ADVANCED DIPLOMA OF HOSPITALITY MANAGEMENT - SIT60322
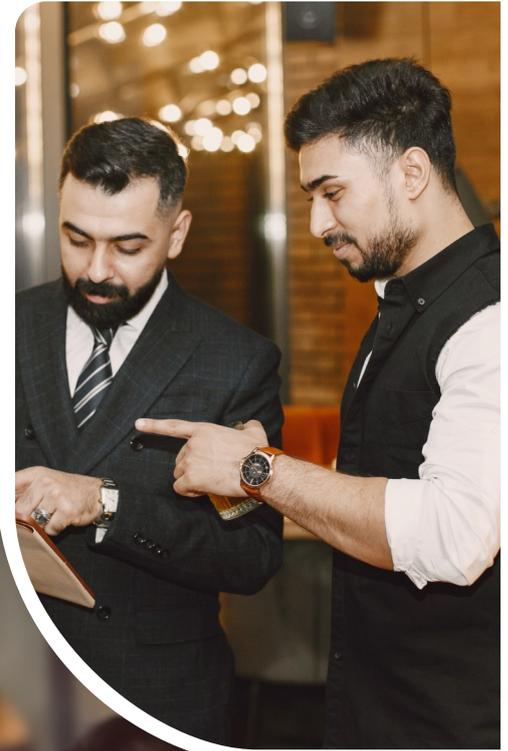
Description

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

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

Accreditation

This qualification is nationally recognised under the Australian Qualifications Framework (AQF).

Qualification Package Entry Requirements

There are no specific entry requirements are for this course.

YCA Admission Requirements

YCA has the following admission requirements:

- Entry into the course at YCA requires IELTS band score of 5.5 or equivalent in line with Department of Home Affairs regulations.
- Satisfactory completion of studies in applicant's home country equivalent to an Australian Year 12 qualification is required for entry into this course.
- All students must be of the age 18 years or over at the time of the scheduled course commencement.
- All learners will be required to demonstrate their LLN (Language, Literacy, and Numeracy) level on enrolling into this course.

Note: Candidates should be able to handle and cook dairy products and non-vegetarian food items including pork and may involve alcohol. Students are also required to complete a minimum of 48 food service periods, at least 4 hours each, in a commercial kitchen / hospitality management simulated environment to meet the requirements of SIT60322 - Advanced Diploma of Hospitality Management.

Required Australian Core Skills Framework (acsf) Level

ACSF level 4 is required in reading, writing, learning, numeracy and oral communication.

Client Groups

Overseas / International students will be:

- Holding valid Student Visa
- Fee for service

Learners with experience in the relevant industry or education can apply for Recognition of Prior Learning (RPL) and Credit Transfer. Please refer to 'RECOGNITION OF PRIOR LEARNING AND CREDIT TRANSFER' section or contact Yarra College Australia(YCA).

Licensing / Regulatory Information

No occupational licensing, certification or specific legislative requirements apply to this qualification at the time of publication.

Training Pathway

After successfully completing and achieving SIT60322 - Advanced Diploma of Hospitality Management, individuals could progress to the higher level relevant AQF VET or Higher education qualification/s.

Employment Pathway

This qualification enables the student to seek employment in the following job roles:

- Area manager or operations manager
- Hospitality Group Manager in Gaming, Cookery & Catering
- Holiday Park Manager
- Restaurant Manager
- Venue Event Manager
- Travel Product Manager
- Tour Operation Manager

Learners who complete a course are reminded at the time of completion, of further opportunities, unless a learning barrier has been identified that would hinder their progression to a higher qualification level

Source: https://www.myskills.gov.au/courses/details?Code=SIT60322

Training Delivery

The program for international students takes place in a classroom environment with access to a commercial kitchen / hospitality management simulated environment. Practical learning and assessment take place in a commercial setting via a commercial kitchen / hospitality management environment. The commercial Cooking/Hospitality facilities are equipped with all the required equipment. Each unit is delivered in a combination of face-to-face theory and demonstration sessions in the classroom and supported by practical group development and individual activities within the commercial kitchen / hospitality management environment.

The participants in each program group will be provided with detailed learning materials to support the activities. These materials will include learning, assessment and other reference material relevant to the unit of competency being delivered.

Duration

This course is offered full time over 104 weeks (including holidays) on a full-time basis for 20 hours per week. Students need to gain competency in 33 units (14 core units and 19 elective units) to successfully complete this course.

Recognition Of Prior Learning And Credit Transfer

The underlying principle of Nationally Recognised Training is that a learner does not have to repeat training and assessment that has already been undertaken.

YCA has a Recognition of Prior Learning (RPL) and Credit Transfer Policies and Procedures and can be found at YCA's website, which outlines in detail a process to be followed for granting recognition and credit transfer. This is supported through the RPL guidelines for this qualification which focus specifically on all units.

Learners are encouraged to apply for RPL prior to or immediately after formal enrolment but prior to the facilitated delivery of units to ensure that they do not miss any training opportunities offered should they be unsuccessful in the RPL process.

Credit Transfer relates to the recognition of learning achieved through formal education and training, and involves assessing a previously completed course or units to see if it provides equivalent learning or competency outcomes to those required within the current course of study. Learners must provide transcripts of results and/or statements of attainment for credit transfer to be assessed.

Where a learner is successful in the RPL or Credit Transfer (CT) application, the units to be undertaken and course duration will be adjusted accordingly.

Where RPL is granted, learners do not have to participate in further training and assessment for skills and knowledge that they already possess.

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Course Fee

- Published on website www.yarracollege.vic.edu.au
  Note: Students will be provided with the option of Easy Monthly Instalments. Students are advised to contact the Institute in relation to the updated and recent fees for the course. The Course fee is subject to change.

- Pro-Chef Student Uniform: All commercial cookery students are also required to purchase a Pro-Chef Student Uniform Set.

The Pro-Chef Student Uniform Set Comprises of:

- ✔ 1 x White Long Sleeve Classic Chef Jacket
- ✔ 1 x White Bib or 1/2 Waist Cotton Drill Apron
- ✔ 1 x White Necktie
- ✔ 1 x Traditional Check Drawstring Pants
- ✔ 1 x White Flat Top Chef's Hat

Note: Students will be provided the option of Easy Monthly Instalments. Students are advised contact the Institute in relation to the updated and recent fees for the course. Course fee is subject to change.

Terms And Conditions

- YCA will strive to maintain highly competitive fair and reasonable fee structures.
- YCA adjusts its fees and charges from time to time. Changes to fees will be fairly and equitably applied, advertised and clearly indicate the date from which the change will take effect.
- YCA provides details of course fees in all course information.
- YCA will ensure these fees are applied and communicated to clients prior to enrolment. In accordance with the Standards for RTOs 2015, YCA adopts the following to protect fees paid in advance:
- Flexible payment arrangements/ options will accommodate individual circumstances.
- Fees must be paid in full before certification will be issued.
- Acceptable payment options can be made via credit card, direct debit, and EFT remittance to accommodate the diverse financial situations of clients.

Course Structure

For International Students, Students will participate in a total of 2800 hours of training, learning and assessment activities.This is broken up into 1600 hours of classroom and kitchen based practical training. In addition, students will be required to complete 10 hours of self-study each week which may involve reading their learner guides, class materials, discussing their work with their trainer/assessor and/or other students and completing assessment tasks that are not done in class / kitchen such as projects.

As per packaging rules, 33 units must be completed. These include 14 core units and 19 elective units.

Core Units

UNIT CODE	UNIT NAME
BSBFIN601	Manage organisational finances
BSBOPS601	Develop and implement business plans
SITXCCS016	Develop and manage quality customer service practices
SITXFIN009	Manage finances within a budget
SITXFIN010	Prepare and monitor budgets
SITXFIN011	Manage physical assets
SITXGLC002	Identify and manage legal risks and comply with law
SITXHRM009	Lead and manage people
SITXHRM010	Recruit, select and induct staff
SITXHRM012	Monitor staff performance
SITXMGT004	Monitor work operations
SITXMGT005	Establish and conduct business relationships
SITXMPR014	Develop and implement marketing strategies
SITXWHS008	Establish and maintain a work health and safety system

Elective Units

UNIT CODE	UNIT NAME
SITXFSA005	Use hygienic practices for food safety
SITHCCC043	Work effectively as a cook
SITHCCC027	Prepare dishes using basic methods of cookery
SITHCCC028	Prepare appetisers and salads
SITHCCC029	Prepare stocks, sauces and soups
SITHCCC030	Prepare vegetable, fruit, eggs and farinaceous dishes
SITHCCC031	Prepare vegetarian and vegan dishes
SITHCCC035	Prepare poultry dishes
SITHCCC036	Prepare meat dishes
SITHCCC037	Prepare seafood dishes
SITHCCC041	Produce cakes, pastries and breads
SITHCCC042	Prepare food to meet special dietary requirements
SITHCCC040	Prepare and serve cheese
SITXFSA008	Develop and implement a food safety program
SITHCCC023	Use food preparation equipment
SITXFSA006	Participate in safe food handling practices
SITHPAT016	Produce desserts
SITXHRM008	Roster staff
SITXCOM010	Manage conflict

Course Commencement

Please contact YCA for the intake dates at info@yarracollege.vic.edu.au

Assessment Methods

Each unit is delivered and assessed as a standalone unit. Assessment comprises written assignments, activities and practical application projects. Students are required to attend training and assessment activities as scheduled.

Assessment is structured throughout the course. If students are unable to achieve competency, additional support is provided through mentoring and access to re-assessment as outlined in our policies and procedures.

Assessment requires achievement across all tasks to demonstrate competence and may include:

- Knowledge Questions.
- Skills Tests (Simulated Business Environments

- Skills Test (Practical Activities in Commercial kitchen)
Students are required to complete a minimum of 48 food service periods, at least 4 hour each, in a commercial kitchen under simulated Work-Based Training (WBT) to meet the course requirements.

Resources / Materials

The commercial kitchen / hospitality facilities are equipped with all the required equipment in accordance with the training package(https://training.gov.au/Training/ Details /SIT60322). Students will be provided with access to the following resources required to complete the qualification successfully upon enrolment:

- Unit's Notes.
- Student Workbooks and Resources.
- PowerPoint Slides and Handouts.
- Laptops / Desktops / Computing Devices with appropriate software.
- Access to internet.
- Training Facility.
- Commercial Kitchen resources.

Completion

Upon successful completion of this course, student will receive a nationally recognised SIT60322 - Advanced Diploma of Hospitality Management. Students who do not complete all units may be eligible for a Statement of Attainment for partial completion of the SIT60322 - Advanced Diploma of Hospitality Management.

Course Delivery Location

The training delivery location are:

- Classes: Level 6, 190 Queen Street, Melbourne, VIC 3000, Australia.
- Commercial Kitchen :18 Lens Street, Coburg North, VIC 3058, Australia.

Further Information

Before enrolment, each student should ensure she/he meets the following requirements:

- Enrolment Application Form can be downloaded from website https://yarracollege.vic.edu.au/ or request to be emailed can be forwarded to admissions@yarracollege.vic.edu.au
- Read and understand the complete information available at YCA website https://yarracollege.vic.edu.au/ or email your request to info@yarracollege.vic.edu.au
- Read and understand all policies and procedures available at YCA website or email your request to info@yarracollege.vic.edu.au

- Provide YCA with their Unique Student Identifier (USI) number. For more information, see https://www.usi.gov.au/students/create-your-usi.
- You can post or visit us at our head office in Level 6, 190 Queen Street, Melbourne VIC, 3000, or call us at +61390175256.
- You will also find further information about fees and refunds and the enrolment process applied by YCA on the websitehttps://yarracollege.vic.edu.au/ and Student Handbook.
- For further details or queries, YCA can be contacted via email at info@yarracollege.vic. edu.au or admissions@yarracollege.vic.edu.au or phone: +61390175256

Important Information

- YCA has got the systems in place to make sure that students are getting quality training during the course. YCA is responsible for compliance and training & assessment of this course and there are no third-party training provider services acquired by YCA.
- Please go through the policies and procedures regarding enrolment, fee refunds, course progress and complaints & appeals available on the website https://yarracollege.vic.edu.au/

Yarra College
Australia

Contact us: +61 466106256

- ✉ info@yarracollege.vic.edu.au
- 🌐 www.yarracollege.vic.edu.au
- 📍 Campus: Level 6, 190 Queen Street, Melbourne, 3000
- 📍 Training Kitchen: 18 Lens Street, Coburg, 3058

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