skilled operations with the need to apply discretion and judgement.</td>
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<td></td>
<td>Employees may be multiskilled across more than one hospitality area. This</td>
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<td>course is offered as a traineeship only.</td>
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<td><strong>Prerequisites:</strong> As assessed by the University.</td>
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<tr>
<td><strong>Duration:</strong> 568 hours.</td>
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<tr>
<td><strong>Careers:</strong> Food and beverage attendant in a</td>
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<td>gaming restaurant or hotel venue.</td>
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<td><strong>Location:</strong> Workplace.</td>
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<tr>
<td><strong>CERTIFICATE IV IN HOSPITALITY, SIT40307</strong></td>
<td>Provides training and knowledge for team leaders or supervisors across all</td>
<td>1 yr FT.</td>
<td>Supervisor in a restaurant or food and beverage operation.</td>
<td>Footscray Nicholson</td>
<td>Workplace</td>
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<td>areas of the hospitality industry.</td>
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<td><strong>Prerequisites:</strong> As assessed by the University.</td>
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<td><strong>Duration:</strong> 1 yr FT.</td>
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<td><strong>Careers:</strong> Supervisor in a restaurant or food</td>
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<td>and beverage operation.</td>
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<td><strong>Campus:</strong> Footscray Nicholson.</td>
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<td><strong>ADVANCED DIPLOMA OF HOSPITALITY, SIT60307</strong></td>
<td>Providing training and knowledge for mid-level management training or</td>
<td>245 hours. Traineeship in</td>
<td>Junior position in hospitality</td>
<td>Werribee</td>
<td>Industry</td>
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<td>different contexts, perform a range of mainly routine tasks, and under</td>
<td>industry only.</td>
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<td>direct supervision.</td>
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<td><strong>Prerequisites:</strong> As assessed by the University.</td>
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<td><strong>Duration:</strong> 2 years FT.</td>
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<td><strong>Careers:</strong> Mid-level management in hospitality.</td>
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<td><strong>Campus:</strong> Footscray Nicholson.</td>
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<td><strong>CERTIFICATE III IN TOURISM, SIT30107</strong></td>
<td>Provides training and knowledge for tourism employees who undertake a</td>
<td>485 hours. Traineeship in</td>
<td>Junior position in hospitality</td>
<td>Werribee</td>
<td>Industry</td>
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<td>range of tourism activities.</td>
<td>industry only.</td>
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<td><strong>Prerequisites:</strong> As assessed by the University.</td>
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<td><strong>Duration:</strong> 1 yr FT/PT equivalent.</td>
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<td><strong>Careers:</strong> Tour consultant, tourism operations</td>
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<td><strong>Campus:</strong> Werribee.</td>
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<tr>
<td><strong>CERTIFICATE III IN EVENTS, SIT30607</strong></td>
<td>This course provides the skills and knowledge for people to be competent</td>
<td>18 months FT.</td>
<td>Junior position in hospitality</td>
<td>Werribee</td>
<td>Industry</td>
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<td>in an administrative or operational events support role. Event organisation</td>
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<td>and management takes place across the full spectrum of business and</td>
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<td>community activity.</td>
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<td><strong>Prerequisites:</strong> Applicants must demonstrate</td>
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<td>the satisfaction of the Head of School that they</td>
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<td>are capable of successfully completing the</td>
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<td>course. Recognition of prior learning may be</td>
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<td>available based on skills and knowledge</td>
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<td>acquired by the applicant through previous</td>
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<td>study, work or life experience.</td>
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<td><strong>Duration:</strong> 1 year FT</td>
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<td><strong>Careers:</strong> Event assistant, event administrative assistant, event operations assistant, event operative, conference assistant, exhibitions assistant</td>
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<td><strong>Campus:</strong> TBA</td>
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<td><strong>DIPLOMA OF EVENTS, SIT50207</strong></td>
<td>This course provides training and knowledge required of those in the role</td>
<td>18 months FT.</td>
<td>Junior position in hospitality</td>
<td>Werribee</td>
<td>Industry</td>
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<td>of event or meeting managers who are responsible for the overall</td>
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<td>organisation and management of events.</td>
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<td><strong>Prerequisites:</strong> Year 12 and/or can</td>
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<td>demonstrate that you possess the necessary</td>
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<td>skills and knowledge to undertake formal study.</td>
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<td>Recognition of prior learning may be available</td>
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<td>based on skills and knowledge acquired through</td>
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<td>previous study, work or life experience.</td>
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<td><strong>Duration:</strong> 18 months FT.</td>
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<td><strong>Careers:</strong> Event and project manager.</td>
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<td><strong>Campus:</strong> Werribee/Footscray Nicholson.</td>
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</table>
ADVANCED DIPLOMA OF TOURISM, SIT60107
incorporating:
DIPLOMA OF TOURISM, SIT50107
This course aims to provide training and knowledge for senior managers in the tourism area.
Prerequisites: Applicants must demonstrate they are capable of successfully completing the course. Recognition of prior learning may be available based on skills and knowledge acquired through previous study, work or life experience.
Duration: 24 months FT/PT equivalent.
Careers: Manager in the tourism industry.
Campus: Werribee.

DEGREE

BACHELOR OF BUSINESS
EVENT MANAGEMENT, BBEV
This degree prepares students for a management career in the events industry. Studies include: core business units of study, event management specialisation units of study and electives.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 3 years FT/PT equivalent, plus one year of paid industry experience.
Careers: Event management, including conventions; expos and sporting events.
Campus: Footscray Park.

BACHELOR OF BUSINESS
HOTEL, RESTAURANT AND CATERING MANAGEMENT, BBHC
This degree develops highly skilled graduates who can work as progressive and dynamic managers across the range of operations in the hospitality industry.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 3 years FT/PT equivalent, plus one year of paid industry experience.
Careers: Management positions in the hotel, restaurant and catering industries.
Campus: Footscray Park.

BACHELOR OF BUSINESS
HOSPITALITY MANAGEMENT, BBHM
This degree provides students with the skills to manage staff in a wide range of hospitality facilities and services.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 3 years FT/PT equivalent, plus one year of paid industry experience.
Careers: Customer service management, employee relations, organisational development and hospitality facilities and services.
Campus: Footscray Park.

BACHELOR OF BUSINESS
HOSPITALITY MANAGEMENT/EVENT MANAGEMENT, BBHV
This joint degree prepares students for a management career in the hospitality and events industries. Studies include core business units and hospitality and events management specialisation units.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 3 years FT/PT equivalent, plus one year of paid industry experience.
Careers: Hotel, resort, restaurant, accommodation and event management, including conventions, expos and sporting events.
Campus: Footscray Park.

BACHELOR OF BUSINESS
(HOSPITALITY/TOURISM MANAGEMENT), BBTH
This joint degree prepares students for a management career in the tourism and hospitality industries. Studies include core business units, tourism management specialisation, and catering and hotel management specialisation units.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 3 years FT/PT equivalent, plus one year of paid industry experience.
Careers: Management positions in the hotel, resort, restaurant, convention, accommodation and institutional catering industries, as well as marketing positions.
Campus: Footscray Park.

BACHELOR OF BUSINESS
(TOURISM MANAGEMENT), BBTM
Graduates are well prepared for a management career in the tourism industry. Students study core business units of study, tourism management specialisation units of study, and electives.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 3 years FT/PT equivalent, plus one year of paid industry experience.
Careers: Tourism management and marketing, tourism transport operations; tourism product management; tour operations; state and national tourism commissions; airlines; and hotel groups.
Campus: Footscray Park.

BACHELOR OF BUSINESS
(TOURISM MANAGEMENT)/BACHELOR OF INTERNATIONAL STUDIES, BBTV
This combined degree integrates core business studies with tourism management and arts majors that offer an international perspective.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 4 years FT/PT equivalent.
Careers: Tourism organisations dealing with the international market.
Campus: Footscray Park, St Albans.

BACHELOR OF BUSINESS
(TOURISM/EVENT MANAGEMENT), BBTV
This joint degree prepares students for a management career in the tourism and events industries. Studies include core business units and tourism and events management specialisation units.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 3 years FT/PT equivalent, plus one year of paid industry experience.
Careers: Management positions in the tourism and events industries including conventions, expositions and sporting events.
Campus: Footscray Park.

SUCCESS STORY
STEVEN PALOMBO
BACHELOR OF BUSINESS
(TOURISM MANAGEMENT) – 1997
MARKETING PROJECT OFFICER,
MELBOURNE AIRPORT – 1998
MARKETING BUSINESS MANAGER,
MELBOURNE AIRPORT – 2007
“When I graduated, my most valuable asset was my Bachelor of Business in Tourism Management from Victoria University. I started working for Melbourne Airport in 1998 as a marketing project officer, and now I’m the airline business manager.

The opportunity to represent the city of Melbourne and Melbourne Airport to international clients is exciting. My VU course gave me broad business skills — and now I do everything from relationship management and statistical analysis to public presentation and advertising.

The industry is dynamic and covers many different sectors. That’s where the Victoria University course is advantageous. It provides a solid base to move forward in the industry.”

BACHELOR OF BUSINESS
(TOURISM MANAGEMENT) – 1997
MARKETING PROJECT OFFICER,
MELBOURNE AIRPORT – 1998
MARKETING BUSINESS MANAGER,
MELBOURNE AIRPORT – 2007
“...”
The Certificate II in Hospitality could be your way into this exciting industry.
Please note: Preparatory and Transition courses on the Tour Map and
Links page can be the starting point for any of the course sequences on
this course map.
★Available as a VETiS program
LAW AND LEGAL SERVICES

JUSTICE AND LEGAL PRACTICE

TAFE

CERTIFICATE III IN BUSINESS ADMINISTRATION (LEGAL), BSB31007
Provides students with the knowledge and skills to do legal administrative work in a legal environment.
Prerequisites: You must demonstrate you are capable of successfully completing the course.
Recognition of prior learning may be available based on skills and knowledge acquired through previous study, work or life experience.
Duration: 18 months.
Careers: Law clerk, litigation officer, trainee court registrar and legal assistant.
Campus: Footscray Nicholson, St Albans.

CERTIFICATE IV IN LEGAL SERVICES, BSB41207
Provides students with the knowledge and skills to perform high level legal administrative work in a legal environment.
Prerequisites: VCE and or demonstrate you are capable of successfully completing the course.
Recognition of prior learning may be available based on skills and knowledge acquired through previous study, work or life experience.
Duration: 1 yr FT.
Careers: Legal administrative officer.
Campus: Footscray Nicholson, St Albans.

CERTIFICATE IV IN GOVERNMENT, PSP40104
This generalist qualification covers the competencies required for working without supervision in the public sector and is particularly suited to those working in an environment requiring multi skilled personnel and or in small or regionally based organisations.
Prerequisites: To qualify for admission to the course, applicants must demonstrate to the satisfaction of the Head of School that they are capable of successfully completing the course.
Duration: 2 years PT.
Location: Industry.

DIPLOMA OF LEGAL SERVICES, BSB51007
Provides knowledge and skills to perform high level legal administrative work in a legal environment.
Prerequisites: VCE or you must demonstrate you are capable of successfully completing the course.
Recognition of prior learning may be available based on skills and knowledge acquired through previous study, work or life experience.
Duration: 15 months.
Careers: Legal assistant/assistant paralegal, legal support officer.
Campus: St Albans, Footscray Nicholson.

ADVANCED DIPLOMA OF BUSINESS (LEGAL PRACTICE), 21618VIC
Provides knowledge and skills for para-professionals in the legal industry.
Prerequisites: VCE or you must demonstrate you are capable of successfully completing the course.
Recognition of prior learning may be available based on skills and knowledge acquired through previous study, work or life experience.
Duration: 2 years FT.
Careers: Law clerk, litigation officer, trainee court registrar and legal assistant.
Campus: City Ring (flexible delivery), Footscray Nicholson.

DIPLOMA OF FINANCIAL SERVICES (CONVEYANCING), FNS50604
This course provides the knowledge required of those employed as conveyancers or seeking employment in this field. This is a full fee paying course.
Prerequisites: As assessed by the University.
Duration: 3 or less depending on industry experience or prior qualifications.
Careers: Conveyancing.
Campus: Footscray Nicholson.

CERTIFICATE II IN LOCAL GOVERNMENT, LGA20104
The course aims to provide an accredited program at AQF level 2 for students employed in Local Government and a pathway to study in the same field at a higher level.
Prerequisites: To qualify for admission to the course, applicants generally must be employed in Local Government and be assessed as being capable of successfully completing the course.
Duration: 310–390 Nominal Hours. Part Time—1 Year.
Location: Industry.

CERTIFICATE III IN LOCAL GOVERNMENT, LGA30104
The Certificate III in Local Government reflects the role of employees in Local Government who perform tasks involving a broad range of skilled applications applied in a wide variety of contexts, which may involve application of some discretion and judgement in selecting equipment, services or contingency measures as well as working within known time constraints.
Prerequisites: The program is intended for existing employees and trainees working in Local Government who can demonstrate to their employer and to the Head of School that they are capable of successfully completing the qualification.
Duration: 1 year PT.
Careers: Participants who complete this qualification would attain the necessary skills to undertake work requiring the core competencies needed to work in Local Government.
Location: Industry.

CERTIFICATE IV IN LOCAL GOVERNMENT, LGA40104
Participants who complete this qualification would attain the necessary skills to undertake work requiring the core competencies needed to work in Local Government.
Prerequisites: The program is intended for existing employees and trainees working in Local Government who can demonstrate to their employer and to the Head of School that they are capable of successfully completing the qualification.
Duration: 1 year PT.
Careers: Local Government Administrator, Project Administrator, Office Manager.
Location: Industry.

CERTIFICATE IV IN GOVERNMENT ADMINISTRATION, LGA40204
This course reflects the role of employees in Local Government who perform a broad range of skilled applications including the requirement to evaluate and analyse current practices, develop new criteria and procedures for performing current practices and provide some leadership and guidance to others in the application and planning of the skills.
Prerequisites: The program is intended for existing employees and trainees working in Local Government who can demonstrate to their employer and to the Head of School that they are capable of successfully completing the qualification.
Duration: 1 year PT.
Careers: Local Government Administrator, Project Administrator, Office Manager.
Location: Industry.

CERTIFICATE IV IN GOVERNMENT (COURT SERVICES), PSP40404
This specialist qualification covers the competencies required by those providing services to the court.
Prerequisites: Entrants to this qualification have been selected by the Joint Board of Studies set up by VU and the Department of Justice and are offered to new or existing employees.
Duration: 2 years PT.
Location: Industry.
EMPLoyee EXPERIENCE
KRISTY HAINING

BEST STUDENT AWARD — BACHELOR OF BUSINESS IN THE SUBJECT ACCOUNTING FOR DECISION MAKING — 2007

BACHELOR OF LAWS / BUSINESS (ACCOUNTING) — 2009

“My course has provided me with a comprehensive overview of both law and accounting, which is a perfect degree for a person wishing to enter the commercial world. Through my studies at VU, I was given opportunities to extend my education and practical skills. I found VU excellent for both networking and access to both the legal and accounting professions through various careers seminars. Victoria University introduced me to mooting, which is presenting legal arguments before a mock court. My experiences with mooting provided me with enhanced new knowledge and understanding in the social sciences and law, including criminology, sociology and technology.

I studied at the City Queen Campus, and found the location perfect for law students as the law courts are easily accessible. VU fosters the education of its students via extensive learning materials. Further, lecturers are very open to networking and access to both the legal and accounting professions through various careers seminars.

The best thing about learning at VU is the access to lecturers and other teaching staff. There is an open door policy with lecturers that allows students a proper understanding of the learning materials. Further, lecturers are very open to challenging their students to think outside the box and to be critical thinkers.

I now have a graduate position at F2H, which is a large Australian commercial law firm. My degree gave me an upper hand against graduates from other universities because of the emphasis that Victoria University places on practical, not just theoretical training, and education.”

DIPLOMA OF GOVERNMENT, PSP50104
This qualification completes the suite of Certificate III and Certificate IV in Government series. It provides training opportunities to middle and senior management staff in State and Federal Government departments.

Prerequisites: The program is intended for existing employees working in the Public Sector who can demonstrate to their employer and to the Head of School that they are capable of successfully completing the qualification.

Duration: 2 years PT.
Location: Industry.

DIPLOMA OF GOVERNMENT (COURT SERVICES), PSP50304
This specialist qualification aims to provide competencies required for independent and self-directed work in the public sector, in particular, the Court Administration and Services area.

Prerequisites: The program is intended for existing employees working in the Public Sector who can demonstrate to their employer and to the Head of School that they are capable of successfully completing the qualification.

Duration: 2 years PT.
Location: Industry.

DEGREE

BACHELOR OF LEGAL PRACTICE MANAGEMENT, BLLP
This degree develops highly skilled and employable graduates who have a well-balanced combination of core management and legal skills and knowledge. The key attributes of such graduates are: critical and reflective thinking; creative problem solving; effective communication and teamwork; adaptability to change; numeracy; and proficiency in the use of technology. The course permits students to deepen their general management and legal practice knowledge.

Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.

Duration: 3 years FT/PT equivalent.
Careers: Legal support staff, para-legals, legal executives in private and government practice, human resources, employee relations, and management.

Campus: Footscray Park.

BACHELOR OF ARTS (LEGAL STUDIES), ABSL
The Bachelor of Arts (Legal Studies) course provides a broad education in aspects of the law and a variety of legal issues which complement studies in arts and social sciences. The course also provides opportunity for students to pursue related studies as electives. It not only focuses on specific legal units of study, but also explores the political, historical, social and cultural aspects of legal issues.

Prerequisites: Satisfactory completion of Year 12 or equivalent with Units 3 and 4 — a study score of at least 20 in English (any).

Duration: 3 years FT/PT equivalent.
Careers: Paralegal, administrator, researcher.
Campus: Footscray Park.

LAW TAFE

CERTIFICATE IV IN MARRIAGE CELEBRANCY, CHC41502
Provides you the skills and responsibilities of marriage celebrants, including legislation, client contracts, administrative duties and high-level communication skills.

Prerequisites: As assessed by the University.

Duration: 1 yr FT/PT.
Careers: Civil marriage celebrant.
Campus: City King, Footscray Nicholson, St Albans.

DEGREE

BACHELOR OF LAWS, BLAW
This degree provides students with a broad-ranging program so they can meet the academic and professional requirements for admission to legal practice in Victoria. Students study prescribed legal units of study, professional skills units of study and legal electives.

Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.

Duration: 4 years FT/PT equivalent.
Careers: Legal practice.

Campus: City Queen.

BACHELOR OF LAWS (GRADUATE ENTRY), BLGE
This degree allows graduates from other disciplines to build on their existing studies and experience to obtain a qualification in law.

Prerequisites: Undergraduate studies at H2A or Distinction standard is normally required. Postgraduate studies are evaluated according to the nature of the relevant degree. A statement of work experience and reasons for applying (in no more than 500 words) is also required.

Duration: 3 years FT/PT equivalent.
Careers: Legal practice and employment in both the private and public sectors.
Campus: City Queen.
BACHELOR OF LAWS/BACHELOR OF ARTS, BLAA
This combined degree provides students with the knowledge, skills and competencies that are essential for the education and training of lawyers in humanities and social sciences.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 5 years FT/PT equivalent.
Careers: Legal practice, employment in both private and public sectors and the social sciences and humanities fields.
Campus: Footscray Park, City Queen.

BACHELOR OF LAWS/BACHELOR OF BUSINESS (ACCOUNTING), BLBA
This combined degree provides students with a broad-ranging program so they can meet the academic and professional requirements in both law (admission to legal practice in Victoria) and accounting. Students study core business units of study, compulsory and prescribed legal units of study, accounting specialisation units of study and electives.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 5 years FT/PT equivalent.
Careers: Legal practice, accounting, taxation and receivership, and other business professions.
Campus: Footscray Park, City Queen.

BACHELOR OF LAWS/BACHELOR OF BUSINESS (APPLIED ECONOMICS), BLBE
This combined degree provides students with a broad-ranging program so they can meet the academic and professional requirements in both law (admission to legal practice in Victoria) and economics. Students study core business, compulsory and prescribed legal units of study, applied economics specialisation units, and electives.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 5 years FT/PT equivalent.
Careers: Legal practice, finance sector positions, management and other business professions.
Campus: Footscray Park, City Queen.

BACHELOR OF LAWS/BACHELOR OF BUSINESS (BANKING AND FINANCE), BLBF
This combined degree provides students with a broad-ranging program so they can meet the academic and professional requirements in both law (admission to legal practice in Victoria) and banking and finance. Students study a combination of core and prescribed business units compulsory law units and electives.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 5 years FT/PT equivalent.
Careers: Law, banking and finance.
Campus: City Flinders, City Queen.

BACHELOR OF LAWS/BACHELOR OF BUSINESS (INTERNATIONAL TRADE), BLBI
This combined degree provides students with a broad-ranging program so they can meet the academic and professional requirements in both law (admission to legal practice in Victoria) and international trade. Students study core business units, compulsory and prescribed legal units, international trade specialisation units and electives.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 5 years FT/PT equivalent.
Careers: Legal practice, import/export administration, export development, international operations management, and international marketing.
Campus: City Flinders, City Queen, Footscray Park.

BACHELOR OF LAWS/BACHELOR OF BUSINESS (MARKETING), BLBK
This combined degree provides students with a broad-ranging program so they can meet the academic and professional requirements in both law (admission to legal practice in Victoria) and marketing. Students study core business units of study compulsory and prescribed legal units of study marketing specialisation units of study and electives.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 5 years FT/PT equivalent.
Careers: Legal practice, marketing research and analysis, promotions and public relations and fundraising.
Campus: Footscray Park, City Queen.

SUCCESS STORY MARLENE SANCHEZ-TRINCADO

BU SPECIAL COMMENDATION, VOCATIONAL AWARD — 2008

VU CERTIFICATE IV, BUSINESS (LEGAL SERVICES) — 2007

“|I am originally from Chile and wanted to learn something new and practical when I came to Australia. I saw business and legal studies as a way of better understanding the issues and debates going on around me. Doing the Certificate 3 and 4 in Business and Legal Administration and Legal Services, helped elevate my language skills and also gave me an insight into the deeper issues underlying social, cultural and political discussions.

It was not easy being a mother of three children and having commitments besides study. My biggest challenge was my vocational placements. It is there that you really need to practice what you’ve learned and see exactly the world you’re going to be facing after the course. Almost everything I learned I used during my placements.

My teachers always provided feedback about the progress of my studies. Some encouraged me to pursue further education and even become a lawyer. I realised I am capable of doing more studies and I will go for the Advanced Diploma in Legal Practice. I want my children to see me as an example and teach them how important tertiary education is for their own goals. When my family heard about my award they were very happy and very proud of me. Learning is a very good thing, but not everyone realises how important it is for your future, your career and your life. Victoria University offered me a pathway to fulfil my dreams as a person and as a professional.”

BACHELOR OF LAWS/BACHELOR OF BUSINESS (MANAGEMENT), BLBM

This combined degree provides students with a broad-ranging program so they can meet the academic and professional requirements in both law (admission to legal practice in Victoria) and management. Students study core business units of study, compulsory and prescribed legal units of study, management specialisation units of study and electives.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 5 years FT/PT equivalent.
Careers: Legal practice, human resources, employee relations and management.
Campus: Footscray Park, City Queen.

BACHELOR OF LAWS/BACHELOR OF SCIENCE, BLBS

This combined degree provides students with a broad-ranging program of study that meets the academic and professional requirements in both law and the appropriate science field.
Prerequisites: VCE with Mathematical Methods or Specialist Mathematics Units 3 and 4 and a score of at least 20 in English Units 3 and 4.
Duration: 5 years FT/PT equivalent.
Careers: Legal practice and major scientific organisations.
Campus: Footscray Park, City Queen, St Albans.
BACHELOR OF LAWS/BACHELOR OF BUSINESS (MUSIC INDUSTRY), BLBU
This combined degree provides students with a broad-ranging program so they can meet the academic and professional requirements in both law (admission to legal practice in Victoria) and the music industry. Students study core business units, compulsory and prescribed legal units, music industry specialisation units and electives.

Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.

Duration: 5 years FT/PT equivalent.

Careers: Legal practice, promotions, tour management, publicity, and event/artist/venue management.

Campus: Footscray Park, City Queen.

BACHELOR OF LAWS/BACHELOR OF BUSINESS (EVENT MANAGEMENT), BLEV
This combined degree provides students with a broad-ranging program so they can meet the academic and professional requirements in both law (admission to legal practice in Victoria) and event management. Students study a combination of core business units of study, compulsory and prescribed law units of study event management specialisation units of study, and electives.

Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.

Duration: 5 years FT/PT equivalent.

Careers: Law and event management.

Campus: Footscray Park, City Queen.
Please note: Preparatory and Transition courses on the Education and Transition Map and Links page can be the starting point for any of the course sequences on this course map.

★Available as a VETiS program
MARKETING

TAFE

ADVANCED DIPLOMA OF BUSINESS (PUBLIC RELATIONS), 21640VIC
involving:
CERTIFICATE IV IN BUSINESS (PUBLIC RELATIONS), 21639VIC
Provides students with the skills and knowledge to work in a range of PR industries.
Prerequisites: As assessed by the University.
Duration: 2 years FT.
Careers: PR officer, PR consultant.
Campus: Footscray Nicholson.

CERTIFICATE III IN CUSTOMER CONTACT, BSB30207
This qualification reflects the role of individuals who use well-developed skills and a broad knowledge base in call centres and businesses in a wide variety of contexts. They apply solutions to a defined range of customer service queries, unpredictable problems, and analyse and evaluate information from a variety of sources. They may provide leadership and guidance to others with some limited responsibility for the output of others.
Duration: 2 years FT.
Careers: Customer service officer, customer service manager.
Campus: St Albans, Footscray Nicholson.

CERTIFICATE IV IN BUSINESS CONTACT, BSB40107
These courses develop the skills and knowledge of students who seek advertising careers. Graduates are able to work in assistant positions through to account executive positions.
Prerequisites: As assessed by the University.
Duration: Advanced Diploma: 6 months FT; Diploma: 6 months FT; Certificate IV: 1 yr FT.
Careers: Advertising, account management, media planning and production, support officer, consultancy.
Campus: Footscray Nicholson.

DIPLOMA OF ADVERTISING, BSB50107
These courses develop the skills and knowledge of students who seek advertising careers. Graduates are able to work in assistant positions through to account executive positions.
Prerequisites: As assessed by the University.
Duration: Advanced Diploma: 6 months FT; Diploma: 6 months FT; Certificate IV: 1 yr FT.
Careers: Advertising, account management, media planning and production, support officer, consultancy.
Campus: Footscray Nicholson.

BACHELOR OF BUSINESS (MARKETING), BBAK
This degree prepares students for careers in the broad marketing field. Study includes core business units of study, marketing specialisation and electives.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 3 years FT/PT equivalent.
Careers: General marketing; market research and analysis; promotions and public relations; and fundraising.
Campus: Footscray Park.

BACHELOR OF BUSINESS (MARKETING)/BACHELOR OF PSYCHOLOGY, BBKP
This combined degree provides students with a sound platform of knowledge in the principles and practice of marketing and psychology. It provides a fundamental framework for the application of marketing and psychology concepts and their integration.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 4 years FT/PT equivalent.
Careers: Combined areas of marketing and psychology in a commercial environment.
Campus: Footscray Park.

BACHELOR OF BUSINESS (MARKETING/TOURISM MANAGEMENT), BBKT
This joint degree provides students with a broad range of professional skills specific to the marketing and tourism industries. Students study core business units and marketing and tourism management specialisation units.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 3 years FT/PT equivalent, plus one year of paid industry experience.
Careers: Market research and analysis; promotions and public relations; fundraising; tourism management; tourism transport operations; tourism product management; tour operating; airlines; and hotel groups.
Campus: Footscray Park.

BACHELOR OF BUSINESS (MARKETING/MUSIC INDUSTRY), BBKU
This joint degree provides students with a broad-ranging program that satisfies the academic and professional requirements of the marketing and music industries. Students study core business units, and marketing and music industry specialisation units.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 3 years FT/PT equivalent.
Careers: General marketing; market research and analysis; promotions and public relations; fundraising; merchandising; and event/artist/venue management.
Campus: Footscray Park.
BACHELOR OF BUSINESS (MARKETING/INTERNATIONAL TRADE), BBMI
This joint degree prepares students for the dynamic world of international marketing. Graduates will be equipped with marketing and trade skills for positions with international organisations.

Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 3 years FT/PT equivalent.
Careers: General marketing; market research and analysis; policy development; international public relations and promotions.
Campus: Footscray Park.

BACHELOR OF BUSINESS (MARKETING/EVENT MANAGEMENT), BBMV
This joint degree prepares students for management careers in the marketing and events industries. Students study core business units of study and marketing and events specialisation units of study.

Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 3 years FT/PT equivalent.
Careers: Market research and analysis; promotions and public relations; management positions in the events sector including conventions, expositions and sporting events.
Campus: Footscray Park.

BACHELOR OF BUSINESS (COMPUTER SYSTEMS MANAGEMENT), BBCM
This degree caters for students who wish to obtain a professional qualification in managing the systems support of developers and users of information systems. Students study core business units, computer systems specialisation, and electives.

Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 3 years FT/PT equivalent.
Careers: Systems analyst, programmer and designer, applications developer, database administrator, information systems manager, help-desk manager, computer consultant, technical and user support, systems support.
Campus: Werribee.

BACHELOR OF BUSINESS (INFORMATION SYSTEMS), BBIS
Graduates of this degree will be prepared for entry into the computing profession and the business world in general. Students study core business units, information systems specialisation units, and information systems and/or business electives.

Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 3 years FT/PT equivalent.
Careers: Systems analysts, information systems programmers and designers, applications developers, database administrators, information systems managers, help-desk managers, and network administrators.
Campus: Footscray Park.

BACHELOR OF BUSINESS (HONOURS) (INFORMATION SYSTEMS), BHBC
The course aims to provide students with an awareness and understanding of the ethical and technical requirements of the Information Systems profession; and provide students with specialist knowledge and skills in the area of research.

Prerequisites: To qualify for admission to the program the student will normally have completed an appropriate undergraduate degree with a credit average in results or equivalent.
Duration: 1 year FT/PT equivalent.
Campus: City Flinders.
CERTIFICATE II IN TECHNICAL SECURITY, 
PRS20203
To give participants the skills, knowledge, confidence and qualification to be able to work in the Technical Security field.
Prerequisites: There are no formal entry requirements for this course. Recognition of prior learning may be available based on skills and knowledge acquired by the applicant through previous study, as in articulation, informal or formal learning, or from work and/or life experience.
Duration: The course is 256 nominal hours full-time or part-time.
Careers: Installation of security systems.
Location: Sunshine.

CERTIFICATE IV IN PROPERTY SERVICES 
(REAL ESTATE), CPP40307
Provides students with the knowledge and skills required to operate as a licensed estate agent. Students learn estate agents’ legal liability and responsibility, accounting, client and agency relationships, property listing and sale, leasing, auctions, management, appraisals and risk management.
Prerequisites: At the completion of 3 Agents Rep units, you must work in the real estate industry as an agents’ representative for a period of 1 year thereby gaining industry experience before you complete the full Certificate IV qualification.
Duration: FT or PT. This course can be completed over 1–2 years depending on current industry experience, prior qualifications and individual time commitment.
Careers: Many and varied within the industry, including operating your own business.
Campus: Footscray Nicholson.

SUCCESS STORY
BREE-ANNE LOVE

VU VOCATIONAL STUDENT OF THE YEAR 
(PUBLIC RELATIONS) — 2008
VU ADVANCED DIPLOMA OF BUSINESS 
(PUBLIC RELATIONS) — 2007
VU DIPLOMA OF BUSINESS MANAGEMENT — 2007
“I love the media and events, so public relations seemed like the perfect choice. It’s not the average nine-to-five desk job, and I am impressed by the incredible importance that public relations play in any company and in the community.

I chose a TAFE qualification as opposed to a higher education degree because I believe practical experience in this profession is more beneficial than theory.

VU has a lot of connections in the industry. A lot of their teachers are also industry professionals. One worked in fashion, another worked for the airlines, and they could tell us what it was like. And if we wanted to volunteer, we were given places with people they knew personally.

I do volunteer work for on-the-job experience with the Young Variety committee — a charity for disabled children. Volunteering at Variety has given me experience in operating charity events, auctions, sponsorship and donations, and also shown me the importance of networking. I also do volunteer work for a local gymnastics club.

Receiving the Vocational Student of the Year (Public Relations) award is a good recognition of my studies and adds something extra that I got out of the course.”

CERTIFICATE III IN RETAIL, SIR30207 
(Industry only traineeship)
This course develops the skills and knowledge of those in the retail industry who wish to enter a co-ordinating or supervisory role.
Prerequisites: As assessed by the University.
Duration: 299–306 hours. Traineeship through industry only.
Careers: Retail and customer service.
Location: Industry.

CERTIFICATE IV IN RETAIL MANAGEMENT, 
SIR40207
This course develops the first-line management skills of retail industry staff that manage a small outlet or a department within a larger retail outlet.
Prerequisites: As assessed by the University.
Duration: 389—566 hours. Traineeship only.
Careers: Retail and customer service.
Campus: City King.

DIPLOMA OF RETAIL MANAGEMENT, SIR50107
This course develops students’ leadership and guidance skills to enable them to manage others in the retail sector.
Prerequisites: As assessed by the University.
Duration: 1yr PT.
Careers: Retail industry.
Campus: City King, Footscray Nicholson.

DEGREE

BACHELOR OF BUSINESS 
(RETAIL COMMERCE), BBTC
This course provides students with a sound business management education together with a specialisation in the principles and practices of retail commerce. Core business units of study include merchandise management, retail information technology, and retail management specialisation units of study such as distribution management. Electives are also offered.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 3 years FT/PT equivalent.
Careers: Retail store management, merchandising, administration, finance, and sales promotion.
Campus: Footscray Park.

BACHELOR OF BUSINESS 
(RETAIL COMMERCE/MARKETING), BBMC
This joint degree enables students to become highly employable as effective decision makers in marketing, retail commerce or in any other chosen field. Students undertake core business units combined with marketing and retail management specialisations.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 3 years FT/PT equivalent.
Careers: General marketing, sales management, retail management, market research, promotions, and public relations.
Campus: Footscray Park.
Please note: Preparatory and Transition courses on the Education and Transition Map and Links page can be the starting point for any of the course sequences on this course map.

Available as a VCAL program
**ARTS DEGREE/TAFE**

**BACHELOR OF ARTS/DIPLOMA OF LIBERAL ARTS, ABXL**
This dual award combines higher education and TAFE studies to allow TAFE Liberal Arts students to move into a general arts degree course. The course aims to give students skills that enhance their employment prospects. These skills include critical thinking, independent analysis and research, and practical skills.

**Prerequisites:** VCE with an ENTER score of at least 20 in English Units 3 and 4, or adult entry through interview and assessment.

**Duration:** 4 years FT/PT equivalent.

**Careers:** A wide range of careers depending on the social sciences and humanities fields chosen, including teacher, public servant, librarian, interpreter, writer, and community worker.

**Campus:** Footscray Park, Footscray Nicholson.

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**DEGREE**

**BACHELOR OF ARTS, ABHC/ABXM**
Students complete 24 semester-length units of study and select at least two major areas of study. Up to six units of study may be taken from other faculties. Arts students may choose from the following major areas of study:

- Advanced English for speakers of other languages
- Asian studies
- Chinese (Mandarin)
- Communication studies
- Cultural studies
- Gender studies
- Histories of the present
- History
- Japanese
- Literary studies
- Media studies
- Organisational studies
- Policy studies
- Political science
- Professional writing
- Psychology
- Psychosocial studies
- Social research methods
- Sociology
- Sociology of the global south
- Spanish
- Vietnamese

**Prerequisites:** VCE with a score of at least 20 in English Units 3 and 4.

**Duration:** 3 years FT/PT equivalent.

**Careers:** A wide range of careers depending on the social sciences and humanities fields chosen, including teacher, public servant, librarian, interpreter, writer, communication/public relations professional, social worker, and community worker.

**Campus:** Footscray Park, St Albans.

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**BACHELOR OF ARTS (HONOURS), AHFF/AHSS**
Provides the opportunity to extend undergraduate degree work and attain a higher qualification; also further develops capacities for informed, conceptual thinking and your research skills. Its primary functions are to: provide greater depth to your undergraduate studies; provide a greater understanding of the contemporary theories and debates in the humanities and social sciences; develop research skills; and develop abilities to analyse and write at a more abstract and theoretical level.

**Prerequisites:** A 3 yr undergraduate course with results at the level of Distinction or above in at least the last two units of your two majors, and overall results of credit or above in at least 60% of the total number of undergraduate units of study.

**Duration:** 1 yr FT/PT equivalent.

**Careers:** A wide range of careers depending on the social sciences and humanities fields chosen, including teacher, public servant, librarian, interpreter, writer, communication/public relations professional, social worker, community worker. First stage towards a Masters or a Doctorate by research.

**Campus:** Footscray Park, St Albans.

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**CREATIVE ARTS TAFE**

**DIPLOMA OF PROFESSIONAL WRITING AND EDITING, 21675VIC**
Provides you with theory and practical skills in a range of writing, editing and production tasks.

**Prerequisites:** VCE or equivalent, or mature age. You must have a strong commitment to writing professionally and must submit a writing folio before being selected for an interview.

**Duration:** 2 years FT/PT equivalent. The Certificate IV is the first year of the Diploma.

**Careers:** Creative writing, journalism, editing and publishing.

**Campus:** St Albans.

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**CERTIFICATE IV IN VISUAL ARTS AND CONTEMPORARY CRAFT, CUV40103**
Provides you with a residency program for practising dance and theatre artists.

**Prerequisites:** Interview, audition and/or portfolio presentation.

**Duration:** 6 months FT.

**Careers:** Performance artist, independent arts enterprise.

**Campus:** Footscray Nicholson.

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**CERTIFICATE III IN VISUAL ARTS AND CONTEMPORARY CRAFT, CUV30103**
Provides you with a residency program for practising dance and theatre artists.

**Prerequisites:** Interview, audition and/or portfolio presentation.

**Duration:** 1 yr FT.

**Careers:** Performance artist, independent arts enterprise.

**Campus:** Footscray Nicholson.
CERTIFICATE II IN MULTIMEDIA, CUF20601
A qualification for multimedia industry assistants who perform basic duties such as assisting in updating a web page, assisting with a project, assisting with animation, capturing and manipulating images, and assisting with production.
Prerequisites: Current enrolment in VCE Year 12. This course is offered as a VET in Schools program auspiced by Victoria University.
Duration: 1 yr PT.
Careers: Further education opportunities — TAFE and higher education.
Location: VET in Schools program.

CERTIFICATE III IN MULTIMEDIA, CUF30601
While Certificate IV is the main entry point to the multimedia industry, this qualification is for employees who assist with graphics, producing and updating basic web pages, producing multimedia components, editing multimedia material and producing animation.
Prerequisites: Current enrolment in VCE Year 12. This course is offered as a VET in Schools program auspiced by Victoria University.
Duration: 2 years PT.
Careers: Further education opportunities — TAFE and higher education.
Location: VET in Schools program.

CERTIFICATE IV IN MULTIMEDIA, CUF40801
Multimedia training to produce, edit or test multimedia products such as animations, graphics, games, CD ROMS and interfaces.
Prerequisites: As assessed by the University. Applicants will be required to attend an interview and submit a folio of recent artwork.
Duration: 1 yr FT.
Careers: Animation, graphics, games testing, and web design.
Campus: St Albans.

DIPLOMA OF MULTIMEDIA, CUF50701
Caters for technical, design, managerial or executive duties in the multimedia industry. Students can specialise in instructional design, project management, production, games or website design. Units of study also include: business management; managing design process; multimedia writing and animation.
Prerequisites: An interview and a folio that demonstrates strong creative, conceptual and technical abilities. Applicants should demonstrate an understanding of the multimedia industry.
Duration: 18 months FT/PT equivalent.
Careers: Studio-based art practice, web design and development, animation, special effects production.
Campus: St Albans, City Flinders.

ADVANCED DIPLOMA OF MULTIMEDIA (STREAMS: INTERACTIVE MEDIA, GAMES DEVELOPMENT), CUF60501
This course provides the training and knowledge required of individuals who perform managerial and executive duties, or design and production duties, in the multimedia industry.
Prerequisites: As assessed by the University.
Duration: 2 years FT/PT equivalent, with an exit point for the Diploma after 18 months.
Careers: Multimedia industry.
Campus: St Albans, City Flinders.

CERTIFICATE IV IN THEATRE ARTS, 21679VIC
This course offers training in acting and performance towards conceiving, planning, rehearsing, and performing two live theatre events (one per semester).
Prerequisites: VCE or equivalent, or mature age (applicants must attend a performance workshop and interview).
Duration: 1 yr FT.
Careers: Actor, performance maker, stage director.
Campus: Footscray Nicholson.

DIPLOMA OF THEATRE ARTS, 21680VIC
Provides you with training in advanced acting and performance towards conceiving, planning, rehearsing, and performing two live theatre events at an advanced level (one per semester).
Prerequisites: Completion of Certificate IV in Theatre Arts 21679VIC or equivalent industry experience.
Duration: 1 yr FT.
Careers: Actor, performance maker, stage director, performance artist, and independent arts manager.
Campus: Footscray Nicholson.

DIPLOMA OF VISUAL ART, 21885VIC
Provides and prepares you for a career in the visual arts, particularly painting. It provides a range of practical and theoretical studies.
Prerequisites: VCE or equivalent, or mature age. You must attend an interview and submit a folio.
Duration: 2 years FT/PT equivalent.
Careers: Visual artist, further education opportunities.
Campus: City Flinders.

DIPLOMA OF GRAPHIC DESIGN, 21874VIC
Provides and equips students with both traditional and electronic-based skills in camera-ready artwork. It also provides an understanding of graphic reproduction that meets industry needs.
Prerequisites: VCE or equivalent, or mature age. You must attend an interview and submit a folio.
Duration: 2 years FT.
Careers: Graphic artist, further education opportunities.
Campus: St Albans, City Flinders.

DIPLOMA OF LIBERAL ARTS, 21794VIC
incorporating:
CERTIFICATE IV IN LIBERAL ARTS, 21793VIC
Provides you with the general knowledge and skills needed to undertake effective university study in arts and social sciences. Assists you in gaining positions where advanced communication skills, and a broad general knowledge, are assets.
Prerequisites: As assessed by the University.
Duration: 2 years FT/PT equivalent.
Careers: Further study.
Campus: Footscray Nicholson.

ADVANCED DIPLOMA GRAPHIC DESIGN, 21873VIC
This course promotes development of skills in design for interactive and print media.
Prerequisites: Diploma of Arts (Graphic Arts) 12861VIC or equivalent. Applicants must submit a folio and attend an interview.
Duration: 1 yr FT.
Careers: Graphic artist, graphic designer.
Campus: City Flinders.

ADVANCED DIPLOMA OF ARTS (GRAPHIC DESIGN), 12862VIC
This course promotes the development of design skills in interactive and print media.
Prerequisites: Diploma of Arts (Graphic Arts) 12861VIC or equivalent. Applicants must submit a folio and attend an interview.
Duration: 1 yr FT.
Careers: Graphic artist, web designer, graphic designer.
Campus: City Flinders.

DEGREE/TAFE

ADVANCED DIPLOMA/BACHELOR OF ARTS (INTERACTIVE MEDIA GAMES), ABCG
This course will provide professional training tailored to meet the specific needs of the computer games industry, and will deliver both games-specific technical skills and relevant generic skills through its project-based approach to delivery.
Prerequisites: VCE with a pass in Units 3 and 4 English. Students who have already completed the Advanced Diploma will be eligible for full credit for the studies completed.
Duration: 3 years FT/PT equivalent. Students complete the Advanced Diploma Electronic Design and Multimedia by the end of Year 2, and the Bachelor of Arts — Interactive Media by the end of Year 3.
Careers: Scriptwriter, animator, computer programmer, and computer games developer.
Campus: St Albans.

DEGREE

BACHELOR OF ARTS — KYINANDOO (INDIGENOUS STUDIES), HBHK
VU's Moondani Balluk Indigenous Academic Unit, staffed by and for Indigenous Australians, offers the Bachelor of Arts (Kyinandoo) aimed specifically at Indigenous Australians, and for non-Indigenous people interested in working with or for Indigenous communities or groups.
Prerequisites: VCE or equivalent with a study score of at least 20 in any English subject.
Duration: 3 years FT/PT equivalent.
Careers: Leadership and service positions with Indigenous communities or businesses, and/or dealing with Indigenous issues in government, education, health, social sciences, sports and tourism.
Campus: Footscray Park.
SUCCESS STORY

RACHAEL BOWERMAN

VU TAFE STUDENT OF THE YEAR — 2008

VU GOLD FOLIO AWARD (GRAPHIC DESIGN) — 2007

ADVANCED DIPLOMA (GRAPHIC DESIGN) — 2007

“I believe people should follow their dreams and make them a reality. You only have one life, so make the most of it. My biggest aspiration is to be a successful graphic designer. The industry is fierce and competitive and you need to immerse yourself in all forms of design. It was daunting to leave a full-time paying career, but for three years I pushed myself beyond most normal limits, studying during the day, working at night, then doing homework to produce projects I was proud of. VU always provided me with the most up-to-date technical and conceptual skills to progress further.

As part of a mentoring program, I was given access to a graphic designer from the industry to assist, give opinions and mentor. Her support was remarkable. It gave me a better understanding of the industry and how a studio runs — information I could bring back to the classroom and share with other classmates.

Within the design community it is vital to know how to interact in a team environment, bounce ideas off one another, give opinions and push that design higher than you could do on your own. Class discussions were a major component of study. We were given opportunities as a group to help enhance each other’s work, which was beneficial to all of us, and especially to our designs.

Victoria University has produced many fine graphic designers, and with my year, it was no exception. My course, my teachers and fellow students gave me the strength to excel, and to bring out the best in myself. The skills and the confidence I have gained to continue down the path to my dream career is irreplaceable.

I want to continue to grow and develop as a designer, create designs that are recognised and admired, and crack the design world in New York. The only way to achieve that is persistence, determination and never losing touch of the passion for design.”
MUSIC INDUSTRY

TAFE

CERTIFICATE III IN MUSIC, CUS30101
To prepare and train students for a career or further education as a musician, sound engineer or artistic manager in either freelance or organisational environments.
Prerequisites: This is a VETis course only.
Duration: This course on a full time basis over 440 nominal hours or part time equivalent.
Careers: Solo or group musician, composer.
Location: School.

CERTIFICATE IV IN MUSIC, CUS40101
Provides and meets the needs of the contemporary music industry in the preparation of musicians capable of being employed in a variety of workplace environments.
Prerequisites: VCE or equivalent, or mature age. An interview and audition are also required. All applicants must lodge a completed VU TAFE supplementary information form.
Duration: 1 yr FT.
Careers: Performer, composer, arranger, music technology, self-management, promotion and marketing.
Campus: TBA.

CERTIFICATE IV IN MUSIC INDUSTRY (TECHNICAL PRODUCTION), CUS40201
Provides you with a wide range of knowledge and skills to work in the music industry either as small business (freelance) operator, in a variety of music technology and related fields, or as practitioner in medium to large post-production facilities. Also provides you with training in both live and studio recording practices and is suitable if you are wanting to work with performers operating at the local/national level.
Prerequisites: VCE or equivalent, or mature age. An interview is also required. You must lodge a completed VU TAFE supplementary information form.
Duration: 1 yr FT.
Careers: Live performance sound production and assistant studio engineer.
Campus: TBA.

DIPLOMA OF MUSIC, CUS50101
This course focuses on building the technical, business, compositional and performance skills of the contemporary artist to professional standards in order to meet the requirements of entry into university and the workplace.
Prerequisites: As assessed by the University. An interview and audition is required.
Duration: 1 yr FT.
Careers: Freelance performer, composer and arranger.
Campus: TBA.

DIPLOMA OF MUSIC INDUSTRY (TECHNICAL PRODUCTION), CUS50201
Equips students with a wide range of skills necessary for successful participation in the music industry including live sound, studio engineering, audio post-production, multimedia, the Internet, music analysis, small business management and working in teams.
Prerequisites: A relevant Certificate IV and an interview. Applicants without sound production experience or formal educational qualifications may apply and entry to the course may be granted after consideration of the applicant’s life and work experience. Applicants must lodge a completed VU TAFE supplementary information form.
Duration: 1 yr FT.
Careers: Engineer or producer in the large or small studio, live venue, theatre, post-production multimedia facility or broadcast area.
Campus: TBA.

DEGREE

BACHELOR OF BUSINESS (MUSIC INDUSTRY/ EVENT MANAGEMENT), BBME
This combined course provides students with a sound education in the principles and practice of music industry and event management. Studies include core business units, music industry and event management specialisation units.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 3 years FT/PT equivalent.
Careers: Business and government; music industry sector (particularly the touring and promotions sector); sporting, major events and venue management.
Campus: Footscray Park.

BACHELOR OF BUSINESS (MUSIC INDUSTRY), BBMS
This degree equips students with the necessary business skills for a management career in the music industry. Students develop skills in promotion, tour management, publicity, merchandising and event/artist/venue management.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 3 years FT/PT equivalent.
Careers: Promotions, tour management, publicity, merchandising and event/artist/venue management.
Campus: Footscray Park.

Students from VU’s School of Creative Industries consistently make the finals at the prestigious ATOM film, TV and multimedia awards.
Please note: Preparatory and Transition courses on the Education and Transition Map and Links page can be the starting point for any of the course sequences on this course map. ☑ VetS only
EDUCATION

TAFE

DIPLOMA OF VOCATIONAL EDUCATION AND TRAINING PRACTICE, 21697VIC
Provides practitioners with an accredited training program at Australian Qualifications Framework Level 5. It reflects the job role of a teacher/trainer who delivers vocational education and training principally and who, under minimal or no guidance, organises and carries out a range of learning and assessment functions.

Prerequisites: You need to have skills in training and assessing which can be demonstrated through successful completion of:
- TAA40104 Certificate IV in Training and Assessment, plus the TAA elective TAADEL.042B Facilitate group-based learning;
- Or BS240198 Certificate IV in Assessment and Workplace Training;
- Or equivalent relevant competencies.

Duration: 445–530 hours PT.
Careers: Teaching positions in TAFE.
Campus: Newport.

CERTIFICATE IV IN TRAINING AND ASSESSMENT, TAA50104
Designed for people who are currently working in or wish to work in the area of training/teaching development, delivery and assessment.

Prerequisites: You need to have basic English literacy and numeracy skills. Computer skills are an advantage. Ideally, you should be working in, or have access to, an operating training and assessment environment.

Duration: 17 day sessions at one weekday per week plus some Saturdays or 23 sessions at one evening per week plus several Saturdays.
Careers: When you graduate, you will meet the AQTF compliance standards for teachers/trainers in a Registered Training Organisation.
Campus: Newport and City King.

DIPLOMA OF TRAINING AND ASSESSMENT, TAA50104
This course develops advanced training and assessment practices including development of training products, provision of training advisory and consultancy services and leadership and co-ordination of training and assessment services. This is a full fee paying course.

Prerequisites: Applicants must have the core units of the TAA40104 Certificate IV in Training and Assessment or be able to demonstrate equivalent competence.

Duration: 1 yr PT.
Careers: Training and development managers, and instructional designers.
Campus: City King and Workplace.

CERTIFICATE IN FOUNDATION STUDIES (ENGINEERING AND SCIENCE), JCFS
This program aims to provide an opportunity for students: who have not studied science and mathematics at Year 12 level; or who have studied basic science and mathematics at Year 12 level but did not achieve entrance requirements for courses in the Faculty of Health, Engineering and Science; whose recent educational results have not been at the level of which they are capable; who are returning to study after some years away from formal education; or who wish to change direction in their education.

Duration: 1 year FT.
Campus: Footscray Park.

DEGREE

BACHELOR OF EDUCATION – EARLY CHILDHOOD/PRIMARY, ABEC
This course trains future early childhood and primary teachers to plan and implement a range of developmentally and educationally appropriate inclusive programs, and to teach and administer within a range of early childhood and primary school based settings.

Prerequisites: VCE with Units 3 and Four in English (any) with a study score of at least 25 and Units 1 and 2 in Mathematics (any); OR a two-year TAFE Diploma in Child Studies, such as the Diploma of Community Services (Children’s Services), the Diploma of Community Services (Child Care), the Associate Diploma of Social Sciences (Child Care) or equivalent. Applicants may be required to attend a selection interview.

Duration: 4 years FT/PT equivalent.
Careers: Early childhood/Kindergarten teacher, and primary school teacher.
Campus: TBA.

BACHELOR OF EDUCATION (VET/SECONDARY TEACHING), ABVS
The Bachelor of Education (VET/Secondary Teaching) will have two distinctive outcomes:
- that graduates can be registered with the Victorian Institute of Teaching as qualified to teach in Victorian Secondary Schools in two curriculum areas. Music, Technology, Information Technology and Vocational Educational and Training are likely teaching fields;
- that the course is designed to open high demand areas of schooling, curriculum field, and geographical area to potential teachers without current university qualifications in a way which does not impose a demand for unpaid study and work. Students in the Bachelor of Education (VET/Secondary Teaching) will be able to teach in Victorian Schools under the Victorian Institute of Teaching’s permission to teach provision.

Prerequisites: The two-year program will be open to candidates possessing:
- completed apprenticeship plus eight years of relevant industrial experience (counted from the start of apprenticeship);
- two-year former Associate Diploma or current TAFE Diploma plus two years of relevant industrial experience;
- Certificate of Technology plus six years of relevant industrial experience.

Duration: 4 years.
Campus: TBA.

BACHELOR OF EDUCATION, HBED
Students enrol and specialise in one of:
- Creativity and the Arts (campus: TBA);
- Education P-12 (campus: Footscray Park, St Albans);
- General (campus: TBA);
- Mathematics; (campus: Footscray Park);
- Outdoor Education (campus: TBA);
- Physical Education (Primary) (campus: TBA); or
- Science (campus: St Albans),

This degree trains students for primary and secondary school teaching. Students receive a comprehensive overview of primary and secondary schooling. Students complete core education studies, education practice units and compulsory units of study. They also participate in a wide range of educational activities in schools, industry and centres of community education.

Prerequisites: VCE Units 3 and 4 with a score of at least 20 in English (any).

Duration: 4 years FT/PT equivalent.
Careers: Primary and secondary school teacher.
Campus: Dependant on specialisation (see above).
**ENGLISH FOR BUSINESS [INTERNATIONAL STUDENTS ONLY], 3113GA0308**  
To enable students to improve their English language proficiency and academic literacy skills through the study of English in a business context. This course articulates into VU TAFE business courses listed in the International TAFE Course Guide requiring an IELTS score of 5.5, and into other preparatory courses offered at the English Language Institute such as University Preparation 2.  
**Prerequisites:** As assessed by the University.  
**Duration:** 2 years FT/PT equivalent.  
**Careers:** Further study.  
**Campus:** Footscray Nicholson, Werribee.

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**ENGLISH FOR OVERSEAS TEACHERS OF ENGLISH [INTERNATIONAL STUDENTS ONLY], 3113TU0507**  
The aim of the course is to develop both the language proficiency and academic skills of students to assist them in being able to more satisfactorily teach English in their own country and/or seek entry into postgraduate courses in TESOL at Victoria University.  
**Prerequisites:** The prerequisite is IELTS 6.0 or TOEFL 580+ with a TWE 5 and a teaching qualification or teaching experience. However, the program can be adapted to meet groups with a lower level of English proficiency.  
**Duration:** The course can be delivered in three, five and 10-week modules and can be custom-designed for particular groups of teachers.  
**Campus:** City Flinders.

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**GENERAL ENGLISH [INTERNATIONAL STUDENTS ONLY], 3113TU0107**  
English for everyday living skills and travel purposes, further education in Australia or enhancement of employment opportunities in home country.  
**Prerequisites:** Students are assessed on enrolment as having a lower intermediate level of English. This is approximately equivalent to an IELTS 4 (entry to TAFE is generally 5.5 and to Higher Ed generally 6.0). According to ESOS regulations, all students on a student visa must study for 25 hours a week. As such, all ELI courses are delivered according to this requirement.  
**Duration:** The course can be delivered in 5, 10, 20 and 40 week options. The time required to reach the intermediate level will vary from student to student and will depend on the individual’s entrance level, educational and language background, learning strategies, application and motivation.  
**Campus:** City Flinders.

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**ENGLISH FOR HEALTH SCIENCES [INTERNATIONAL STUDENTS ONLY], 3113TU0607**  
This course is offered at Upper Intermediate level and is designed to prepare students for further study or employment in the Health Sciences area. It is envisaged that students exiting this course will take up positions commensurate with their needs at TAFE or universities either in undergraduate or postgraduate courses in Australia.  
**Prerequisites:** The English entry level for this course is Upper Intermediate.  
**Duration:** 10 weeks and also flexible delivery.  
**Campus:** City Flinders.

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**ENGLISH FOR ACADEMIC PURPOSES (INTERNATIONAL STUDENTS ONLY) — 3113TU0207**  
The EAP courses aim to: improve language proficiency; sharpen academic skills in preparation for study at TAFE, undergraduate and postgraduate level at VU; and enable students to gain an understanding of Australian academic culture.  
**Prerequisites:** New students are tested upon enrolment and placed in an appropriate class. IELTS test results are also used as a placement tool. An overall IELTS 4.5, or equivalent, is required for entry into the Intermediate class. An overall IELTS 5 with no subtest less than 5, or equivalent, is required for entry into the Upper Intermediate course. An overall 5.5 with Reading and Writing 5.5 and other subtests not less than 5.0, or equivalent, is required for entry into the University Preparation Level 2 Course. An overall IELTS 6.0 with no subtest less than 6.0, or equivalent, is required for entry into the University Preparation Level 1 Course. According to ESOS regulations, all students on a student visa must study for 25 hours a week. As such, all ELI courses are delivered according to this requirement.  
**Duration:** 25 hours per week for 5, 10, 15 or 20 weeks, depending on the individual’s entrance level, educational and language background, learning strategies, application and motivation. The time required to reach each level will vary from student to student however, on average, it takes students ten weeks to complete each level.  
**Campus:** City Flinders.
SUCCESS STORY
HISHAM ATTIA

VU CERTIFICATE IV, TRAINING AND ASSESSMENT — 2008
VU ADVANCED DIPLOMA IN INTERACTIVE MULTIMEDIA — 2007

WESTERN REGION ARTS NETWORK INC., VICE-PRESIDENT — CURRENT

“One of the most important reasons for studying my course was to explore my creative side. Coming from an industry with a strong business focus and established processes and procedures, space for creativity and lateral thinking was quite limited. In fact it was discouraged in many areas. Taking the step to go back to university was an opportunity I couldn’t let go.

I chose the multimedia course at VU because it offered a diverse range of media for self expression and communication with others. VU students come from all over the world, they bring a wealth of cultural diversity with them. I believed that if you can communicate with such diversity, then you are on the right track, in the right discipline, in the right university.”

With the access to VU teachers, literature and online tutorials, and the encouragement of my peers, I had additional impetus to continue and enjoy my learning journey. I embraced the process of bouncing back ideas with colleagues and receiving constructive criticism on my work.

My progress in animation, web and video production was quickly recognised, and I was asked to tutor first-year students. I used these new skills for my graduation project, for which I received a high distinction, and for my online folio. My long-term goal is shared with a group of artists in my local community. As a member of the committee of management, my vision is to develop the organisation to a level recognised Australia-wide within the next five years, and to raise the awareness of our multicultural society through community-based art projects.”

CERTIFICATE I IN VOCATIONAL PREPARATION, 21625VIC
Enables you to develop skills and knowledge to improve your employability and plan your career.
Prerequisites: You will need to have a level of English necessary to complete the course.
Duration: 12 weeks PT.
Careers: Further education and general employment.
Campus: Footscray Nicholson.

DIPLOMA OF LIBERAL ARTS, 21794VIC
Incorporating:

CERTIFICATE IV IN LIBERAL ARTS, 21793VIC
Provides you with the general knowledge and skills needed to undertake effective university study in arts and social sciences. It also assists you to gain positions where advanced communication skills, and a broad general knowledge, are assets.
Prerequisites: As assessed by the University.
Duration: 2 years FT/PT equivalent.
Careers: Further study.
Campus: Footscray Nicholson.

CERTIFICATE IV IN HEALTH SCIENCE FOUNDATIONS, 51936
Prepares students from less traditional study backgrounds (eg: CALD students, students without formal study and students without the ENTER scores needed to enter directly into nursing or health sciences) with the foundation knowledge and skills to have the confidence and competence to enter a course in the field of nursing or health sciences.
Prerequisites: Successful completion of subjects in VCE, or adult entry as assessed by the university (eg: English, or language level skills; competency in reading, and writing, equivalent to the NRS level 4); numeracy skills equivalent to NRS level 2; English language proficiency of at least IELP R 3.
Recognition of prior learning may be available based on skills and knowledge acquired by the applicant through previous study or from work and/or life experience.
Duration: One semester, FT (18 weeks).
Careers: This is an academic skills bridging course that leads to nursing and other health sciences.
Campus: St Albans.

CERTIFICATE I IN TRANSITION EDUCATION, 21671VIC
This is a transition program that assists students with intellectual disabilities to move from school to further education, vocational training and/or employment. Through the program, students increase their work readiness, community access awareness, independence, understanding and knowledge of vocational options and possibilities.
Prerequisites: Applicants must be past school age (18+ of age and eligible Futures Funding) and must be able to demonstrate to the satisfaction of the Program Manager that they are in search of adult study options.
Duration: 2 yrs FT/PT equivalent.
Campus: Footscray Nicholson. Western Futures stream only.

COURSES OF STUDY

GENERIC ESL
CERTIFICATE I IN ESL (ENTRY), 21496VIC
CERTIFICATE I IN ESL (ACCESS), 21497VIC
CERTIFICATE II IN ESL (ACCESS), 21498VIC
CERTIFICATE III IN ESL (ACCESS), 21499VIC
CERTIFICATE IV IN ESL (ACCESS), 21500VIC

ESL DUAL AWARDS
CERTIFICATE III IN ESL (EMPLOYMENT), 21503VIC/
(CHILDREN’S SERVICES) CHC30402
(AGED CARE) CHC30102
(BUSINESS ADMINISTRATION) BSB30407
CERTIFICATE III IN ESL (FURTHER STUDY), 21501VIC

ESL FURTHER STUDY
CERTIFICATE IV IN ESL (FURTHER STUDY), 21502VIC
CERTIFICATE IV IN ESL (FURTHER STUDY), 21502VIC/HEALTH

If you are from a non-English speaking background, these courses enable you to improve your English language skills in reading, writing, speaking and listening; develop your knowledge of Australian society; and develop strategies for successful transition into the workforce or further study.
Prerequisites: You will need to have a level of English necessary to complete the course.
Duration: 1 yr FT for each certificate.
Careers: Further education or employment.
Campus: Footscray Nicholson, St Albans, Werribee.

COURSE IN PRELIMINARY SPOKEN AND WRITTEN ENGLISH, 91418NSW
CERTIFICATE I IN SPOKEN AND WRITTEN ENGLISH, 91421NSW
CERTIFICATE II IN SPOKEN AND WRITTEN ENGLISH, 91422NSW
CERTIFICATE III IN SPOKEN AND WRITTEN ENGLISH, 91423NSW

Develops your language, literacy and numeracy skills to undertake further education and training, seek and maintain employment and participate in the community.
Prerequisites: You will need to have a level of English necessary to complete the course.
Duration: Up to 36 weeks FT.
Careers: Further education and general employment.
Campus: Sunshine, Footscray Nicholson, St Albans, Werribee.

WESTERN REGION ARTS NETWORK INC., VICE-PRESIDENT

Vu ADVANCED DIPLOMA in INTERACTIVE MULTIMEDIA — 2008
Vu CERTIFICATE IV, TRAINING AND ASSESSMENT — 2008

“...the organisation to a level recognised Australia-wide within the next five years, and to raise the awareness of our multicultural society through community-based art projects.”
CERTIFICATE I IN WORK EDUCATION, 21672VIC
For individuals with special learning needs. It introduces you to full-time adult learning in a mainstream setting. It aims to increase your confidence through developing your communication, mathematical, organisational, study, vocational and employment-seeking skills.
Prerequisites: You must be 16 years of age minimum with a special learning need.
Duration: 2 years FT.
Careers: Various or further study.
Campus: Footscray Nicholson, St Albans.

CERTIFICATE I IN GENERAL EDUCATION FOR ADULTS (INTRODUCTORY), 21771VIC
This course aims to improve students’ reading and writing, oral communication, numeracy and maths skills as well as their general education. It is designed to prepare students for further study.
Prerequisites: A level of English necessary to complete the course.
Duration: 1 yr FT/PT equivalent.
Careers: Further education and training.
Campus: Footscray Nicholson.

CERTIFICATE I IN GENERAL EDUCATION FOR ADULTS, 21772VIC
This course provides learners with: an accredited general education course at Australian Qualifications Framework Level 1; skill development in reading, writing and numeracy; and skill development to meet their personal needs and facilitate their participation in the community, the workplace, and in further education and training.
Prerequisites: No formal entry requirements, however students would be expected to have competency in oral English language at Certificate I level. An initial assessment and placement interview is also required.
Duration: 1 yr FT/PT equivalent.
Careers: Further education and training.
Campus: Footscray Nicholson.

CERTIFICATE II IN GENERAL EDUCATION FOR ADULTS, 21773VIC
This course provides learners with: an accredited general education course at Australian Qualifications Framework Level 2; skill development in reading, writing and numeracy; skill development in a variety of areas to meet their personal needs and facilitate their participation in the community, the workplace, and in further education and training.
Prerequisites: No formal entry requirements, however students would be expected to have competency in oral English language at Certificate I level. An initial assessment and placement interview is also required.
Duration: 1 yr FT/PT equivalent.
Careers: Further study.
Campus: Footscray Nicholson, Sunshine.

CERTIFICATE III IN GENERAL EDUCATION FOR ADULTS, 21774VIC
This course provides learners with: an accredited general education course at Australian Qualifications Framework Level 3; skill development in reading, writing and numeracy; and skill development in a variety of areas to meet their personal needs and facilitate their participation in the community, in the workplace, and in further education and training.
Prerequisites: Certificate II, or as assessed by the University. An initial assessment and placement interview is also required.
Duration: 1 yr FT/PT equivalent.
Careers: Further education and training.
Campus: Footscray Nicholson.

VICTORIAN CERTIFICATE OF APPLIED LEARNING (VCAL)
FOUNDATION VCAL, 21352VIC
Provides options for young people exploring work pathways and further education. The emphasis is on practical, experiential education and training, (e.g., “hands-on” learning) giving young people skills and knowledge relevant to work and life. It develops skills by concentrating on: literacy and numeracy; work related skills; industry specific skills; and personal development and employability skills.
Prerequisites: As assessed by the University.
Duration: 1 yr FT.
Careers: Various.
Campus: Footscray Nicholson, Newport, City King.

VICTORIAN CERTIFICATE OF EDUCATION, 2200LZV
VCE stands for the Victorian Certificate of Education that is the Year 11 and 12 taught at most Victorian Secondary Schools. The Victorian Curriculum and Assessment Authority issues the VCE. All students throughout the state do the same course. The VCE is the entrance requirement for most TAFE and tertiary (university) courses and is increasingly becoming a pre-requisite for employment in many areas.
Prerequisites: To qualify for admission to the course, applicants must demonstrate to the satisfaction of the Program Manager that they are capable of successfully completing the course. Although this is primarily a course for adults, those younger than 18 are also considered on application if spaces are available. VCAAs considers an adult student to be one who is at least 18 years of age at 1st January and at least one year out of school.
Duration: One-year full-time or equivalent part-time, though students can take as many years as needed to satisfactorily complete VCE. Units 1 and 2 are run over 18 weeks each, with two hour classes scheduled twice a week. Units 3 and 4 are 17 week in duration and are also scheduled twice in two hour blocks. In addition to these hours, students will need to allow 4–6 hours outside the class time for each unit of study.
Campus: Footscray Nicholson.

CERTIFICATE II IN MUSEUM PRACTICE, CUL20204
This course provides you with knowledge and skills to perform a range of mainly routine tasks in the museum industry and work under direct supervision.
Prerequisites: Applicants must have Year 12, or be able to demonstrate to the satisfaction of the Head of School that they are capable of successfully completing the course.
Duration: 6 mths PT.
Careers: Customer service officer or further study.
Campus: Footscray Nicholson.

CERTIFICATE II IN LIBRARY/INFORMATION SERVICES, CUL20104
The aim of the course is to reflect the role of individuals who perform a range of mainly routine tasks and who work under direct supervision.
Prerequisites: Applicants must have Year 12, or be able to demonstrate to the satisfaction of the Head of Department that they are capable of successfully completing the course.
Duration: 220 hours FT/PT.
Careers: Library attendant or further study.
Campus: Footscray Nicholson.

CERTIFICATE III IN LIBRARY/INFORMATION SERVICES, CUL30104
The aim of the course is to reflect the role of individuals who work in libraries/information services and who perform a range of skilled tasks using discretion and judgement, and who have the ability to select, adapt and transfer skills to different situations.
Prerequisites: Applicants must have Year 12, or be able to demonstrate to the satisfaction of the Head of Department that they are capable of successfully completing the course.
Duration: 380 hours PT.
Careers: Library attendant or further study.
Campus: Footscray Nicholson.

CERTIFICATE IV IN LIBRARY/INFORMATION SERVICES, CUL40104
The aim of the course is designed to reflect the role of individuals who apply a broad range of skills, including evaluation and planning, and who may provide leadership and guidance to others, with some responsibility for group outcomes as library assistants in library and information agency settings.
Prerequisites: Applicants must have Year 12, or be able to demonstrate to the satisfaction of the Head of Department that they are capable of successfully completing the course.
Duration: 1 yr FT/PT equivalent.
Careers: Library attendant or further study.
Campus: Footscray Nicholson.
DIPLOMA OF LIBRARY/INFORMATION SERVICES, CUL50104

The aim of the course is designed to reflect the role of individuals, who use a range of specialised, technical or managerial competencies to plan, carry out and evaluate the work of self and/or team as library assistants in library and information agency settings.

Prerequisites: Applicants must have Year 12, or be able to demonstrate to the satisfaction of the Head of Department that they are capable of successfully completing the course.

Duration: 2 years FT/PT equivalent.

Careers: Library technician.

Campus: Footscray Nicholson.

ADVANCED DIPLOMA OF LIBRARY/INFORMATION SERVICES, CUL60104

This course reflects the role of individuals who analyse, diagnose, design and execute judgements across a range of technical or management functions. They are responsible for group outcomes as Senior Library Technicians in Library and Information Agency settings.

Prerequisites: Footscray Nicholson.

Duration: 2 yrs FT/PT equivalent.

Careers: Supervising Library Technician.

Campus: City Flinders.

HUMAN SERVICES

TAKE

CERTIFICATE IV IN YOUTH WORK, CHC40602

Appropriate for workers who develop and co-ordinate youth programs through a range of community-based programs designed to address the social, behavioural, health, welfare, developmental and protection needs of young people.

Prerequisites: As assessed by the University.

Duration: 1 yr FT.

Careers: Youth work, community youth work, outreach and local government.

Campus: St Albans, Footscray Park.

DIPLOMA OF YOUTH WORK, CHC50502

Trains those responsible for programs and services designed to meet the social, behavioural, health, welfare, developmental and protection needs of young people, managed through a range of community and institution-based agencies.

Prerequisites: As assessed by the University.

Duration: 1 yr FT.

Careers: Youth work, community youth work, outreach and local government.

Campus: St Albans, Footscray Park.

DEGREE

BACHELOR OF ARTS (YOUTH STUDIES), HBYS

This degree trains students to be youth workers who have an understanding of quality service delivery and the latest developments in youth work. Students’ research and computer skills are also developed. Core studies include action research, and youth policy and practice.
Please note:
1. Preparatory and Transition courses on the Education and Transition Map and Links page can be the starting point for any of the course sequences above.
2. Students can enter, exit and pathway through this suite of access and transition courses in a number of ways depending on their further study needs and career goals.

★Available as a VETiS program; ESL – English as a Second Language
Please note: Preparatory and Transition courses on the Education and Transition Map and Links page can be the starting point for any of the course sequences on this course map. TESOL – Teaching of English to Speakers of Other Languages.

Bachelor of Education, HBED (note: Certificate IV and Diploma/Advanced Diploma course students are able to gain credit in HBED)

Bachelor of Education (Early Childhood/Primary), ABEC (pathway from CHC50302 Diploma of Children’s Services in Human Services Cluster)

Certificate IV in Youth Work, CHC50502

Bachelor of Arts (Youth Work), HByS

Certificate in Foundation Studies (Engineering and Science), JCFs

Certificate III in Library/Information Services, CUL20104

Certificate III in Museum Practice, CUL30104

Certificate IV in Library/Information Services, CUL40104

Certificate IV in Training and Assessment, TAA40104

Certificate IV in Youth Work, CHC40602

Diploma of Library/Information Services, CUL50104

Diploma of Training and Assessment, TAA50104

Diploma of Vocational Education and Training Practice, 21697ViC

Bachelor of Arts (Youth Work), HByS

Advanced Diploma of Library/Information Services, CUL60104

Certificate IV in Library/Information Services, Cul40104

Diploma of Library/Information Services, Cul50104

Diploma of Youth Work, CHC50502

Advanced Diploma of Library/Information Services, Cul60104
ALLIED HEALTH SERVICES

ASSOCIATE DEGREE IN DERMAL THERAPIES, HADT
The course provides a further pathway of study for graduates of the Diploma of Beauty Therapy with at least two years of industry work experience. Building on the theoretical knowledge gained at diploma level, this course gives students a more scientific understanding of some of the newer technologies in the industry. Students will gain a limited amount of clinical and practical experience.

Prerequisites: Completion of the Diploma of Beauty Therapy (WRR50105) and demonstration of recent work in the industry for at least two years equivalent full-time, and current employment in the industry.

Duration: 2 years FT.
Careers: Advanced beauty, cosmetic and reconstructive therapy.
Campus: City King and Internet.

BACHELOR OF HEALTH SCIENCE – DERMAL THERAPIES, HBTD
This is a new course that provides beauty therapists with additional training, especially in para-medical dermal care. Studies include psychological issues, dermal techniques and research perspectives and practices. It would enable students to have a seamless transition from TAFE to higher education.

Prerequisites: Diploma of Beauty Therapy or equivalent and a minimum of 1 yr work experience, or successful completion of VCE with units 3 and 4 and a study score of at least 20 in English (any).

Duration: 4-year program (including TAFE).
Higher education component is 2.5 years.
Careers: Advanced beauty, cosmetic and reconstructive surgery therapy.
Campus: City King, City Flinders.

BACHELOR OF SCIENCE – CLINICAL SCIENCES, HBOS
This degree prepares graduates for entry into the Master of Health Science — Osteopathy. To register as osteopaths in Australia students must complete both degrees. Core studies include anatomy, osteopathic science, physiology and biochemistry. Students also complete a clinical practicum, which includes fieldwork and clinical practice visits.

Prerequisites: VCE (not more than 2 attempts) Units 3 and 4 Chemistry, and one of the following: Physics or Mathematics (any), with a study score of at least 20 in English.

Duration: 3 years FT.
Careers: Osteopathy.
Campus: City Flinders.

BIO SCIENCE

TAFE

COURSE IN MICROCHIP IMPLANTATION OF CATS AND DOGS, 21470VIC
The Course in Microchip Implantation of Cats and Dogs is designed to meet the training needs of people employed within the Animal Management sectors to implant microchip identification devices in dogs and cats. The course has been structured to meet the needs of those currently employed.

Prerequisites: To enter the Course in Microchip Implantation of Cats and Dogs, participants must have completed or be undertaking an approved qualification as identified in the current relevant legislation. The participants may include:
— Veterinary practitioners
— Veterinary nurse
— Nominated employees and shelter managers of animal welfare agencies
— Local government animal management officers and pound managers
— Animal technicians in role of managers or supervisors in animal research laboratories as nominated by the employing institution
— Animal control officers.

Duration: 16 hours.
Careers: Approved Implanter.
Campus: Werribee.

CERTIFICATE II IN ANIMAL STUDIES, RUV20104
Provides vocational training for individuals who intend to provide supervised animal care in a veterinary clinic.
Prerequisites: As assessed by the University.
Duration: 6 months FT/9 months PT.
Careers: Veterinary receptionist, animal attendant, animal carer.
Campus: Werribee.

CERTIFICATE III IN ANIMAL TECHNOLOGY, RUV30104
Provides training for people operating at a junior or assistant level in the animal technology industry.
Prerequisites: You must demonstrate you are capable of successfully completing the course. Recognition of prior learning may be available based on skills and knowledge acquired by you through previous study or from work and/or life experience. Not offered as a stand alone course. It can be incorporated into the Diploma of Animal Technology RUV30104.
Duration: 9 months PT.
Careers: Animal attendant or carer.
Campus: Werribee.

CERTIFICATE III IN COMPANION ANIMALS, RUV30304
Provides training for people working as assistants in a companion animal organisation.
Prerequisites: As assessed by the University.
Duration: 1 yr FT/PT equivalent.
Careers: Animal carer and pet shop assistant.
Campus: Werribee.

CERTIFICATE IV IN ANIMAL CONTROL AND REGULATION, RUV40104
The Certificate IV in Animal Control and Regulation is the industry qualification for persons undertaking animal control and regulatory functions.
Prerequisites: Current paid employment in the relevant industry. Students may be required to undertake an interview upon application for this course.
Duration: 2 years P/T.
Careers: Animal control and regulation officer.
Location: Industry.

CERTIFICATE IV IN VETERINARY NURSING, RUV40404
Provides you with training as a veterinary nurse in a veterinary clinic.
Prerequisites: Employment in a veterinary clinic.
Duration: 2 years PT.
Careers: Veterinary nurse.
Campus: Werribee.

DIPLOMA OF ANIMAL TECHNOLOGY, RUV50104
Provides you with the skills and knowledge to carry out animal technology duties and to work at a senior or managerial level.
Prerequisites: As assessed by the University.
Duration: 1 yr FT plus 2 years PT.
Careers: Animal technology.
Campus: Werribee.

CERTIFICATE III IN LABORATORY SKILLS, PML30104
Provides you with knowledge and skills in areas of mathematics, biology, chemistry, quality and occupational health and safety.
Prerequisites: As assessed by the University.
Duration: 6 months FT/PT equivalent.
Careers: Pathway into science courses at Certificate IV or Diploma level in TAFE.
Campus: Footscray Nicholson, Werribee.
CERTIFICATE IV IN LABORATORY TECHNIQUES, PML40104
Provides you with the skills and knowledge required to work as technical assistants conducting a wide range of basic tests in a biological, environmental or pathology science laboratory setting.
Prerequisites: Year 12 or equivalent, with studies in English, Biology and preferably Chemistry, or be mature age and assessed as being capable of successfully completing the course.
Duration: 1 yr FT/PT equivalent.
Careers: Technical assistant, laboratory technician, and instrument operator.
Campus: Footscray Nicholson, Werribee (PT).

DIPLOMA OF LABORATORY TECHNOLOGY, PML50104
Provides you with the skills and knowledge required to work as laboratory technicians conducting complex tests in a biological, environmental or pathology science laboratory setting.
Prerequisites: Year 12 or equivalent, with studies in English, Biology and preferably Chemistry, or be mature age and assessed as being capable of successfully completing the course.
Duration: 2 years FT/PT equivalent.
Careers: Technical officer, laboratory technician, and analyst.
Campus: Footscray Nicholson, Werribee (PT).

DEGREE

BACHELOR OF SCIENCE – BIOMEDICAL SCIENCE, SBBS
This degree provides students with an in-depth knowledge of human physiology combined with skills in critical analysis and communication. Science studies, such as functional anatomy, nutrition, pathophysiology, immunology and clinical genetics, can be combined with electives. An honours year is also offered.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 3 years FT/PT equivalent.
Careers: Medical research, pharmaceuticals, lifestyle management, scientific journalism, corporate health and science laboratories.
Campus: St Albans.

BACHELOR OF SCIENCE (HONOURS) BIOLOGY (BIOTECHNOLOGY), SHBB
The aim of the honours program is to provide a course of advanced study at a fourth year level which builds on the knowledge and skills developed at degree level, and to prepare students for postgraduate research by developing skills in working independently, critical analysis of information, problem-solving, devising, designing and conducting experimental work and written and oral communication.
Prerequisites: Applicants must hold a degree or equivalent with major studies in a relevant discipline and should normally have obtained a ‘credit’ average, or equivalent, in the final year of the degree.
Duration: 1 yr FT/PT equivalent.
Careers: Analytical or research chemist in a range of fields including pharmaceuticals, food, polymers and forensics.
Campus: Werribee, Footscray Park.

BACHELOR OF SCIENCE (HONOURS) IN BIOMEDICAL SCIENCES, SHBM
This course comprises a research project including two oral presentations, a literature review and the project thesis.
Honours Coursework: There will be two coursework units comprising of Advanced Experimental Design and Statistics, and Research Conduct, Ethics and Training. In special cases undergraduate units of studies may be substituted for coursework units when it is felt that a student would require further studies of a specialised nature. The lecture or reading programs that make up the coursework units will be determined by student’s preference. Coursework units will be assessed by oral presentations, written assignments or a written examination.
Duration: 1 yr FT/PT equivalent.
Careers: Technical officer, laboratory technician, and analyst.
Campus: Footscray Nicholson, Werribee (PT).

BACHELOR OF SCIENCE (HONOURS) IN CHEMICAL SCIENCES, SHCB
The aim of the honours program is to provide a course of advanced study at a fourth year level which builds on the knowledge and skills developed at degree level, and to prepare students for postgraduate research by developing skills in: working independently, critical analysis of information, problem-solving, devising, designing and conducting experimental work and written and oral communication.
Prerequisites: Applicants must hold a degree or equivalent with major studies in a relevant discipline and should normally have obtained a ‘credit’ average, or equivalent, in the final year of the degree.
Duration: 1 yr FT/PT equivalent.
Careers: Analytical or research chemist in a range of fields including pharmaceuticals, food, polymers and forensics.
Campus: Werribee, Footscray Park.

DIPLOMA OF OCCUPATIONAL HEALTH AND SAFETY, BSB51604
Provides you with an accredited program at AQF Level 5 for you to pursue a career in occupational health and safety and/or proceed to study in the same field at a higher level.
Prerequisites: Applicants must have successfully completed the prerequisite units, which form part of Certificate IV in Occupational Health and Safety (BSB41604).
Duration: PT.
Careers: Occupational Health and Safety manager.
Campus: Werribee.

CERTIFICATE III IN NON-EMERGENCY CLIENT TRANSPORT, HLTA30207
Provides you with the knowledge and skills required to provide non-emergency transport of patients.
Prerequisites: As assessed by the University.
Duration: 6 months, PT.
Careers: Patient transport officer.
Campus: St Albans.

CERTIFICATE III IN HEALTH SERVICES ASSISTANCE, HLTA30207
This qualification covers workers in a range of work roles who provide assistance to health professional staff with the care of clients. Health Services Assistance involves the worker in direct client contact under supervision.
Prerequisites: Industry only.
Duration: 1 year.
Careers: Ward work, patient services and hospital orderly work.
Location: Industry.

CERTIFICATE III IN HEALTH ADMINISTRATION, HLTA30207
This qualification covers workers who complete a wide range of administrative tasks, under direct or indirect supervision. These functions can be carried out in a range of settings, including hospitals, community health centres, private practice, etc.
Prerequisites: As assessed by the University.
Duration: 2 days per week for 6 months.
Careers: Medical Receptionist, Health Administration.
Campus: Werribee, Industry.

EMERGENCY HEALTH SERVICES

TAFE

COURSE IN FIRST AID LEVEL 2 – APPLY FIRST AID, HLTA30107
For information regarding this course contact the School of Health on:
Phone: 9919 3231
Email healthservices@vu.edu.au

CERTIFICATE IV IN OCCUPATIONAL HEALTH AND SAFETY, BSB41604
Provides you with an accredited program at AQF Level 4 for you to pursue a career in occupational health and safety and/or proceed to study in the same field at a higher level.
Prerequisites: Current or previous experience in an industrial setting and have an appreciation of occupational health and safety in the workplace, or mature age and assessed as capable of successfully completing the course.
Duration: PT.
Careers: Occupational health and safety officer.
Campus: Werribee.
CERTIFICATE IV IN HEALTH SUPERVISION, HLT40407
This qualification covers workers in the role of a supervisor or senior workplace trainer in a functional or operational unit/service in a healthcare setting providing health support services, health technical services, health care services, health professional support services and health administration services.
Prequisites: As assessed by the University
Duration: 1 day per week for 1 year.
Careers: GP Practice Supervision.
Campus: Werribee, Industry.

DIPLOMA OF PRACTICE MANAGEMENT, HLT50207
This qualification covers workers who undertake a range of functions requiring application of knowledge and skills to achieve results in line with the organisation/business’s goals and strategic direction.
Prequisites: As assessed by the University
Duration: 1 day per week for 1 year.
Careers: GP Practice Supervision.
Campus: Werribee, Industry.

DIPLOMA OF PARAMEDICAL SCIENCE (AMBULANCE), HLT50407
This course provides students with the skills required by state ambulance authorities and non-emergency transport companies to deliver patient care and transport services.
Prequisites: As assessed by the University
Duration: 1 year, PT.
Careers: Victorian private and non-emergency transport sector.
Campus: St Albans.

BACHELOR OF HEALTH SCIENCE – PARAMEDIC, (3 YEAR) HBX
This degree prepares students for entry into the ambulance paramedic profession as first line practitioners. Students specialise in paramedical sciences and pre-hospital emergency medicine, and undertake clinical practice in a variety of settings.
Prequisites: VCE with a score of at least 20 in English Units 3 and 4. Preference is given to applicants with passes in VCE Biology, Physics and Mathematics (any).
Duration: 3 years FT/PT equivalent.
Careers: Ambulance paramedic.
Campus: St Albans and Internet.

FOOD SCIENCE AND NUTRITION

TAFE
CERTIFICATE I IN FOOD PROCESSING, FDF10103
This is an entry-level course designed for those employed or seeking employment as a base level production worker in a food processing plant.
Prequisites: To qualify for admission, applicants must demonstrate to the satisfaction of the Head of the Department, that they are capable of successfully completing the course. Recognition of prior learning may be available based on skills and knowledge acquired by the applicant through previous study, as in articulation, informal or formal learning or from work and/or life experience.
Duration: 220 Nominal Hours FT/PT.
Location: Industry.

CERTIFICATE II IN FOOD PROCESSING, FDF20103
This is an entry-level course for those employed or seeking employment as a production operator in a food processing plant.
Prequisites: To qualify for admission, applicants must demonstrate to the satisfaction of the Head of the Department, that they are capable of successfully completing the course. Recognition of prior learning may be available based on skills and knowledge acquired by the applicant through previous study, as in articulation, informal or formal learning or from work and/or life experience.
Duration: 500 Nominal Hours FT/PT.
Location: Industry.
CERTIFICATE III IN FOOD PROCESSING, FDF30103
This course provides the knowledge and skills required of those employed or seeking employment as an advanced operator in a food processing plant.

Prerequisites: To qualify for admission, applicants must demonstrate to the satisfaction of the Head of School that they are capable of successfully completing the course. Recognition of prior learning may be available based on skills and knowledge acquired by the applicant through previous study, as in articulation, informal or formal learning or from work and/or life experience.

Duration: 600 Nominal Hours FT/PT.
Location: Industry.

CERTIFICATE III IN FOOD PROCESSING (RETAIL BAKING — BREAD), FDF30603
This course provides the knowledge and skills required of those employed or seeking employment as an advanced operator in a food processing plant.

Prerequisites: To qualify for admission, applicants must demonstrate to the satisfaction of the Head of School that they are capable of successfully completing the course. Recognition of prior learning may be available based on skills and knowledge acquired by the applicant through previous study, as in articulation, informal or formal learning or from work and/or life experience.

Duration: 6 months FT/PT equivalent.
Location: Industry.

CERTIFICATE IV IN FOOD SCIENCE AND TECHNOLOGY, 21616VIC
Provides you with the knowledge and skills required of a base level production worker in a food processing plant.

Prerequisites: As assessed by the University, company nomination.

Duration: 2 years PT. Only offered part time.
Careers: Food industry production worker.
Location: Industry.

CERTIFICATE IV IN FOOD PROCESSING, FDF40103
The course provides the knowledge and skills required of those employed as production supervisors in a medium to large food processing enterprise.

Prerequisites: To qualify for admission, applicants must demonstrate to the satisfaction of the Head of the Department, that they are capable of successfully completing the course. Recognition of prior learning may be available based on skills and knowledge acquired by the applicant through previous study, as in articulation, informal or formal learning or from work and/or life experience.

Duration: 1090 Nominal Hours FT/PT.
Location: Industry.

DIPLOMA IN FOOD PROCESSING, FDF50103
The course provides the knowledge and skills required of those employed as production supervisors in a medium to large food processing enterprise.

Prerequisites: There are no formal requirements for entry into the course. Students will primarily be those currently employed in the food processing industry. However, people who hope to gain employment by improving their skill levels may also be considered in selecting course applicants. Recognition of prior learning may be available based on skills and knowledge already acquired by the applicant through previous study, as in articulation, informal or formal learning, or from work and/or life experience.

Duration: 1530 Nominal Hours FT/PT.
Careers: Production Manager.
Location: Industry.

DEGREE

BACHELOR OF SCIENCE (HONOURS) (NUTRITION AND FOOD SCIENCES), SHNF
The aim of this honours program is to provide advanced study at a fourth year level which builds on the knowledge and skills developed at degree level, and to prepare students for postgraduate research by developing skills in working independently, critical analysis of information, problem-solving, devising, designing and conducting experimental work and written and oral communication.

Prerequisites: Applicants must hold a degree or equivalent with major studies in a relevant discipline and should normally have obtained a ‘credit’ average, or equivalent, in the final year of the degree.

Duration: 1 yr FT/PT equivalent.
Campus: Footscray Park.

BACHELOR OF SCIENCE IN NUTRITIONAL THERAPY, SBNF
This course aims to produce graduates able to function independently as nutritional therapists.

Prerequisites: Year 12 VCE, Units 3 and 4 English with a study score of at least 20. Applicants may be required to attend a selection and/or interview session.

Duration: 3 years FT/PT equivalent.
Careers: Nutritional therapist.
Campus: Werribee.

BACHELOR OF SCIENCE — NUTRITION, FOOD AND HEALTH SCIENCE, SBNH
This degree develops students’ knowledge and skills in nutrition, food and health science, and processing. Major units of study include: food science, nutrition, advanced nutrition, functional foods and health science. An honours year is also offered.

Prerequisites: VCE Units 3 and 4 in English and Mathematics (any).

Duration: 3 years FT/PT equivalent.
Careers: Nutrition management; food processing production; new product development; research and development; technical sales and service; food safety; quality assurance.
Campus: Werribee.

NURSING

TAFE

COURSE IN MEDICATION ADMINISTRATION FOR DIVISION 2 REGISTERED NURSES, 21506VIC
Provides you with the skills and knowledge to administer medication within the scope of practice of the Division 2 Registered Nurse in Victoria.

Prerequisites: As assessed by the University, registration with the Nurses Board of Victoria as a Division 2 Registered Nurse.

Duration: 17 weeks PT.
Careers: Nursing.
Campus: TBA.

CERTIFICATE IV IN NURSING (ENROLLED)/DIVISION 2 NURSING), HLT43407
Provides you with training to become eligible for registration as Division 2 Registered Nurse working in a hospital, medical aged care or community health care facility.

Prerequisites: VCE or equivalent, or mature age.
You will be required to sit an English literacy/numeracy test.

Duration: 1 yr FT/PT equivalent.
Careers: Nursing.
Campus: TBA.

DIPLOMA OF NURSING (ENROLLED/DIVISION 2 NURSING), HLT51607
This qualification covers the application of nursing skills and knowledge required to be eligible for enrolment with state/territory nursing and midwifery regulatory authorities (or registration as a Division 2 Nurse in Victoria).

Prerequisites: The Diploma course selection is restricted to Registered Nurses Division 2 or equivalent (enrolled nurse from a state other than Victoria); Either The Certificate IV in Health (Nursing) — 21358VIC/2407ADC or the Certificate IV in Nursing — HLT43407 must have been completed prior to registration.

Duration: Approximately 1.5 years.
Campus: St Albans

DEGREE

BACHELOR OF NURSING (DIVISION 2 ENTRY), HBDE
This course aims to provide students with a sound knowledge of nursing theory and practice as well as comprehensive nursing skills that lead to employment. An Honours year is also offered.

Prerequisites: Current registration as a Division 2 Registered Nurse (or eligibility for registration) with the Nurses Board of Victoria; and satisfactory completion of recognised post-secondary study in health assessment and tertiary study skills, human bioscience, and psychology.
Note: For students who have not completed the appropriate post-secondary study, a bridging program before the course can enable them to meet this prerequisite.

Duration: 2 years FT.
Careers: Nursing.
Campus: St Albans.
Nursing study at VU emphasises hands-on, practical experience.
BACHELOR OF MIDWIFERY, HBNW

This degree prepares graduates to be competent midwives, within a woman-centred philosophy, able to work collaboratively with other health care professionals. Studies include anatomy and physiology, psychology, sociology and women’s health.

Prerequisites: Units 1 and 2-mathematics (any). Units 3 and 4, a study score of at least 25 in English (any) and a study score of at least 20 in one of biology, chemistry, health and human development, physics, psychology or mathematics (any).

Non-year 12 applicants must sit the SAT Multiple Choice Test (STAT X) and submit a VTAC Pi Form. All applicants must hold a current Level 1 First Aid Certificate and be computer literate.

Duration: 3 years FT.

Careers: Midwife.

Campus: St Albans.

BACHELOR OF NURSING, HBBN

This degree offers students the comprehensive nursing training necessary for Division 1 Nurse registration. Studies include nursing, human biosciences, professional studies, psychology and sociology. Students visit a range of clinical practice workplaces throughout the course in order to develop a critical view of practice within the health field. An honours year is also offered.

Prerequisites: Units 1 and 2-mathematics (any). Units 3 and 4, a study score of at least 25 in English (any) and a study score of at least 20 in one of biology, chemistry, health and human development, physics, psychology or mathematics (any).

Duration: 3 years FT.

Careers: Nursing.

Campus: St Albans.

BACHELOR OF NURSING (HONOURS), HHN0

The aims of the course are to enable graduates to:
- demonstrate advanced knowledge and specialised skill in the selection, application and integration of qualitative research methods to generate, test and extend theory; assess how the concepts of causality, correlation and probability impact on choice of scientific design derived from the classic experimental model; recognise the relationship between a research problem and research design; examine a variety of philosophical positions and be able to determine their contribution to nursing’s epistemology; and facilitate professional ethical and moral development in practice and research.
- provide a range of knowledge and skills from the psychology discipline, complemented by strong interpersonal and organisational concepts.

I wanted to continue studying when I completed the degree in 2004. After careful consideration, I decided to pursue studies in the field of occupational health and safety.

The staff and lecturers at VU were helpful, encouraging and supportive throughout my studies, and in helping me develop my career.

Just before completing my OH&S studies in 2007, I was employed by PaperlinX as the Group OH&S Co-ordinator. PaperlinX is known as the world’s leading fine paper merchant and is Australia’s principle manufacturer of quality communication and packaging paper.

My position at PaperlinX has provided an opportunity for me to apply and enhance my OH&S knowledge base, and use the skills from my psychology degree to communicate effectively with a diverse range of people and assist in providing a safe workplace.

The introduction to different subjects in the OH&S course has played an important role in my ability to assist with the PaperlinX audit process.

STUDENT EXPERIENCE

KRISTAL CHALONIN

VU ADVANCED DIPLOMA IN OCCUPATIONAL HEALTH AND SAFETY — 2007

VU CERTIFICATE IV, TRAINING AND ASSESSMENT — 2007

GROUP OH&S CO-ORDINATOR, PAPERLINX — CURRENT

“In 2001 I enrolled in VU’s Bachelor of Psychology (Interpersonal and Organisational). It provided me with a range of knowledge and skills from the psychology discipline, complemented by strong interpersonal and organisational concepts.

I wanted to continue studying when I completed the degree in 2004. After careful consideration, I decided to pursue studies in the field of occupational health and safety.

The staff and lecturers at VU were helpful, encouraging and supportive throughout my studies, and in helping me develop my career.

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NON-AWARD SHORT COURSE

TAFE

BRIDGING COURSE (DIVISION 2 NURSES), HSVN

The aim of this non-award course is to prepare Division 2 Registered Nurses who have completed the 12-month TAFE course for entry into the Bachelor of Nursing Course. Students who have successfully completed the entire Bridging course will proceed into the Bachelor of Nursing (Pre-Registration) course.

Duration: 4 weeks during the Summer School.

Prerequisites: Current registration as a Division 2 registered nurse (or eligibility for registration) with the Nurses Board of Victoria.

PERSONAL SERVICES

TAFE

CERTIFICATE II IN NAIL TECHNOLOGY, WRB20104

This course provides participants with an entry-level qualification to begin a career in the beauty industry. It involves interacting with customers and providing treatments such as manicure or pedicure services, acrylic/gel nail enhancement as well as retail, sales, merchandising, and safe work practices.

Prerequisites: Applicants must demonstrate they are capable of successfully completing the course. Recognition of prior learning may be available based on skills and knowledge acquired by the applicant through previous study or from work and/or life experience.

Duration: A minimum of 339 nominal hours/PT equivalent.

Delivered as part of VET in Schools only.

Careers: Beauty Industry entry-level qualification to begin a career as a nail technician.

Campus: City King.

CERTIFICATE II IN MAKE-UP SERVICES, WRB20204

This course provides an entry-level qualification to begin a career in the beauty industry. It involves workplace communications, routine salon/store functions, demonstrating skin care products, designing and applying make-up in general and specialist situations.

Prerequisites: Applicants must demonstrate they are capable of successfully completing the course. Recognition of prior learning may be available based on skills and knowledge acquired by the applicant through previous study or from work and/or life experience.

Duration: A minimum of 404 nominal hours/PT equivalent.

Delivered as part of VET in Schools only.

Careers: Pathway to a career in the beauty industry.

Campus: City King.
DIPLOMA OF SPECIALIST MAKE-UP SERVICES, CUF50407
This course is a must for those serious about pursuing a career in make-up. You will learn and experience what it’s really like to work and network with people in the industry. This is a full fee paying course.
Prerequisites: Year 12 or its equivalent. Mature age and those already working in the industry are invited to apply. Interviews take place via an expression of interest and selection process.
Duration: 12 months FT.
Careers: The film, video, television, theatre, photographic and fashion industries.
Campus: City King.

CERTIFICATE II IN MODELLING, 21456VIC
This course is the only government-accredited modelling course in Australia. It provides training in the three main branches of modelling: fashion parades, photographic work and media productions.
Prerequisites: As assessed by the University.
Duration: 16 weeks.
Careers: Modelling.
Campus: City King.

CERTIFICATE III IN BEAUTY SERVICES, WRB30104
This course is designed to develop the skills and knowledge for those who wish to be employed as a beauty practitioner in a salon with limited supervision, ensuring a safe work environment, providing treatments, including lashes, brows and temporary epilation.
Prerequisites: As assessed by the University.
Duration: 6 months FT and also traineeship.
Careers: Beauty practitioner in a salon.
Campus: City King.

CERTIFICATE IV IN BEAUTY THERAPY, WRB40105
Designed to develop the first line management skills of those working in the beauty industry. It applies to those who are coordinating or managing the services within a small beauty salon, or a department in a larger store. This course is offered as a traineeship only.
Prerequisites: Selection is via aptitude and literacy tests followed by an interview.
Duration: 3 years PT traineeship.
Careers: Beauty therapist.
Campus: Workplace, City King.

DIPLOMA OF BEAUTY THERAPY, WRB50105
This course has been designed for those wishing to operate as a beauty therapist employing staff and managing a beauty salon.
Prerequisites: As assessed by the University.
Duration: 18 months FT.
Careers: Beauty therapist.
Campus: City King.

CERTIFICATE II IN HAIRDRESSING, WRH20106
[PRE-APPRENTICESHIP]
This course provides pre-vocational training for individuals who want to work in the hairdressing industry.
Prerequisites: Literacy and numeracy skills.
Duration: 12 weeks FT.
Careers: Hairdresser.
Campus: City King.

CERTIFICATE III IN HAIRDRESSING, WRH30106
This course provides training for individuals who want to work in the hairdressing industry. This course is offered as an apprenticeship, Adult Reskilling — English for Occupational Purposes, and as a full-time full fee paying course.
Prerequisites: Apprenticeship — employment in the industry and indenture to a tradesperson.
Duration: Apprenticeship: 2 years; FT: 18 months; Adult Reskilling: 6 months.
Careers: Hairdresser.
Campus: City King.

CERTIFICATE IV IN HAIRDRESSING, WRH40106
This course provides training for hairdressers requiring post-trade qualifications.
Prerequisites: Certificate III in Hairdressing.
Duration: 140–390 hours PT.
Careers: Hairdresser.
Campus: City King.

DIPLOMA OF HAIRDRESSING SALON MANAGEMENT, WRH50106
This course provides students with the skills and knowledge to manage a hairdressing salon. This is a full fee paying course.
Prerequisites: Certificate IV in Hairdressing.
Duration: 6 months FT.
Careers: Hairdressing salon manager.
Campus: City King.
VU Hair and Beauty students consistently receive top honours at the annual Hairdressing and Beauty Industry Association Awards.
Please note: Preparatory and Transition courses on the Education and Transition Map and Links page can be the starting point for any of the course sequences on this course map.
★ Available as a VETiS program
Please note: Preparatory and Transition courses on the Education and Transition Map and Links page can be the starting point for any of the course sequences on this course map.

★ Available as a VETiS program;
◆ VETiS only;
◆◆ Available as a VETAL program
INTERNATIONAL STUDIES

BACHELOR OF ARTS (COMMUNITY DEVELOPMENT), ABSA

This degree allows students who have completed the Associate Diploma in Community Development to develop further skills and knowledge at degree level.

Prerequisites: Completion of a TAFE Diploma in Community Development or equivalent.

Duration: 1 yr FT/PT equivalent.

Careers: Project worker in community education and health, rural development, youth, the aged and people with disabilities; and social and community program development manager.

Campus: St Albans.

BACHELOR OF ARTS (INTERNATIONAL COMMUNITY DEVELOPMENT), ABSD

Students study core community development areas including: Asia-Pacific societies, cultures and politics; and regional relations and policy issues. The course includes three fieldwork placements in community organisations (students can undertake one field placement in an Asian or Pacific country).

Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.

Duration: 3 years FT/PT equivalent.

Careers: Leadership roles in: government, non-government and intergovernmental development organisations; community learning centres; community health associations; rural community development groups; women’s advocacy organisations; youth programs; environmental organisations; social and community development programs; policy and research institutes; cooperatives; and post-conflict reconstruction situations. A number of graduates of this course are working in the Solomon Islands, Cambodia and East Timor.

Campus: St Albans.

HUMAN SERVICES

TAFE

FOUNDATIONS OF COUNSELLING, 3113Q80104

Provides participants with skills for basic counselling or as a pathway to other training in community services.

Prerequisites: As assessed by the University.

Duration: PT. This is a full fee paying course.

Careers: Allied health, community counselling.

Campus: Footscray Nicholson.

CERTIFICATE II IN COMMUNITY SERVICES WORK CHC20202

Provide a pathway qualification into community services work.

Prerequisites: To qualify for admission students must attend an interview and demonstrate to the satisfaction of the Head of Department, their ability to complete the course.

Recognition of prior learning may be available based on skills and knowledge acquired by the applicant through previous study, as in articulation, informal or formal learning or from work and/or life experience.

Duration: Full-time basis over 295 nominal hours or part-time equivalent.

Careers: Community Services Worker.

Campus: Footscray Nicholson.

CERTIFICATE III IN COMMUNITY SERVICES WORK CHC30102

Trains those working in residential facilities, under direct or regular supervision, within clearly defined organisational guidelines and service plans.

Prerequisites: As assessed by the University.

Duration: 6 months, PT.

Careers: Aged care worker providing personal care in residential care facility.


CERTIFICATE III IN HOME AND COMMUNITY CARE, CHC30202

Provides you with a pathway qualification into community services work.

Prerequisites: Industry groups only.

Duration: 6 months, PT.

Careers: Home care.


CERTIFICATE III IN DISABILITY WORK, CHC30302

For those who wish to work with people who have a disability. Opportunities exist in agencies that provide residential day services; and vocational, early intervention, outreach or respite services. It has a specific focus on working with children in an educational setting.

Prerequisites: As assessed by the University.

Duration: 1 yr FT.

Careers: Community work; residential day services; and early intervention, outreach and respite services.

Campus: Footscray Nicholson.

CERTIFICATE III IN CHILDREN’S SERVICES, CHC30402

Provides you with skills to develop your knowledge and understanding of early childhood development and school age children’s development.

Prerequisites: Employed or volunteer childcare assistant.

Duration: 9 months FT/1 yr PT.

Careers: Childcare worker.

Campus: Footscray Nicholson, Werribee.

CERTIFICATE III IN COMMUNITY SERVICES WORK, CHC30802

Provides you with relevance to community work through a broad range of services to support individuals and groups.

Prerequisites: As assessed by the University.

Duration: 6 months FT.

Careers: Social and community services support worker.

Campus: St Albans.

CERTIFICATE IV IN SERVICE CO-ORDINATION (AGEING AND DISABILITY), CHC40202

Appropriate for workers in residential facilities and/or community care agencies.

Prerequisites: As assessed by the University.

Duration: 1yr FT/PT equivalent.

Careers: Team leader, supervisor and manager.

Campus: Footscray Nicholson, Workplace.
CERTIFICATE IV IN DISABILITY WORK, CHC40302
Provides you with skills to work with people who have a disability. Opportunities exist in agencies that provide residential day services; and vocational, early intervention, outreach or respite services.
Prerequisites: As assessed by the University.
Duration: 1 yr FT/PT equivalent.
Careers: Working with people who experience disability.
Campus: Footscray Nicholson, City King, Workplace.

CERTIFICATE IV IN ALCOHOL AND OTHER DRUGS, CHC41702
Trains you to provide services and interventions to clients with AOD issues and/or workers who implement health promotion and community interventions. Work may take place in community organisations, residential rehabilitation and outreach services.
Prerequisites: As assessed by the University.
Duration: 1 yr FT.
Careers: Alcohol and other drug rehabilitation and outreach.
Campus: Footscray Park, Workplace.

CERTIFICATE IV IN AGED CARE WORK, CHC40102
The course is appropriate for workers in residential facilities within defined organisational guidelines and service plans.
Prerequisites: You must currently hold Certificate III in Aged Care Work CHC30102, or equivalent, or be currently employed as a care aid in a supervisory role in the Aged Care sector and have a minimum of two years experience in the aged care sector.
You may receive recognition of prior learning based on skills and knowledge acquired through previous study, informal or formal learning or from work and/or life experience.
Duration: 1 yr PT.
Careers: When you graduate, you will be qualified to be a Supervisor or Team Leader of an Aged Care facility.

CERTIFICATE IV IN OUT OF SCHOOL HOURS CARE, CHC40402
This course is appropriate for you if you conduct vacation programs and before and after-school activities for children who are of school age. At this level you are required to have an understanding of Indigenous culture and history and to work with local communities in the provision of services.
Prerequisites: You must have completed Year 12 or equivalent, and/or be able to demonstrate you possess the necessary aptitude, skills and knowledge to undertake formal study at AGF Level 4 and to work in children’s services. Recognition of prior learning may be available based on skills and knowledge acquired by the applicant through previous study or from work and/or life experience. A supervised workplace assessment program is required for all units. Most agencies require that you provide a police check clearance before undertaking workplace training.
Duration: 6 months FT.
Careers: Child care supervisor, service coordinator.
Location: Workplace.

CERTIFICATE IV IN MASSAGE THERAPY PRACTICE, HLT40307
This course provides students with the knowledge and skills required to work in remedial massage therapy.
Prerequisites: Introduction to Massage.
Duration: 1 yr FT.
Careers: Remedial massage therapist.
Campus: City King.

DIPLOMA OF OUT OF SCHOOL HOURS CARE, CHC50202
This course is appropriate if you have responsibility for the day-to-day running of a before and after school care and/or vacation care service. You undertake a managerial role and have responsibility for the supervision of other staff and volunteers. At this level you are required to have an understanding of Indigenous culture and history and to work with local communities in the provision of services.
Prerequisites: You must have Year 12 or equivalent, and/or be able to demonstrate you possess the necessary aptitude, skills and knowledge to undertake formal study at AGF Level 5 and to work in children’s services. You must have successfully completed all prerequisite competencies or equivalent prior to commencing core and elective course competencies. Recognition of prior learning may be available based on skills and knowledge acquired by you through previous study or from work and/or life experience.
Duration: 1 yr FT/PT equivalent.
Careers: Child care supervisor, director, service manager.
Campus: This course is only available to continuing Diploma of Children’s Services students.

STUDENT EXPERIENCE KATHERINE BREEN

VU TRAINEE OF THE YEAR — 2007
VU CERTIFICATE IV (GOVERNMENT) — 2007
DEPARTMENT OF HUMAN SERVICES, PROGRAM AND SERVICE ADVISOR (DISABILITY SERVICES) — CURRENT
“The most important reason for completing my Certificate IV (Government) was to further my career with the Department of Human Services (DHS). The course was offered by management as they believed I had the capabilities to move forward. I saw this as a great opportunity and I also wanted to prove to them they had made the right decision.

Staying committed to my goal of furthering my career and increasing my skills and knowledge made staying in the study zone achievable, along with the excellent support and encouragement I received from management at the DHS and my VU assessor. The most enjoyable part was the flexibility that VU gave with the modules I studied.

I’ve always aimed to be in a management role, and the course at VU has put me in good stead for that. Upon finding out I was nominated for Trainee of the Year, I was very humbled and felt that it was a great recognition of the hard work and effort I put in.

Because of the course, I have progressed through my current job. I am very proud of myself to have started with the DHS as a receptionist, progressing to my current role as program and service advisor for Disability Services, Gippsland.

I am always looking to the future. I am currently exploring further study to assist my goal of furthering my career and providing a quality service to those clients I support.”

DIPLOMA OF CHILDREN’S SERVICES, CHC50302
This course is for you to develop and evaluate programs and have responsibility for the supervision of other staff and volunteers.
Prerequisites: Year 12 or equivalent.
Duration: 2 years FT/3 years PT.
Careers: Childcare supervisor, director, service manager.
Campus: Footscray Nicholson, Werribee.

ADVANCED DIPLOMA OF CHILDREN’S SERVICES, CHC60202
This course is appropriate for you if you operate at an advanced skills level to provide specialist services; act as a resource for other workers; provide practice supervision of staff including volunteers; work intensively with clients; and work with clients with complex needs. At this level you are required to have an understanding of Indigenous culture and history and to work with local communities in the provision of services.
Prerequisites: You must have Year 12 or equivalent, and/or be able to demonstrate they possess the necessary aptitude, skills and knowledge to undertake formal study at AGF Level 6 and to work at an advanced skill or supervisory level in children’s services. You must have successfully completed all prerequisite competencies prior to commencing care and elective course competencies. Recognition of prior learning may be available based on skills and knowledge acquired by you through previous study or from work and/or life experience. Most agencies require that you provide a police check clearance before undertaking workplace training.
Duration: 1 yr FT/PT equivalent.
Careers: Service co-ordinator, director.
Campus: Workplace.
DIPLOMA OF COMMUNITY WELFARE WORK, CHC50702
This course applies to workers who are usually involved in direct client work with individuals, groups and community development projects.
Prerequisites: Paid or unpaid experience in the community services sector.
Duration: 2 years FT/PT equivalent.
Careers: Human services, community sector and welfare work.
Campus: Footscray Nicholson.

DIPLOMA OF COMMUNITY DEVELOPMENT, CHCS1402
Provides participants with the skills and knowledge required for community development work. Community Development is implemented through a broad range of services which contribute to the development of community capacity through community consultation, public education and advocacy.
Prerequisites: Paid or unpaid experience in the community services sector.
Duration: Two years full-time, or part-time equivalent.
Careers: When you graduate, you will be qualified to work in community capacity building, community engagement, community development work and community projects in government and non-government programs.
Campus: Footscray Nicholson.

ADVANCED DIPLOMA OF COMMUNITY SERVICES MANAGEMENT, CHC60402
incorporating:
DIPLOMA OF COMMUNITY SERVICES MANAGEMENT, CHC51602
These management stream courses cover workers who are responsible for the coordination and management of agencies or who are site managers in the industry. These workers work independently and report to executive management or boards of management.
Prerequisites: To qualify for admission to the course, applicants must have completed year 12 or equivalent, and / or be able to demonstrate to the satisfaction of the Head of Department that they possess the necessary aptitude, skills and knowledge to undertake formal study and to work in a management, and or leadership, role in Community Services.
Duration: The course may be offered on a full-time basis over a minimum of 807 hours (Diploma) or 1265 nominal hours (Advanced Diploma) or part-time equivalent.
Careers: Service Co-ordinator, Manager.
Location: Industry.

DEGREE
BACHELOR OF ARTS (ADVOCACY AND MEDIATION), ABSM
This degree prepares students for entry into a range of community based or community liaison positions involving advocacy and mediation for disadvantaged individuals and /or groups.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 3 years FT/PT equivalent.
Careers: Community legal worker; police community liaison officer; welfare counsellor; community outreach worker; consumer advocate; and disability advocacy worker.
Campus: Footscray Park.

BACHELOR OF SOCIAL WORK (PRELIMINARY YEAR), ABSM
This course provides the prerequisite year of tertiary study in social sciences for entry to the three-year Bachelor of Social Work degree. Graduates may either enter the Bachelor of Social Work or continue in second year in the Bachelor of Arts.
Prerequisites: VCE with a score of at least 20 in English Units 2 and 4.
Duration: 1 yr FT/PT equivalent.
Careers: Successful completion of this course will lead to enrolment in the Bachelor of Social Work.
Campus: St Albans.

BACHELOR OF SOCIAL WORK, ABUW
Following a preliminary year, all students enter the social work program for three years’ study in: social work theory and practice; social policy; human development; and law and social work.
Prerequisites: Completion of Bachelor of Social Work preliminary year or at least the first year of a degree with social science studies (including psychology and/or sociology).
Duration: 3 years FT/PT equivalent.
Careers: Social worker. The course is accredited by the Australian Association of Social Workers (AASW) and graduates are eligible for membership of the Australian Association of Social Workers.
Campus: St Albans.

PSYCHOLOGY
DEGREE
BACHELOR OF PSYCHOLOGY/BACHELOR OF BUSINESS—HUMAN RESOURCE MANAGEMENT, ABPH
This combined degree focuses on psychological, managerial and research competencies with an emphasis on human resource issues.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 4 years FT/PT equivalent.
Careers: Human resource manager, administrator in community services, market researcher and workplace trainer. The degree is accredited by the Australian Psychological Accreditation Council (APAC) and also counts as five years’ credit towards the mandatory eight year chartered membership of the Australian Human Resources Institute.
Campus: Footscray Park.

BACHELOR OF PSYCHOLOGY, ABPP
BACHELOR OF PSYCHOLOGY (INTERPERSONAL AND ORGANISATIONAL), ABPI
BACHELOR OF SCIENCE (PSYCHOLOGY), ABPY
These degrees are all accredited by the Australian Psychological Society. Bachelor of Arts and Bachelor of Psychology students complement their psychology major with other Arts studies; Bachelor of Psychology—Interpersonal and Organisational students complement their psychology major with interpersonal and organisational studies; and Bachelor of Science—Psychology students complement their psychology major with science studies.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4; the Bachelor of Science — Psychology requires a pass in any science.
Duration: 3 years FT/PT equivalent.
Note: Professional registration as a psychologist requires an additional 4th yr of study and 2 years of supervised work.
Careers: The Bachelor of Psychology provides preparation for a fourth year of study in psychology for graduates wishing to achieve professional accreditation and Associate Membership with the Australian Psychological Accreditation Council (APAC), and professional accreditation with the Victorian Psychologists’ Registration Board.
Campus: Footscray Park, St Albans.

BACHELOR OF SCIENCE/BACHELOR OF PSYCHOLOGY, SBSP
This degree enables students to study a range of science programs, such as: behavioural studies, counselling, physiology and pharmacology, linked with major studies in psychology.
Prerequisites: VCE with a score of at least 20 in English and any science.
Duration: 4 years FT/PT equivalent.
Careers: Science and psychology.
Campus: St Albans.

BACHELOR OF ARTS (HONOURS) PSYCHOLOGY, AHPH
This honours program provides a course of advanced study in psychology at fourth-year level which builds on knowledge developed in undergraduate Arts or Science courses. The course is designed to meet the Australian Psychological Accreditation Council’s requirements for a fourth-year course in psychology
Duration: 1 yr FT, 2 years PT.
Campus: Footscray Park.

BACHELOR OF PSYCHOLOGY (HONOURS), AHPP
The course is the same honours program as the Bachelor of Arts (Honours) Psychology. Students who have completed the Bachelor of Psychology in their first three years of study enrol for the Bachelor of Psychology (Honours) when they enter the honours program.
Campus: Footscray Park.

BACHELOR OF SCIENCE (HONOURS) PSYCHOLOGY, AHPY
This course is the same honours program as the Bachelor of Arts (Honours) Psychology. Students who have completed the Bachelor of Science (Psychology) in their first three years of study enrol for the Bachelor of Science (Honours) Psychology when they enter the honours program.
See the Bachelor of Arts (Honours) Psychology entry for details of the program.
Campus: Footscray Park.
Please note: Preparatory and Transition courses on the Education and Transition Map and Links page can be the starting point for any of the course sequences on this course map. The Certificate IV in Alcohol and Other Drugs Work, CHC41702* and Diploma of Alcohol and Other Drugs Work, CHC51102* are offered only in conjunction with the Diploma of Youth Work. Interested applicants should meet all the requirements of the Youth Work selection procedures and criteria.

*VETiS only.
DIPLOMA OF FITNESS, SRF50206
Provides you with the skills and knowledge to become a registered fitness specialist.
Prerequisites: VCE and/or as assessed by the University.
Duration: 2 years FT.
Careers: Fitness specialist.
Campus: Footscray Park.

CERTIFICATE IV IN SPORT (DEVELOPMENT), SRS40506
Provides you with training to become a coach or official, who wish to work in the sport industry at the beginner and intermediate levels and/or administrative duties.
Prerequisites: VCE and/or as assessed by the University.
Duration: 1 yr FT.
Careers: Sports coach, sports official, and sport administrator.
Campus: Footscray Park.

DIPLOMA OF SPORT (DEVELOPMENT), SRS50506
Provides you with the training to become a coach or official, who wish to work in the sport industry in a range of coaching and officiating and/or administrative duties.
Prerequisites: VCE and/or as assessed by the University.
Duration: 2 years FT.
Careers: Sports coach, sports official, sport development officer, and sports administrator.
Campus: Footscray Park.

DIPLOMA OF SPORT AND RECREATION, SRO50106
Provides you with the skills and knowledge to become a qualified personal trainer.
Prerequisites: Completion of a Certificate III in Fitness (SRF30206) or equivalent.
Duration: 6 months FT.
Careers: Personal trainer.
Campus: Footscray Park.

DIPLOMA OF SPORT AND RECREATION, SRO50206
Provides you with the training to work as an administrative manager in the sport and recreation industry with marketing, event and conference management and client service co-ordination responsibilities.
Prerequisites: VCE and/or as assessed by the University.
Duration: 2 years FT.
Careers: Sports administrator.
Campus: Footscray Park.

DIPLOMA OF SPORT AND RECREATION, SRO50306
Provides you with the knowledge and skills to work in the sport and recreation industry. It is offered as a traineeship or as VET in schools.
Prerequisites: As assessed by the University.
Duration: 1 yr PT.
Careers: Further study and educational component of sport traineeship.
Campus: Footscray Park or school based.

DIPLOMA OF SPORT AND RECREATION, SRO50406
Provides you with the training to work as an administrative officer in the sport and recreation industry.
Prerequisites: Year 12 or as assessed by the University.
Duration: 1 yr FT.
Careers: Sports administration.
Campus: Footscray Park.

BACHELOR OF EXERCISE SCIENCE AND HUMAN MOVEMENT, HBEM
Provides a multi-disciplinary approach to exercise, sport and human movement studies and opens up a number of career pathways through three streams.

• Clinical Exercise Science: completion of a single year of postgraduate study allows professional accreditation as an Exercise Physiologist providing exercise interventions for clinical populations, including people with, or at risk of chronic or complex health conditions or injuries (including athletes), or recovering from trauma or surgery.

• Exercise and Sport Science: leads to professional accreditation as an Exercise Scientist to provide exercise interventions for healthy populations, including high performance and recreational athletes.

• Human Movement: a more general stream tailored to suit professional and personal interests in exercise and sport in areas that do not require professional accreditation.

Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 3 years FT/PT equivalent.
Careers: Exercise physiologist, sports manager/administrator, sports coach, personal trainer, health and fitness instructor.
Campus: Footscray Park.

DIPLOMA OF SPORT (DEVELOPMENT), SRS30206
This qualification is designed for careers likely to make a career out of playing sport.
Prerequisites: There are no entry requirements for the course.
If you wish to undertake the course as part of a traineeship, you must be employed.
Duration: 1 yr PT.
Careers: Professional sportsperson.
Campus: Footscray Park, Workplace.

DIPLOMA OF SPORT (DEVELOPMENT), SRS40606
This qualification is designed for athletes likely to make a career out of playing sport.
Prerequisites: There are no entry requirements for the course.
If you wish to undertake the course as part of a traineeship, you must be employed.
Duration: 1 yr PT.
Careers: Professional sportsperson.
Campus: Footscray Park, Workplace.

DIPLOMA OF SPORT (DEVELOPMENT), SRS50406
This qualification is designed for athletes likely to make a career out of playing sport.
Prerequisites: There are no entry requirements for the course.
If you wish to undertake the course as part of a traineeship, you must be employed.
Duration: 1 yr PT.
Careers: Professional sportsperson.
Campus: Footscray Park, Workplace.

DIPLOMA OF SPORT (DEVELOPMENT), SRS50506
Provides you with the training to become a coach or official, who wish to work in the sport industry at the beginner and intermediate levels and/or administrative duties.
Prerequisites: VCE and/or as assessed by the University.
Duration: 1 yr FT.
Careers: Sports coach, sports official, and sport administrator.
Campus: Footscray Park.
BACHELOR OF APPLIED SCIENCE (PHYSICAL EDUCATION) (SECONDARY), HBPY
The aims of the course are to provide a balanced exposure to all academic areas of physical education; an opportunity for students to know and appreciate the comprehensive integrated body of knowledge of physical education; provide the opportunity for students to understand and appreciate physical education as it is influenced by a variety of political, social, economic, cultural, biological and technological factors; and produce physical education professionals who take the lead in addressing issues and promoting institutional and social change in accordance with social justice initiatives.
Prerequisites: Applicants must have successfully completed the Victorian Certificate of Education (VCE), or equivalent, with a pass in Units 3 and 4 and a score of at least 20 in English. Applicants who do not meet the normal entry requirements; but who possess appropriate educational qualifications, work or life experience, which would enable them to successfully undertake the course, will also be considered.
Duration: 3 years FT/PT equivalent.
Careers: Exercise and sport sciences, fitness and health, exercise rehabilitation and coaching. Graduates of this course who apply for and complete a fourth year of study (Graduate Diploma in Secondary Education) will be qualified to teach in secondary schools.
Campus: Footscray Park.

BACHELOR OF APPLIED SCIENCE (HONOURS) – HUMAN MOVEMENT, HHHIM
The aims of the course are to promote the development of the student as an independent researcher in a specific human movement related discipline; prepare students for entry into research oriented graduate courses in human movement; and the development of scholarly inquiry across the wide range of human movement disciplines.
Prerequisites: Applicants must have successfully completed the University’s Bachelor of Applied Science – Human Movement, or its equivalent, with a Credit (C) average and a Distinction (D) in units of study related to the intended discipline of honours study. Applicants will be required to submit a supervisor-endorsed honours proposal (500 words), prior to being considered for admission. The proposal must contain a brief synopsis of the proposed thesis, a statement of methodology, a timeline and a reference list that includes the key primary and secondary sources.
Duration: 1 yr FT.
Campus: Footscray Park.

BACHELOR OF EXERCISE SCIENCE AND HUMAN MOVEMENT/BACHELOR OF PSYCHOLOGY, HBMP
This combined degree integrates the complementary areas of human movement and psychology. Units of study include: human physiology, sports management and psychology.
Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.
Duration: 4 years FT/PT equivalent.
Careers: Sport counsellor, human resource manager, and rehabilitation practitioner.
Campus: Footscray Park.

BACHELOR OF EXERCISE SCIENCE AND HUMAN MOVEMENT/BACHELOR OF SPORT AND RECREATION MANAGEMENT, ABHR
This double degree provides a comprehensive program in which you learn to be a sport manager, familiar with the values and procedures of sport but having strengths in exercise and movement. The course incorporates the key studies in the sport stream of the Bachelor of Sport and Recreation together with the key units in a Bachelor of Exercise Science and Human Movement. It includes significant sport industry based career and professional development components in which you receive practical, sport industry based experience.
Prerequisites: Units 3 and 4—a study score of at least 20 in English (any).
Duration: 4 years FT/PT equivalent.
Careers: Club manager, player manager, sport coach, sport administrator, personal trainer, commercial sport business operator, exercise instructor, and health rehabilitator.
Campus: Footscray Park, Whitten Oval.

RECREATION MANAGEMENT

TAKE

CERTIFICATE II IN COMMUNITY RECREATION, SRC20206
Provides you with the training to work as an assistant in a community recreation setting.
Prerequisites: There are no entry requirements for the course.
Duration: 1 yr PT.
Careers: An assistant in a community recreation setting.
Campus: Footscray Park or school based.

CERTIFICATE III IN COMMUNITY RECREATION, SRC30206
Provides you with the training to work as an assistant running community recreation centre programs and is delivered as a traineeship.
Prerequisites: You must demonstrate you are capable of successfully completing the course.
Duration: 1 year PT.
Careers: Assistant community recreation officer.
Campus: Footscray Park or Industry.

CERTIFICATE II IN OUTDOOR RECREATION, SRO20206
Provides you with the training to work as an assistant in an outdoor recreation setting.
Prerequisites: There are no entry requirements for the course.
Duration: 1 year PT.
Careers: Assistant in an outdoor recreation setting.
Campus: Footscray Park or school based.

CERTIFICATE III IN OUTDOOR RECREATION, SRO30206
Provides you with the training to work as an assistant running outdoor recreation program.
Prerequisites: You must demonstrate you are capable of successfully completing the course.
Duration: 1 year PT.
Careers: Assistant outdoor recreation officer.
Campus: Footscray Park or Industry.

BACHELOR OF SPORT AND RECREATION MANAGEMENT, ABRE
This course provides a comprehensive, flexible program in which you develop professional knowledge and skills to manage organisations, services, events and facilities and practical skills to lead activities across the sport, recreation and outdoor adventure industry. It includes significant sport and recreation industry based career and professional development components in which you receive practical, industry based experience. The course has three streams, each with a different VTAC code: Outdoor Recreation, Recreation Management, and Sport Management.
Prerequisites: Units 3 and 4—a study score of at least 20 in English (any).
Duration: 3 years FT/PT equivalent.
Careers: Camp manager, club manager, program leader, guide, event/venue/facilities manager, recreation planner/leader/consultant, park manager, project coordinator, marketer, leisure service manager, recreation consultant, media manager, player agent, policy administrator, commercial sport business operator.
Campus: Footscray Park.

BACHELOR OF SPORT AND RECREATION MANAGEMENT / BACHELOR OF BUSINESS (EVENT MANAGEMENT), ABRE
This double degree provides a comprehensive program in which you learn to be a business-skilled sport event manager. Your familiarity with the values and procedures of sport and its major events and business strengths will allow employment in an array of sport event management positions. The course incorporates the key studies in the sport stream of the Bachelor of Sport and Recreation together with the key units in a Bachelor of Business (Event Management). It includes significant sport industry based career and professional development components in which you receive practical, industry based marketing experience.
Prerequisites: Units 3 and 4—a study score of at least 20 in English (any).
Duration: 4 years FT/PT equivalent.
Careers: Sporting event manager, sport administrator, event consultant, and commercial sport business operator.
Campus: Footscray Park.
BACHELOR OF ARTS (HONOURS) – RECREATION MANAGEMENT, HHRM

The aims of the course are to promote the development of recreation related research and professional expertise beyond the pass degree level; prepare students for entry into research oriented graduate courses in recreation; and promote the development of scholarly inquiry across the wide range of disciplines focusing on recreation.

Prerequisites: Applicants must have successfully completed the University’s Bachelor of Arts — Recreation Management, or equivalent, with a Credit (C) average and a Distinction (D) in units of study directly related to the intended discipline of honours study. Applicants will be required to submit a supervisor endorsed honours proposal (500 words) prior to being considered for admission. The proposal must contain a brief synopsis of the proposed thesis/project, a statement of methodology, a timeline and a reference list that includes the key primary and secondary sources. Entry into the honours course will normally occur not more than two years after the completion of the first degree.

Duration: 1 yr FT/PT equivalent.

Campus: Footscray Park.

BACHELOR OF SPORT AND RECREATION MANAGEMENT/BACHELOR OF BUSINESS (MANAGEMENT), ABRM

This double degree provides a comprehensive program in which you learn to be a business-skilled sport manager. The course incorporates the key studies in the sport stream of the Bachelor of Sport and Recreation together with the key units in a Bachelor of Business (Management). It includes significant sport industry based career and professional development components in which you receive practical, industry based experience. The course focuses strongly on competitive sport including high performance professional sport.

Prerequisites: Units 3 and 4— a study score of at least 20 in English (any).

Duration: 4 years FT/PT equivalent.

Careers: Sports administrator, player/team manager/agent, event/venue/facilities manager, consultant, and commercial sport business operator.

Campus: Footscray Park.

BACHELOR OF SPORT AND RECREATION MANAGEMENT/ BACHELOR OF BUSINESS MARKETING, ABRK

This double degree provides a comprehensive program in which you learn to be a business-skilled sport marketer, familiar with the values and procedures of sport but having business strengths to allow employment in an array of responsible sport marketing positions. The course incorporates the key studies in the sport stream of the Bachelor of Sport and Recreation together with the key units in a Bachelor of Business (Marketing). It includes significant sport industry based career and professional development components in which you receive practical, industry based marketing experience.

Prerequisites: Units 3 and 4— a study score of at least 20 in English (any).

Duration: 4 years FT/PT equivalent.

Careers: Sports marketer, sport administrator, player/team manager/agent, marketing consultant, and commercial sport business operator.

Campus: Footscray Park.
The aims of the course are to promote the development of sport administration and management related research and professional expertise beyond the pass degree level; prepare students for entry into research orientated graduate courses in sport administration and management; and promote the development of scholarly inquiry across the wide range of disciplines focusing on sport administration and management.

Prerequisites: Applicants must have successfully completed the University’s Bachelor of Arts (Sport Administration) or Bachelor of Arts (Sport Administration)/Bachelor of Business (Management) or Bachelor of Arts (Sport Administration)/Bachelor of Business (Marketing) or Bachelor of Arts (Sport Administration)/ Bachelor of Business (Event Management) or equivalent. An applicant will usually have attained a Distinction (D) average throughout their undergraduate degree in order to qualify for admission to the course. Applicants are required to submit a supervisor endorsed Honours proposal (500 words) prior to being considered for admission. The proposal must contain a brief synopsis of the proposed thesis, a statement of methodology, a timeline and a reference list that includes the key primary and secondary sources.

Duration: 1 year FT/PT equivalent.

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STUDENT EXPERIENCE

ERIN CAROLL

VU FEMALE ATHLETE OF THE YEAR – 2008

BEIJING OLYMPICS BADMINTON TEAM – 2008

VU BACHELOR OF APPLIED SCIENCE (PHYSICAL EDUCATION)

“VU was flexible enough to let me come in as a mid-year entry student after I made the 2006 Commonwealth Games, and have been very supportive of me as a student ever since. As an added bonus, VU had great facilities that were close to both my home and training base. It had a course that I was really passionate about. I get to experience teaching students, and also work with students with special needs. I have always loved keeping fit and participating in sports, so fostering a positive attitude towards a healthy lifestyle, and developing these attitudes in the school and community is important.

I love the atmosphere at VU. Everyone is enthusiastic and helpful. I’m from Ballarat, and VU often feels more like a small town, because everyone is friendly and approachable. The biggest challenge in being a student and an elite athlete is attendance. In 2008, I was away seven out of 12 weeks during the first semester for Olympic qualifying tournaments. I played in a different tournament every week: Portugal, Romania, Poland, Finland, Peru, the US, then back to Australia. In second semester, I had a week in Darwin for the nationals, then three weeks in China for the Games. My teachers were very understanding and allowed me to make up all my missed classes and e-mail some of my assignments from overseas.

It’s challenging to balance my busy lifestyle, but I love trying. The biggest thing is staying really organised. I work part-time while I’m not studying and training, and I am very lucky to have understanding and flexible workplaces. I am a technical coach for the Badminton National Talent Identification program, I work at the Altona Badminton Centre, and I also help the Sports Director at the Maribyrnong Secondary College, who happens to be my dad, Rob Carroll.

I really want to be a teacher. I love learning and I want to help young people to love learning too. I like interacting with them and doing the practical side, but I am also interested in research. Maybe one day, I might even work at a University like VU.”
Please note: Preparatory and Transition courses on the Education and Transition Map and Links page can be the starting point for any of the course sequences on this course map. ★Available as a VETiS program.
ENGINEERING
AND INFRASTRUCTURE

CIVIL AND ARCHITECTURAL ENGINEERING

TAFE

COURSE IN BASIC EARTHMOVING, 21768VIC
Provides you with a vocation skill that is in high demand and provides successful participants with a ticket to operate earthmoving equipment.
Prerequisites: Literacy and numeracy skills Level 1 recommended.
Duration: 10 days.
Careers: Earthmoving operator.
Campus: Werribee.

DEGREE

BACHELOR OF ENGINEERING – BUILDING ENGINEERING, EBCB
This course is unique in Victoria. Building engineers plan and manage the construction of buildings. They must understand the environmental services and structural systems of buildings. This multidisciplinary program focuses on building feasibility, construction planning and project management. Sustainable design concepts are introduced with an appreciation of architectural design.
Prerequisites: VCE with a score of at least 22 in English and Mathematical Methods or Specialist Mathematics Units 3 and 4.
Duration: 4 years FT/PT equivalent.
Careers: Building or engineering companies in co-operation with architects, engineers and other building professionals in the planning and construction management of building projects; building facilities management.
Campus: Footscray Park.

BACHELOR OF ENGINEERING – CIVIL ENGINEERING, EBCC
This degree is designed to develop students’ skills in the planning, design, construction and management of buildings, roads, water supply systems and other major community services.
Prerequisites: VCE with a score of at least 22 in English and Mathematical Methods or Specialist Mathematics Units 3 and 4.
Duration: 4 years FT/PT equivalent.
Careers: A wide range of careers involving planning, design, construction and engineering management in private industry or with government authorities.
Campus: Footscray Park.

BACHELOR OF TECHNOLOGY – BUILDING SURVEYING, EBSB
Building surveyors have expert knowledge of occupant safety, urban amenity, environmental sustainability and other considerations in the design and construction of buildings. They are responsible for statutory functions such as building permits, mandatory building inspections and issuing occupancy permits, and work with project architects, engineers and managers.
Prerequisites: VCE with a score of at least 22 in English Units 3 and 4.
Duration: 4 years FT/PT equivalent.
Careers: Administration of acts, regulations, codes and standards applicable in the planning, design, documentation, approval, construction, occupation, alteration, maintenance and demolition of buildings in both the private and the public sectors.
Campus: Newport.

BUILDING AND CONSTRUCTION

TAFE

CERTIFICATE II IN BUILDING AND CONSTRUCTION (STREAMS: BRICKLAYING, CARPENTRY, PAINTING AND DECORATING) – PREAPPRENTICESHIP 21844VIC
Offers you prevocational training in the building and construction industry. The qualification aims to provide you with the basic skills and knowledge to allow you to seek an apprenticeship in one of the following sectors in the building and construction industry:
• Bricklaying
• Carpentry
• Painting and Decorating.
Prerequisites: There are no entry requirements
Duration: 16 weeks FT/PT equivalent.
Careers: Bricklaying, Carpentry, Painting and Decorating.
Campus: Newport, Sunshine.

CERTIFICATE III IN CARPENTRY, BCG30203
Employed as qualified carpenter in a nationally recognised skills shortage demand area.
Prerequisites: The qualification is offered to tradespersons working in the carpentry sector in overseas locations as a general carpenter and have met the practical skills assessment testing.
Duration: TBA.
Careers: Employed as qualified carpenter in a nationally recognised skills shortage demand area.
Location: Industry Only — VETASSESS

CERTIFICATE III IN OFF SITE CONSTRUCTION (SHOPFITTING) BCF30100
Provides you with formal qualifications to employees already working actively in the industry as well as new apprentices entering this specialist area.
Prerequisites: Employed within the industry or employed as an apprentice.
Duration: 3 years PT
Careers: This qualification will enable you to work within the shopfitting and interior installation industry.
Campus: Newport.
STUDENT EXPERIENCE

SCOTT RICHARDSON

VU APPRENTICE STUDENT OF THE YEAR (CONSTRUCTION) – 2008

VU CERTIFICATE III IN GENERAL CONSTRUCTION (CARPENTRY AND JOINERY) – 2007

“I was interested in building and carpentry from a young age because my father is in the business and has always had a love of timberwork and building things with his hands. I enjoy looking back and seeing what I’ve created, or sometimes just feeling tired and satisfied at the end of the day about working hard and doing a good job.

During my course, I cut it that long because I’ve got to allow for this or that, and really understand the full scale of things. Working onsite to build something and solve problems has definitely given me a better understanding for theoretical work in the classroom and an understanding of the ‘whys’ of building. I’ve been invited to house-warming parties after I finish class and an understanding of the ‘whys’ of building. I’ve been invited to house-warming parties after I finish class and an understanding of the ‘whys’ of building.

Currently I’m helping to renovate an old electrical sub-station for what will become the Hobsons Bay Community Arts Centre. I’m also assisting my parents to build a farm house in the country over the weekends and holidays. Occasionally I find it difficult as I am also studying for a construction management degree at university and I also play hockey at a state level. Once I complete my degree, I’ll be eligible to become a registered builder and will be able to deal with the business and management side of construction, as well as having the skills from my apprenticeship to be a highly effective on-site worker.”
<table>
<thead>
<tr>
<th>Certificate</th>
<th>Description</th>
<th>Duration</th>
<th>Prerequisites</th>
<th>Campus</th>
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</thead>
<tbody>
<tr>
<td><strong>Certificate III in Off-Site Construction (Joinery — Timber/Aluminium/Glass), BCF30200</strong></td>
<td>Provides apprentices with the practical skills and knowledge for employment in the joinery — timber, aluminium and glass industry.</td>
<td>Year 2 or equivalent, or mature age with relevant experience.</td>
<td>3 years PT.</td>
<td>Newport.</td>
</tr>
<tr>
<td><strong>Certificate III in Off-Site Construction (Sign Writing/Computer Operations), BCF30700 [Apprenticeship]</strong></td>
<td>Provides apprentices with work-related skills and knowledge in the sign writing/computer operations industries.</td>
<td>As assessed by the University.</td>
<td>3 years PT.</td>
<td>Newport.</td>
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<tr>
<td><strong>Certificate III in General Construction, BCG31398 [Apprenticeship Streams:]</strong></td>
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<tr>
<td><strong>[Bricklaying/Blocklaying], BCG30698</strong></td>
<td>Provides apprentices with training in the related industry trades.</td>
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<tr>
<td><strong>[Carpentry — Framework/Formwork/Finishing], BCG30798</strong></td>
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<tr>
<td><strong>[Painting and Decorating], BCG30498</strong></td>
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<tr>
<td><strong>Certificate IV in Sign Technology, 21399VIC</strong></td>
<td>This course prepares students for employment in the sign industry. Sign writers’ skills include areas such as painting and sign writing shop windows to designing neon signs.</td>
<td>As assessed by the University.</td>
<td></td>
<td>Newport.</td>
</tr>
<tr>
<td><strong>Certificate II in Plumbing (Pre-Vocational), 21642VIC</strong></td>
<td>Provides you with the skills, knowledge and ability required to gain an apprenticeship in the plumbing industry.</td>
<td>Basic English language, literacy and numeracy skills.</td>
<td>16 weeks FT/PT equivalent.</td>
<td>Newport.</td>
</tr>
<tr>
<td><strong>Certificate III in Civil Construction (Plant Operations), BCC30607</strong></td>
<td>This course is designed to train plant operators for a range of civil construction work including roads, bridges, dams, waterworks and trenches.</td>
<td>As assessed by the University.</td>
<td>3 years PT.</td>
<td>Newport.</td>
</tr>
<tr>
<td><strong>Certificate III in Civil Construction (Road Construction and Maintenance), BCC30707</strong></td>
<td>Provides you with skills suitable for a road maintenance worker.</td>
<td>Employment as an apprentice.</td>
<td>3 years PT.</td>
<td>Newport.</td>
</tr>
<tr>
<td><strong>Diploma of Building Surveying, BCG50103</strong></td>
<td>Provides you with building surveying theory related to residential, industrial and commercial building.</td>
<td>Diploma of Building Surveying BCG50103.</td>
<td></td>
<td>Newport.</td>
</tr>
<tr>
<td><strong>Advanced Diploma of Building Design and Project Administration, 40355SA</strong></td>
<td>This course assists graduates in gaining skills to administer large building jobs or in running their own drafting office.</td>
<td>All applicants will gain Registration and Licence levels with the Plumbing Commission and enables them to undertake the Certificate III in Plumbing.</td>
<td></td>
<td>Newport.</td>
</tr>
<tr>
<td><strong>Certificate II in Drainage, BCP20103</strong></td>
<td>Provides you with the knowledge to gain Registration and Licence from the Plumbing Commission.</td>
<td>All candidates need to be employed in the Drainage industry.</td>
<td></td>
<td>Newport.</td>
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<tr>
<td><strong>Certificate III in Plumbing, BCP30103</strong></td>
<td>All apprentices will gain Registration and Licence levels with the Plumbing Commission.</td>
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<td>Newport.</td>
</tr>
<tr>
<td><strong>Certificate III in Furniture Making, LMF30302</strong></td>
<td>Provides you with the skills and knowledge to specialise in furniture making.</td>
<td>As assessed by the University.</td>
<td>3 years PT.</td>
<td>Newport.</td>
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<tr>
<td><strong>Certificate III in Furniture Making (Cabinet Making), LMF30402</strong></td>
<td>Provides you with the skills and knowledge to specialise in furniture making with a focus on cabinet making.</td>
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<td>Newport.</td>
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</tbody>
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CERTIFICATE III IN FURNITURE MAKING (WOOD MACHINING), LMF30502
Provides you with the skills and knowledge to specialise in furniture making with a focus on wood machining.
Prerequisites: As assessed by the University.
Duration: 727 hours FT/PT.
Careers: Wood machinist.
Campus: Newport.

CERTIFICATE II IN BOATING SERVICES, MEM20305
Provides a pathway for secondary students into the marine industry, and gives exposure to a wide range of the specific vocational areas in the industry.
Prerequisites: As assessed by the University.
Duration: 3 years PT.
Careers: Boatbuilder, marine cabinet maker, marine diesel mechanic, marine worker, charter boat operator.
Campus: Newport.

CERTIFICATE III IN MARINE CRAFT CONSTRUCTION [APPRENTICESHIP], MEM30705
Appropriate for tradespeople working in boat and small marine craft construction, repair and maintenance.
Prerequisites: Employment as a boat builder or shipwright apprentice.
Duration: 3 years PT.
Careers: Boat builder and shipwright.
Campus: Newport.

CERTIFICATE IV IN CIVIL CONSTRUCTION SUPERVISION, RII40206
This course reflects the role of employees in Civil Construction operations who may fulfil roles such as foreman, site supervisor or works supervisor where they are responsible for applying the site work instructions and practices and to ensure the quantity and quality of the output of others.
Prerequisites: As assessed by the University.
Duration: 1 year FT/PT equivalent.
Careers: Foreman, site supervisor, works supervisor.
Campus: Sunshine.

CERTIFICATE IV IN PROJECT MANAGEMENT, BSB41507
This qualification reflects the role of individuals who use well-developed skills and a broad knowledge base in a wide variety of contexts. They apply solutions to a defined range of unpredictable problems, and analyse and evaluate information from a variety of sources. They may provide leadership and guidance to others with some limited responsibility for the output of others.
Prerequisites: Successful completion of VCE/VCAL or equivalent, Direct application.
Duration: The course is offered on a part-time basis over 300 nominal hours.
Careers: This is an entry level qualification which allows individuals to develop basic skills and knowledge to prepare for further study/work.
Location: Industry.

CERTIFICATE I IN ELECTROTECHNOLOGY [ENGINEERING] [PRE APPRENTICESHIP], UTE10102
Provides knowledge and skills for careers paths in Electrotechnology vocations. The Certificate I also confers credit towards a range of Certificate II and Certificate III vocations in the Electrotechnology Industry.
Prerequisites: To qualify for admission to the course, students must have completed minimum Year 10 Mathematics and English and demonstrate to the satisfaction of the Head of Department that they are capable of completing the course. Recognition of prior learning may be available based on skills and knowledge already acquired by the applicant through previous study, as in articulation, informal or formal learning, or from work and/or life experience.
Duration: 6 months FT/PT equivalent.
Careers: Technical Support; Assembly and Basic Servicing; Technicians; or Technologists and Associates in Engineering (electrical, electronics, Instrumentation, Computer Systems).
Campus: Sunshine.

ELECTRICAL AND ELECTRONIC ENGINEERING
TAFE

CERTIFICATE I IN ELECTROTECHNOLOGY [ENGINEERING] [PRE APPRENTICESHIP], UTE10102
Provides knowledge and skills for careers paths in Electrotechnology vocations. The Certificate I also confers credit towards a range of Certificate II and Certificate III vocations in the Electrotechnology Industry.
Prerequisites: To qualify for admission to the course, students must have completed minimum Year 10 Mathematics and English and demonstrate to the satisfaction of the Head of Department that they are capable of completing the course. Recognition of prior learning may be available based on skills and knowledge already acquired by the applicant through previous study, as in articulation, informal or formal learning, or from work and/or life experience.
Duration: 6 months FT/PT equivalent.
Careers: Technical Support; Assembly and Basic Servicing; Technicians; or Technologists and Associates in Engineering (electrical, electronics, Instrumentation, Computer Systems).
Campus: Sunshine.
CERTIFICATE II IN ELECTROTECHNOLOGY STUDIES (PRE- VOCATIONAL), 21887V1C
Provides the basic hand and electrotechnology skills required for work as an electrical apprentice.
Prerequisites: As assessed by the University.
Duration: 6 months FT/PT equivalent.
Careers: Apprentice Electrician/Electrotechnology.
Campus: Sunshine.

CERTIFICATE II IN ELECTROTECHNOLOGY (SHARED TECHNOLOGY), 21583V1C
Based on the new trends from the convergence of Information and Communication Technology (ICT) and electronic technologies, and their applications in industry.
Prerequisites: Year 11 or equivalent. VETiS only.
Duration: 6 months FT/PT equivalent.
Careers: Automotive electronics, building and construction, information technology, and engineering and telecommunications.
Campus: Sunshine.

CERTIFICATE III IN ELECTROTECHNOLOGY SYSTEMS ELECTRICIAN, UEE30807
Provides training for registered apprentices to become licensed electricians.
Prerequisites: Employment as an apprentice electrical tradesperson.
Duration: 4 years Pt.
Careers: Licensed a grade electrician.
Campus: Sunshine.

ADVANCED DIPLOMA OF COMPUTER SYSTEMS ENGINEERING, UEE60407
Provides you with the skills to design, validate/evaluate and administer computer networks and systems, manage risk, estimate and manage projects and provide technical advice/sales. Competencies are mapped to several industry certifications that can be incorporated to ensure graduates are job ready.
Prerequisites: Successful completion of VCE/VCAL or equivalent or entry via internal pathway qualifications.
Duration: 2 years FT/PT equivalent.
Careers: Electronics technician, motor control and PLCs, technical officer (electrical), sales and sales support.
Campus: Sunshine.

CERTIFICATE II IN TELECOMMUNICATIONS CABLE, ITC20302
Installation of telecommunications and data cabling and cabling products on customer premises in accordance with Australian Communications Authority requirements under the auspices of the industry registration regime.
Prerequisites: Have successfully completed year 11 and be of mature age and demonstrate to the Head of Department that they are capable of successfully completing the course. Applicants may be selected through a direct application and interview.
Duration: 1 year FT/PT equivalent.
Careers: Telecommunications and data communications cable installer.
Campus: Sunshine.

DEGREE

BACHELOR OF ENGINEERING (ELECTRICAL AND ELECTRONIC ENGINEERING), EBE
A degree which explores the core areas of the discipline, and the opportunity to specialise in communication engineering, with embedded systems, microelectronic or power systems.
Prerequisites: VCE units 3 and 4, with a study score of at least 20 in English (any), and in either Mathematical Methods or Specialist Mathematics.
Duration: 4 years FT/PT equivalent.
Careers: Professional engineers in a wide range of industries, including communication, transport, energy and entertainment.
Campus: Footscray Park.

BACHELOR OF ENGINEERING SCIENCE IN ELECTRICAL AND ELECTRONIC ENGINEERING, EBES
A flexible degree which provides theoretical and practical training in the core areas of this enabling discipline.
Prerequisites: VCE units 3 and 4, with a study score of at least 20 in English (any), and Mathematics (any).
Duration: 3 years FT/PT equivalent.
Careers: Engineering technologists in a wide range of industries, including communication, transport, energy and entertainment.
Campus: Footscray Park.

INFORMATION AND COMMUNICATION TECHNOLOGY

CERTIFICATE I IN INFORMATION TECHNOLOGY, ICA10105
Provides you with a basic qualification in the information technology field. It provides you with the skills to use computers efficiently in the workplace and with an understanding of a wide range of computer concepts.
Prerequisites: Basic English language, literacy and numeracy skills.
Duration: 15 weeks FT/PT equivalent.
Careers: Computer operator.
Campus: Footscray Nicholson, St Albans, Sunshine, Werribee.

CERTIFICATE I IN INFORMATION TECHNOLOGY (WOMEN’S PROGRAMS), ICA1010A
This course is delivered by Women’s Education programs, which provide training and education for mature age women. The course provides entry-level training for women wanting to return to study or the workforce, or who want to improve their skills. Selected modules only offered from this course.
Prerequisites: Basic English language, literacy and numeracy skills.
Duration: 15 weeks FT/PT equivalent.
Careers: Computer Operator.
Location: Footscray Nicholson, Werribee, Sunshine.

CERTIFICATE II IN INFORMATION TECHNOLOGY, ICA20105
This VET in Schools program Provides foundation ICT skills and knowledge for an individual to be an effective ICT user or employee.
Prerequisites: There are no formal requirements.
Duration: 1 semester FT.
Careers: Junior level office assistant or records management.
Campus: Footscray Nicholson, Werribee, St Albans.

CERTIFICATE III IN INFORMATION TECHNOLOGY (SOFTWARE APPLICATIONS), ICA30105
Provides you with appropriate skills to gain a broad range of skills and knowledge to provide web software support and application.
Prerequisites: Year 11 or equivalent, or mature age.
Duration: 18 weeks FT.
Careers: Client support, computer operator, and office administrator.
Campus: Footscray Nicholson, Sunshine.

CERTIFICATE IV IN INFORMATION TECHNOLOGY (SUPPORT), ICA40205
Provides you with the skills and knowledge for an individual to be competent in a variety of information technology support roles including database administration.
Prerequisites: Applicants need to successfully complete the Certificate III in Information Technology ICA30105 or be of mature age to apply. Trainees only.
DIPLOMA OF INFORMATION TECHNOLOGY (DATABASE DESIGN AND DEVELOPMENT), ICA50050
Provides you with the skills and knowledge for an individual to be competent in the effective design and development of ICT database systems. Graduates will have detailed knowledge of the technical intricacies of database development and design; and well rounded in a range of other competencies.
Prerequisites: Applicants must have successfully completed the Certificate III (ICA30105) studies or be of mature age and have basic prerequisite knowledge and skills.
Duration: 1 year FT/PT equivalent.
Careers: Business intelligence/data warehousing consultants, Coldfusion developer, database designer, data warehouse trainer.
Campus: TBA.

DIPLOMA OF INFORMATION TECHNOLOGY (GENERAL), ICA50105
This course provides students in industry current skills in a range of IT skill areas.
Prerequisites: VCE or mature age.
Duration: 1 year FT/PT equivalent.
Careers: Computer support, website development, programming.
Campus: Footscray Nicholson, St Albans, Werribee.

DIPLOMA OF INFORMATION TECHNOLOGY (NETWORKING), ICA50405
Provides the skills and knowledge for an individual to be competent in high-level network management and engineering.
Prerequisites: Diploma of Information Technology ICA50105
Duration: 1 year FT/PT equivalent.
Careers: Content management and network administration, and ICT network specialist.
Campus: Footscray Nicholson, St Albans, Werribee.

DIPLOMA OF INFORMATION TECHNOLOGY (WEBSITE DEVELOPMENT), ICA50605
Provides the skills and knowledge for an individual to be competent as a senior ICT professional with responsibilities spanning design, development, site performance, database integration through to implementation and acceptance testing.
Prerequisites: As assessed by the University.
Duration: 1 year FT/PT equivalent.
Careers: Analyst/systems analyst, e-commerce programmer, java developer, project manager, WAP designer/developer, web architect, web business development manager or web programmer/software engineer.
Campus: TBA.

DIPLOMA OF INFORMATION TECHNOLOGY (SOFTWARE DEVELOPMENT), ICA50705
Provides training in computer programming and software support.
Prerequisites: Diploma in IT ICA50105.
Duration: 1 year FT/PT equivalent.
Careers: Web development and software support and analysis.
Campus: Footscray Park.

DIPLOMA OF INFORMATION TECHNOLOGY (MULTIMEDIA), ICA50905
Provides you with the skills needed to design and develop multimedia applications, multimedia programming, authoring, animation, digital imaging, and client liaison.
Prerequisites: Successful completion of Diploma in Information Technology ICA50105.
Duration: 1 year FT/PT equivalent.
Careers: Multimedia programmer, animation (2D and 3D) digital imaging and webpage development.
Campus: Footscray Nicholson, St Albans, Werribee.

ADVANCED DIPLOMA OF INFORMATION TECHNOLOGY, ICA60105
Course incorporates high-level ICT, process improvement and business skills and knowledge.
Prerequisites: Diploma in Information Technology ICA50105.
Duration: 1 year FT/PT equivalent.
Careers: Software developer/programmer, middleware programmer, web developer, e-commerce developer, data warehouse specialist, information architect, and knowledge manager.
Campus: Footscray Nicholson, St Albans, Werribee.

ADVANCED DIPLOMA OF INFORMATION TECHNOLOGY (NETWORK SECURITY), ICA60205
Provides you with the skills and knowledge for an individual to be competent in planning, technical design, implementation and management of complex and high-level ICT network security systems and components.
Prerequisites: Diploma in Information Technology ICA50105.
Duration: 1 year FT/PT equivalent.
Careers: ICT network specialist, ICT security consultant, ICT security specialist, systems/network administrator, network and systems manager, and web security administrator.
Campus: Footscray Nicholson, St Albans, Werribee.

DEGREE

BACHELOR OF SCIENCE – COMPUTER SCIENCE, SBCO
This degree provides graduates with a broad range of computing, generic problem-solving and communication skills. During third year, students undertake at least one practical industry project that greatly enhances their employment prospects. An honours year is also offered.
Prerequisites: VCE with a score of at least 20 in English and 22 in Mathematical Methods or Specialist Mathematics.
Duration: 3 years FT/PT equivalent.
Careers: Computing: programming, software development, web design, information systems and computer networking; statistics: statistical analysis, quality improvement, market research, forecasting and econometrics, quality management and production planning, secondary teaching, and information technology.
Campus: Footscray Park.

EMPLOYER EXPERIENCE

KAREN AUSTRIA
ALCATEL-LUCENT BUSINESS PROCESS ANALYST

TECHNICAL DESIGNER AND PROJECT ADMINISTRATOR
– 2008

“The enthusiasm, drive and motivation of students at a VU Careers Fair a few years back really switched my mind to Alcatel-Lucent tapping into their talent. We now employ dozens of VU graduates in positions that range from project managers, test engineers and technical designers through to business analysts and software engineers.

VU graduates have an edge with our Alcatel-Lucent Graduate Training Program, because they have completed Industry-Based Learning or Co-op and they are able to achieve the theory within the job. These employees are also better prepared for future job prospects within the company as they have experience under their belt.

Alcatel-Lucent has noticed that those graduates who have learned through workplace modules in their courses are more proficient at performing given tasks with timeliness and consistency. Added to the attitude, the involvement and willingness to learn of VU graduates, they have been a great resource for our company.”
Information and Communication Technology students study for a multitude of careers, such as database administrators, systems analysts, electronic commerce, and web and business consultants.
VU’s new fabrication workshop is the best equipped of its type in Australia.
MANAGEMENT INFORMATION SYSTEMS

DEGREE

BACHELOR OF SCIENCE (HONOURS) COMPUTER SCIENCE AND MATHEMATICS, SHMM
Students who do exceptionally well in their degree studies may be given the opportunity to gain an honours degree by completing a fourth year of study in a specific field. This year is designed to assist students who may wish to proceed to higher degrees by research, but it also enables students to concentrate their studies more intensively on areas of particular interest. The Honours year requires students to select coursework units from one of the fields of computer science, statistics, and operations research. As well, a minor thesis must be completed.

BACHELOR OF SCIENCE (HONOURS) PHYSICS, SHPC
This course aims to broaden knowledge and understanding of physics and provide basic training to undertake research in physics. A research project is normally undertaken in one of the following areas: optical fibre sensors, laser physics, optoelectronic imaging, applied optics or vacuum technology.
Prerequisites: Normally a credit average in the final year of the pass degree. For mature-age applicants, an appropriate combination of qualifications and experience will be considered.
Duration: 1 yr FT/PT equivalent.
Campus: Footscray Nicholson, Werribee.

SCIENCE

TAFE

CERTIFICATE III IN SCIENCE, 21857VIC
Provides you with general science training to undertake further study in the science or health related fields at Certificate IV or Diploma level.
Prerequisites: You must demonstrate you are capable of successfully completing the course.
Duration: 1 yr.
Careers: Enables you to enter a TAFE course or undertake VCE.
Campus: Werribee, Footscray Nicholson.

CERTIFICATE IV IN SCIENCE, 21858VIC
This bridging course provides general science training if you are wishing to undertake further study in a scientific field.
Prerequisites: As assessed by the University.
Duration: 1 yr FT/PT equivalent.
Careers: Further study.
Campus: Footscray Nicholson, Werribee.

BACHELOR OF SCIENCE (SPECIALISATION), SBGG
Graduates from this course should be able to:
• locate, manage and use scientific information efficiently and effectively;
• solve scientific problems effectively in a range of settings including industry and community;
• exhibit high levels of numeracy skills in a range of scientific settings;
• communicate effectively in spoken and written forms on a range of scientific and mathematical topics to professional and community groups;
• apply an evidence-based research approach to a chosen area of science;
• respond with social and cultural awareness within local and global environments;
• work autonomously and corroboratively as a professional in both industry and community settings.
Prerequisites: Units 3 and 4 — a study score of least 25 in English (any) and a mathematics (any).
Duration: 3 years FT/PT equivalent.
Campus: Footscray Park in the first year, then dependant on specialisation.

MECHANICAL ENGINEERING

TAFE

CERTIFICATE III IN ENGINEERING (PRODUCTION SYSTEMS) MEM30105
Provides you with the skills and knowledge to be able to demonstrate: basic relevant theoretical knowledge, apply a range of developed skills, apply problem solving techniques and apply judgement, information and time management.
Prerequisites: To qualify for admission to the course, applicants must have successfully completed the Certificate II in Engineering MEM20105.
Duration: 3 years PT.
Careers: Prepares you for Traineeships, Apprenticeships or Production Training Programs.
Campus: Sunshine.
CERTIFICATE III IN ENGINEERING (MECHANICAL TRADE) MEM30205
Provides you with the skills and knowledge to be able to demonstrate: basic relevant theoretical knowledge, apply a range of developed skills, problem solving techniques and apply judgement, information and time management.
Prerequisites: To qualify for admission to the course, applicants must have Year 11 or 12 and current employment as an apprentice.
Duration: 3 years PT.
Careers: Prepares you for traineeships, apprenticeships or production training programs.
Campus: Sunshine.

CERTIFICATE III IN ENGINEERING (TECHNICAL) MEM30505
Provides you with the skills to demonstrate: relevant theoretical knowledge, well developed skills, problem solving; information interpretation and output responsibility.
Prerequisites: To qualify for admission to the course, applicants must have Year 11 or 12 and current employment as an apprentice.
Duration: 1 years PT.
Careers: Prepares you for traineeships, apprenticeships or production training programs.
Campus: Sunshine.

CERTIFICATE IV IN MANUFACTURING TECHNOLOGY, MCM40204
Provides you technical pathways to school leavers.
Prerequisites: There are no formal requirements.
Duration: 1 year FT/PT equivalent.
Careers: Drafting technical assistant.
Campus: Sunshine.

ADVANCED DIPLOMA OF ENGINEERING TECHNOLOGY, 21622VIC
This course provides a non-trades pathway into technician and engineering associate qualifications for industry entrants; flexibility for engineering enterprises and workers to select training specifically targeted to update and enhance existing skills; opportunity for trades people to upgrade their qualifications; opportunity to deliver specifically developed units of competence addressing robotics, advanced manufacturing and computer aided drafting; and a course structure that allows the addition of additional units of competency, either endorsed or specifically designed, to meet future needs of the industry.
Prerequisites: Applicants must have Year 11; Certificate III in Engineering or equivalent; minimum language, literacy and numeracy skills equivalent to Level 3 of the National Reporting System (NRS); or VCE; a Diploma of Engineering; an Engineering Technology Production Certificate; industrial training/experience or eligible for mature age entry.
Duration: 2 years FT/PT equivalent.
Careers: Advanced technical or manager in engineering.
Campus: Sunshine.

SUCCESS STORY
CHARL CROUS
VU APPRENTICE STUDENT OF THE YEAR – 2008

VU CERTIFICATE III, ENGINEERING – MECHANICAL TRADE – 2007

MECHANICAL ENGINEERING APPRENTICE – FORD PERFORMANCE RACING

“I enjoy the skill and knowledge required to be a good tradesperson. Someone is relying on me to produce an item to the best of my ability in the quickest and most effective manner. Some might say that is pressure – I see it as a challenge. My commitment comes from my love of learning. My father used to always say: ’You’re only going to learn it once, so do it properly.’

Our industry advances at a rapid rate, and like the V8 super cars I work on for Ford, the machines are now faster and more precise than ever before. I am part of a 40-person team, and even though we all have specific jobs, we all have a common goal to ensure what we do helps produce a fast, safe and reliable car.

One of my roles at Ford is to work with engineers to advise on the machining of new parts. The parts I make could be sent to any department, engine room, composite shop or fabrication area. Once they are assembled on the cars, the cars are loaded onto transporters and taken all around Australia and the world to compete.

In my third year, I decided to undertake extra study in CAD-CAM and CNC machining two nights a week so I could move onto something more challenging. I am hoping to do a few more courses in the near future — perhaps an advanced diploma in automotive engineering. Each course I do opens up a new door for me and helps fast-track my future.”

DEGREE
BACHELOR OF ENGINEERING IN MECHANICAL ENGINEERING, EBME
This degree provides a broad education for the mechanical engineer’s professional career. Mechanical engineers work in such widespread areas as: manufacturing; design of machines and processes; heating and air conditioning; machine condition monitoring; hydraulic and pneumatic systems; and computer-aided engineering.
Prerequisites: VCE with a score of at least 22 in English and Mathematical Methods or Specialist Mathematics Units 3 and 4.
Duration: 4 years FT/PT equivalent.
Careers: Engineering in a wide range of areas such as manufacturing, machine and product design, and heating and air conditioning systems.
Campus: Footscray Park.

METALS AND ENGINEERING
TAFE
CERTIFICATE III IN ENGINEERING (FABRICATION TRADE) MEM30305
Provides you with the skills to demonstrate basic practical skills such as the use of relevant tools, knowledge by recall in a narrow range of areas, and the ability to receive and convey information and perform a sequence of routine tasks given clear direction.
Prerequisites: Nil.
Duration: 10 weeks FT.
Careers: Prepares students for traineeships, apprenticeships or production training programs.
Campus: Newport.

CERTIFICATE I IN ENGINEERING, MEM10105
Provides you with the skills and knowledge to be able to demonstrate: basic relevant theoretical knowledge, apply a range of developed skills, problem solving techniques and apply judgement, information and time management.
Prerequisites: Applicants must have Year 11 or 12 and current employment as an apprentice.
Duration: 3 years PT.
Careers: Prepares students for traineeships, apprenticeships or production training programs.
Campus: Sunshine.
CERTIFICATE II IN ENGINEERING, MEM20105
CERTIFICATE II IN ENGINEERING – PRODUCTION TECHNOLOGY, MEM20205
These courses are offered across the welding, fabrication, mechanical, manufacturing and mechatronics areas and focus on production/manufacturing.
Prerequisites: Year 12, or an appropriate Certificate III in Engineering.
Duration: 6 months FT/PT equivalent.
Careers: Engineering technician.
Campus: Sunshine, Newport.

CERTIFICATE II IN ENGINEERING STUDIES, 21566VIC
Provides you with broad-based underpinning competencies in a range of engineering skills.
Prerequisites: As assessed by the University.
Duration: 2 years FT/PT equivalent.
Careers: Pathway into an engineering apprenticeship.
Campus: Sunshine.

CERTIFICATE III IN COMPETITIVE MANUFACTURING, MCM30104
Provides you with the ability to develop as a team leader to a level of competence needed to act as an interface between members of their team and supervisors and managers.
Prerequisites: Applicants must be of mature age and assessed by the head of department as being capable of successfully completing the course.
Duration: 20 weeks FT/PT equivalent.
Careers: Team leader in manufacturing sector.
Campus: Sunshine.

CERTIFICATE IV IN COMPETITIVE MANUFACTURING, MCM40104
Provides you with the ability to develop as a team leader to a level of competence needed to act as an interface between members of their team and supervisors and managers.
Prerequisites: Students must have written skills adequate to deal with the documentation requirements of the manufacturing sector and satisfy the head of department of their ability to complete the course.
Duration: 25 weeks FT/PT equivalent.
Careers: Team leader in manufacturing sector.
Campus: Sunshine.

DIPLOMA OF ENGINEERING TECHNOLOGY, 21621VIC
Provides a non-trades pathway into technician and engineering associate qualifications for industry entrants as well as the opportunity for trades' people to upgrade their qualifications.
Prerequisites: Year 11 or a Certificate III in Engineering (from Training Package MENT98) or equivalent; or have a minimum language, literacy and numeracy skills that is equivalent to Level 3 of the National Reporting System (NRS).
Duration: 1 year FT/PT equivalent.
Careers: Advanced technical and management roles in the public and private sector of engineering.
Campus: Sunshine.

ADVANCED DIPLOMA OF ENGINEERING TECHNOLOGY (PRINCIPAL TECHNICAL OFFICER), 14309VIC
This course aims to meet the needs of persons at, or aspiring to, the Metals and Engineering Award Classification C2b and principal technical officer. The course is also intended to have application to engineers and managers in both the public and private sectors, across all engineering streams.
Prerequisites: Applicants must have Year 11; and Certificate III in Engineering (Production Systems), Engineering (Mechanical Trade) Engineering (Fabrication Trade), Engineering (Technician); have industrial training/experience; or be of mature age and demonstrate they are capable of successfully completing the course. Recognition of prior learning may be available based on skills and knowledge already acquired by the applicant through previous study or through work and/or life experience.
Duration: 2 years FT/PT equivalent.
Careers: Engineer or manager across all engineering streams.
Campus: TBA.

CERTIFICATE IV IN ENGINEERING, MEM40105
Provides you with the skills required by the manufacturing and engineering industry.
Prerequisites: As assessed by the University.
Duration: 2 years FT/PT equivalent.
Careers: Supervisors and technicians.
Campus: Newport, Sunshine.

DIPLOMA OF ENGINEERING – ADVANCED TRADE, MEM50105
Provides you with advanced trade skills training.
Prerequisites: As assessed by the University.
Duration: 2 years FT/PT equivalent.
Careers: Supervisors and technicians.
Campus: Sunshine.

ENVIRONMENT

CERTIFICATE I IN HORTICULTURE, RTF10103
The course aims to provide training appropriate for a person who is beginning a career in horticulture working under direct supervision.
Prerequisites: To qualify for admission to the course, applicants must demonstrate to the satisfaction of the Head of Department that they are capable of successfully completing the course.
Duration: 1 year FT/PT equivalent.
Careers: This course aims to provide vocational training for people working under supervision in the horticulture industry.
Campus: Footscray Nicholson and off-campus locations.

CERTIFICATE II IN HORTICULTURE (LANDSCAPE), RTF20403
This course is designed for people who want to enter the landscape sector of the horticulture industry as an assistant to a tradesperson landscaper. It is also suitable for people who may be intending to progress to a trade level qualification in horticulture.
Prerequisites: To qualify for admission to the course, applicants must demonstrate to the satisfaction of the Head of Department that they are capable of successfully completing the course.
Duration: 2 years PT.
Careers: Prospective students can contact the program to establish if the course is suited to their needs. An interview will be arranged. Basic literacy and numeracy skills are required.
Campus: Footscray Nicholson.

CERTIFICATE IV IN CONSERVATION AND LAND MANAGEMENT, RTD40102
The course aims to provide training to the level of leading hand or supervisor.
Prerequisites: To qualify for admission to the course, applicants must demonstrate to the satisfaction of the Head of Department that they are capable of successfully completing the course.
Duration: 1 year FT/PT equivalent.
Careers: Past management officer, park ranger or cultural officer.
Campus: Werribee.

DIPLOMA OF CONSERVATION AND LAND MANAGEMENT, RTD50102
The course aims to provide training to the level of park manager.
Prerequisites: To qualify for admission to the course, applicants must demonstrate to the satisfaction of the Head of Department that they are capable of successfully completing the course. Recognition of prior learning may be available based on skills and knowledge acquired by the applicant through previous study, as in articulation, informal or formal learning or from work and/or life experience.
Duration: Full-time or part-time equivalent over 1330–1450 hours.
Careers: Forest officer, public land past manager, bushcare coordinator.
Campus: Werribee.
Please note: Preparatory and Transition courses on the Education and Transition Map and Links page can be the starting point for any of the course sequences on this course map. *Available as a VETiS program
ENGINEERING AND INFRASTRUCTURE MAP (COURSE GROUPS: CIVIL AND ARCHITECTURAL ENGINEERING; BUILDING AND CONSTRUCTION; ELECTRICAL AND ELECTRONIC ENGINEERING; MECHANICAL ENGINEERING; METALS AND ENGINEERING; INFORMATION, COMMUNICATION AND TECHNOLOGY, ENVIRONMENT)

- Certificate I in Electrotechnology (Engineering) [Pre-apprenticeship], UTE10102
- Certificate II in Electrotechnology (Shared Technology), 21584VC
- Certificate III in Telecommunications Cabling, ICT20302
- Certificate III in Electrotechnology Studies (Pre-Vocational), 21867VC

- Certificate III in Electrotechnology Systems Electrician, UEE30807 (Industry only)
- Advanced Diploma of Computer Systems Engineering, UEE60067
- Advanced Diploma of Electrical Engineering, UEE60107 (Industry only)
- Advanced Diploma of Electronic Engineering, UEE61307

- Bachelor of Engineering in Electrical and Electronic Engineering, EBEE
- Bachelor of Engineering Science in Electrical and Electronic Engineering, EBES

- Advanced Diploma of Engineering Technology, 21622VC
- Advanced Diploma of Engineering Technology (Principal Technical Officer), 14309VC

- Bachelor of Engineering in Mechanical Engineering, EBME

- Certificate I in Engineering, MEM10105
- Certificate II in Engineering, MEM20105
- Certificate III in Engineering, MEM30105
- Certificate III in Engineering (Production Systems), MEM30205
- Certificate III in Engineering (Fabrication Trades), MEM30305
- Certificate III in Engineering (Mechanical Trades), MEM30405
- Certificate III in Engineering (Technical), MEM30505

- Certificate IV in Engineering, MEM40105
- Certificate IV in Information Technology (Support), ICA40205
- Certificate IV in Competitive Manufacturing, MCM40104
- Certificate IV in Manufacturing Technology, MCM40204
- Certificate IV in Conservation and Land Management, RTD40102

- Bachelor of Science in Computer Science, SBCO
- Bachelor of Science in Ecology and Sustainability, SBES
- Bachelor of Science (Specialisation), SBGG

Please note: Please note: Preparatory and Transition courses on the Education and Transition Map and Links page can be the starting point for any of the course sequences on this course map.

★ Available as a VETiS program
◇ VETiS only
♦ Available as a VCAL program
ASSOCIATE DEGREE IN LOGISTICS (BADL) (TO BE ACCREDITED)

This course provides students with an in-depth and practical study of logistics, that will assist students to develop professional careers and manage the increasing complexity of global supply chains.

Prerequisites: VCE with a score of at least 20 in English Units 3 and 4 or the successful completion of the Diploma of Logistics (TUS0107).

Duration: 2 years full-time or part-time equivalent.

Careers: Professional and management careers in a wide range of businesses and specialised logistics service organisations involved in inventory management, distribution, warehousing, purchasing, freight, transport, logistics and supply chain operations.

Campuses: Footscray Nicholson, City Flinders.

CERTIFICATE IV IN LOGISTICS AND SUPPLY CHAIN PRINCIPLES, 21638VIC

An employment and industry focused course designed for school leavers, those returning to work or changing careers and new arrivals from overseas wanting to enter the logistics industry. Opportunities exist in a wide range of entry level operational positions. It is a pathway to the Diploma of Logistics.

Prerequisites: Year 11/12, VCE and an interest in logistics or relevant work experience.

Duration: 1 year FT.

Careers: Entry level positions in operations including customer service, purchasing, import/export, inventory, warehousing and equipment control in either logistics service providers or logistics dependent industries.

Campus: Footscray Nicholson.

DIPLOMA OF LOGISTICS, TUS0107

This course is for individuals who want to develop their existing logistics/supply chain industry experience or prepare themselves for entry into supervisory positions in either logistics service providers or logistics dependent industries.

Prerequisites: Successful completion of year 12 or 5 years experience in logistics or a related business field and pre entry interview.

Duration: 1 year FT / 2 years PT.

Careers: Technical and supervisory positions in a wide variety of career positions in procurement, materials management, inventory and warehousing, distribution, transport and customer services in either logistics service providers or logistics dependent enterprises.

Campus: Footscray Nicholson.

BACHELOR OF BUSINESS (GLOBAL LOGISTICS AND TRANSPORT), BBGL

This course is designed to equip students to deal with the increasing challenges of internationalisation and regulations relevant to global logistics and transport.

Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.

Duration: 3 years FT/PT equivalent.

Careers: Export/import administration, distribution, freight forwarding, warehousing, customs’ brokerage, inventory control, shipping services, buying, logistics, stock analysis and research.

Campus: Werribee.

CERTIFICATE III IN PUBLIC TRANSPORT CUSTOMER SERVICE AND COMPLIANCE, 21757VIC

Provides you with the skills, knowledge and qualification to undertake work as station assistants.

Prerequisites: None.

Duration: 6 months PT.

Careers: Provides you with the knowledge and skills required to undertake work as station assistants.

Campus: Workplace, Werribee.

DEGREE

BACHELOR OF BUSINESS (GLOBAL LOGISTICS AND TRANSPORT), BBGL

This course is designed to equip students to deal with the increasing challenges of internationalisation and regulations relevant to global logistics and transport.

Prerequisites: VCE with a score of at least 20 in English Units 3 and 4.

Duration: 3 years FT/PT equivalent.

Careers: Export/import administration, distribution, freight forwarding, warehousing, customs’ brokerage, inventory control, shipping services, buying, logistics, stock analysis and research.

Campus: Werribee.

CERTIFICATE II IN TRANSPORT AND LOGISTICS (RAIL OPERATIONS) TLI20407

Provides you with the skills, knowledge and qualification to undertake work as station assistants.

Prerequisites: None.

Duration: 1 year PT.

Careers: Provides you with the knowledge and skills required to undertake work as station assistants.

Campus: Workplace, Werribee.
CERTIFICATE III IN TRANSPORT AND LOGISTICS (RAIL OPERATIONS) TLI30407
Provides you with the skills, knowledge and qualification to perform a broad range of skilled applications including requirements to evaluate and analyse current practices, develop new criteria and procedure for performing current practices, and provision of some leadership and guidance to others in the application and planning of the skills.
Prerequisites: There are no formal entry requirements.
Duration: 2 Years PT.
Careers: Provides you with the knowledge and skills required to undertake work as station assistants.
Campus: Workplace, Werribee.

CERTIFICATE III IN TRANSPORT AND LOGISTICS (RAIL OPERATIONS) TLI30107
Provides you with the skills, knowledge and qualification to perform a broad range of skilled applications including requirements to evaluate and analyse current practices, develop new criteria and procedure for performing current practices, and provision of some leadership and guidance to others in the application and planning of the skills.
Prerequisites: There are no formal entry requirements.
Duration: 2 Years PT.
Careers: Provides you with the knowledge and skills required to undertake work in the operations sector of the road transport industry.
Campus: Workplace, Werribee.

CERTIFICATE IV IN TRANSPORT AND LOGISTICS (RAIL OPERATIONS) TLI40407
Provides you with the skills, knowledge and qualification to perform a broad range of skilled applications including requirements to evaluate and analyse current practices, develop new criteria and procedure for performing current practices, and provision of some leadership and guidance to others in the application and planning of the skills.
Prerequisites: There are no formal entry requirements.
Duration: 3 Years PT.
Careers: Provides you with the knowledge and skills required to undertake work as station assistants.
Campus: Workplace, Werribee.

CERTIFICATE IV IN TRANSPORT AND LOGISTICS (ROAD TRANSPORT) TLI40207
Provides you with the skills, knowledge and qualification to perform a defined range of skilled operations, usually within a range of broader related activities involving known routines, methods and procedures, where some discretion and judgement is required in the selection of equipment, services or contingency measure and within known time constraints.
Prerequisites: There are no formal entry requirements.
Duration: 3 years PT.
Careers: Provides you with the knowledge and skills required to undertake work in the operations sector of the warehousing and storage industry.
Campus: Workplace, Werribee.

CERTIFICATE I IN TRANSPORT AND LOGISTICS (ROAD TRANSPORT) TLI10207
Provides you with the breadth, depth and complexity of knowledge and skills to perform a defined range of activities most of which may be routines and predictable.
Prerequisites: There are no formal entry requirements.
Duration: 6 months PT.
Careers: Provides you with the knowledge and skills required to undertake work in the operations sector of the road transport industry.
Campus: Workplace, Werribee.

CERTIFICATE I IN TRANSPORT AND LOGISTICS (WAREHOUSING AND STORAGE) TLI10107
Provides you with the knowledge and skills required to undertake work in the operations sector of the Warehousing and Storage industry.
Prerequisites: There are no formal entry requirements.
Duration: 6 months PT.
Careers: Provides you with the breadth, depth and complexity of knowledge and skills to perform a defined range of activities most of which may be routines and predictable.
Campus: Workplace, Werribee.

CERTIFICATE II IN TRANSPORT AND LOGISTICS (ROAD TRANSPORT) TLI20207
Provides you with the skills, knowledge and qualification to perform a prescribed range of functions involving known routines and procedures and some accountability for the quality outcomes.
Prerequisites: There are no formal entry requirements.
Duration: 1 year PT.
Careers: Provides you with the knowledge and skills required to undertake work in the operations sector of the road transport industry.
Campus: Workplace, Werribee.

CERTIFICATE II IN TRANSPORT AND LOGISTICS (WAREHOUSING AND STORAGE) TLI20107
Provides you with the skills, knowledge and qualification to perform a prescribed range of functions involving known routines and procedures and some accountability for the quality outcomes.
Prerequisites: There are no formal entry requirements.
Duration: 1 year PT.
Careers: Provides you with the knowledge and skills required to undertake work in the operations sector of the warehousing and storage industry.
Campus: Workplace, Werribee.
Studying logistics is about more than transporting goods from A to B. Logistics is the science of planning and organising resources to sustain the operation of a system; it’s more like getting stuff from A to Z, then back to A.
Please note: Preparatory and Transition courses on the Education and Transition Map and Links page can be the starting point for any of the course sequences above.

The logistics learning pathways at Victoria University are designed to suit all students, young people commencing their careers, career change adults, and members of the current workforce to upskill and gain qualifications. Students may commence at the Vocational Education and Training (TAFE) level and over time as their career develops, progress through to study at the masters level. Alternatively, current professionals may seek to develop a new career in logistics and enter at the masters level.

Please contact logistics@vu.edu.au or call 9919 6259 to discuss your Supply Chain and Logistics learning needs.
VU’s City Flinders Campus is in the heart of Melbourne’s central business district.
We are one of only five universities in Australia to offer higher education, and vocational and further education (TAFE) – plus the option to easily switch between them. It’s your choice.

We are passionate about education, research and training without being stuffy in our approach. We’re A New School Of Thought.

More than 47,000 enrolled students call our campuses home, and that includes 11,900 international students both in Australia and abroad. We offer a vibrant and diverse educational experience, with courses ranging from law and psychology to beauty therapy and plumbing. With more than 600 courses to choose from, you’re bound to find a pathway towards your career and life objectives.

VU leads the way in many rapidly expanding career areas, including multimedia, tourism, hospitality, sport and recreation, biotechnology, transport, storage, distribution and logistics. Our multi-award winning tourism and hospitality program continues to attract more students to these courses than any other Australian university.

Our campuses are located in Melbourne’s growing western suburbs and in the CBD. You could be in a heritage-listed building at the City Queen site, in the open spaces of the Werribee Campus or in the heart of the city at VU’s City Flinders Campus. Then there’s always our largest campus at Footscray Park, which houses one-third of our student body.

VU offers quality teaching, work-ready skills and course flexibility — and our students thrive in this environment. This course guide includes students’ own stories plus words from employers delighted about recruiting our graduates. We look forward to welcoming you to the VU community, the gateway to your own story of success.
YOUR FUTURE STARTS HERE
For detailed VU course information:
www.vu.edu.au/gotovu
www.vu.edu.au/courses
Phone 03 9919 6100

FURTHER COURSE INFORMATION
• Applications and forms: www.vu.edu.au/futurestudents
• VU’s tertiary handbooks, available from school libraries and careers advisers.
• Visit VU stands at local or regional career expos (see details on back cover).
• VU’s Open Day on Sunday 9 August 2009.
  Details: www.vu.edu.au
• Visit your local VU campus on one of our information days.
  Details: www.vu.edu.au

FULL OR PART TIME?
Most VU courses can be studied full time or part time (indicated as FT or PT in this guide).
A few courses also offer fleximode, where students have the options of:
• workplace learning or distance education (off campus)
• workshops or accelerated or decelerated learning
All international students must study full time to fulfil their student visa conditions.

LEARNING IN THE WORKPLACE AND COMMUNITY (LiWC)
www.vu.edu.au/aboutvu/makingvu
VU helps its students to be work, career and future ready — and capable. As part of its strategic direction of Making VU A New School of Thought, VU is committed to using workplace and community settings as sites for at least 25% learning in every course.

AUSTRALIAN APPRENTICESHIPS
Australian Apprenticeships is a government initiative that provides on and off-the-job, training for a nationally recognised qualification, while the student is employed either full or part time. VU is a major provider in the following industry areas and many more:
• aged and disability care
• art and design
• building and construction
• childcare
• engineering
• hairdressing and beauty
• hospitality
• information technology
For more information contact JobsPlus Apprenticeships Services 03 9919 8533, or visit www.jobsplusbiz.com.au

UNDERGRADUATE DEGREES
Most undergraduate degree courses require three to four years of full-time study. These courses are generally open to students who have completed VCE or equivalent. Certain courses require previous study in selected disciplines, such as mathematics or physics, as listed.

COMBINED AND JOINT DEGREES
Combined degrees combine the core components of two disciplines of study, taken from either one or two faculties, into a single program of study. The program is undertaken over a four or five-year period and the graduating student receives two degrees: for example, Bachelor of Arts — Asian Studies/Bachelor of Business — International Trade.
Joint degrees integrate two degrees, each of which is run independently by two different schools, departments or faculties. The program is undertaken over a three or four-year period and the graduating student receives a single degree: for example, Bachelor of Business — Marketing/Applied Economics.

HONOURS DEGREES
To qualify for a bachelor degree with honours, students must complete an additional year of study with in-depth theoretical studies and supervised research experience. Students may enrol in an honours year if they complete an appropriate undergraduate degree and achieve consistently high level results across the first three years of study.
Savings and Pathways

VU encourages and is a leader in lifelong learning, and is uniquely able to recognize and credit your past learning, experiences and achievements.

You can save time and money by receiving course credits for prior study or competency from life experience in a similar field.

Credit is given through Credit Transfer, or Recognition of Prior Learning (RPL) and pathways.

Learning pathways — which link many courses within vocational education, within higher education, and between vocational and higher education — specify credit values. For example, students who have completed the Advanced Diploma of Accounting are eligible for up to 12 subject credits if they gain entry into the Bachelor of Business.

Students who believe they may be eligible for Credit Transfer, RPL, or a pathway should apply for it when they have accepted a course place and have enrolled.

All course pathways offered at VU can be accessed through special preparatory courses as listed on pages 33–35 and shown on page 37.

If you are unsure whether you qualify, please contact the Student Contact Centre at www.vu.edu.au/gotovu or phone 03 9919 6100 to discuss your options.

VET in Schools (VETiS)

Victoria University offers a range of Vocational Education and Training in Schools (VETiS) programs for Years 10, 11 and 12 students, including VCE VET, VET, Australian School-Based Apprenticeships and Short Courses.

Students undertake VETiS programs while completing their VCE or VCAL. The programs are offered through the University’s VU College and can be undertaken at your school or at VU.

Programs provide a qualification or partial completion of a Certificate I, II or III and are designed to give students an overview of their chosen industry. Most industries offer an Apprenticeship or Traineeship that can be undertaken as VETiS.

VU’s VETiS also offers Short Courses and Tasters, allowing students the opportunity to try different courses for one or two terms.

Almost all VCE VET programs contribute to VCE study scores, and all contribute to the VCAL. The units completed during a VET program also count towards continued study at TAFE, giving you a head start on your further education.

For further information:
Phone 03 9919 7760 or 03 9919 7761
Email vetis@vu.edu.au
www.vu.edu.au/vetis

Indigenous Australians

www.vu.edu.au/futurestudents

The University has a flexible admissions and selection policy for Aboriginal and Torres Strait Islander students. Direct applications may be assessed on an individual basis by course selection officers at the email address below. In situations where students are required to apply for courses through VTAC, Aboriginal and Torres Strait Islander students should complete the University’s Aboriginal and Torres Strait Islander profile form at the site above.

Contact our Indigenous staff at Moondani.Balluk@vu.edu.au
Phone 03 9919 5549

Australian Qualifications Framework

The Australian Qualifications Framework (AQF) is a system of eleven national qualifications in schools, vocational education and training (TAFE and private providers), and the higher education sector (mainly universities). The framework links all these qualifications and is a highly visible, quality-assured national system of educational recognition that promotes lifelong learning.

Higher Education
Doctoral Degree
Masters Degree
Graduate Diploma
Bachelor Degree
Advanced Diploma
Diploma

Vocational Education (TAFE)
Advanced Diploma
Diploma
Certificate IV
Certificate III
Certificate II
Certificate I

Further Education (TAFE)
Diploma
Certificate IV
Certificate III
Certificate II
Certificate I

School
Senior Secondary Certificate, VCE, VCAL
APPLICATIONS

GENERAL ADMISSIONS INFORMATION
www.vu.edu.au/futurestudents

VOCATIONAL AND FURTHER EDUCATION (TAFE)
Certificate I, II, III and TAFE Graduate Certificate applications, full or part time, are made directly to VU at the link above.
Certificate IV, Diploma and Advanced Diploma applications, part time only, are also made directly to VU, at the link above.
Most Certificate IV, Diploma and Advanced Diploma applications for full time study are made through VTAC. See next page.
Applications for courses not available through VTAC are made directly to VU, including all further education courses.

UNDERGRADUATE DEGREES
Most undergraduate degree course applications are made through VTAC. VU undergraduate courses are listed on the VU website at the top of this page. Course applications not available through VTAC are made directly to VU.

POSTGRADUATE DEGREES
Coursework: Apply directly to VU admissions web link above. Programs available are also listed in the Higher Education Postgraduate Course Index.
Research: For details on a Masters by Research or Doctor of Philosophy, please contact the Office for Postgraduate Research on 03 9919 4521.

INTERNATIONAL APPLICANTS
Please email VU International at international@vu.edu.au or phone +613 9919 1164.

FEES
www.vu.edu.au/students
See the fees link at the website above for details on course fees in higher education and vocational and further education (TAFE), and government assistance packages.

Vocational and Further Education (TAFE)
• Tuition fees in 2008 have a set maximum cost of $877.
• The minimum, with an eligible healthcare card, is $55.

Higher Education
Annual student contributions for Commonwealth Supported Places (CSP), where all units are in the same band, are as follows:
• National priorities: mathematics, statistics, science, nursing and education = $4162
• Band 1: humanities, behavioural science, social studies, foreign languages, visual and performing arts = $5201
• Band 2: accounting, commerce, administration, economics, computing, built environment, health, engineering, surveying, agriculture = $7412
• Band 3: law, dentistry, medicine, veterinary science = $8677

YOUTH ALLOWANCE/AUSTUDY
www.vu.edu.au/students
Click on the Financial Support link at the site above for details on the Youth Allowance and Austudy schemes, which provide assistance to Australian citizens and permanent residents.
An Austudy scheme also provides assistance to Aboriginal and Torres Strait Islander students.
Claim forms are available via the website above, at secondary schools and at Centrelink offices. Students can lodge their application online or at the nearest Centrelink office as soon as they enrol or re-enrol.

SCHOLARSHIPS
www.vu.edu.au/scholarships
Victoria University offers a range of scholarships to prospective and continuing students.
VU’s Undergraduate and TAFE Scholarships Office has a range of scholarships for Australian residents, including Commonwealth Education Costs and Accommodation Scholarships. There are 475 VU Access Scholarships, including 100 for TAFE students.
The VU Foundation also coordinates many substantial scholarships from donors and benefactors of the University. These benefit students who are in need of financial support for their studies.
Scholarships are available to full-time students who meet one or more of the following criteria: are on a low income, have dependent children, have moved from a rural or regional area to study, have an Indigenous background, are returning to study, have completed Year 12 in the western region of Melbourne, or experience other significant educational disadvantages. You can apply online once you have enrolled or re-enrolled. For more information, email the Scholarships Office at scholarships@vu.edu.au or phone 03 9919 5568.
International students can contact VU International for scholarship information at www.vu.edu.au/international
For postgraduate research scholarships, contact the Office for Postgraduate Research at www.vu.edu.au/postgrad or phone 03 9919 4659.

STUDY ABROAD
www.vu.edu.au/international/studentexchange
Scholarships include a Travel Grant for students who meet the criteria to study abroad on exchange. Students may go on exchange for one semester or one year at an international institution with which Victoria University has a formal exchange agreement.
VU has more than 60 active student exchange agreements with prestigious institutions throughout Asia, Europe, the United States, Mexico and Canada. Contact Victoria Abroad on phone 03 9919 1319 or email educationabroad@vu.edu.au
INTERNATIONAL

More than 4000 international students study at Victoria University’s Melbourne campuses. The majority are from India, the People’s Republic of China, Malaysia, Vietnam, Pakistan, Thailand, and Indonesia, while increasing numbers are from the Middle East, Mauritius, Japan, North America and Scandinavia.

For information about VU’s English Language Intensive Language Courses for Overseas Students (ELICOS), TAFE, undergraduate and postgraduate programs available to international students, see the relevant International Course Guides. For copies of the guides, contact Victoria University International (VUI) on phone 03 9919 1164 or email international@vu.edu.au

OFFSHORE PROGRAMS

VU delivers a diverse range of programs from diploma to masters level in Bangladesh, East Timor, Indonesia, the People’s Republic of China, Hong Kong, Malaysia, Singapore, Vietnam and Germany.

Students can complete their academic programs in these countries or transfer to VU in Melbourne for part of their studies. For more information about offshore programs contact the relevant VU faculty.

VTAC

www.vtac.edu.au

VTAC is the Victorian Tertiary Admissions Centre.

Visit the VTAC website above for more information about VU TAFE and higher education courses through the online VTAC Guide (also available in hard copy from newsagencies from late July 2009).

PORTFOLIO PARTNERSHIP PROGRAM (PPP)

www.vu.edu.au/PPP

All applications for the Portfolio Partnership Program (PPP) are made through VTAC.

ABOUT THE PROGRAM

- VU’s Portfolio Partnership Program (PPP) is an alternative entry program for Year 12 and VETiS students attending a VU Partnership School.
- The program is for students who are consistent achievers in the senior secondary years who also have a strong commitment to, and preference for one of VU’s degree or TAFE courses.
- The PPP is based on criteria other than ENTER and middle band selection.

IS THIS PROGRAM FOR ME?

This program is for you if you demonstrate:
- commitment to the area of study
- aptitude for the course and related career/s
- motivation required to complete the course
- commitment to learning
- capacity for independent work
- Written and communication skills required for the course
- Educational preparation for the course

- Educational achievements including certified transcripts of any results from courses of study you have completed
- Additional evidence demonstrating your commitment to your chosen course. This could include information about attendance at relevant summer schools or work in clubs and societies.
- Examples of your work (no more than two) that are relevant to the course you have selected. Examples might include: essays or project reports.

WHAT ELSE DO I NEED TO KNOW?

You can submit only one PPP application for one course at VU.

To gain entry to a degree course, you must have a minimum ENTER score of 50.

Course prerequisites as outlined in the VTAC Guide must be met for your PPP application to be valid.

You are encouraged to meet extra requirements so that your application can be considered under VTAC guidelines should your PPP application be unsuccessful.

Applications must be submitted through VTAC by the VTAC closing date. Please refer to the VTAC Guide or website www.vtac.edu.au for key dates for 2010.

Portfolios must be presented through your school to VU. Please refer to the VU website www.vu.edu.au/PPP for 2010 closing date.

Late applications, additional materials or Change of Preference applications will not be accepted.

PPP WORKSHOPS

Workshops to assist you with the development of your PPP application will be commence in March and continue through until Open Day on Sunday 9 August. For details of times, dates and venues, please check www.vu.edu.au/PPP
VU professor of clinical exercise physiology, Dr Steve Selig, conducts research on the relationship between fatness and fitness.
Postgraduate study at VU emphasises research with practical outcomes.

POSTGRADUATE STUDIES

GENERAL POSTGRADUATE INFORMATION

www.vu.edu.au/postgrad

NOTE: Please see VU’s 2010 Postgraduate Course Guide for details of all postgraduate coursework and research programs.

Most students who enter or continue on to postgraduate programs do so because they wish to enhance their knowledge and training, or broaden their education with the study of a new discipline.

Postgraduate study and qualifications have the added benefit of helping to enhance your career and employment prospects.

Students who have a degree with honours are eligible for postgraduate research and coursework programs. At VU, we also look for evidence of our potential postgraduate student’s commitment, experience, achievement and knowledge.

It is our aim that VU students who undertake research and coursework degrees will make a valuable contribution in their chosen area, and will be able to talk to general as well as specialist audiences about their work.

VU has a strong commitment to ensuring each research thesis is of high quality. Research students are encouraged and supported to create a thesis that is original in thought and presentation.

In the creative areas, a performance, a novel, poetry or painting, with an exposition, may also be submitted as part of the work.

Further information on coursework programs:
Student Contact Centre
Web www.vu.edu.au/futurestudents
Phone 03 9919 6100

Further information on applying for research programs:
Office for Postgraduate Research
Phone 03 9919 4521
STUDENT SERVICES

STUDENT SERVICES INFORMATION
www.vu.edu.au/futurestudents
Access the above site for VU’s large range of services and facilities.

STUDENT SERVICE CENTRES
Located at 10 VU campuses, Student Service Centres provide access to a range of services for current and future students, including course information, enrollments, fee payments and general student administration. The centres feature computer terminals to access online services such as student email and the VU internet.

Web www.vu.edu.au/futurestudents
FAQs www.vu.edu.au/gotovu
Phone 03 9919 6100

STUDENT ADVISORY SERVICE
The Advisory Service provides a comprehensive advice, information and referral service, and manages the Student Lounges where information is available to all students. Student advisers can assist you with assessment issues, student progress hearings, discipline hearings, feedback and complaints. They can take on an advocacy role if you would like someone to speak on your behalf, where the relevant policies provide for this.

MYVU PORTAL
MYVU Portal is a web portal which provides individualised information including:
- courses
- fees
- scholarships
- timetables
- graduations
- examinations

STUDENT CONTACT CENTRE
The Student Contact Centre provides a range of services to current and future students by web and phone. These include course information, MYVU Portal password assistance, general student administration, and enrolment and fee enquiries.

Web www.vu.edu.au/futurestudents
FAQs www.vu.edu.au/gotovu
Phone 03 9919 6100

COMPUTER FACILITIES
Modern computer laboratories with the latest hardware and software are available at each VU campus. Windows and Apple computers are used in teaching laboratories and open-access facilities. The latest Microsoft software and an extensive range of multimedia software are used across VU. Students have access to the internet and email, and all students receive an email address for personal use.

A central IT helpdesk is also available to answer student queries.

SPORT AND FITNESS
Our services and facilities include:
- sport clubs, campus sport programs and representative sport opportunities
- quality fitness centres at Footscray Park, St Albans, Sunbury and Werribee Campuses
- a heated, state-of-the-art, 10-lane, 25-metre swimming pool at Footscray Park Campus
- a first-class athletics track and rugby field at Werribee Campus
- multi-purpose sports halls at Melton, Footscray Park and Footscray Nicholson Campuses
- tennis courts at Werribee, Footscray Park and St Albans Campuses
- a range of other sporting equipment, from scuba to golf

Knowing where to find support is part of your success at university.
CAREER DEVELOPMENT
www.vu.edu.au/careers
VU’s Student Career Development (SCD) website above provides access to a range of information and services tailored to the needs of students, graduates, staff, employers and professional associations. SCD assists students’ career management skills for more positive employment outcomes.

Services include:
• career development programs and workshops
• student portfolio development
• careers counselling, fairs and employer visits
• resume checking by email
• a VU Jobs Board to email you jobs of interest

STUDY SUPPORT
tls.vu.edu.au/SLS
Student Learning Services can help you with study skills and academic writing.

Higher education: The Student Learning unit offers workshops throughout semesters, as well as summer and winter schools during the semester breaks. Some workshops are tailored to the needs of specific faculties. Individual consultations are also available.

TAFE: The Concurrent Assistance (CA) unit assists students with writing assignments, understanding textbooks, computer skills and how to write assignments in their own words. CA gives you the skills to tackle similar problems successfully in the future.

COUNSELLING
Counselling services are available at most VU campuses. You can discuss any personal or relationship matter with a counsellor, and get help with study plans, time management and exam techniques.

FINANCIAL ADVICE
Student welfare staff can help you with budgeting, financial planning, claims for Youth Allowance/Austudy and tuition fee extensions. An adviser can also provide information about financial assistance including emergency relief, rent assistance and Centrelink benefits. Loans are available to assist students who are able to demonstrate financial need for study-related purposes. Loans are not available for school fees.

RECREATION
www.vu.edu.au/current_students/campus_life
Student Services helps you to get connected and involved. Visit the above link to access information on a range of student activities, including:
• campus life
• sporting events
• entertainment — performers, film screenings, BBQs and market stalls
• clubs and societies, including social interest, cultural, faculty or sport based
• major events, campus activities and trips
• student arts and band competitions
• help and advice for student organised activities

CHAPLAINCY
Chaplains are available to help with questions about spiritual and related matters.

HEALTH SERVICES
A doctor is available by appointment at Footscray Park Campus for advice and assessment on general health issues, contraception, sexual health, nutrition and injuries. Consultations are bulk-billed on presentation of a Medicare card.
LIBRARY SERVICES
www.vu.edu.au/library
VU’s services at 12 library sites provide students with access to:
- a warm, friendly student-focused environment
- photocopying, computing and printing facilities
- an extensive range of electronic and print resources
- a comprehensive information skills training program

CHILD CARE
Victoria University has children’s centres on Footscray Park, Footscray Nicholson, Newport and Werribee Campuses, and the Jindi Woraback childcare centre at St Albans Campus. These centres provide high quality care and education for children from three months to six years of age. A pre-school program is also offered at each centre. VU’s childcare centres have been accredited by the National Childcare Accreditation Council with the highest possible rating. Each centre runs programs designed to meet children’s individual developmental needs.

The subsidised daily rate for students is $55.50.
For more information phone
Footscray Park Children’s Centre 03 9919 4578
Footscray Nicholson Children’s Centre 03 9919 8698
Newport Children’s Centre 03 9919 8476
Werribee Children’s Centre 03 9919 8098
Jindi Woraback 03 9364 6858

EQUITY AND SOCIAL JUSTICE BRANCH
www.vu.edu.au/equity
VU’s values of equality for opportunity for students and staff, and diversity for its contribution to creativity and the enrichment of life, are supported by the Equity and Social Justice Branch (ESJB) in fostering a climate of acceptance, tolerance and co-operation, and the prevention of unlawful or discriminatory behaviour. ESJB develops and implements University-wide policies and programs designed to maximise the access, participation and success of students from diverse and disadvantaged backgrounds.

VU has established procedures for receiving feedback and handling complaints of alleged discrimination and harassment as defined under Commonwealth and State anti-discrimination legislation. For further information, you can contact one of the University’s trained equity advisers at the site above.

DISABILITY SERVICES
Advice and academic support is available for students with a disability or a chronic medical condition, including:
- note taking
- sign interpreting
- provision of materials in alternative formats
- assistance with alternative assessment arrangements, including modifications to formal examinations

Students requiring support should register with Disability Services when they enrol.
Phone 03 9919 2193
Email disability@vu.edu.au

Students with a hearing impairment can also contact TTY—Teletypewriter by phoning 03 9919 2508.

STUDENT ASSOCIATION
www.vusu.org.au
The Victoria University Student Association (VUSA) is recognised as the peak student body representing the interests of all Victoria University students. Within VUSA, the International Students Association (ISA) represents international students, and the Postgraduate Association represents postgraduate students.

All three student organisations have their own constitutions and elected committee structures to facilitate the executive committee’s interactions with the University.

MOONDANI BALLUK ACADEMIC UNIT
www.vu.edu.au/MoondaniBalluk
The Moondani Balluk Indigenous Academic Unit, staffed by and for Indigenous Australians, offers the Bachelor of Arts (Kyinandoo), aimed specifically at Indigenous Australians and for non-Indigenous people interested in working with or for Indigenous communities or groups. Kyinandoo is a Wurundjeri word meaning ‘clever’.

Kyinandoo offers units dealing with Indigenous Australia and global Indigenous cultural and leadership issues, and gives students the space to take a set of subjects specific to their career goals.

The vision for Moondani Balluk is to create and foster a culturally-safe environment that welcomes, nurtures and recreates community — a community that is embedded in relationship to the land, culture, law and Elders. We wish to share Indigenous knowledge and to translate and implant Indigenous practices into all our work, research and teaching. We provide advice, academic support, curriculum development and admissions assistance for Indigenous people.

For more information contact Moondani Balluk.
Phone 03 9919 5549
Email moondani.balluk@vu.edu.au

ALUMNI RELATIONS
www.vu.edu.au/alumni
Victoria University welcomes current students and graduates into its alumni community. With more than 250,000 graduates, the VU alumni community is a great way to expand your networks and update your personal and professional skills. Benefits include:
- an extensive program of personal and professional development sessions
- career assistance
- regular email newsletters
- opportunities to join special interest groups and international chapters
- discounts to a wide range of services for financial members

For more information contact Alumni Relations.
Email alumni@vu.edu.au

STUDENT EXPERIENCE
NARELLE HENDERSON

I have greatly enjoyed my time at VU. As my course was small it was easy to get to know all of the students and lecturers. I made some great friends and always enjoyed the chance to catch up with lecturers for a chat even when they were not teaching me in that particular semester. Footscray Park Campus is quite easy to get around, the facilities are excellent and the classrooms are well maintained.

As a teenager I represented Victoria in pole vaulting and acrobatics before a trampoline accident damaged my spine in 2003. Everything in my life changed, but at the same time nothing changed because I still couldn’t sit still, I still had to do lots and lots of things. I had to start a new life with new sports, new uni courses, new hobbies — everything. But you don’t have a choice, you just get on with it.

With real event management experience in my course, I’ve discovered a new passion and gained a valuable edge to pursue a career in this direction. The Career and Professional Development placements helped me to try out jobs that I thought I would love but actually did not enjoy, and gave me a placement opportunity that I loved and have since gained employment from, at Bowls Australia.”
Sunbury Hall offers resident students modern accommodation at VU’s rural Sunbury Campus.

STUDENT HOUSING SERVICE
www.vu.edu.au/residences

VU’s Student Housing Service helps students to find suitable accommodation, and provides advice and information. It has a database of all accommodation offered to VU and maintains a housing ‘buddy’ list.

STUDENT VILLAGE

A large living and learning community, the VU Student Village is located in tree-filled grounds eight kilometres west of the city centre.

The village offers the cheapest tertiary student accommodation in Melbourne, with furnished single bedrooms in 2–3 bedroom units.

Close to public transport and Highpoint Shopping Centre, the Village offers a supportive academic network, outings and activities.

A virtual tour can be taken from the website above, or contact the Student Village at student.village@vu.edu.au or phone 03 9304 6300

SUNBURY HALL

Sunbury Hall combines new and refurbished accommodation at VU’s historic Sunbury Campus, 35km northwest of Melbourne.

It offers quality accommodation with the timesaving convenience of on-campus living in Sunbury, a rapidly growing town with an excellent range of shops, support services, transport and sporting activities.

Furnished standard single rooms, or deluxe single rooms with ensuite are available.

A virtual tour can be taken from the website above, or contact Sunbury Hall at sunbury.hall@vu.edu.au or phone 03 9919 3450

VICTORIA PLACE

Victoria Place is a purpose built apartment complex with 41 fully furnished self contained apartments designed for students and 2 deluxe 3 bedroom units with ensuite and disability access.

For more information contact Victoria Place at victoria.place@vu.edu.au or phone 03 9304 6307
CAMPUS LOCATIONS
For campus map locations, please see campus map on page 88.

TRANSPORT TO OUR CAMPUSES
www.metlinkmelbourne.com.au
All VU campuses are serviced by public transport. For campus locations, see the list below and the map at the back of this course guide on page 88. Rail, tram and bus concession forms are available at the start of each year from Student Support.

For more information and timetables, visit www.metlinkmelbourne.com.au or phone Metlink on 131 638.
The University operates a free evening shuttlebus service at the Footscray Park and St Albans campuses during semester to provide a safe link to local train stations. The Footscray Park service provides a link to the Student Village.
For a timetable, contact Facilities Management at St Albans on 03 9919 2290 or at Footscray Park on 03 9919 4150.

CITY FLINDERS CAMPUS
300 Flinders Street, Melbourne (Melway map 2F)
Access: Direct train, tram and bus services from all parts of Melbourne

CITY KING CAMPUS
225 King Street, Melbourne (Melway map 2F)
Access: Direct train, tram and bus services from all parts of Melbourne

CITY QUEEN SITES
283 and 295 Queen Street, Melbourne (Melway map 2F)
Access: Direct train, tram and bus services from all parts of Melbourne

NEWPORT CAMPUS
80 Champion Road, Newport (Melway map 55 H6)
Access: Train to Newport or North Williamstown stations, or 15 minutes by car from the CBD

ST ALBANS CAMPUS
McKechnie Street, St Albans (Melway map 25 K3)
Access: Train to St Albans station, local bus, or 30 minutes by car from the CBD

SUNBURY CAMPUS
The Avenue, Sunbury (Melway map 382 E8)
Access: Train to Sunbury station, local bus, or 40 minutes by car from the CBD
Note: Sunbury Campus will not be accepting new students from 2009.
FOOTSCRAY PARK CAMPUS
Ballarat Road, Footscray (Melway map 2S F4)
Access: Train to Footscray station, local bus, or 10 minutes by car from the CBD

FOOTSCRAY NICHOLSON CAMPUS
Corner Nicholson and Buckley Streets, Footscray (Melway map 2S E10)
Access: Train to Seddon or Footscray stations, local bus, or 10 minutes by car from the CBD

SUNSHINE CAMPUS
460 Ballarat Road, Sunshine (Melway map 26 J10)
Access: Train to Sunshine or Albion stations, local bus, or 15 minutes by car from the CBD

WERRIBEE CAMPUS
Hoppers Lane, Werribee (Melway map 206 H5)
Access: Train to Hoppers Crossing station, local bus, or 30 minutes by car from the CBD

MELTON CAMPUS
Rees Road, Melton South (Melway map 342 H3)
Access: Train to Melton station, local bus, or 40 minutes by car from the CBD
Note: Melton Campus will not be accepting new students from 2009.
ARE YOU A PARENT?
If you are the parent (or carer) of a secondary school student, this page is for you. It gives you information about tertiary study to help you support your son or daughter as they work through choosing the right career pathway.

www.vu.edu.au/futurestudents
www.goingtouni.gov.au

HOW CAN YOU HELP YOUR CHILD WITH STUDY CHOICES?

STEP 1
You can play a vital role in helping them explore the world of study and work. Simply be positive about their potential and talk to them about:

• their interests, strengths, likes and dislikes
• what they have learnt from work experience or part-time work
• their hopes and visions for the future

You and your child could also talk to the school careers adviser or year-level co-ordinator, and to people already studying or working in their areas of interest.

STEP 2
Familiarise yourself with the range of publications, websites and support services available. Publications include:

• The Job Guide — an annual government publication distributed to all Year 10 students. It is also available in most libraries and online at www.jobguide.dest.gov.au.

• The VTAC Guide — a guide to all courses offered through the Victorian Tertiary Admissions Centre (VTAC). Distributed to Year 12 students in July each year.

• The VICER Guide — this is essential reading for all Year 10 students and parents. The guide explains everything you need to know about tertiary study and is available online at www.vtac.edu.au.

Other useful websites include:

• www.myfuture.edu.au — online career exploration and information service
• www.year12whatnext.gov.au — Australian Government guide for Year 12 students planning their post-school education and training
• www.jobjuice.gov.au — Australian Government site providing advice for young people thinking about their future and looking for work
• www.youthcentral.vic.gov.au — Victorian Government site with information about jobs and careers
• www.deewr.gov.au/Pages/default.aspx — Australian Government gateway site to information on education and training

STEP 3
Victoria University holds a number of events throughout the year to assist students in their course and career exploration. Come along with your son or daughter.

HOW MUCH WILL TERTIARY STUDIES COST?
Fees and charges vary depending on the type of the course. Students in undergraduate degree courses pay a contribution if they are in a Commonwealth Supported Place (CSP). Some full-fee places are also available. Vocational Education (TAFE) fees depend on the number of course contact hours.

Other expenses can include books and equipment, accommodation and general living expenses. We encourage all eligible students offered a place at VU to apply for scholarships.

HOW CAN YOU HELP YOUR CHILD ADJUST TO UNIVERSITY LIFE?
Going from secondary school to tertiary study is a big step. At VU we recognise this and provide support for all students in transition. You can help your child through this time by encouraging them to attend orientation sessions as well as social and sporting events. These provide opportunities for learning about university life, meeting other students and making new friends.
THERE ARE MANY OPPORTUNITIES DURING 2009 TO DISCUSS YOUR STUDY OPTIONS WITH OUR FRIENDLY STAFF

MARCH 27–28
NATIONAL CAREERS AND EMPLOYMENT EXPO
MELBOURNE EXHIBITION CENTRE

APRIL 24–26
THE AGE VCE AND CAREERS EXPO
CAULFIELD RACECOURSE

MAY 14–15
WRICA CAREERS AND EMPLOYMENT EXPO
WYNDAHAM LEISURE AND EVENTS CENTRE

MAY 22
VU FORUM
VU CITY FLINDERS CAMPUS

JULY 24–26
MELBOURNE CAREERS EXPO
MELBOURNE EXHIBITION CENTRE

JULY 20–23
WESTERN METRO TERTIARY INFORMATION SERVICE
VU ST ALBANS CAMPUS

SEPTEMBER 17
MBA AND POSTGRAD EXPO
MELBOURNE TOWN HALL

AUGUST 9
VU OPEN DAY
FOOTSCRAY PARK CAMPUS
BALLARAT ROAD, FOOTSCRAY
PHONE (03) 9919 4000
WWW.VU.EDU.AU/OPENDAY

FREE VCE LECTURES
VISIT WWW.VU.EDU.AU FOR DETAILS