GOVERNMENT OF WESTERN AUSTRALIA

TAFE WA Central Regional

2021
COURSE GUIDE

GOVERNMENT OF WESTERN AUSTRALIA

TAFE WA Central Regional

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Contact us

1800 672 700

info@crtafe.wa.edu.au

centralregionaltafe.wa.edu.au

Batavia Coast Maritime Institute
133 Separation Point Cl
Geraldton WA 6530

Carnarvon
14 Camel Ln
Carnarvon WA 6701

Exmouth
Ningaloo Centre
Cnr Murat Rd &
Truscott Cres
Exmouth WA 6707

Geraldton
173 – 175 Fitzgerald St
Geraldton WA 6530

Kalgoorlie
34 Cheetham St
Kalgoorlie WA 6430

Merredin
42 Throssell Rd
Merredin WA 6415

Moora
242 Berkshire Valley Rd
Moora WA 6510

Northam
LOT 1 Hutt St
Northam WA 6401

Technology Park
Cnr Deepdale Rd &
Arthur Rd
Geraldton WA 6532

CRTAFE acknowledges the Aboriginal peoples of the Midwest, Gascoyne, Wheatbelt and Goldfields regions as traditional custodians of the lands and waters. We honour their wisdom, cultures, languages and communities and pay respect to Elders, both past and present.

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It all starts here.

Whatever your time in life, wherever you are in your career. Whoever you want to be, however you want to get there. At Central Regional TAFE we'll help you find your career, find your calling, find your start.

It all starts with short courses that give you a stepping stone, with qualifications that open doors right where you need them, with pathways towards degree courses and beyond.

It all starts with options as big as our region – from Exmouth to Geraldton from Northam to Kalgoorlie – and then taking you anywhere in Australia or the world.

It all starts with teachers who know their field—and know how to share it well. It all starts with training programs developed for industry—and delivered alongside them.

It all starts with flexible learning that meets you wherever you are—whatever your challenges. It all starts with a community of trainers and learners working together. It all starts with a fair chance—to make a go of the road ***you*** choose.

Because it's all about where you're going. And it all starts when you choose Central Regional TAFE to help you get there.

92.6%
OVERALL STUDENT SATISFACTION RATING^

3
STUDENT FINALISTS IN WA TRAINING AWARDS 2020

WA VOCATIONAL STUDENT OF THE YEAR
WA TRAINEE OF THE YEAR
WA SCHOOL-BASED APPRENTICE OF THE YEAR

9
CAMPUS LOCATIONS

300+
COURSES

230+
NATIONALLY RECOGNISED QUALIFICATIONS

67+
INDUSTRY AREAS

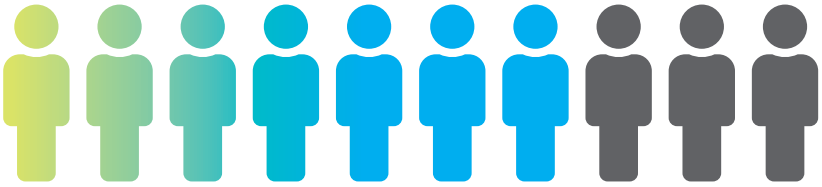
^2019 Student Satisfaction Survey, Ernst & Young

Lets get the facts.

SO WHY CHOOSE VOCATIONAL EDUCATION & TRAINING?

It can be overwhelming when deciding what to study, where to study and which options will help you achieve your career goals. In a time where the employment landscape and future of work has changed both in Australia and around the world it's important to weigh-up all of your study options.

More and more research into further education is proving that a TAFE qualification provides better job prospects and monetary outcomes for graduates. Check out some of these facts and stats:



7 out of 10 occupations predicted to have the greatest jobs growth over the next five years are accessible via VET.

^ APPRENTICESHIPS FOR GROWTH, ISWI 2020

> ***In a rapidly changing employment environment, the speed, value and skills that VET provides are the solution to today's growing needs.***

SKILLING AUSTRALIA
PERCEPTIONS ARE NOT REALITY, 2017

75% of employers require applicants to have workplace experience.

AUSTRALIAN JOBS 2019

Vocationally oriented study areas have stronger employment outcomes immediately after graduation.

AUSTRALIAN JOBS 2019

VET graduates earn wages comparable to, if not exceeding that of university graduates.

SKILLING AUSTRALIA
PERCEPTIONS ARE NOT REALITY, 2017

Learn by doing.

SIMULATED WORKPLACE LEARNING

It's our priority to make sure graduates are skilled and prepared for the workforce. Our state-of-the-art training facilities (designed to simulate real work environments), give you a head start above the rest. This is what TAFE is all about - receiving both theoretical and practical learning (or real-life experience) which is looked at favourably by employers and is a huge advantage for when you start work.

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> *"We have noticed a difference with the students who have commenced their studies through TAFE. When they come to Hillcrest to do their practical side they've already achieved some knowledge, and it's not as scary for them. They can work alongside our carers confidently and already feel like they have some experience behind them."*

Beth Thompson
Residential Manager, Juniper Hillcrest, Geraldton

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Helping you succeed.

STUDENT SERVICES

We want your time at Central Regional TAFE to be fun as well as rewarding. If you find yourself in need of a little extra assistance, help is at hand. Our friendly Student Service teams are located at each campus to provide various services including:

- Course planning and study pathways
- Career advice and direction
- Youth support
- Fee and debt payment options advice
- Scholarship programs
- Referrals to external support agencies for counselling and/or psychological support services
- Learning difficulties support
- Induction for new students
- Tutoring support
- Mentorship
- Case management
- Student accommodation arrangements

ABORIGINAL STUDENT SUPPORT

We support our Aboriginal students in achieving their full potential, throughout their education and training journey. Aboriginal students support staff are located across our campuses and work closely with all staff to ensure the best outcomes for our students.

ACCESS & EQUITY SERVICES

We are committed to providing the best possible opportunities for students to access the full range of training and assessment services we offer. We incorporate the principles of access and equity into the way we provide all of our programs and services.

ADULT MIGRANT ENGLISH PROGRAM (AMEP)

AMEP provides up to 510 hours of English language tuition to eligible migrants and humanitarian entrants to help them learn foundation English language and settlement skills to enable them to participate socially and economically in Australian society. The free Adult Migrant English Program (AMEP) is funded by the Australian Government Department of Education and Training.

CAMPUS EVENTS

Enjoy the atmosphere on campus and get to know people by attending a range of events held across the year. Annual events include, Enrolment and Open Days, NAIDOC Week, Reconciliation Week, Student Graduation and Awards events, WorldSkills Competitions, VETDSS events, student BBQs, lunches and much more.

INTERNATIONAL STUDENTS

A range of support is available for our International students to help make living and studying in Australia a memorable experience. For more information on available courses visit the TAFE International WA (TIWA) website.

LANGUAGE, LITERACY & NUMERACY SUPPORT

As you progress in your studies you may find that you need some additional support with literacy and numeracy. A range of options are available at all of our campuses.

SCHOLARSHIP OPPORTUNITIES

Thanks to our industry partners, we have a range of scholarships across the Goldfields, Midwest, Gascoyne and Wheatbelt regions, covering a variety of qualifications and industry areas. Our expanding scholarship program offers students the opportunity to have some or all of their training subsidised. Give us a call or check out our website for the latest scholarships on offer.

STUDENT ACCOMMODATION

Pepperell Village at our Geraldton Campus and Agricola at our Kalgoorlie Campus are a comfortable home away from home for students.

CAMPUS LIFE

Get the most out of your time at TAFE by enjoying the facilities available to you including cafes, library, student art gallery (Geraldton) and Aboriginal Learning Centre (Geraldton). Look after your well being and relax whilst on campus by visiting the hair, beauty and massage training salons or student training restaurants who are always looking for visitors and clients.

Situated at the Kalgoorlie, Northam and Geraldton campuses, our interactive learning hubs are popular with both staff and students. They provide a dynamic, flexible and integrated learning environment. Features include a cafe, modern seating areas for students to work together, and access to the latest technology and WiFi.

JOBS AND SKILLS CENTRES

WE CAN MAKE IT EASIER

Located on campus, the Jobs and Skills Centres (JSC) are a one-stop-shop for careers, training and employment advice and assistance. Services are free and available to everyone in the community.

The local JSC team provide independent information and career guidance on a one-on-one basis and also run free workshops. They can help with resume and selection criteria preparation, interview skills, job matching and searching, assistance with job applications and more.

The team also provide Aboriginal workforce development support and work with employers in providing assistance with recruitment and tailored workforce solutions. The Centres have a free online jobs board to link jobseekers with employers.

Services are available across the Goldfields, Wheatbelt, Midwest and Gascoyne regions, and are free for everyone.

For more information pop into a campus near you, call 13 64 64 or visit: jobsandskills.wa.gov.au

“Thank you JSC team for helping me get my job at the Shire. Without your help, I don’t think I would have gotten the job, thank you so much.”

Stephen, Northam JSC Client

Where are you heading?

Whether you are looking for employment, seeking a career change, leaving school or chasing a promotion, a Central Regional TAFE qualification can open doors right where you need them, with pathways towards degree courses and beyond. There's many ways to get to where you want to be. Choose where you want to start and then plan how to get there, we're here to help every step of the way.

SKILL UP

FURTHER STUDY

EMPLOYMENT

UNIVERSITY PATHWAYS

Are you interested in further study including University? A Diploma qualification from Central Regional TAFE enables you to enrol in a University Degree regardless of your age or high school results. We have articulation arrangements in place with leading Universities in Australia, including Curtin University and Geraldton Universities Centre, enabling students who have achieved their Diploma qualification to gain guaranteed credits into a related Bachelor's Degree at select Universities. Having a Central Regional TAFE Diploma and a University Degree will equip you with the best of both worlds for future employment opportunities.

WHY CONSIDER A UNIVERSITY PATHWAY?

- It will allow you to gain credit for study you have already completed
- You can reduce the length of your study time
- You can potentially save thousands in University tuition fees
- For the most up-to-date information on what courses can lead to a University Degree, check out our website or contact the admissions team at your preferred University.

Choose your qualification:

SHORT COURSES

Courses which help you start higher education and prepare to work with confidence. These courses can help to advance existing skills or learn something completely new. They are generally non-accredited and take minimal hours to complete

SKILL SETS

Are also considered short courses which provide certification (nationally accredited) for a specific workplace skill and usually contain one or more units of competency. When you complete a skill set course, you receive a statement of attainment. In some cases this may give you credit towards completing a higher qualification with further study.

CERTIFICATE I & II

These entry level qualifications will help you develop basic skills and knowledge and prepare you for both employment and further education and training.

STILL AT SCHOOL?

VETDSS (VOCATIONAL EDUCATION & TRAINING DELIVERED TO SECONDARY STUDENTS)

Students who are still at school can complete a nationally recognised qualification in years 11 and 12. They'll gain a better understanding of a specific career pathway, and increase their opportunities for further study or work.

PAIS (PRE-APPRENTICESHIPS IN SCHOOLS)

A school based traineeship / apprenticeship provides an opportunity for full-time secondary school students to begin preparing themselves for a career in the workforce. Students can work towards secondary graduation and an industry recognised qualification.

EARN WHILE YOU LEARN

PRE-APPRENTICESHIP

Certificate II trade qualifications are also often referred to as pre-apprenticeships. Generally there are no entry requirements or experience needed to enrol in a pre-apprenticeship course.

APPRENTICESHIP/TRAINEESHIP

Apprenticeships and traineeships combine study with workplace training. You must be employed as an apprentice or a trainee before enrolling in an apprenticeship or traineeship program.

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CERTIFICATE III

At this level you will gain broad theoretical and practical knowledge in your chosen industry, preparing you to take on added responsibility. Certificate III courses can often be completed as part of an apprenticeship or traineeship.

CERTIFICATE IV

At this level you will learn supervisory and advanced technical skills which may build on skills already acquired in the workplace or obtained in a Certificate III. A Certificate IV can lead directly to higher level qualifications or be a pathway to University.

DIPLOMA & ADVANCED DIPLOMA

These higher level qualifications will give you more specialised skills and knowledge of greater complexity where you are able to appraise, synthesise, manage and evaluate workplace situations. Graduates at this level will have the ability to undertake highly skilled work. Both qualifications can be a pathway to University and can give you credit towards a Bachelor Degree.

Get straight into it.

PRE-APPRENTICESHIPS

GAIN AN ADVANTAGE

A Pre-apprenticeship enables you to experience what it's like to work in a trade before you make a commitment to continuing in that employment field or gaining an apprenticeship. If you go on to an apprenticeship, the off-the-job training component of your apprenticeship training may be reduced. Completion of a pre-apprenticeship entitles you to a Certificate II qualification. Pre-apprenticeships are full time training courses and although you do not get paid during the course, work placement opportunities do form part of your training. Generally there are no entry requirements or experience needed to enrol in a pre-apprenticeship course.

BENEFITS:

- Gain an insight and understanding of your chosen trade career
- Basic trade skills
- An increased chance of employment as an apprentice (most employers are more inclined to take on new apprentices who already have industry knowledge and experience)
- Complete a trade qualification faster (completion of a Pre-apprenticeship may make you eligible to have your apprenticeship length reduced)

APPRENTICESHIPS & TRAINEESHIPS

EARN WHILE YOU LEARN

Apprenticeships and Traineeships combine training with work, so that you can earn while you learn. CRTAFE provides the formal training needed to gain the qualification in your chosen employment field. You would be required to enter into a formal training contract with an employer to learn practical skills on-the-job in conjunction with time spent training at TAFE. We work closely with industry, community and government to develop programs that meet workplace needs. The best thing about apprenticeships and traineeships is that you get practical, on-the job experience whilst working towards a nationally recognised qualification

BENEFITS:

- Get paid while you learn
- Obtain a nationally recognised qualification
- When qualified you can look forward to:
  - Higher pay
  - Job opportunities
  - Skills & qualifications for further education and training

87%

OF APPRENTICES REMAIN EMPLOYED AFTER COMPLETING THEIR QUALIFICATION

ISWI 2020

APPRENTICESHIPS FOR GROWTH, ISWI 2020

For all your training needs.

WORKFORCE SOLUTIONS

We support our local industries, businesses and organisations and want to see you thrive.

We understand the importance of staff development and have seen the ongoing positive effects this can have in the workplace. We are dedicated to working closely with our industry partners and the community to find the best training solutions for your business. We'll help your team have the right skills to succeed.

CAN WE HELP YOUR WORKPLACE?

Contact us on 1800 672 700 or info@crtafe.wa.edu.au to discuss your customised training needs.

CUSTOMISED TRAINING

We offer clients the opportunity to customise courses to meet their specific needs. A lot of our training can be conducted either on-site or on-campus and offers the flexibility of attending one of our set dates or selecting a date and time that suits you. Let us know what you or your business needs are and we'll make it happen!

VERIFICATION OF COMPETENCIES

Gain formal recognition for your skills. A Verification of Competency (VOC) is a method of assessment that is used to demonstrate the worker's ability to operate equipment and/or undertake the responsibilities of these roles. Assessment is undertaken using both practical and written methods along with third party evidence from a supervisor. Once successfully completed a statement of attainment will be issued.

Making training affordable.

DON'T PUT YOUR FUTURE ON HOLD

Enjoy your training experience at TAFE without letting finances worry you.
We have various payment options and our team will help find the best one for you.

COURSE FEES

Fees vary for each course and are broken up into two parts:

Tuition fees: Based on the number of hours within each unit of the course.

Resource fees: Costs associated with materials required for the course.

If you have an eligible and valid concession card, the course fees are charged at a reduced rate. No fees apply for Vocational Education and Training Delivered to Secondary Students (VETDSS).

For more information about payment options please visit our website www.crtafe.wa.edu.au

COURSE FEE REPAYMENT OPTIONS

We want to make our training accessible and therefore offer various payment options to assist students in meeting their repayment obligations. These include:

- Payment Plans
- Centrepay
- VET Student Loans
- Concessions
- Direct Debit

VOCATIONAL EDUCATION & TRAINING (VET) STUDENT LOANS

VET Student Loans is a Government loan scheme that helps eligible students pay their course fees for eligible qualifications at the following levels:

- Diploma
- Advanced Diploma

More information can be found on the Australian Government website: education.gov.au/vet-student-loans or the VET Student Loans page on our website.

Get Skills Ready.

THERE'S NEVER BEEN A BETTER TIME TO GET INTO TRAINING

Whether you're looking for a job, thinking about a career change, or upskilling for your own development now's the time to get skills ready. This State Government initiative provides a range of **free** skill sets and **half price** qualifications.

FREE COURSES

We are serious when we say we want to help you get skills ready! We have worked closely with WA industries, businesses and employers to find the types of skills needed right now and for future jobs.

Our free skill sets are made up of units of competency from nationally recognised Vocational Education and Training (VET) qualifications, you will receive credit for them if you choose to go on to further study. Some are also available for blended or online study.

Free training courses are broken up into the below categories:

Free Job Ready Skill Sets: Some are free for everyone and others are free for eligible students (with a fee-paying option for those who don't meet the free eligibility).

Free Infection Control Skill Sets: These are free for everyone and offered mostly online. They will skill you in the safe management of infection control in the workplace, and applicable across various industries.

HALF-PRICE COURSES

As part of the State Government's ***Lower Fees, Local Skills*** initiative you can get a nationally recognised and accredited qualification but pay only half the fees. Sometimes the total fee is even less than half price.

There are also fee caps of $400 for 15-24 year olds or eligible concession students and $1,200 for non-concession students.

We have a large range of qualifications available, all carefully matched up with the skills employers are looking for - so you'll be job ready.

For more information about eligibility visit our website
www.crtafe.wa.edu.au/skillsready

LOOK FOR FREE & ½ PRICE COURSES IN THE INDEX → 67

SKILLS READY
Boost your skills for the future

LOWER FEES LOCAL SKILLS

JOBS & SKILLS WA

Study options for all.

We understand our students are all individuals with different life responsibilities and commitments. So however you want to study we have an option for you.

FACE-TO-FACE (FULL OR PART-TIME)

Consists of face-to-face classes on campus. Classes can be held during the day or in the evening. Study for both options may be self-paced for some courses.

FLEXIBLE DELIVERY

Allow students to complete course requirements in their own time and at their own pace. Many parts of the course may be flexible including, on campus class time, online learning options, duration and assessment deadlines. These type of courses in many cases are open for enrolments all year round.

BLENDED DELIVERY

Offers the best of both worlds! It provides a combination of online study with on-campus classes.

ONLINE LEARNING

Online training options are flexible and self-paced using innovative learning tools, whilst still having access to a lecturer and online class interaction. **Some online courses may require on campus class time for practical components or assessment.*

VIRTUAL CLASSROOM

Students from other regional campuses can participate in a class being held at another campus via remote conferencing.

INTENSIVE STUDY BLOCKS

Provides the opportunity to gain a qualification in a reduced timeframe and with minimal class time. Intensive courses combine classes with flexible learning, where students complete course work in their own time.

PRE-APPRENTICESHIP

Enables you to experience what it's like to work in a trade before you make a commitment to working or gaining an apprenticeship in that trade.

Pre-apprenticeships do not require you to have an employment contract.

APPRENTICESHIP & TRAINEESHIP

A full time employment based training program usually lasting 3-4 years. It combines on-the-job learning with scheduled training blocks at TAFE.

A Traineeship is a full-time employment based training program usually lasting 12 months or more.

RECOGNITION OF PRIOR LEARNING (RPL)

Recognition of Prior Learning (RPL) is a form of assessment that acknowledges your formal and informal learning gained through:

- Previous training and education
- Past and current work experience
- Life experience

The RPL process will involve validation of your existing skills and knowledge. You can obtain credits in a course and in some cases, a full qualification.

RPL is available to students by contacting the relevant training area for further information. Your assessor will explain what evidence you will need to provide in order to substantiate your skills and knowledge. Additional training is provided if you are unable to complete a full qualification through RPL.

WORKPLACE ASSESSMENT / VERIFICATION OF COMPETENCIES

A CRTAFE trainer and assessor completes an assessment of a person's knowledge and competencies whilst on-the-job / in the person's workplace.

The next step.

You've decided to take the next step and open the door to a world of new opportunities by enrolling with us. The following information will help you get started.

ENTRANCE REQUIREMENTS

Each course offered at CRTAFE has its own minimum entry requirements. These will either be a lower level qualification or demonstrated numeracy and literacy skill levels. More information can be found on the website course page.

Although many CRTAFE courses do have minimum entry requirements, there are many ways to gain entry into your chosen course; our client services team can help explain your options.

UNIQUE STUDENT IDENTIFIER

The Australian Government requires all students who are enrolling or re-enrolling in nationally recognised training to register for a Unique Student Identifier (USI). The USI reference number is made up of numbers and letters that will allow your USI account to be linked with the National Vocational Education and Training (VET) Data Collection enabling you to see all of your training results (from 2015) from providers including all completed training units and qualifications. The USI is available online and at no cost to you.

HOW TO ENROL

TAFE ADMISSIONS

Some full-time courses are popular and require you to apply for a place ahead of time. These courses have intakes in semester 1, 2 or both. Applications will open a couple of months prior to the next semester, with options to amend your application. The course page on our website will let you know if you are required to pre-apply for that course. Application open and closing dates can also be found on our website.

ROLLING ENROLMENTS

Many of our campuses offer courses that are open for enrolments all year round. These are mainly for flexible or online courses as well as some full-time courses. The course page on our website will let you know how to enrol in that course at your preferred location.

KEY DATES

Semester 1 - 27 January to 2 July
Semester 2 - 19 July to 17 December

ENROLLING IS AS EASY AS A COUPLE OF STEPS:

STEP 1

Find a course you want to study and check the entry requirements on our website

STEP 2

On the website course page, click on the apply or enrol box next to your preferred location

STEP 3

You can also enrol in person at your nearest campus or by calling our team on 1800 672 700

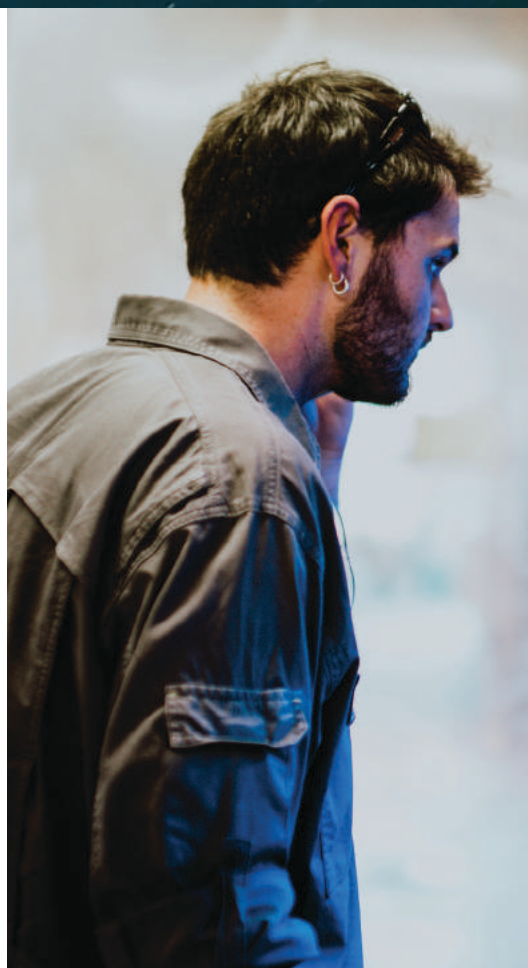
STEP 4

Receive an offer or confirmation of enrolment. Accept and start your TAFE journey.

MARITIME & LOGISTICS

Adventure on the open sea starts here.

Our Batavia Coast Maritime Institute (BCMI) campus provides world-class training in aquaculture, fishing operations and maritime studies. Our qualifications will set you up for a career in a range of maritime-related fields, including commercial fishing, marine tourism, aquaculture, and to become a deck cadet or ship's captain.



MARITIME & LOGISTICS

Top 3 reasons to enter the Maritime & Logistics industry:

1. *78% of employers in the Maritime sector reported experiencing a skills shortage during the last 12 months.*
2. *Navigation and Vessel Handling are listed as top priority industry and occupation skills.*
3. *Changes to maritime operations require upskilling the workforce as a priority, in order o take advantage of new opportunities.*

^ Maritime IRC Skills Forecast & proposed schedule of work, 2019

Aquaculture

Fishing Operations

Environmental Science

Logistics & Warehousing

Maritime Studies

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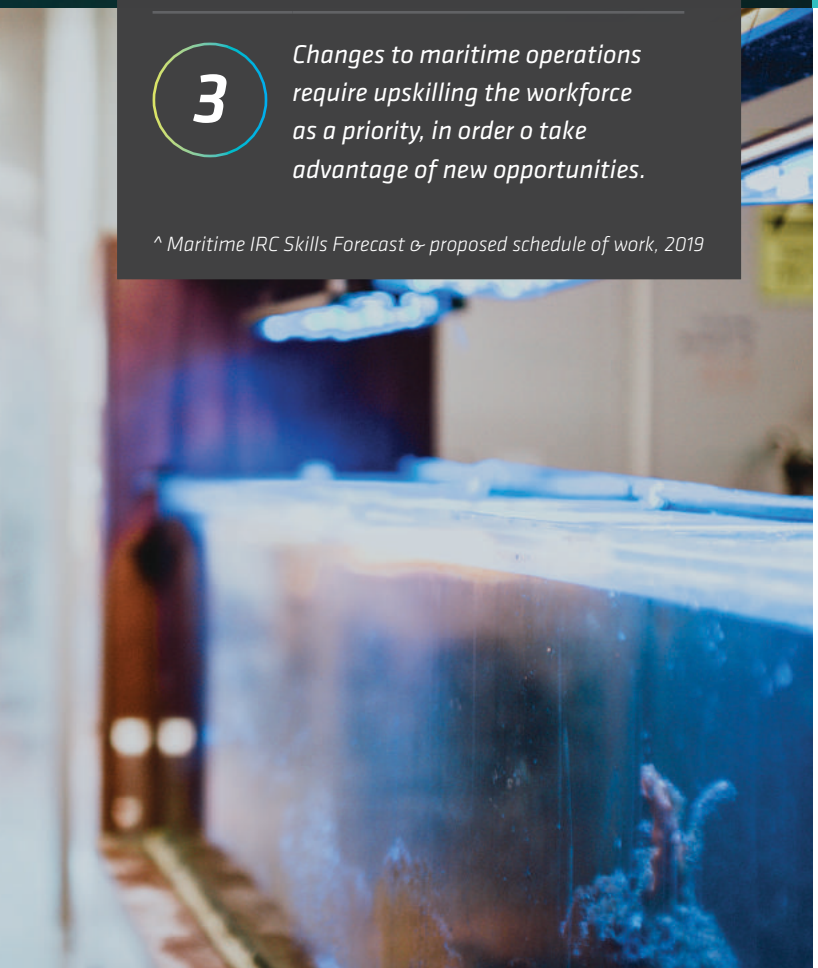


Winning awards and breaking records is all in a days work at the BCMI.

Staff and students at the BCMI are committed to their areas of expertise and go above and beyond to excel in their field.

In 2019, in an Australian first for marine ornamentals aquaculture, they successfully spawned and cultured a rare Australian coral reef fish species. The *Rainfordia opercularis*, otherwise known as the Flathead Perch is highly sought after in the marine ornamentals industry, with a price tag of approximately $5000.00 US dollars each.

The BCMI team has also won an Australian Training Award for Industry Collaboration on the Abrohlos Islands Conservation Project.

AQUACULTURE

Aquaculture is the controlled process of cultivating aquatic organisms. In your studies you'll learn and develop practical skills and knowledge to care for and maintain fish stocks. Assist or manage the operations of fish farms, marine farms and hatcheries.

CAREER OPPORTUNITIES

- Aquaculture technician
- Field or fisheries officer
- Fish farm operations manager

$55,500

MEDIAN SALARY FOR GRADUATES STARTING THEIR FIRST EVER FULL-TIME JOB AFTER GRADUATING (CERTIFICATE III)

MYSKILLS.GOV.AU

FISHING OPERATIONS

Learn to understand shipboard orders, follow safe work practices, and respond to emergency situations also learn skills in marine communication and equipment, fishing operations, vessel maintenance and seafood processing.

CAREER OPPORTUNITIES

- Pond Worker
- Hatchery or Nursery Assistant
- Farm Manager
- Hatchery Manager
- Production Manager
- New Technology/Automation Specialist

LOGISTICS & WAREHOUSING

Logistics and warehousing job roles can relate to transportation, operations, purchasing and procurement, contract negotiation, warehousing, inventory control, forecasting, customer service and finances, stores personnel, material handling, occupational health and safety, dangerous goods and forklift operators.

If you thrive in a fast paced environment, are organised and have a high attention to detail then a career in warehousing and logistics may interest you.

We offer Recognition of Prior Learning (RPL) where your existing knowledge and skills in warehousing and logistics operations are assessed as a way to gain a formal qualification or credit towards a qualification.

CAREER OPPORTUNITIES

- Agitator Driver
- Bus Driver
- Dangerous Goods Driver
- Heavy Freight Driver
- Refrigerated Vehicle Driver
- Tip Truck Driver

MARITIME STUDIES

This is a large industry which could take your career around Australia and the world. You'll gain skills in navigating a vessel, applying maintenance and engineering knowledge, operating a marine radio, applying safety procedures at sea, applying ships knowledge and demonstrating nautical knowledge.

CAREER OPPORTUNITIES

- General Deckhand
- Senior Deckhand
- Coxswain
- Coxswain Grade 1
- Chief Engineer (Marine Engine Driver Grade 2 Near Coastal)
- Master (of vessels up to 24 metres)
- Ship's Mate or Master
- Marine Engine Driver Grade 1

$2,123*

MEDIAN WEEKLY PAY FOR MARINE TRANSPORT PROFESSIONALS

JOBOUTLOOK.GOV.AU

FACILITY SPOTLIGHT:

Batavia Coast Maritime Institute

Geraldton

Our Batavia Coast Maritime Institute (BCMI) campus is a state of the art training, research and development facility located on the oceanfront of the picturesque Separation Point in Geraldton. The BCMI provides world-class training specialising in the areas of aquaculture, fishing operations, coastal and marine environmental science, marine tourism, maritime operations and marine engine driving.

It provides a realistic and hands-on training experience for those interested in having a career in a range of maritime-related fields including; commercial fishing, marine, tourism, aquaculture, deck cadet and ship's captain.

AGRICULTURE, ANIMALS, SCIENCE AND ENVIRONMENT

Work on the country you love.

Agriculture, Animals, Science and Environmental courses offer you the opportunity to learn about local, regional and global issues and start a career that will make a difference. Whether you're interested in helping sick and injured animals, passionate about preserving the natural environment, or excited by working on a farm, we have the training and qualifications to get you where you want to go.

Environment, Agriculture, Animals and Science courses lead to rewarding job outcomes as these areas are in high demand within Western Australia. Many of the qualifications will also open doors for interstate and international opportunities. Study with us and you'll learn from the best: our agriculture, animals science and environment department boasts of highly qualified, experienced and award-winning lecturers.

AGRICULTURE, ANIMALS, SCIENCE AND ENVIRONMENT

Agriculture

Animal Studies

Conservation & Land Management

Environmental Science

Horticulture

Laboratory Operations

Veterinary Nursing

COURSE INDEX → 69

Top 3 reasons to enter the Agriculture, Animals, Science and Environmental industries:

1. *82% of workers in this industry are regionally based*
2. *Self-employment is common in these industries*
3. *All of these industries have strong future growth and provide a range of career options*

joboutlook.gov.au | Australian Jobs 2019

83.7%

OF AGRICULTURE AND ENVIRONMENTAL VET GRADUATES ARE EMPLOYED 6 MONTHS AFTER TRAINING

AUSTRALIAN JOBS 2019

AGRICULTURE

Our industry relevant training will give you the practical skills and knowledge to become a competent farmer or leading hand, overseeing and managing a farm or pastoral system. Our, experienced and award-winning lecturers provide on-farm training and assessment as well as formal recognition of your work skills. Your training will be hands-on in the field, taking part in projects and forming relationships with industry partners.

CAREER OPPORTUNITIES

- Agribusiness Administrator
- Farm or Station hand
- Farm Production Manager
- Production Unit Manager
- Agronomist
- Station/Property Manager
- Stockperson

DUAL QUALIFICATION

Enhance your employment options by completing a dual qualification. This option is offered at some of our campuses:

- Certificate III in Agriculture
- Certificate III in Rural and Environmental Pest Management.

COURSE INDEX → 69

CONSERVATION & LAND MANAGEMENT

Are you passionate about the environment and preserving it? A career in conservation offers great job satisfaction and a rewarding career for those who appreciate nature and love being outdoors.

Areas of focus include resource management, land management, mine site rehabilitation (with areas of specialisation in Aboriginal land management) weed management, vertebrate pest management, parks and wildlife management, conservation earthworks and natural area restoration.

"I feel really good. I've come a long way. If I can do it, anyone can do it. The best part of studying is the students and the supportive teachers."

Stewart Long, Certificate I and II in Conservation and Land Management | Certificate II in Rural Operations

HORTICULTURE

Whether you're starting your career in horticulture, already have experience and would like formal recognition of your skills or perhaps looking to take on a management position in the industry, we have the training you need. Gain the practical skills and knowledge to undertake a broad range of tasks in gardening, nursery work and landscaping, parks and gardens and turf management. Develop skills in the fields of natural resource management, land management, mine site rehabilitation, developing and leading teams to implement conservation and land management strategies and more.

CAREER OPPORTUNITIES

- Beekeeper
- Floriculture Tradesperson
- Horticulturalist
- Landscape Gardener
- Greenkeeper

$1084*

MEDIAN WEEKLY PAY FOR GARDEN AND NURSERY LABOURERS

JOBOUTLOOK.GOV.AU

DUAL QUALIFICATION

Enhance your employment options by completing a dual qualification. This option is offered at some of our campuses:

- Certificate II in Conservation & Land Management
- Certificate II in Horticulture

COURSE INDEX → 70

DID YOU KNOW?

STUDENTS AT OUR BCMI CAMPUS PRODUCE, HARVEST AND DISTRIBUTE THEIR OWN HONEY. THE NATURAL PRODUCT IS CALLED *'BATAVIA COAST HONEY'.*

LABORATORY OPERATIONS

Laboratory specialists are in high demand around the world. Studying laboratory operations can lead to work in a range of dynamic industries including biomedical, pharmaceuticals, mining, agriculture, petroleum, pathology, environmental, forensics, food, chemical or cosmetic. Whether you choose to focus on biotechnology or medical science, there is an exciting career ahead for graduates.

CAREER OPPORTUNITIES

- Air Quality Sampler
- Quarry Aggregates Sampler
- Dairy Food Laboratory Assistant
- Food Laboratory Assistant
- Laboratory Assistant
- Pathology Laboratory
- Food Laboratory Technical Officer

ENVIRONMENTAL SCIENCE

You will learn how to assess the impact of human activity on the global environment and develop scientific, risk-based, solutions to help secure sustainable, natural and managed systems. You will build an underlying knowledge of plant and animal identification, environmental chemistry and geology.

Our training is practical and hands-on providing opportunities to work alongside our industry partners and community based organisations in the field of conservation, and ensure sustainable landscapes.

CAREER OPPORTUNITIES

- Environmental Technical Officer
- Environmental Technician

$1500*

MEDIAN WEEKLY PAY FOR ALL SCIENCE TECHNICIANS

JOBOUTLOOK.GOV.AU

FACILITY SPOTLIGHT:

Student Veterinary Clinic

Geraldton

Students work alongside industry experts to provide care for our four-legged friends as well as many other animal species. Located at the Geraldton campus the Student Veterinary Clinic, with the support of local industry, offer several discounted vaccination and microchipping days where students assist veterinarians during consultations with public clients.

VETERINARY NURSING

Veterinary nursing is a rewarding and challenging career. Veterinary nurses are a valuable and essential part of the veterinary healthcare team. They provide expert nursing care for sick or injured animals. Veterinary nurses also play a large role in educating pet owners in how to care for their pets.

Skills to become a Veterinary nurse include good communication, empathy, adaptability, and a commitment to increasing your knowledge. Our practical training ensures students graduate ready to enter and actively contribute to their workplace. You will learn the specialised skills needed to care for sick or injured animals and to assist with examination, diagnosis, treatment and surgery.

CAREER OPPORTUNITIES

- Equine Dental Service Provider
- Veterinary Nurse

"TAFE provided a lot of hands-on experience. It was great to learn from highly knowledgeable and experienced lecturers. I've now graduated and am working in my dream job as a Vet Nurse"

Hannah Greyson, Certificate IV in Veterinary Nursing

ANIMAL STUDIES

Do you have a passion for animals? Would you like to work with our furry and feathered friends? Our training will enable you to work with a range of animals in a variety of animal care workplaces. You will learn to provide various care functions, including basic animal nutrition and general health checks. You'll also learn about retail service procedures, work health and safety, animal ethics and handling and transporting of animals.

CAREER OPPORTUNITIES

- Animal Shelter Attendant
- Assistant Dog Groomer
- Animal Care Receptionist and Support Officer
- Animal Control and Regulation Assistant
- Animal Health Officer in Indigenous Communities
- Assistant Animal Welfare Officer

AUTOMOTIVE CAREER OPPORTUNITIES

- Automotive Air Conditioning Serviceperson
- Automotive Electrical Component Installer
- Accessory Fitter
- Automotive Electrical Trainee/Assistant
- Light Vehicle Mechanical Technician
- Tyre Fitter and Repairer
- Automotive Salesperson

AUTOMOTIVE

Learn to fix what we all rely on.

A career in the Automotive industry offers diverse job opportunities and stable employment. The industry employs over 300,000 people across Australia, with advancements in technology leading to a growing number of career opportunities. It is a great industry for collaboration and continual learning, with a high demand for skilled tradespeople.

Our specialised training workshops and modern equipment allows us to teach practical skills that are current and industry relevant, helping you to be job ready.

AUTOMOTIVE

Automotive

Automotive Electrical

Automotive Manufacturing

Heavy Automotive Plant

Vehicle Servicing

COURSE INDEX → 71

AUTOMOTIVE ELECTRICAL

Automotive electricians inspect, service and repair the electrical components of vehicles. When you undertake a training pathway in the automotive electrical field you can learn skills in carrying out vehicle electrical/electronic diagnostics and repair, installing and repairing vehicle lighting and audio and wiring and installing ancillary electronic control unit systems. These specialised skills will give you an edge above the rest and are looked upon favourably by employers.

> ***"The further along you get in TAFE and the more you learn means you can apply the skills back in the workplace. You get given more opportunities and are able to work on more of a variety of jobs as well as help the tradies on other complicated tasks."***

Rheece Bartel, Certificate III in Automotive Electrical Technology
2019 Goldfields Apprentice of the Year

VEHICLE SERVICING

Learn how to perform a broad range of tasks on a variety of light vehicles in the automotive service and repair industry. Our qualifications provide you with the skills and knowledge to confidently service and repair components and systems of cars, motorcycles, and heavy vehicles. Learn how to adequately inspect, diagnose, repair and service engines, adjust steering and suspension systems, carry out repairs to single electrical circuits, mechanical systems, brakes, transmissions, cooling systems and air conditioning systems.

DID YOU KNOW?

A $12 MILLION UPGRADE IS UNDERWAY TO TRANSFORM HEAVY PLANT, ENGINEERING & TRADES WORKSHOPS AT KALGOORLIE & NORTHAM CAMPUSES

AUTOMOTIVE MANUFACTURING

Trades people in this industry manufacture, modify and repair a wide range of purpose built heavy and light commercial vehicle bodies, trailers, chassis and components relating to caravans, buses, vans, tipping bodies, cabs, semi-trailers, mining vehicles, heavy haulage, light vehicles, tankers, recovery vehicles and personnel carriers.

HEAVY AUTOMOTIVE PLANT

Learn how to check and repair dump trucks, bulldozers, loaders, drilling rigs and heavy plant machinery. Develop skills and knowledge on cooling systems, dismantling, replacing and assembling mechanical equipment, inspecting and servicing engines, steering and suspension systems and how to carry out repairs to single electrical circuits.

“Training at TAFE has been really informative. You feel more confident when back at work and out in the field. Working on equipment just like what we have in the mining industry helps us learn what we need to know. If you’re thinking about studying or doing an apprenticeship, hands down do it.”

Christian Jackson, Certificate III Engineering

Industry Standards Trade Workshops

GERALDTON, KALGOORLIE & NORTHAM

Construction, carpentry, engineering, automotive, electrical, heavy plant mechanics, fitting and machining - you name it and we've got it! Our trades and industry workshops and simulated classrooms boast the latest industry standard equipment. Our lecturing team work closely with industry to ensure training is current and relevant so students are confident and job ready.

Agricultural Training

MOORA CAMPUS

Our Moora campus is a hub for Agricultural training in both Mechanical Technology and Automotive Sales. The campus is also home to AFGRI's Apprenticeship program.

Civil Construction Training

TECHNOLOGY PARK CAMPUS | GERALDTON

Our Technology Park campus was developed to support workforce development for the resources sector.
Most recently, a specialised area for Civil Construction training was built to ensure students are skilled and ready to take on future jobs in the industry.

BUILDING & CONSTRUCTION CAREER OPPORTUNITIES

- Trades Assistant
- Carpenter and Joiner
- Earthmoving Plant Operator
- Labourer
- Plumber
- Gasfitter
- Roof plumber
- Split Air-conditioning and Heat Pump Installer
- Electrician

Make a living you can build a life on.

Construction is one of the biggest industries in the Midwest, Gascoyne, Goldfields and Wheatbelt regions of Western Australia and employs approximately 10 percent of the State's workforce. Billions of dollars are invested in infrastructure and housing every year, resulting in a stable and diverse industry full of exciting employment opportunities.

If you want to put your practical skills to good use, this could be an ideal career for you. You'll need an eye for detail, good hand-eye coordination, ability to work at heights, maths skills for working out measurements and the ability to follow technical plans. Our program ensures you receive industry relevant skills and knowledge including training on full scale projects.

BUILDING & CONSTRUCTION

Building

Carpentry & Joinery

Civil Construction

Electrical & Electrotechnology

General Construction

Plumbing & Gas

COURSE INDEX → 72

BUILDING

Builders coordinate the construction of building projects. Our training gives will give you a diverse range of skills and equip you to plan and work on low-rise residential and commercial constructions. You will learn how to prepare, cost and schedule for a contract, about building codes, standards and legal requirements, site safety, timber code, project management, and other structural principles.

CARPENTRY & JOINERY

Acquire skills that enable you to specialise in both carpentry and joinery required to construct residential dwellings. You will also learn to use tools and equipment to install floors, walls, and roofs, and to construct and assemble windows, sashes, doors and stairs. Some of our campuses may also provide training in the production of solid and free standing furniture.

DID YOU KNOW?

CONSTRUCTION IS THE 3RD LARGEST EMPLOYING INDUSTRY IN AUSTRALIA WITH 35% OF WORKERS REGISTERED AS SELF-EMPLOYED.

^AUSTRALIAN JOBS 2019 | WA ECONOMIC PROFILE 2020

Top 3 employing occupations in this industry are:

1. *Carpenters and Joiners*
2. *Electricians*
3. *Construction Managers*

^AUSTRALIAN JOBS 2019

CIVIL CONSTRUCTION

Our training will get you ready to be a skilled mobile plant operator who can work on both small and large civil construction projects. There are vast employment opportunities in Western Australia both on road construction and maintenance projects and across the mining sector.

You'll learn about safety on the work site, traffic management, plant and machinery operation, excavation, levelling, reading plans, earthworks, onsite communication and how to locate and protect underground services.

Our Geraldton campus also provides training for any required gap units. This can be scheduled to align with workplace operations and may be conducted at our purpose built Civil Construction facility or at an employers worksite.

GENERAL CONSTRUCTION

The construction industry is a major sector of the Western Australian workforce and economy, encompassing a huge variety of career pathways. It is closely aligned to building and includes a large range of trades such as carpentry and joinery, glass, bricklaying and glazing and roof plumbing, as well as an array of fields like site management, line management, estimating and contracting.

ELECTRICAL & ELECTROTECHNOLOGY

Electrotechnology is a hi-tech industry that covers all aspects of electrical generation, distribution of electricity, electrical apparatus, electronic technologies, instrumentation and communication technologies.

Start your career as an electrician in the domestic and commercial building installation, fit out and maintenance service sector.

Electricians install, maintain, repair, test and commission electrical and electronic equipment and systems for industrial, commercial and domestic purposes. They may also work on electrical transmission and distribution equipment.

It has a strong future and due to reliance on modern technology, demand for people to work in this industry has never been greater.

$1894

MEDIAN WEEKLY PAY FOR PLUMBERS & GAS FITTERS

JOBOUTLOOK.GOV.AU

PLUMBING & GAS

This group of tradespersons comprises a number of specialised areas, including plumbers, gasfitters, roof plumbers, drainers, fire protection workers and irrigation installers.

Gasfitters work with gas lines and gas related appliances, including hot water systems and space heating systems.

As part of our training you'll learn how to use plumbing hand and power tools, handle and store plumbing materials and operate elevated work platforms. You will also cover topics such as drainage, gas fitting, roof plumbing, water stream and sanitation.

BUSINESS & FINANCE

A career with no limits.

Qualified business people are in high demand across almost every industry because business is at the core of how our society functions. Careers in business and finance are also often well paid and open opportunities for career growth and advancement.

Our Business and Finance courses will give you a range of valuable skills and knowledge that can be applied to a wide range of professional contexts. Whether you're wanting to improve your skills, run your own business or begin a rewarding career, our business, management and finance courses are a great way to set up for success.

BUSINESS & FINANCE

Accounting & Bookkeeping

Business

Financial Services

Government

Management

Marketing

Work Health & Safety

COURSE INDEX → 73

ACCOUNTING & BOOKKEEPING

If you thrive when analysing problems and enjoy working with numbers then a career in finance may interest you.

Learn both manual and computerised accounting to undertake duties such as completing a business activity statement and other tax requirements, operational reporting, preparation of budgets, classifying, recording and reporting.

Working in the Financial Services Sector will open up many career avenues within banks, government departments, corporations, financial institutions and small businesses.

CAREER OPPORTUNITIES

- Bank Customer Services Assistant
- Superannuation Assistant
- Insurance Clerk
- Trainee Trust Officer
- Accounts Clerk
- Payroll and Accounts Clerk
- Accounts Clerk
- Accounting Support Officer
- Bookkeeper
- Assistant Accountant

DID YOU KNOW?

FINANCIAL SERVICES EMPLOYMENT IS PROJECTED TO INCREASE BY 3.2% OVER FIVE YEARS

AUSTRALIAN JOBS 2019

FACILITY SPOTLIGHT:

Business Training Centres

Geraldton & Kalgoorlie

The centres are designed to look and feel like an office. Students rotate across various departments such as reception/administration, human resources, business, management and finance.

Our successful programs and simulated training gives students the opportunity to experience what it is like to work with others in an organisation and get a feel for what department area is suited to their interests and skills.

BUSINESS

A business qualification offers endless opportunities and opens the doors to a range of career options. You may choose to work on your own business venture, up-skill to earn a promotion or may want to change careers all together, whatever your motivation is, a qualification in business will give you the skills and training to succeed.

Our training covers all topics that crucial to working in the business and finance industry such as marketing, management, finance and other specific skills such as how to manage staff, produce complex documents, prepare financial reports, organise meetings and book travel schedules.

CAREER OPPORTUNITIES

- Administration Assistant
- Office Assistant
- General Clerk
- Word Processor
- Administrator
- Project Officer
- Administration Manager
- Executive Officer
- Accounts Clerk
- Accounts Payable Clerk
- Junior Personal Assistant
- Office Assistant
- Receptionist
- Executive Personal Assistant
- Office Administrator
- Small Business Manager

DUAL QUALIFICATIONS

We offer various dual qualification opportunities across business, management and finance qualifications.

COURSE INDEX → 73

"Our lecturers are really good, they've really helped me a lot throughout my studies. I'm more confident and can now look forward to doing further studies in finance. I would recommend TAFE to others, this is the best place to study."

Champika Nilupuli, Certificate III in Business

FINANCIAL SERVICES

Bookkeepers, accountants and financial service providers play a vital role in helping to manage a business. Finance professionals work across a range of responsibilities such as; preparing financial reports, balancing a budget, preparing business activity statements (BAS) that need to be sent to the Australian Tax Office, responding to customer enquiries, sales and service, maintaining financial records, and other clerical duties.

79.3%

OF MANAGEMENT AND COMMERCE VET GRADUATES ARE EMPLOYED SIX MONTHS AFTER THEIR TRAINING

AUSTRALIAN JOBS 2019

MANAGEMENT

Running or managing a business successfully requires skill. Good teams need good leadership. From small business management to large multinational organisations, managers need to be able to build and foster good workplace relationships, develop and implement innovation and change, put organisational plans into practice, monitor a safe workplace, recruit staff, manage staff performance, conduct inductions, manage meetings, manage administrative systems, as well managing personal work priorities and professional development opportunities.

CAREER OPPORTUNITIES

- Provides Employability Skills
- Office Manager
- Leading Hand
- Sales Team Coordinator
- Team Leader
- General Manager
- Business Manager
- Sales Team Manager
- Executive Manager or Director
- Project Manager

MARKETING

Bring your competitive edge to light. A marketing and communications qualifications opens your mind to the world of advertising, online and traditional marketing, and public relations. You'll learn about the importance of the marketing mix – a blend of product, price, place and promotion. Upon completion you will be able to work in a range of industries.

WORK HEALTH & SAFETY

Studies in the field of work health and safety will prepare you to manage and improve employee health and wellness across workplaces and industry to improve legislative compliance, productivity, efficiency and morale.

Work, Health and Safety (WHS) is a key component of every workplace in Australia and will therefore hold significant financial rewards once qualified.

As a WHS Officer you will be required to coordinate and implement health and safety processes within an organisation. You will also provide advice to management and employees on WHS related matters. Topics covered in our training include how to identify risks and hazards, how to communicate and document risk, procedures and processes, compliance with relevant laws, implementation of emergency procedures and how to identify appropriate actions for resolving WHS issues.

CAREER OPPORTUNITIES

- Work Health and Safety (WHS) Assistant
- Work Health and Safety (WHS) Systems Officer
- Work Health and Safety (WHS) Officer

DID YOU KNOW?

A $2 MILLION UPGRADE IS UNDERWAY TO TRANSFORM THE CREATIVE INDUSTRIES FACILITIES AT OUR GERALDTON CAMPUS

CREATIVE INDUSTRIES

Draw yourself into a beautiful career.

Innovate and explore your imagination through a wide range of career opportunities in the creative industries. You can specialise in a variety of fields including sculpture, drawing, painting, jewellery or design.

Our celebrated visual arts program is run by practicing artists, designers and craftspeople. Our Diploma qualification can be completed as a pathway into various university programs.

CREATIVE INDUSTRIES

Fashion Design

Jewellery

Visual Arts

COURSE INDEX → 76

JEWELLERY

Unleash your creativity while building your technical skills. By studying jewellery design you will research, develop and refine design ideas, learn a range of practical jewellery fabrication skills as well as complementary skills in digital design, photographic and professional presentation.

> ***"We're learning a lot about techniques colour, construction, and what mark-making is in the Arts. You don't realise that there are fundamentals and techniques that really have to be mastered if you want to go on to do something in the creative field. It's been fantastic learning that, in fact really fantastic... I'm loving it."***
>
> Jackie Gill, Diploma of Visual Arts

FASHION DESIGN

Fashion designers are talented people who's creative vision plays a big role in not only how we look, but also contributes to our cultural and social environment. As part of your studies you'll learn about the production of garments, textile development, millinery (hats and head wear), electronic design tools, modifying patterns and hand finishing techniques.

VISUAL ARTS

Gain the technical skills to explore your creativity through a wide range of mediums. Our training may lead you to rewarding career opportunities in painting on canvas, public art, print, illustration, arts administration, arts event coordination, sculpturing and ceramics.

EDUCATION & COMMUNITY SERVICES

Make a career out of making a difference.

Having a passion for working with those in need and making a positive impact to their lives means a career in Education and Community Services could be your ideal vocation. Our training and qualifications provide you with a range of skills to work in settings that provide direct services for clients.

EDUCATION & COMMUNITY SERVICES

Aged Care

Career Development

Community Services

Counselling

Disability Services

Early Childhood Education & Care

Education Services

Local Government

Training & Assessment

COURSE INDEX → 77

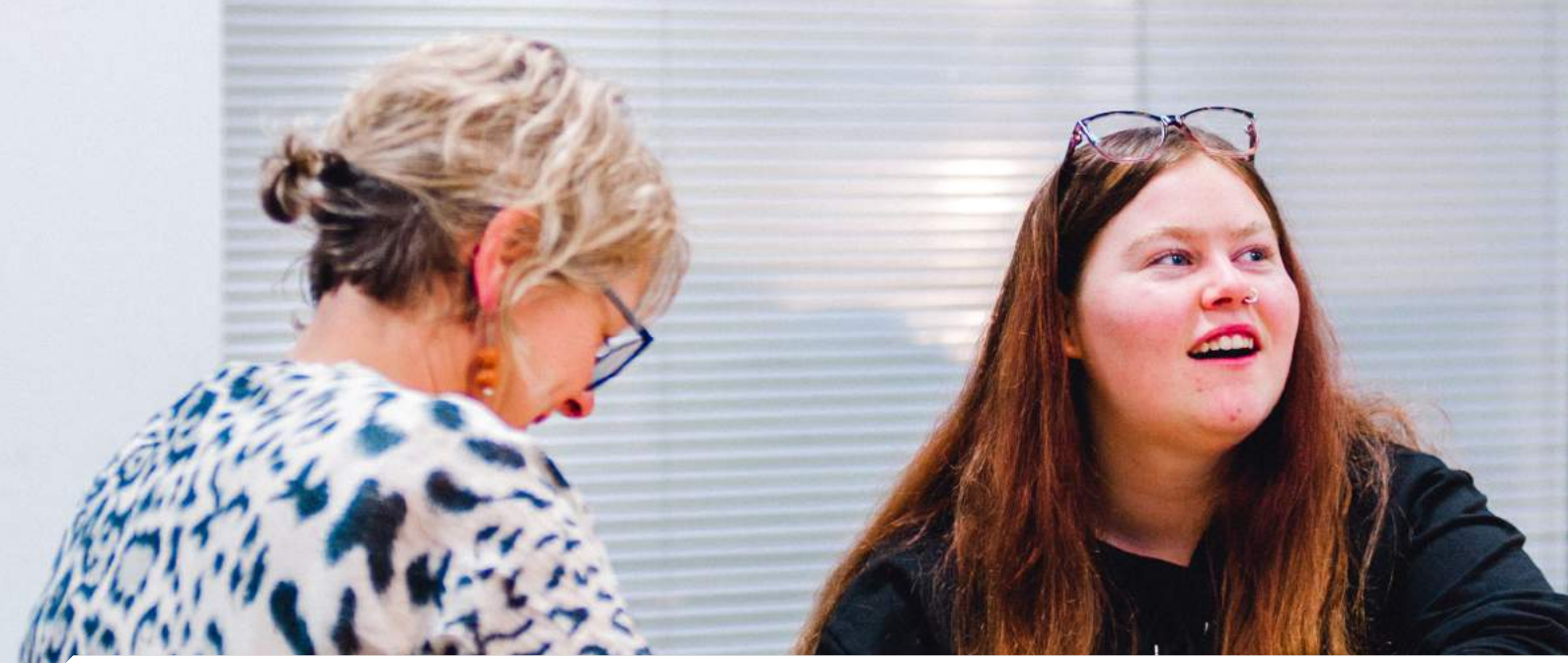
Top 3 reasons to work in Education & Community Services:

1. *Education, training and social assistance are in the top three industries for highest employment growth over the next five years*

2. *Qualified Community workers and educators are highly sort after in WA and across Australia*

3. *A high percentage of workers are regionally based*

Australian Jobs 2019



COMMUNITY SERVICES

Community service workers work with individuals, groups and communities to identify what social, emotional, psychological, practical and other support people need to assist them with dealing with life's difficulties and challenges. They encourage and assist people to access those services and advocate for social justice. Community Service workers have a powerful influence on the lives of individuals and on the way our society deals with social changes, challenges and issues.

A career in community services is exceptionally rewarding. It can lead to further specialised studies in a range of community service sectors such as child care, disability, aged care, youth work and other community support services.

Our training will equip you to work as a support worker or case worker who has direct contact with clients.

CAREER OPPORTUNITIES

- Migrant Support Worker
- Community Health Worker
- Family Support Worker
- Welfare Rights Worker
- Youth Worker
- Counsellor
- Aged Care Activity Worker
- Coordinator of Volunteers
- Disability Support Worker
- Personal Care Giver
- Respite Care Worker

DUAL QUALIFICATIONS

We offer dual and triple qualification opportunities in community services.

COURSE INDEX → 77

> ***"TAFE was fantastic. My lecturer was a great facilitator and he really made sure that I understood the course material. I left his course feeling confident that I could be a successful support worker. Now that I'm working in disability support for youth I've realised how much his teachings have helped me deal with everyday support work"***

Liam Cleak, Certificate III in Community Services
2019 Wheatbelt Vocational Student of the Year

INDIVIDUAL SUPPORT

Many individuals require support services to help them live an independent and fulfilling life – including people with physical or intellectual disability, older people, and vulnerable members of the community.

This is highly rewarding work, and employers are constantly searching for workers who are job ready with the skills and knowledge for entry level roles in one-on-one or group support settings.

Our qualifications offer specialised training in the below three areas.

AGED CARE

You will embark on a highly rewarding career helping Australia's elderly people live fuller and more independent lives. Learn specialised skills to care for elderly people who, through ill health or disability are unable to care for themselves.

DISABILITY SERVICES

Working in disability services offers challenges but the rewards are personally fulfilling. Your work can directly enhance lifestyle, promote independence and empowerment and encourage people living with a disability to participate in community activities.

HOME AND COMMUNITY CARE

You'll learn the specifics of providing high level individualised support for clients in their homes or other community settings.

MENTAL HEALTH

Take your career into the vital area of mental health services. Gain the skills to provide support to people who use mental health services. Learn about responding to self-harm, early intervention strategies, advocacy, issues facing those with a mental health disorder, policy development and more.

COUNSELLING

Our training provides the first steps towards a career in Counselling and entry into the Counselling profession. You'll learn the skills and knowledge to work with clients experiencing complex situations requiring advanced interviewing and communication skills in a community services setting. You may work in the areas of mental health, drugs and alcohol abuse, family and domestic violence, housing, adolescent development, or parenting and relationships. This are of specialiation will give you a competitive edge to secure employment in this fast-growing industry.

15.7%

PROJECTED GROWTH FOR COMMUNITY AND PERSONAL SERVICE WORKERS OVER THE NEXT FIVE YEARS

AUSTRALIAN JOBS 2019

FACILITY SPOTLIGHT:

Child Care Training Facility

Geraldton

The Children's Services training area offers an on-campus crèche to staff and students. Children can play in a new, safe and stimulating environment while being supervised by Early Childhood Education students and staff. This service is available to all staff and students at the Geraldton Campus and is a great opportunity for our students to gain on-the-job training as well as a fantastic service for parents of children in the early childhood range.

EARLY CHILDHOOD EDUCATION & CARE

A qualification in children's services can be very rewarding and engaging as you become part of a child's growth and development and help them learn in an environment that is supportive of their individual needs. Our courses provide you with the basic skills needed to assist in caring for the social, emotional, physical and educational needs of infants and young children in various care settings – through to the skills and knowledge to progress your career and manage the operations of a child care centre.

If you're looking to work in the exciting children's services industry then our nationally accredited training qualifications are for you.

Our qualifications will give you industry exposure, a strong theoretical and practical foundation, and ensure you achieve the high levels of professionalism needed to excel in the childcare industry.

You'll develop an in-depth understanding of children and how to engage and enhance their development in a stimulating learning environment.

Our training will teach you how to develop and provide programs for children that are developed on their own strengths, needs and interests. You'll also learn how to use materials and environments to support children's learning always ensuring their wellbeing, health and safety whilst in your care.

CAREER OPPORTUNITIES

- Childhood Educator Assistant
- Outside School Hours Coordinator
- Preschool Assistant
- Childhood Education Manager

"I found TAFE really incredible, I received a lot of support from my lecturers who put in so much extra time in helping me complete my certificates. Since graduating I've obtained a permanent position with the Department of Education as an Education Assistant at a primary school and I just love my job."

Georgia Potts, Certificate III and IV in Education Support
2020 WA Training Awards Finalist | 2019 Goldfields Vocational Student of the Year

EDUCATION SERVICES

A career in education support is fulfilling and will challenge you on a daily basis as you help support children to develop confidence, new skills and independence.

Our training will enable you to assist teaching staff in schools and provide care and supervision for children with special learning and physical needs from Kindergarten through to Year 12.

You'll gain the skills to enhance the social, emotional, psychological, cognitive and language development of children, and learn effective ways of providing support and assistance in various educational settings.

As an Eduction Assistant you will assist in the facilitation of learning including behaviour management and implementation of various educational strategies.

CAREER OPPORTUNITIES

- Education Assistant
- Education Assistant (culturally diverse school)
- Indigenous Language and Culture Teaching Assistant
- Aboriginal and Torres Strait Islander Education Officer
- Education Officer

Education Assistants may be known by a number of job titles:

1. *Teacher's Aide*
2. *Teacher's Assistant*
3. *Support Teacher*

LOCAL GOVERNMENT

A career within Government can be rewarding and provides opportunities for continual training, development and career progression. We are one of the leading providers of Local Government training in Australia and offer courses state-wide, nationally and internationally.

Local Government offers a diverse range of career choices including rangers, town planning assistants and administration officers.

Our training will provide you with a broad range of skills and knowledge to work effectively in various roles within Local Government. You'll learn how to evaluate and analyse current practices, develop new criteria and procedures for performing current practices and how to provide leadership and guidance to others.

Most of our Local Government qualifications can be completed as a work-based traineeship. This allows for students to be working towards a qualification while employed. Traineeships provide excellent local employment opportunities allowing councils to support staff in their career development. Traineeships provide students with the opportunity to both study and work in their local community.

CAREER OPPORTUNITIES

- Local Government Administration Officer
- Local Government Environmental Administrative Officer
- Local Government Rates Officer
- Project Administrator
- Local Government Business Administration Officer
- Local Government Community Relations Team Leader
- Local Government Electoral Officer
- Local Government Environmental Advisor
- Local Government Land Management Officer
- Local Government Sustainable Land Management Officer
- Local Government Animal Control Officer
- Local Government Regulatory Officer
- Local Government Operational Works Coordinator/Manager
- Local Government Sustainable Operational Works Officer

> ***"TAFE has been a challenging and rewarding experience. I've had a lot of support from the staff and they have really seen me through to where I am today and for that I am very grateful"***

Chris Sumners, Certificate IV in Local Government (Regulatory Services)

SHORT COURSES

We offer a range of short courses in local government training. Classes can often be offered via virtual classroom to multiple locations.

COURSE INDEX → 78

TRAINING & ASSESSMENT

Our nationally recognised qualifications provide you with the skills and knowledge to be an effective facilitator and trainer. You'll be able to conduct assessments in a range of settings and to any number of people. You'll learn how to design and develop learning programs, assessment tools, and assess competency in a workplace or vocational training setting. A Certificate IV qualification is often a requirement to become a trainer and/or assessor in the VET sector.

If you have great communication and presentation skills and have a desire to educate and assess in the workplace then a career in Training and Assessment might be for you.

CAREER OPPORTUNITIES

- Enterprise Trainer and Assessor
- Registered Training Organisation Trainer and Assessor
- Workplace Trainer and Assessor

$1,742

MEDIAN WEEKLY PAY FOR TRAINING AND DEVELOPMENT PROFESSIONALS

JOBOUTLOOK.GOV.AU

ENGINEERING & MINING

Make a career making things possible.

Engineering and mining courses at TAFE can help you get the skills and knowledge you need to excel in the workplace and broaden your employment possibilities. These industries offer exciting opportunities to work in various environments, collaborate with others and progression into more senior roles.

Whether you're just starting out or are looking to develop your skills and progress your career - we have the training to get you where you want to go. Due to our campus locations mining and trades training is a key area of specialisation. We aim to ensure our programs are flexible to suit the needs of those working in the industry and we are one of the only training providers in Australia to offer an Advanced Diploma of Metalliferous Mining.

ENGINEERING & MINING

Engineering

Fabrication

Mechanical

Mining

Process Plant Operations/ Technology

COURSE INDEX → 78

ENGINEERING

Engineering is the branch of science and technology connected with the design, building and use of engines, machines and structures. It covers diverse career paths including fitters, machinists, boilermakers, sheet metal workers, and refrigeration and air-conditioning mechanics.

Our training will prepare you for work in mechanical engineering research, design, manufacture operations, and maintenance. We'll cover topics such as fluid power, PLC programming, tuning of multi-loop cascade controls, CAD/CAM, and hydraulic and pneumatic processes.

Start your career as a Fitter Machinist, Plant Mechanic or Boilermaker (Metal Fabrication), by enrolling in a Certificate II Pre-apprenticeship course. It will give you an insight into the trade and may give you an advantage when applying for an apprenticeship.

For those looking to further develop their skills our post-trade qualifications will provide you with a diverse skill set in Engineering, enabling you to progress to a more senior position within the industry.

CAREER OPPORTUNITIES

- Fitter and Turner
- Fluid Power Mechanic
- Mechanic
- Mechanical Fitter
- Metal Machinist (First Class) - Engineering
- Plant Mechanic
- Tool and Die Maker
- Fluid Power Systems Technician

FABRICATION

Metal fabricators (boilermakers) and welders build, maintain and repair metal products and structures The fabrication process includes cutting, burning, welding, machining, forming, and assembly to create the final product.

Our training equips you with the skills and knowledge to manufacture, assemble and maintain a variety of products and work on different types of projects such as; mining structures, heavy transport and earth moving equipment, bridge building, engineering components, building structures, refineries, oil-rigs, storage vessels, shipbuilding and agricultural equipment. Duties may include fitting, assembling and joining aluminium, steel and other metals.

CAREER OPPORTUNITIES

- Aluminium Fabrication
- Production Worker
- Die Casting (Production)
- Foundry Worker/Tradesperson
- Pressure Die Casting Machine Operator
- Sheet Metal Worker

FACILITY SPOTLIGHT:

Industry Standard Trade Workshops

Geraldton, Northam & Kalgoorlie

Construction, carpentry, engineering, automotive, electrical, heavy plant mechanics, fitting and machining - you name it and we've got it! Our trades workshops and classrooms feature the latest industry standard equipment, and our team work closely with industry to ensure training is current and relevant. This ensures our students are confident and job ready.

MECHANICAL

Machinists are responsible for the maintenance, repair and manufacture of metal products and machinery. Machinists use a variety of equipment to create new and replacement parts. Our program consists of trades training as a metal machinist, mechanical fitter, metal plating technician and plant mechanics. You'll learn practical skills to make and repair machines, parts and tools.

Study pathways encompass a variety of streams and specialties, including fitting and machining, fluid power and computer numerical control (CNC).

MINING

Mining is one of Western Australia's biggest industries and offers a wide variety of career opportunities. Study pathways in mining can lead to a career working as an operator or manager on sites such as quarries, underground or open cut metalliferous mines and other specialised fields.

Our campus locations allow training in Mining to be a key area of specialisation for our TAFE. We aim to ensure our programs are flexible to suit the needs of industry and their workforce.

We are one of the only training providers in Australia to offer an Advanced Diploma of Metalliferous Mining. This qualification will equip you to become an open cut or underground Metalliferous Mine Manager. They have high level responsibilities onsite and perform tasks that are strategic, broad and complex. It can also lead to further industry qualifications such as a Quarry Manager Certificate and Underground Supervisor Certificate.

CAREER OPPORTUNITIES

- Mine Rescue Worker
- Underground Metalliferous Production Operator
- Open Cut Mine Manager
- Underground Mine Manager
- Construction Rescue Worker
- Metal Processing Plant Technician
- Quarry Plant Operator
- Mineral Processing Technician
- Quarry Mobile Plant Operator

PROCESS PLANT OPERATIONS/TECHNOLOGY

Get the practical skills and knowledge to participate in planning and managing plant shutdowns and taking a leading role in the establishment of systems intended to prevent or enable responses to incidents or emergencies. Learn about safety case preparation, incident response management, plant documentation and environmental impacts of the process.

You'll learn about safety case preparation, incident response management, plant documentation and environmental impacts of the process.

CAREER OPPORTUNITIES

- Metal Processing Plant Technician
- Quarry Plant Operator
- Mineral Processing Technician
- Quarry Mobile Plant Operator
- Quarry Supervisor

$1,491

MEDIAN WEEKLY PAY FOR EARTHMOVING PLANT OPERATORS

JOBOUTLOOK.GOV.AU

ENGLISH, LANGUAGES & FOUNDATION STUDIES

Everything is possible.

We want to help you achieve career goals with confidence and excitement. Whether you want to get a job, progress to further studies, or improve your current skills, we'll help you get there.

You can look at English Language and Foundation Skills courses as a stepping stone to where you want to be. From there the sky's the limit.

FOUNDATION STUDIES

If school didn't make much sense when you were there, or you left early, and now find you need to improve your literacy and numeracy skills, these courses are for you. Covering communication, self awareness, setting and achieving goals, literacy, everyday mathematics and more, you'll be ready for the next step in no time.

The basic literacy, numeracy and life skills covered in these qualifications will prepare you for further study or the workplace.

ENGLISH, LANGUAGES & FOUNDATION STUDIES

English & Languages

Foundation Studies

COURSE INDEX → 80

39.7%

OF PEOPLE LIVING IN WA WERE BORN OVERSEAS

ABS.GOV.AU

ENGLISH

As an adult with English as a second language you will feel comfortable and supported throughout your studies with us. Our training will help you develop language and literacy skills to help you seek and maintain employment, and help you feel confident participating in community activities.

You'll develop practical skills in the English language, literacy and numeracy. Topics include vocabulary, rules of grammar and pronunciation. Our qualifications will help improve your confidence and ability to speak, listen, read and write in English. You'll be ready to take on further TAFE studies or look for employment.

HEALTH, BEAUTY & FITNESS

Care when they need it most.

Skilled and qualified health workers are in high demand both here and around Australia. If you're passionate about helping those around you, make a career out of caring for them when it counts.

If your interest is more in the Hair and Beauty industry now is the time to get your foot in the door with regional local businesses seeking qualified graduates, or those willing to study whilst working.

HEALTH, BEAUTY & FITNESS

Allied Health

Beauty Therapy

Enrolled Nursing

Fitness

Hairdressing

Health Services

Massage Therapy

Mental Health

COURSE INDEX → 81

ENROLLED NURSING

You can start your career in Nursing by enrolling in a preparation course that will give you a good introduction and foundation of skills, perfect if you would like to progress to a diploma nursing qualification and for anyone who needs help meeting the entry requirements.

Students can expect relevant and meaningful training delivered by practicing health care professionals with unparalleled industry experience. Our simulated training areas are set up exactly like what you can expect to see in a real hospital or care facility.

Our Diploma qualification will equip you with the knowledge and practical skills required to work in a hospital alongside a registered nurse. You'll learn how to effectively monitor a patient's vital signs, dress wounds, administer medications, admit and discharge patients and assist doctors in theatre and other medical procedures. This qualification provides credit towards a Registered Nurse University qualification.

FACILITY SPOTLIGHT:

Nursing & Aged Care

Geraldton, Northam & Kalgoorlie

Featuring hospital grade beds, SimMan patients, and the latest equipment in the industry, our students are able to conduct practical training just as if they were in a hospital ward or care facility. You'll be ready to hit the ground running.

> *"I loved doing my Diploma of Nursing at TAFE. The lecturers were really supportive. Our practical room was set up like a hospital ward, it was so amazing. We also got to go on pracs and even watched live surgeries."*

Suzanah Moore, Diploma of Nursing
2019 Midwest Vocational & Aboriginal Student of the Year

HEALTH SERVICES

We offer a variety of health related qualifications which can lead to further education and a range of career pathways. From pathology, sterilisation, optical dispensing and pharmacy support, individuals with knowledge in these areas can expect excellent employment opportunities.

To work in the Health sector you should possess good communication skills and a caring nature. You will have direct contact with clients and provide assistance with personal care, communication, mobility and rehabilitation.

CAREER OPPORTUNITIES

- Allied Health Assistant
- Medical Imaging Assistant
- Occupational Therapy Assistant
- Physiotherapist's Assistant
- Podiatrist's Assistant

ALLIED HEALTH

You'll develop the kills and knowledge to assist a range of allied health professionals, including physiotherapists, occupational therapists and speech pathologists, to implement a patient's rehabilitation or maintenance therapy programs.

MENTAL HEALTH

Take your career into the vital area of mental health services. Gain the skills to provide individualised support to a variety of people.

You'll learn about responding to self-harm, early intervention strategies, advocacy, issues facing those with a mental health disorder, policy development and much more.

$1,584

MEDIAN WEEKLY PAY FOR COUNSELLORS

JOBOUTLOOK.GOV.AU

FITNESS

Graduate as a qualified gym instructor with the skills required to conduct health assessments, measure body composition and carry out fitness testing. You'll also be able to develop, analyse and instruct customised fitness programs and conduct group exercise sessions. You'll learn to work with a variety of individuals or groups in a range of environments.

You'll become an expert in anatomy, nutrition, exercise safety, biomechanics and exercise physiology and use these skills to write effective specialised programs for a variety of client groups. We partner with local gyms and recreation facilities to assist with practical real-life training.

If you are passionate about fitness and have a willingness to help others, then you will find a career in the fitness industry rewarding and challenging.

CAREER OPPORTUNITIES

- Customer Service Assistant
- Community Activities Assistant
- Personal Trainer
- Aqua Exercise Instructor
- Group Exercise Instructor
- Gymnasium Instructor

FACILITY SPOTLIGHT:

Hair, Beauty & Massage Training Salons

Kalgoorlie & Geraldton

Our Kalgoorlie and Geraldton campuses are home to two fully operational salons. Our students receive practical training from welcoming their clients, through to their treatment and aftercare. The salons feature state-of-the-art equipment and quality products giving students the best knowledge and experience to work in industry.

BEAUTY THERAPY

Do you love working closely with people and making them feel good about themselves? There are many opportunities that can lead to a rewarding career in the beauty or complementary therapies field.

The beauty industry is expanding into areas of health and wellbeing in addition to traditional beauty services.

Graduates will be in great position to gain employment at day spas, beauty salons and clinics. The fashion, film and theatre industries may also seek graduates to work in make-up artistry. A higher level qualification will give you the skills to work at a senior level and coordinate a team at management level.

You'll have th opportunity to practice and perfect your skills in our beauty salons which open to the public several each semester.

CAREER OPPORTUNITIES

- Retail Cosmetic Assistant
- Beautician
- Make-Up Artist
- Nail Technician
- Beauty Therapist
- Senior Beauty Therapist
- Reflexologist
- Remedial Massage Therapist
- Shiatsu Therapist
- TCM Remedial Massage Practitioner

MASSAGE THERAPY

Remedial massage is increasingly becoming a part of our fast paced lives and the need for skilled practitioners is growing with it. You will assess a client's massage needs and perform therapeutic massage based on a knowledge of the structure of the human body and using a range of soft tissue massage techniques. **Offered from 2022*

DID YOU KNOW?

HAIRDRESSERS AND BEAUTICIANS ARE OFTEN VOTED THE HAPPIEST JOBS IN THE WORLD.

REAL SKILLS FOR REAL CAREERS, MYSKILLS.GOV.AU

ENROL IN A DUAL QUALIFICATION

NOT SURE WHAT TO SPECIALISE IN? OUR GERALDTON CAMPUS OFFERS AN ENTRY LEVEL QUALIFICATION THAT GIVES YOU A GLIMPSE INTO THE BEAUTY, RETAIL & HAIRDRESSING INDUSTRIES.

COURSE INDEX → 81

"Everyone has been so helpful and supportive. It's a great atmosphere. We've had many people say our training salon facilities are the best in WA and it's been great to learn on real clients."

Maeve Kelleher, Certificate III in Beauty Services

HAIRDRESSING

Kick start your career as a hairdresser by enrolling in a Certificate II which, once completed, may assist you in gaining employment as an apprentice hairdresser.

A Certificate III in Hairdressing (apprenticeship) will provide you with the training to become a qualified and confident hairdresser. You'll learn how to effectively work as part of a team, and become competent in communicating with others in the workplace, consulting with clients, selling products and services, and designing and applying a broad range of technical hairdressing services on clients.

We work closely with employers to ensure our training reflects current practices, and will often have guest speakers from industry. Our Hair and Beauty Training Salons will give you everything you need to put your skills and training into practice by working on real clients.

CAREER OPPORTUNITIES

- Salon Assistant
- Hair Stylist
- Hairdresser
- Barber
- Office Manager
- Leading Hand
- Sales Team Coordinator
- Team Leader
- General Manager
- Business Manager
- Sales Team Manager
- Executive Manager/ Director

73.7%

OF FOOD AND HOSPITALITY GRADUATES ARE EMPLOYED 6 MONTHS AFTER COMPLETING TRAINING

AUSTRALIAN JOBS 2019

HOSPITALITY, TOURISM & EVENTS

Opportunity is on the menu

Hospitality is a dynamic and growing industry which offers many career opportunities. You may find yourself working in a noisy, sometimes high pressure environment, but the experience can be very rewarding.

This dynamic industry can take you around the world working in a variety of settings including, restaurants, hotels, bars, cruise ships, mine sites and more.

Our training is offered fully operational state-of-the-art commercial kitchens and training restaurants, including the award winning Zeewijk Training Restaurant at the Geraldton Campus. Our students also gain practical experience by working at real events on campus and in our regional communities.

HOSPITALITY, TOURISM & EVENTS

Baking & Patisserie

Commercial Cookery

Events

Hospitality

Retail

Tourism & Travel

COURSE INDEX → 82

BAKING & PATISSERIE

Learn the specialised skills to make delicious bread and treats. You'll learn to work effectively in a fast paced commercial kitchen and carefully plan your masterpieces.

CAREER OPPORTUNITIES

- Pastry chef
- Patissier

COMMERCIAL COOKERY

The cookery and hospitality industries are seeking talented and qualified staff in Western Australia. Achieve your career goals, whether you want to be the head chef at a top restaurant, open your own restaurant, organise events, or produce fresh baked goods; the career paths you can follow are plentiful.

CAREER OPPORTUNITIES

- Breakfast Cook
- Catering Assistant
- Fast Food Cook
- Sandwich Hand
- Takeaway Cook
- Cook (Chill Kitchen)
- Cook (Hospital)
- Cook (Large Restaurant)
- Cook (Restaurant and Catering Company)
- Cook (Small Restaurant or Cafes)

FACILITY SPOTLIGHT:

Training Restaurants

Kalgoorlie & Geraldton

Our two student training restaurants at the Geraldton and Kalgoorlie campuses provide students with hands-on experience in the areas of commercial cookery, hospitality, events, tourism, and also students completing skill set programs such as barista training, cake decorating and more.

The Zeewijk Training Restaurant in Geraldton is a multi Gold Plate Awards finalist. Our training restaurants open to the public for a lunch and dinner service during the semester.

EVENTS

Join this dynamic and fast paced industry which offers a variety of career opportunities. Learn skills in coaching and managing staff, marketing, developing event proposals, bids and programs, developing sponsorship programs, managing projects, finance and budgeting, implementing and monitoring business systems and providing on-site management of events. You will also learn about the legal requirements for work in this area.

CAREER OPPORTUNITIES

- Conference Assistant
- Event or Exhibition Administrative Assistant
- Event or Exhibition Assistant
- Event or Exhibition Operations Assistant
- Functions Assistant
- In-House Meetings Assistant
- Junior Event or Exhibition Coordinator
- Logistics Assistant
- Meetings Assistant
- Venue Assistant

> ***"I've learned so much, loved cooking everyday and made a new friends. I think TAFE is a great way to get experience and learn. It's much better than sitting in a classroom, you get to learn first hand and its just a phenomenal experience."***

Shaun Morrison, Certificate III in Commercial Cookery

HOSPITALITY

If you like working with people from all walks of life and enjoy travelling, a hospitality qualification will give you skills that can take you anywhere. Gain invaluable knowledge and experience such as barista skills, bar skills, restaurant service skills, customer service and events management. These qualifications will help you get work in restaurants, hotels, motels, clubs, pubs, cafes and coffee shops, From entry level positions, to supervisor and senior management.

$1,318

MEDIAN WEEKLY PAY FOR A TOURISM AND TRAVEL ADVISER

JOBOUTLOOK.GOV.AU

** FOR FULL-TIME NON-MANAGERIAL EMPLOYEES PAID AT THE ADULT RATE, BEFORE TAX, INCLUDING AMOUNTS SALARY SACRIFICED*

RETAIL

Provides the practical skills and knowledge to sell goods to customers in retail and wholesale establishments. Learn about controlling and maintaining stock, product knowledge, and theft prevention. Customer service, use of point sale systems, learning how to communicate effectively and work in a team are also part of this course.

CAREER OPPORTUNITIES

- Sales Assistant
- Customer Service Assistant
- Senior Sales Assistant
- Point-of-Sale Operator

TOURISM & TRAVEL

Do you want to work with people travelling around Australia providing advice or showing attractions? Study tourism and you join dynamic and growing industry. There is a current demand for tourism graduates with business management skills and training.

During your studies you will gain extensive knowledge and develop practical skills that are highly regarded in this exciting industry. You'll learn how to effectively plan trips for clients, arrange travel bookings in an office and how to use a reservation computer system.

CAREER OPPORTUNITIES

- Tour Guide
- Documentation Clerk for a tour wholesaler or travel agency
- Museum Attendant
- Booking Agent
- Cellar Door Salesperson and Guide in a winery
- Customer Service Agent
- Guide and Salesperson in an Indigenous Cultural Centre
- Marine Tourism Guide or Dive Tour Operator
- Visitor Information Officer

Z Bend Lookout, Kalbarri National Park. Tourism Western Australia.

INFORMATION TECHNOLOGY AND DIGITAL

Make technology your superpower.

Information technology training pathways build general computing skills in a range of IT disciplines, including network administration and management, website design and development, mobile apps development, 3D animations and software development.

The field is constantly evolving and expanding and as such when you study IT you develop not only computing skills in a range of disciplines, but the problem solving skills to deal with new technologies and trends as they arise.

This career path suits people who are problem solvers and enjoy being challenged in a dynamic and constantly evolving industry.

INFORMATION TECHNOLOGY, & DIGITAL

General IT

Multimedia

Networking & Security

COURSE INDEX → 84

Top 3 reasons to enter the Information Technology industry:

1. *Projected to grow by 4.7% over five years to 2023.*
2. *Offers specialist career opportunities in a range of areas.*
3. *Telecommunications workers and ICT Managers are some of the top employing occupations.*

Australian Jobs 2019

$1,498

MEDIAN WEEKLY PAY FOR ICT SUPPORT TECHNICIANS

JOBOUTLOOK.GOV.AU

MULTIMEDIA

Multimedia is a dynamic growing industry that has developed out of blending creative and technical production. Our training focuses on designing, developing, utilising and securing multimedia. You'll learn how to produce and develop high level 3D modelling, rendering and other interactivity skills.

CAREER OPPORTUNITIES

- Multimedia Designer
- Multimedia Developer
- Interaction Media Developer

GENERAL IT

General IT courses cover skills and knowledge required to work with digital and communication devices or applications including computers and computer networks, hardware and software. Information technology training pathways can build general computing skills in a range of IT disciplines, including network administration and management, website design and development, mobile apps development, 3D animations, and software development. The field is constantly evolving and expanding and as such when you study IT you develop not only computing knowledge in a range of disciplines, but the problem solving skills to deal with new technologies and trends as they arise.

NETWORKING & SECURITY

IT is constantly expanding and evolving and one of the most important components is networking. Our courses will see you planning, installing and maintaining computer networks as well as building internet/intranet infrastructure.

CAREER OPPORTUNITIES

- ICT Security Specialist
- Systems Administrator
- Computer Network and Systems Administrator
- Network Analyst

Course Index

STUDY MODES

A	Apprenticeship
BD	Blended Delivery
F2F	Face to Face
FD	Flexible Delivery
IB	Intensive Blocks
INTL	International
OL	Online Learning
RPL	Recognition of Prior Learning
T	Traineeship
VC	Virtual Classroom
VETDSS	Vocational Education & Training Delivered to Secondary Students

CAMPUS

GOLDFIELDS
Kalgoorlie

GASCOYNE
Carnarvon | Exmouth

MIDWEST
BCMI (Batavia Coast Maritime Institute) | Geraldton | Technology Park

WHEATBELT
Merredin | Moora | Northam

KEY

\# Eligible for VET Student Loans

\+ Course includes nationally accredited units

* Taking expressions of interest

SKILLS READY
Boost your skills for the future

½ PRICE 1/2 price training

FREE Free training^
^Eligibility criteria may apply

MORE INFORMATION → 13

STUDY MODES REFRESHER

APPRENTICESHIP
A full time employment based training program usually lasting 3-4 years. It combines on-the-job learning with scheduled training blocks at TAFE.

PRE-APPRENTICESHIP
A Pre-Apprenticeship enables you to experience what it's like to work in a trade before you make a commitment to working or gaining an apprenticeship in that trade. Pre-apprenticeships do not require you to have an employment contract.

BLENDED DELIVERY
A combination of online study with on-campus classes.

FACE-TO-FACE (FULL OR PART-TIME)
Face-to-face classes on campus.Classes can be held during the day or in the evening.

FLEXIBLE DELIVERY
Complete course requirements in your own time and pace. May include on campus class time, online learning options, duration and assessment deadlines. These type of courses in many cases are open for enrolments all year round

INTENSIVE STUDY BLOCKS
Gain a qualification in a reduced timeframe and with minimal class time. Intensive courses combine classes with flexible learning, where students complete course work in their own time.

INTERNATIONAL
Some of our qualifications are open for International students. Enrolments are taken via TAFE International of WA (TIWA).

ONLINE LEARNING
Flexible and self-paced using innovative learning tools, whilst still having access to a lecturer and online class interaction. Some online courses may require on campus class time for practical components or assessment.

RECOGNITION OF PRIOR LEARNING (RPL)
Acknowledges your formal and informal learning gained through previous training and education, past and current work experience and life experience.

TRAINEESHIP
A Traineeship is a full-time employment based training program usually lasting 12 months or more. Combines on-the-job learning with scheduled training blocks at TAFE.

VETDSS OR PAIS
Students who are still at school can complete a nationally recognised qualification in years 11 and 12. They'll gain a better understanding of a specific career pathway, and increase their opportunities for further study or work.

VIRTUAL CLASSROOM
Students from regional campuses can participate in a class being held at another campus via remote conferencing.

AQUACULTURE

CODE	QUAL	COURSE	CAMPUS & STUDY MODE	
SFI20119	Certificate II	Aquaculture	BCMI F2F | INTL | T | VETDSS	½ PRICE
SFI30119	Certificate III	Aquaculture	BCMI F2F | INTL | T	
SFI50119	Diploma	Aquaculture#	BCMI F2F | INTL | T	

FISHING OPERATIONS

CODE	QUAL	COURSE	CAMPUS & STUDY MODE
SFI20219	Certificate II	Fishing Operations	BCMI F2F | INTL | T | VETDSS
SFI30219	Certificate III	Fishing Operations	BCMI F2F | INTL | T | VETDSS

LOGISTICS

CODE	QUAL	COURSE	CAMPUS & STUDY MODE	
TLI31216	Certificate III	Driving Operations	Geraldton RPL	½ PRICE
Skill Set UNIT OF COMPETENCY		Infection Control Skill Set (Transport and Logistics) HLTINFCOV001 Comply with infection prevention and control policies and procedures	Geraldton, Kalgoorlie, Northam BD	FREE

MARITIME

CODE	QUAL	COURSE	CAMPUS & STUDY MODE	
MAR10418	Certificate I	Maritime Operations (Coxswain Grade 2 Near Coastal)	BCMI, Exmouth FD | F2F	
MAR20318	Certificate II	Maritime Operations (Coxswain Grade 1 Near Coastal)	BCMI, Exmouth FD | F2F	½ PRICE
MAR30818	Certificate III	Maritime Operations (Marine Engine Driver Grade 2 Near Coastal)	BCMI, Exmouth FD | F2F	½ PRICE
MAR30918	Certificate III	Maritime Operations (Master Up To 24 Metres Near Coastal)	BCMI, Exmouth FD | F2F	½ PRICE
MAR40618	Certificate IV	Maritime Operations (Master Up To 35 Metres Near Coastal)	BCMI FD | F2F	½ PRICE
MAR40518	Certificate IV	Maritime Operations (Marine Engine Driver Grade 1 Near Coastal)	BCMI FD | F2F	½ PRICE
Skill Set UNITS OF COMPETENCY		Kayaking Skill Set SISOOPS201A Minimise environmental impact MEM50008B Carry out trip preparation and planning SISOKYK201A Demonstrate simple kayaking skills SISOKYS201A Demonstrate simple sea kayaking skills SISOSNK201A Demonstrate snorkelling activities	BCMI F2F	
Skill Set UNIT OF COMPETENCY		Marine Radio Skill Set MARC043 Transmit and receive information by marine radio	Exmouth F2F	
Skill Set UNITS OF COMPETENCY		Recreational Skippers Ticket MEM50010 Respond to boating emergencies and incidents MEM50009 Safely operate a mechanically powered recreational boat	BCMI F2F	
Skill Set UNITS OF COMPETENCY		Scuba Diving Refresher Skill Set SITXCOM002 Show social and cultural sensitivity SITXWHS002 Identify hazards, assess and control safety risks SISOSCB308A Guide a scuba dive BSBWOR203 Work effectively with others SITXHRM001 Coach others in job skills	BCMI F2F	
Skill Set UNITS OF COMPETENCY		Scuba Diving Skill Set SISOOPS304A Plan for minimal environmental impact SISOODR302A Plan outdoor recreation activities SISOSCB301A Scuba dive in open water to a maximum depth of 18 metres TLID1001A Shift materials safely using manual handling methods SFIEMS201B Participate in environmentally sustainable work practices SFICORE106B Meet workplace OHS requirements SITHACS101 Clean premises and equipment SITXCOM002 Show social and cultural sensitivity SITXWHS002 Identify hazards, assess and control safety risks SISOSCB308 A Guide a scuba dive BSBWOR203 Work effectively with others SITXHRM001 Coach others in job skills	BCMI F2F	
Skill Set		MARSS00008 Shipboard Safety Skill Set	Exmouth F2F	

Skill Set UNIT OF COMPETENCY	Short Range Radio Skills Set MARC044 Transmit and receive information by marine VHF radio	BCMI F2F

Agriculture, Animals, Science and Environment

FOR INDUSTRY INFORMATION TURN TO PAGE 20

ANIMAL STUDIES			
CODE	QUAL	COURSE	CAMPUS & STUDY MODE
ACM20217	Certificate II	Horse Care	Northam BD
ACM20117	Certificate II	Animal Studies	Geraldton F2F | T | VETDSS Northam BD | FD | VETDSS
ACM30117	Certificate III	Animal Studies	Geraldton F2F Northam BD | F2F
ACM40418	Certificate IV	Veterinary Nursing	Geraldton F2F Northam BD
Skill Set UNITS OF COMPETENCY		Backyard Beekeeping Skills Set AHCBEK203 Open and reassemble a beehive AHCBEK205 Prepare and use a bee smoke	BCMI F2F
ACMSS00007 Skill Set UNITS OF COMPETENCY		Microchip Implantation for Dogs and Cats ACMGAS301 Maintain and monitor animal health and wellbeing ACMMIC401 Implant microchip in cats and dogs ACMWHS201 Participate in workplace health and safety processes	Geraldton, Northam, Kalgoorlie F2F
Short Course		Dog and Cat Management Control	Northam F2F
Short Course		Livestock Management and Control Short Course	Northam F2F
Short Course		Reptile Handling and Capture Short Course	Northam F2F

AGRICULTURE				
CODE	QUAL	COURSE		CAMPUS & STUDY MODE
AHC20116	Certificate II	Agriculture		BCMI T Carnarvon F2F Merredin, Moora, Northam FD | T
AHC30116	Certificate III	Agriculture		BCMI T Carnarvon F2F | FD Merredin, Moora, Northam FD | T
AHC30318	Certificate III	Rural and Environmental Pest Management		Carnarvon F2F | FD
AHC30116	Certificate III	Agriculture	DUAL QUAL	Carnarvon F2F | FD
AHC30318	Certificate III	Rural and Environmental Pest Management		
AHC40116	Certificate IV	Agriculture		Merredin, Northam FD | T
AHC50116	Diploma	Agriculture#		Merredin, Northam FD | RPL
AHC30416	Certificate III	Pork Production		Merredin, Moora, Northam FD
AHC21216	Certificate II	Rural Operations		Geraldton FD | F2F | T Kalgoorlie F2F Northam FD | F2F Merredin, Moora FD | T Carnarvon F2F | VETDSS
AHC32716	Certificate III	Rural Merchandising		Geraldton RPL
Skill Set UNITS OF COMPETENCY		AUSCHEM Basic Course AHCCHM307 Prepare and apply chemicals to control pests, weeds and diseases AHCCHM304 Transport and store chemicals		Geraldton T | F2F Carnarvon F2F
Skill Set		RIIMPO315E Conduct Tractor Operations Skills Set		Northam F2F
Skill Set UNIT OF COMPETENCY		Operate Quad and Motorbike Skill Set AAHCMOM271 Operate quad bikes		Kalgoorlie F2F

Skill Set UNITS OF COMPETENCY		Work in Agriculture Skill Set AHCWHS301 Contribute to work health and safety processes AHCCHM304 Transport and store chemicals AHCCHM307 Prepare and apply chemicals to control pest, weeds and diseases AHCMOM202 Operate tractors AHCMOM304 Operate machinery and equipment AHCPMG301 Control weeds AHCWRK204 Work effectively in the industry		BCMI, Carnarvon, Merredin F2F
Short Course		Livestock Management and Control Short Course		Northam F2F

CONSERVATION AND LAND MANAGEMENT

CODE	QUAL	COURSE		CAMPUS & STUDY MODE
AHC10116	Certificate I	Conservation and Land Management		Kalgoorlie, Carnarvon, Exmouth FD | F2F
AHC21016	Certificate II	Conservation and Land Management		Kalgoorlie FD | F2F | T | VETDSS BCMI FD | F2F | T Carnarvon, Exmouth FD | F2F
AHC21016	Certificate II	Conservation and Land Management	DUAL QUAL	BCMI FD | F2F | T
AHC30716	Certificate II	Horticulture		
AHC31416	Certificate III	Conservation and Land Management Specialisation options - Area Restoration, Indigenous Land Management, Marine Conservation (BCMI only)		Kalgoorlie FD | F2F | T BCMI FD | F2F | OL | T
AHC40916	Certificate IV	Conservation and Land Management		BCMI FD | F2F | OL | T
AHC51116	Diploma	Conservation and Land Management#		BCMI F2F | FD /OL | T
Skill Set UNIT OF COMPETENCY		Chainsaw Skill Set AHCMOM213 Operate and maintain Chainsaws		Geraldton F2F

ENVIRONMENTAL SCIENCE

CODE	QUAL	COURSE	CAMPUS & STUDY MODE
MSS40218	Certificate IV	Environmental Monitoring and Technology	Geraldton FD | F2F | INTL
MSS50218	Diploma	Environmental Monitoring and Technology#	Geraldton FD | F2F | INTL

HORTICULTURE

CODE	QUAL	COURSE		CAMPUS & STUDY MODE
AHC20416	Certificate II	Horticulture		Kalgoorlie FD | F2F | T | VETDSS BCMI F2F | T | VETDSS Exmouth FD | F2F | VETDSS Carnarvon F2F
AHC21016	Certificate II	Conservation and Land Management	DUAL QUAL	BCMI FD | F2F | T
AHC30716	Certificate II	Horticulture		
AHC30716	Certificate III	Horticulture		Kalgoorlie FD | T | F2F BCMI FD | T | F2F | OL Carnarvon F2F
AHC40416	Certificate IV	Horticulture		Kalgoorlie, BCMI FD | F2F | T
Skill Set UNITS OF COMPETENCY		Backyard Beekeeping Skills Set AHCBEK203 Open and reassemble a beehive AHCBEK205 Prepare and use a bee smoke		BCMI F2F
Skill Set UNIT OF COMPETENCY		Chainsaw Skill Set AHCMOM213 Operate and maintain Chainsaws		Geraldton F2F

LABORATORY OPERATIONS

CODE	QUAL	COURSE	CAMPUS & STUDY MODE
MSL20118	Certificate II	Sampling And Measurement	Geraldton FD | T Exmouth VETDSS
MSL30118	Certificate III	Laboratory Skills	Geraldton F2F | T | VETDSS
MSL40118	Certificate IV	Laboratory Techniques	Geraldton FD | F2F | INTL | T
MSL50118	Diploma	Laboratory Technology#	Geraldton FD | F2F | INTL | T

VETERINARY NURSING			
CODE	QUAL	COURSE	CAMPUS & STUDY MODE
ACM40418	Certificate IV	Veterinary Nursing	Geraldton F2F

Automotive

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AUTOMOTIVE ELECTRICAL				
CODE	QUAL	COURSE	CAMPUS & STUDY MODE	
AUR20218	Certificate II	Automotive Air Conditioning Technology	Kalgoorlie, Geraldton, Merredin FD | F2F | RPL	½ PRICE
AUR20416	Certificate II	Automotive Electrical Technology	Kalgoorlie FD | F2F | T Geraldton T	½ PRICE
AUR30316	Certificate III	Automotive Electrical Technology	Kalgoorlie A | F2F | RPL	½ PRICE
AUTOMOTIVE MANUFACTURING				
CODE	QUAL	COURSE	CAMPUS & STUDY MODE	
AUR31016	Certificate III	Automotive Sales	Moora, Northam FD | T	
HEAVY AUTOMOTIVE PLANT				
CODE	QUAL	COURSE	CAMPUS & STUDY MODE	
AUR20516	Certificate II	Automotive Servicing Technology (Heavy Vehicle Servicing Pre-Apprenticeship)	Kalgoorlie FD | F2F | T | VETDSS Geraldton F2F	½ PRICE
AUR30416	Certificate III	Agricultural Mechanical Technology	Geraldton, Northam, Merredin, Moora A	½ PRICE
AUR31116	Certificate III	Heavy Commercial Vehicle Mechanical Technology	Kalgoorlie A | F2F | RPL Geraldton, Northam, Merredin A	½ PRICE
AUR31216	Certificate III	Mobile Plant Technology	Kalgoorlie RPL Geraldton, Northam, Merredin A	½ PRICE
VEHICLE SERVICING				
CODE	QUAL	COURSE	CAMPUS & STUDY MODE	
AUR20516	Certificate II	Automotive Servicing Technology (Light Vehicle Servicing Pre-Apprenticeship)	Kalgoorlie FD | T | VETDSS Geraldton F2F | T | VETDSS	
AUR20516	Certificate II	Automotive Servicing Technology	Kalgoorlie FD | F2F | T | VETDSS Geraldton T Northam RPL	
AUR30616	Certificate III	Light Vehicle Mechanical Technology	Kalgoorlie F2F | T | RPL Geraldton, Northam, Merredin, Moora A	½ PRICE
AUR20716	Certificate II	Automotive Vocational Preparation	Geraldton T Carnarvon FD Northam, Merredin, Moora VETDSS	½ PRICE
AUR21916	Certificate II	Automotive Tyre Servicing Technology	Kalgoorlie RPL Geraldton T Northam, Merredin, Moora FD | RPL	
AUR20916	Certificate II	Automotive Body Repair Technology	Geraldton T	
Skill Set		RIIVEH305E Operate and Maintain a Four Wheel Drive Vehicle Skill Set	Kalgoorlie, Geraldton F2F	

BUILDING

CODE	QUAL	COURSE	CAMPUS & STUDY MODE	
52824WA	Certificate II	Building and Construction (Pathway Trades)	Kalgoorlie F2F | T | VETDSS Geraldton, Northam, Merredin, Moora VETDSS	½ PRICE

CARPENTRY & JOINERY (FURNITURE TRADES)

CODE	QUAL	COURSE	CAMPUS & STUDY MODE	
CPC32011	Certificate III	Carpentry and Joinery	Kalgoorlie A | F2F Geraldton A	½ PRICE

CIVIL CONSTRUCTION

CODE	QUAL	COURSE	CAMPUS & STUDY MODE	
RII20715	Certificate II	Civil Construction	Geraldton FD | T Northam FD	
RII30815	Certificate III	Civil Construction Plant Operations	Geraldton F2F Northam F2F	½ PRICE
Skill Set UNITS OF COMPETENCY		Work in Civil Construction Skill Set CPCCCM2010B Work safely at heights CPCCOHS2001A Apply OHS requirements, policies & procedures in the construction industry CPCCCM3006 Carry out levelling operations CPCCCM2008 Erect and dismantle restricted height scaffolding CPCCCM3001 Operate elevated work platforms up to 11 metres CPCCWHS1001 Prepare to work safely in the construction industry CPCCWHS2001 Apply WHS requirements, policies & procedures in the construction industry CPCPCM2043A Carry out WHS requirements CPCPCM2054A Carry out simple concreting and rendering CPCPCM2055A Work safely on roofs RIICCM210D Install trench support RIISAM204D Operate small plant and equipment	Geraldton F2F	FREE

ELECTRICAL & ELECTROTECHNOLOGY

CODE	QUAL	COURSE	CAMPUS & STUDY MODE	
UEE20111	Certificate II	Split Air-conditioning and Heat Pump Systems	Kalgoorlie, Geraldton FD | F2F	
UEE22011	Certificate II	Electrotechnology (Career Start) Pre-apprenticeship	Kalgoorlie FD | F2F | T | VETDSS Geraldton F2F | VETDSS	½ PRICE
UEE30811	Certificate III	Electrotechnology Electrician	Kalgoorlie A | FD | F2F Geraldton A	
Short Course		Testing and Tagging	Kalgoorlie, Geraldton F2F	

GENERAL CONSTRUCTION

CODE	QUAL	COURSE	CAMPUS & STUDY MODE	
52860WA	Certificate I	Industrial Skills (Entry Level Training)	Geraldton F2F	
CPC10111	Certificate I	Certificate I in Construction	Northam F2F | T	½ PRICE
CPC20211	Certificate II	Construction Pathways	Kalgoorlie FD | F2F | T | VETDSS Geraldton F2F | VETDSS Carnarvon VETDSS Northam, Merredin , Moora T	
CPC20112	Certificate II	Construction	Kalgoorlie FD | F2F | T Geraldton F2F Northam T	½ PRICE
RII20120	Certificate II	Resources and Infrastructure Work Preparation	Kalgoorlie FD | F2F Geraldton F2F	½ PRICE
Skill Set UNIT OF COMPETENCY		Civil Front End Loader Skill Set RIIMPO321F Conduct civil construction wheeled front end loader operations	Northam F2F	

Skill Set	RIIMPO301E Conduct Hydraulic Excavator Operations Skills Set	Geraldton, Carnarvon F2F Kalgoorlie RPL
Skill Set	RIIHAN309F Conduct Telescopic Materials Handler Operations Skills Set	Kalgoorlie, Geraldton, Northam F2F
Skill Set	RIIMPO315E Conduct Tractor Operations Skills Set	Geraldton, Northam F2F
Skill Set UNIT OF COMPETENCY	Dogging Skill Set CPCCLDG3001A Licence to perform dogging	Kalgoorlie, Northam F2F
Skill Set	RIIWHS202E Enter and Work in Confined Spaces	Geraldton, Kalgoorlie F2F
Skill Set UNIT OF COMPETENCY	Excavator Skill Set RIIMPO320F Conduct civil construction excavator operations	Northam F2F Kalgoorlie RPL
Skill Set	TLILIC0003 Licence to Operate a Forklift Truck Skill Set	Merredin, Northam, Kalgoorlie F2F
Skill Set UNIT OF COMPETENCY	Non-Slewing Mobile Crane Licence Skills Set TLILIC0008 Licence to operate a non-slewing mobile crane (> 3 tonnes capacity)	Northam F2F
Skill Set UNIT OF COMPETENCY	Skid Steer Loader Skill Set RIIMPO318F Conduct civil construction skid steer loader operations	Kalgoorlie, Geraldton, Carnarvon Northam F2F
Skill Set UNITS OF COMPETENCY	Traffic Management Skill Set RIICOM201D Communicate in the workplace RIIWHS201D Work safely and follow WHS policies and procedures RIIWHS205D Control traffic with stop-slow bat RIIWHS302E Implement traffic management plans	Kalgoorlie, Geraldton, Northam F2F
Skill Set UNIT OF COMPETENCY	White Card Skill Set CPCCWHS1001 Prepare to work safely in the construction industry	Kalgoorlie F2F
Skill Set UNIT OF COMPETENCY	White Card Skills Set (2 Days) CPCCWHS1001 Prepare to work safely in the construction industry	Kalgoorlie, Northam, Carnarvon F2F
Skill Set UNITS OF COMPETENCY	Work Safety in Construction Skill Set CPCCCM1012 Work effectively and sustainably in the construction industry CPCCWHS1001 Prepare to work safely in the construction industry CPCCOHS2001A Apply OHS requirements, policies and procedures in the construction industry CPCCCM2005B Use construction tools and equipment CPCCCM2006 Apply basic levelling procedures CPCCVE1011A Undertake a basic construction project	Kalgoorlie F2F
Short Course	Introduction to Trade Maths	Kalgoorlie F2F
Short Course	Traffic Management Refresher	Geraldton, Kalgoorlie F2F

PLUMBING & GAS

CODE	QUAL	COURSE	CAMPUS & STUDY MODE
52700WA	Certificate II	Plumbing	Geraldton VETDSS
CPC32413	Certificate III	Plumbing	Geraldton A
Skill Set		CPCPWT4022A Commission & Maintain Backflow Prevention Devices	Geraldton F2F

Business & Finance

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ACCOUNTING & BOOKKEEPING | FINANCIAL SERVICES

CODE	QUAL	COURSE	CAMPUS & STUDY MODE
FNS30115	Certificate III	Financial Services	Geraldton F2F, VETDSS
FNS30317	Certificate III	Accounts Administration	Northam FD | T
FNS40217	Certificate IV	Accounting and Bookkeeping	Kalgoorlie FD | F2F | T Geraldton FD | F2F | OL | T Northam, Merredin , Moora FD | T
FNS50217	Diploma	Accounting#	Geraldton FD | F2F

Skill Set UNITS OF COMPETENCY	Accounting Principles Skill Set BSBFIA401 Prepare financial reports FNSACC311 Process financial transactions and extract interim reports FNSACC312 Administer subsidiary accounts and ledgers FNSACC408 Work effectively in the accounting and bookkeeping industry FNSACC416 Set up and operate computerised accounting system FNSTPB401 Complete business activity and instalment activity statements FNSTPB402 Establish and maintain payroll systems	Geraldton F2F
Skill Set UNIT OF COMPETENCY	Budgets and Cashflow for Small Business Skill Set FNSACC412 Prepare operational budgets	Geraldton F2F
Skill Set UNIT OF COMPETENCY	MYOB Basic Skill Set FNSACC416 Set up and operate a computerised accounting system	Geraldton, Northam F2F
Skill Set UNIT OF COMPETENCY	MYOB Payroll Skill Set FNSTPB402 Establish and maintain payroll systems	Geraldton, Northam F2F
Skill Set UNIT OF COMPETENCY	Payroll in Xero Skill Set FNSTPB402 Establish and maintain payroll systems	Geraldton F2F
Skill Set	BSBSMB402 Plan Small Business Finances Skill Set	Geraldton F2F
Skill Set UNIT OF COMPETENCY	Xero Basic Skill Set FNSACC416 Set up and operate a computerised accounting system	Geraldton F2F
Short Course	Microsoft Excel Advanced	Kalgoorlie F2F
Short Course	Microsoft Excel Intermediate	Kalgoorlie F2F
Short Course	Microsoft Excel Introduction	Kalgoorlie F2F
Short Course	MYOB AccountRight Advanced	Kalgoorlie F2F
Short Course	Payroll with MYOB AccountRight	Kalgoorlie F2F
Short Course	Payroll with MYOB AccountRight	Kalgoorlie F2F
Short Course	Visual Basic for Excel	Kalgoorlie F2F

BUSINESS

CODE	QUAL	COURSE	CAMPUS & STUDY MODE
BSB10115	Certificate I	Business	Geraldton FD Carnarvon FD
BSB20115	Certificate II	Business	Kalgoorlie FD | F2F | T Geraldton FD | F2F | T | RPL Carnarvon FD | F2F | T | VETDSS Exmouth T Northam, Moora FD | T | VETDSS Merredin VETDSS
BSB30115	Certificate III	Business	Kalgoorlie, Geraldton FD | F2F | T | VETDSS Carnarvon FD | F2F | OL | T | VETDSS Exmouth FD | T Northam, Moora FD | T | VETDSS
BSB40215	Certificate IV	Business	Kalgoorlie FD | F2F | T Geraldton FD | F2F | T | RPL Northam, Moora FD | T
BSB50215	Diploma	Business#	Kalgoorlie FD | F2F Geraldton FD
BSB30415	Certificate III	Business Administration	Kalgoorlie, Geraldton FD | F2F | T Carnarvon, FD | F2F | OL | T | VETDSS Exmouth FD | T Northam, Moora FD | T
BSB40515	Certificate IV	Business Administration	Geraldton FD | F2F | T Northam, Moora FD | T | RPL
BSB42618	Certificate IV	New Small Business	Geraldton FD | F2F

½ PRICE

Skill Set UNITS OF COMPETENCY		Business Ready Skill Set BSBWHS201 Contribute to health and safety of self and others BSBCUS201 Deliver a service to customers BSBITU211 Produce digital text documents BSBWOR202 Organise and complete daily work activities BSBWOR204 Use business technology		Carnarvon, Exmouth, Geraldton, Northam, Kalgoorlie F2F	FREE
Skill Set UNIT OF COMPETENCY		Using the Internet for Business Purposes Skills Set ICTICT103 Use, communicate and search securely on the internet		Northam F2F	
Skill Set UNIT OF COMPETENCY		Micro Business Opportunities BSBSMB301 Investigate micro business opportunities		Geraldton F2F	
Skill Set UNITS OF COMPETENCY		Operating a Small Business Skill Set BSBITU306 Design and produce business documents BSBITU313 Design and produce digital text documents BSBITU314 Design and produce spreadsheets BSBSMB402 Plan small business finances BSBWHS307 Apply knowledge of WHS laws in the workplace ICTWEB201 Use social media tools for collaboration and engagement		Geraldton, Kalgoorlie, Northam F2F	FREE
Short Course		Make a Presentation		Kalgoorlie F2F	
MANAGEMENT					
CODE	QUAL	COURSE		CAMPUS & STUDY MODE	
BSB20115	Certificate II	Business	DUAL QUAL	Geraldton F2F	
52774WA	Certificate II	Leadership			
BSB42015	Certificate IV	Leadership and Management		Kalgoorlie, Geraldton FD | F2F | T	
BSB51918	Diploma	Leadership and Management#		Kalgoorlie FD | F2F Geraldton FD | RPL	
BSB50820	Diploma	Project Management#		Geraldton FD	½ PRICE
Skill Set UNITS OF COMPETENCY		Team Leader Skill Set BSBLDR401 Communicate effectively as a workplace leader BSBLDR402 Lead effective workplace relationships BSBLDR403 Lead team effectiveness BSBMGT402 Implement operational plan		Kalgoorlie F2F	
Short Course		Learn to Lead		Kalgoorlie F2F	
Short Course		Project Management Start to Finish		Kalgoorlie F2F	
Short Course		Strength Deployment Inventory®		Kalgoorlie F2F	
MARKETING					
CODE	QUAL	COURSE		CAMPUS & STUDY MODE	
BSB42415	Certificate IV	Marketing and Communications		Geraldton F2F	
Skill Set UNIT OF COMPETENCY		Guerrilla Marketing Skills Set BSBMKG413- Promote products and services		Geraldton F2F	
Skill Set UNIT OF COMPETENCY		Social Media for Business Skill Set ICTWEB201 Use social media tools for collaboration and engagement		Geraldton F2F	
Short Course		Adobe InDesign		Kalgoorlie F2F	
WORK HEALTH & SAFETY					
CODE	QUAL	COURSE		CAMPUS & STUDY MODE	
BSB30715	Certificate III	Work Health and Safety*		Kalgoorlie, Geraldton RPL	
BSB41419	Certificate IV	Work Health and Safety		Kalgoorlie FD | OL Geraldton FD | OL | RPL	
BSB51319	Diploma	Work Health and Safety#		Kalgoorlie, Geraldton FD | OL	½ PRICE
Skill Set UNIT OF COMPETENCY		Emergency First Aid Response Skill Set HLTAID004 Provide an emergency first aid response in an education and care setting		Northam F2F	
Skill Set		RIIWHS202E Enter and Work in Confined Spaces		Geraldton, Kalgoorlie F2F	

Skill Set	TLILIC0003 Licence to Operate a Forklift Truck Skill Set	Merredin, Northam, Kalgoorlie F2F
Skill Set	First Aid Skill Set HLTAID001 Provide Cardiopulmonary Resuscitation HLTAID002 Provide Basic Emergency Life Support HLTAID003 Provide First Aid	Kalgoorlie F2F
Skill Set	HLTAID003 Provide First Aid	Geraldton, Northam, Kalgoorlie, Carnarvon F2F ½ PRICE
Skill Set	MARSS00008 Shipboard Safety Skill Set	Exmouth F2F
Skill Set UNIT OF COMPETENCY	White Card Skill Set CPCCWHS1001 Prepare to work safely in the construction industry	Kalgoorlie F2F
Skill Set UNIT OF COMPETENCY	White Card Skills Set (2 Days) CPCCWHS1001 Prepare to work safely in the construction industry	Northam F2F
Short Course	Safety and Health Representative	Carnarvon, Exmouth. Kalgoorlie, Geraldton, F2F
Short Course	Safety and Health Representative Refresher	Carnarvon, Exmouth. Kalgoorlie, Geraldton, F2F
Short Course	Testing and Tagging	Geraldton F2F

Creative Industries

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FASHION DESIGN

CODE	QUAL	COURSE	CAMPUS & STUDY MODE
MST20616	Certificate II	Applied Fashion Design and Technology	Geraldton F2F | VETDSS

JEWELLERY

CODE	QUAL	COURSE	CAMPUS & STUDY MODE
Skill Set UNITS OF COMPETENCY		Develop Glassworking Skills Set BSBDES302 Explore and apply the creative design process to 2D forms CUAGLA201 Develop glassworking skills	Geraldton F2F
Skill Set UNITS OF COMPETENCY		Glassworking Skills Set CUAGLA201 Develop glassworking skills CUAGLA301 Produce glasswork CUASCU301 Produce sculpture	Geraldton F2F
Skill Set UNITS OF COMPETENCY		Jewellery Skills Set CUAJWL201 - Develop jewellery-making skills CUAJWL301 - Produce jewellery	Geraldton F2F
Skill Set UNITS OF COMPETENCY		Polymer Clay Skills Set CUAPPR201 Make simple creative work BSBDES201 Follow a design process	Geraldton F2F
Skill Set UNITS OF COMPETENCY		Silversmithing Skills Set BSBDES201 Follow a design process CUAJWL201 Develop jewellery-making skills CUAJWL301 Produce jewellery	Geraldton F2F

VISUAL ARTS

CODE	QUAL	COURSE	CAMPUS & STUDY MODE
CUA20715	Certificate II	Visual Arts	Exmouth FD | F2F
CUA31115	Certificate III	Visual Arts	Geraldton F2F | VETDSS Northam, Merredin FD
CUA41315	Certificate IV	Visual Arts	Northam, Merredin FD
CUA51115	Diploma	Visual Arts#	Geraldton F2F Northam FD
CUA60715	Advanced Diploma	Visual Arts#	Geraldton F2F
Skill Set UNIT OF COMPETENCY		Basic Digital Photography Skills Set ICPDMT321 Capture a digital image	Geraldton F2F

Skill Set UNIT OF COMPETENCY	Beginner Sewing Skills Set GATPDV001A Personal development	Carnarvon F2F
Skill Set UNIT OF COMPETENCY	Nature Journal Skill Set CUAPPR101 Use ideas and techniques to develop creative work	BCMI F2F
Short Course	Digital Photography	Kalgoorlie F2F

Education and Community Services

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AGED CARE

CODE	QUAL	COURSE	CAMPUS & STUDY MODE	
52841WA	Certificate II	Certificate II in Introduction to Aged Care (Aged Care Pre-traineeship)	Geraldton F2F	½ PRICE
CHC43015	Certificate IV	Ageing Support	Geraldton FD Northam, Merredin, Moora RPL	½ PRICE

COMMUNITY SERVICES

CODE	QUAL	COURSE	CAMPUS & STUDY MODE	
CHC22015	Certificate II	Community Services	Kalgoorlie, Northam FD | T | VETDSS	½ PRICE
CHC32015	Certificate III	Community Services	Kalgoorlie, Geraldton FD | T Northam, Merredin, Moora FD	½ PRICE
CHC42015	Certificate IV	Community Services	Kalgoorlie FD | T Geraldton FD | F2F | INTL | T Northam, Merredin, Moora FD | RPL	½ PRICE
CHC52015	Diploma	Community Services#	Geraldton F2F | INTL	½ PRICE
CHC33015	Certificate III	Individual Support Specialisation options: Aged Care, Disability Services, Home and Community Care	Kalgoorlie FD | F2F | T Geraldton, Carnarvon FD | F2F Northam FD | T	½ PRICE
CHC40413	Certificate IV	Youth Work	Geraldton FD | F2F | INTL | T	½ PRICE
CHC50413	Diploma	Youth Work#	Geraldton F2F	½ PRICE

COUNSELLING

CODE	QUAL	COURSE	CAMPUS & STUDY MODE	
CHC43315	Certificate IV	Mental Health	Kalgoorlie FD | F2F Northam, Merredin, Moora FD | RPL Geraldton FD	½ PRICE
CHC53315	Diploma	Mental Health#*	Kalgoorlie FD | F2F	½ PRICE
CHC51015	Diploma	Counselling#	Geraldton F2F	

DISABILITY SERVICES

CODE	QUAL	COURSE	CAMPUS & STUDY MODE	
52840WA	Certificate II	Certificate II in Introduction to Disability Care (Pre-traineeship)	Geraldton F2F	½ PRICE
CHC43115	Certificate IV	Disability	Northam FD | T	½ PRICE

EARLY CHILDHOOD EDUCATION AND CARE

CODE	QUAL	COURSE	CAMPUS & STUDY MODE	
CHC30113	Certificate III	Early Childhood Education and Care	Kalgoorlie FD | F2F | T Geraldton FD | F2F | OL | T | VETDSS Northam, Merredin, Moora FD | T | VETDSS	½ PRICE
CHC50113	Diploma	Early Childhood Education and Care#	Kalgoorlie FD | T Geraldton FD | F2F | OL | INTL | T Northam, Merredin, Moora FD | T | RPL	½ PRICE

EDUCATION SERVICES			
CODE	QUAL	COURSE	CAMPUS & STUDY MODE
CHC30213	Certificate III	Education Support (commonly known as Education Assistant)	Kalgoorlie FD | F2F | T | VETDSS Geraldton, Carnarvon, Exmouth FD | F2F Northam , Merredin, Moora FD | VETDSS | RPL
CHC40213	Certificate IV	Education Support (commonly known as Education Assistant)	Kalgoorlie FD Geraldton FD Carnarvon FD | F2F Exmouth RPL Northam, Merredin, Moora FD | RPL
TRAINING AND ASSESSMENT			
CODE	QUAL	COURSE	CAMPUS & STUDY MODE
TAE40116	Certificate IV	Training and Assessment	Kalgoorlie FD | F2F Geraldton FD | OL Northam, Merredin, Moora FD
LOCAL GOVERNMENT			
CODE	QUAL	COURSE	CAMPUS & STUDY MODE
LGA30104	Certificate III	Local Government	Northam, Merredin, Moora FD | T | RPL
LGA40204	Certificate IV	Local Government Administration	Northam, Merredin, Moora FD | T | RPL
LGA50104	Diploma	Local Government Administration#	Northam, Merredin, Moora FD | RPL
LGA40708	Certificate IV	Local Government (Planning)	Northam, Merredin, Moora FD | T | RPL
LGA40504	Certificate IV	Local Government (Regulatory Services)	Northam, Merredin, Moora FD | RPL
Skill Set UNITS OF COMPETENCY		Microchip Implantation for Dogs and Cats Skill Set ACMGAS301 Maintain and monitor animal health and wellbeing ACMMIC401 Implant microchip in cats and dogs ACMWHS201 Participate in workplace health and safety processes	Geraldton, Northam, Kalgoorlie F2F
Short Course		Prosecutions Short Course	Northam F2F
Short Course		Regulatory Officer Compliance Skills (ROCS) 1	Northam F2F
Short Course		Regulatory Officer Compliance Skills (ROCS) 2	Northam F2F
Short Course		Reptile Handling and Capture Short Course	Northam F2F
Short Course		Dog and Cat Management Control	Northam F2F
Short Course		Fire Control Officer Workshop	Northam F2F
Short Course		Firearms Handling and Safety	Northam F2F
Short Course		Livestock Management and Control Short Course	Northam F2F

Engineering & Mining

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ENGINEERING			
CODE	QUAL	COURSE	CAMPUS & STUDY MODE
MEM20413	Certificate II	Engineering Pathways	Kalgoorlie FD Geraldton T | VETDSS Northam, Merredin VETDSS
MEM20105	Certificate II	Engineering	Kalgoorlie F2F | RPL | T | VETDSS Geraldton F2F Northam, Merredin, Moora FD | T
MEM20105	Certificate II	Engineering - Mechanical (Plant Mechanic Pre-Apprenticeship)	Kalgoorlie FD | F2F | T | VETDSS
MEM20105	Certificate II	Engineering (Heavy Fabrication Pre-Apprenticeship)	Kalgoorlie FD | F2F | T | VETDSS Geraldton F2F | VETDSS
MEM30219	Certificate III	Engineering - Mechanical Trade	Kalgoorlie A | F2F/ RPL Geraldton A

MEM30205	Certificate III	Engineering - Mechanical Trade (Mechanical Fitter ZA)	Kalgoorlie, Geraldton A
MEM30205	Certificate III	Engineering - Mechanical Trade (Fitter and Machinist ZB)	Kalgoorlie, Geraldton A
MEM30205	Certificate III	Engineering - Mechanical Trade (Plant Mechanic ZG/Z)	Kalgoorlie A
MEM40105	Certificate IV	Engineering	Kalgoorlie F2F | T | RPL Geraldton FD | F2F
MEM40119	Certificate IV	Engineering - Instrumentation	Kalgoorlie F2F | T | RPL Geraldton FD
MEM40105	Certificate IV	Engineering - Fluid Power	Kalgoorlie F2F | T | RPL Geraldton FD

FABRICATION

CODE	QUAL	COURSE	CAMPUS & STUDY MODE
MEM30319	Certificate III	Engineering Fabrication Trade	Kalgoorlie A | FD | F2F | RPL Geraldton, Northam A
MEM30305	Certificate III	Engineering - Fabrication Trade (Heavy/Welding YH)	Kalgoorlie, Geraldton, Northam A
MEM30305	Certificate III	Engineering - Fabrication Trade (Light Yc)	Kalgoorlie, Geraldton, Northam A
Skill Set UNIT OF COMPETENCY		Introduction to Welding Skill Set RIISAM205D Cut, weld and bend materials	Geraldton F2F
Skill Set UNITS OF COMPETENCY		Recycle Weld Upcycle Skills Set VU22411 Research pathways and produce a learning plan and portfolio VU22412 Implement and review a project	Merredin F2F

MINING & RESOURCES INDUSTRIES

CODE	QUAL	COURSE	CAMPUS & STUDY MODE
RII20115	Certificate II	Resources and Infrastructure Work Preparation	Kalgoorlie FD | F2F Geraldton F2F
RII30315	Certificate III	Underground Metalliferous Mining	Kalgoorlie FD | F2F | T
RII60115	Advanced Diploma	Metalliferous Mining#	Kalgoorlie FD | F2F
RII30715	Certificate III	Mine Emergency Response and Rescue	Geraldton FD | T
RII20215	Certificate II	Surface Extraction Operations	Kalgoorlie FD | F2F | T Geraldton FD | T
RII30115	Certificate III	Surface Extraction Operations	Kalgoorlie FD | F2F | T Geraldton FD | T
RII50115	Diploma	Surface Operations Management#	Kalgoorlie RPL
Skill Set UNITS OF COMPETENCY		Mine Site Preparation RIIWHS202D Enter and work in confined space RIIWHS204D Work safely at heights MSMWHS217 Gas test atmospheres CPCCWHS1001 Prepare to work safely in the construction industry	Kalgoorlie F2F
Skill Set UNIT OF COMPETENCY		Civil Front End Loader Skill Set RIIMPO321F Conduct civil construction wheeled front end loader operations	Kalgoorlie, Northam F2F
Skill Set		RIIMPO301E Conduct Hydraulic Excavator Operations Skills Set	Geraldton, Carnarvon F2F Kalgoorlie RPL
Skill Set		RIIHAN309F Conduct Telescopic Materials Handler Operations Skills Set	Kalgoorlie, Northam F2F
Skill Set		RIIMPO315E Conduct Tractor Operations Skills Set	Northam F2F
Skill Set UNIT OF COMPETENCY		Dogging Skill Set CPCCLDG3001A Licence to perform dogging	Kalgoorlie, Northam F2F
Skill Set		RIIWHS202E Enter and Work in Confined Spaces	Geraldton, Kalgoorlie F2F
Skill Set UNIT OF COMPETENCY		Excavator Skill Set RIIMPO320F Conduct civil construction excavator operations	Kalgoorlie, Northam F2F
Skill Set		TLILIC0003 Licence to Operate a Forklift Truck Skill Set	Merredin, Northam, Kalgoorlie F2F
Skill Set UNIT OF COMPETENCY		Non-Slewing Mobile Crane Licence Skills Set TLILIC0008 Licence to operate a non-slewing mobile crane (greater than 3 tonnes capacity)	Kalgoorlie, Northam F2F

Skill Set UNIT OF COMPETENCY		Skid Steer Loader Skill Set RIIMPO318F Conduct civil construction skid steer loader operations	Carnarvon Kalgoorlie, Northam F2F
Short Course		Introduction to Trade Maths	Kalgoorlie F2F
Short Course		Testing and Tagging	Kalgoorlie, Geraldton F2F
PROCESS PLANT OPERATIONS/TECHNOLOGY			
CODE	QUAL	COURSE	CAMPUS & STUDY MODE
RII20515	Certificate II	Resource Processing	Kalgoorlie Geraldton FD | T
RII30415	Certificate III	Resource Processing	Kalgoorlie FD | F2F | T Geraldton FD | T
RII40515	Certificate IV	Resource Processing	Kalgoorlie FD | F2F | T Geraldton FD

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English, Languages & Foundation Studies

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ENGLISH & LANGUAGES			
CODE	QUAL	COURSE	CAMPUS & STUDY MODE
10727NAT	Certificate I	Spoken and Written English	Geraldton F2F
10728NAT	Certificate II	Spoken and Written English	Geraldton F2F
10729NAT	Certificate III	Spoken and Written English	Geraldton F2F
GENERAL EDUCATION			
CODE	QUAL	COURSE	CAMPUS & STUDY MODE
52768WA		Course in Gaining Access to Training and Employment (GATE) (Introduction)	Geraldton, Carnarvon, Exmouth F2F
52769WA	Certificate I	Gaining Access To Training and Employment (GATE)	Geraldton, Carnarvon, Exmouth F2F Northam, Merredin , Moora FD
22471VIC		Course in Initial General Education For Adults	Kalgoorlie FD | F2F Carnarvon F2F Northam, Merredin, Moora FD
22476VIC	Certificate I	General Education For Adults (Introductory)	Kalgoorlie FD | F2F Geraldton, Carnarvon F2F Northam, Merredin, Moora FD
22472VIC	Certificate I	General Education For Adults	Kalgoorlie FD | F2F Geraldton, Carnarvon F2F Northam, Merredin, Moora FD
22473VIC	Certificate II	General Education For Adults	Kalgoorlie, Geraldton FD | F2F Carnarvon F2F Northam, Merredin, Moora FD
22474VIC	Certificate III	General Education For Adults	Geraldton FD | F2F Carnarvon F2F
52771WA	Certificate I	New Opportunities For Women (NOW)	Geraldton, Carnarvon. Exmouth F2F
FOUNDATION STUDIES			
CODE	QUAL	COURSE	CAMPUS & STUDY MODE
52773WA	Certificate I	Leadership	Kalgoorlie FD | F2F Geraldton F2F, VETDSS Carnarvon F2F Northam, Merredin, Moora FD
52774WA	Certificate II	Leadership	Kalgoorlie FD | F2F Geraldton F2F Northam, Merredin, Moora FD
Skill Set UNIT OF COMPETENCY		Resume Writing Skills Set BSBWRT301 Write simple documents	Geraldton F2F

Skill Set UNITS OF COMPETENCY	Job Ready Basics Skill Set GATTEC101A Technology For Living BSBWHS332X Apply infection prevention and control procedures to own work activities GATHAW101A Health And Wellbeing GATPDV101A Personal Development 2	Geraldton, Carnarvon, Northam, Kalgoorlie F2F
Skill Set UNITS OF COMPETENCY	Basic Computer Skills Set ICTICT101 Operate a personal computer ICTICT102 Operate word-processing applications ICTICT103 Use, communicate and search securely on the internet ICTICT104 Use digital devices	Geraldton F2F
Skill Set	ICTICT104 Use Digital Devices Skills Set	Geraldton F2F
Short Course	Developing Skills in Microsoft	Kalgoorlie F2F
Short Course	Getting Started with Microsoft Office	Kalgoorlie F2F

Health, Beauty & Fitness

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BEAUTY

CODE	QUAL	COURSE		CAMPUS & STUDY MODE
SHB20116	Certificate II	Retail Cosmetics		Kalgoorlie F2F | T | VETDSS
SHB20216	Certificate II	Salon Assistant	DUAL QUAL	Geraldton F2F | T
SHB20116	Certificate II	Retail Cosmetics		
SHB30115	Certificate III	Beauty Services		Kalgoorlie F2F | T Geraldton T
SHB40115	Certificate IV	Beauty Therapy		Kalgoorlie F2F | T Geraldton F2F
SHB50115	Diploma	Beauty Therapy#		Kalgoorlie, Geraldton F2F
HLT52015	Diploma	Remedial Massage* *Offered from 2022*		Geraldton F2F

ENROLLED NURSING

CODE	QUAL	COURSE	CAMPUS & STUDY MODE
52831WA	Certificate IV	Preparation for Health and Nursing Studies	Kalgoorlie FD | VETDSS Geraldton F2F | VETDSS Northam, Merredin, Moora OL | VETDSS
HLT54115	Diploma	Nursing#	Kalgoorlie, Northam F2F Geraldton F2F | INTL
Skill Set UNIT OF COMPETENCY		Administer and Monitor Medications and IV Therapy Skills Set HLTENN007 Administer and monitor medicines and intravenous therapy	Geraldton F2F

FITNESS

CODE	QUAL	COURSE	CAMPUS & STUDY MODE
SIS20213	Certificate II	Outdoor Recreation	BCMI F2F Carnarvon F2F
SIS20115	Certificate II	Sport and Recreation	Kalgoorlie , Geraldton, Carnarvon VETDSS

HAIRDRESSING

CODE	QUAL	COURSE		CAMPUS & STUDY MODE
SHB20216	Certificate II	Salon Assistant		Kalgoorlie F2F | T | VETDSS
SHB20216	Certificate II	Salon Assistant	DUAL QUAL	Geraldton F2F | T
SHB20116	Certificate II	Retail Cosmetics		
BSB20215	Certificate II	Customer Engagement		Geraldton F2F
SHB30416	Certificate III	Hairdressing		Kalgoorlie, Geraldton A
SHB30516	Certificate III	Barbering		Geraldton A

HEALTH			
CODE	QUAL	COURSE	CAMPUS & STUDY MODE
HLT33015	Certificate III	Allied Health Assistance	Geraldton FD | T Kalgoorlie FD | F2F
CHC43015	Certificate IV	Ageing Support	Geraldton, Northam FD
CHC33015	Certificate III	Individual Support Specialisation options: Aged Care, Disability Services, Home and Community Care	Kalgoorlie FD | F2F | T Geraldton, Carnarvon FD | F2F Northam FD | T
CHC43115	Certificate IV	Disability	Northam FD | T
CHC43315	Certificate IV	Mental Health	Kalgoorlie FD | F2F Northam, Merredin, Moora FD | RPL Geraldton FD
CHC53315	Diploma	Mental Health#*	Kalgoorlie FD | F2F
Skill Set UNITS OF COMPETENCY		COVID-19 Direct Care Skill Set CHCCCS011 Meet personal support needs HLTINF001 Comply with infection prevention and control policies and procedures HLTWHS005 Conduct manual tasks safely	Carnarvon, Geraldton, Northam, Kalgoorlie OL | BD
Skill Set UNITS OF COMPETENCY		Emergency First Aid Response Skill Set HLTAID004 Provide an emergency first aid response in an education and care setting	Northam F2F
Skill Set UNITS OF COMPETENCY		Entry into Care Roles Skill Set CHCCCS015 Provide individualised support HLTINF001 Comply with infection prevention and control policies and procedures HLTWHS002 Follow safe work practices for direct client care	Carnarvon, Geraldton, Kalgoorlie, Northam OL | BD
Skill Set UNIT OF COMPETENCY		Infection Control Skill Set HLTINF001 Comply with infection prevention and control policies and procedures	Carnarvon, Geraldton, Northam, Kalgoorlie OL | BD
Skill Set		HLTAID003 Provide First Aid	Geraldton, Northam, Kalgoorlie, Carnarvon F2F
Skill Set		First Aid Skill Set HLTAID001 Provide Cardiopulmonary Resuscitation HLTAID002 Provide Basic Emergency Life Support HLTAID003 Provide First Aid	Kalgoorlie F2F
Skill Set UNITS OF COMPETENCY		Work in Community Care Skill Set BSBWOR202 Organise and complete daily work activities CHCCOM001 Provide first point of contact CHCCOM005 Communicate and work in health or community services CHCDIV001 Work with diverse people HLTWHS001 Participate in workplace health and safety HLTAID003 Provide first aid HLTINF001 Comply with infection prevention and control policies and procedures	Carnarvon, Geraldton, Kalgoorlie, Northam F2F
Skill Set UNITS OF COMPETENCY		Provide Individual Support Skill Set CHCCCS015 Provide individualised support HLTWHS002 Follow safe work practices for direct client care CHCCCS011 Meet personal support needs HLTFSE001 Follow basic food safety practices HLTHPS006 Assist clients with medication HLTINF001 Comply with infection prevention and control policies and procedures HLTWHS005 Conduct manual tasks safely	Carnarvon, Geraldton, Kalgoorlie, Northam F2F

Hospitality, Tourism & Events

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BAKING & PATISSERIE			
CODE	QUAL	COURSE	CAMPUS & STUDY MODE
SIT31016	Certificate III	Patisserie	Geraldton FD | INTL

Skill Set UNIT OF COMPETENCY		Cake Decorating Skills Set VU22359 Conduct a project with guidance	Northam F2F
Skill Set UNIT OF COMPETENCY		Petits Fours Skill Set VU22359 Conduct a project with guidance	Geraldton F2F
Short Course		Advanced Cake Decorating	Kalgoorlie F2F
Short Course		Beginners Cake Decorating	Kalgoorlie F2F
Short Course		Intermediate Cake Decorating	Kalgoorlie F2F
COMMERICAL COOKERY			
CODE	QUAL	COURSE	CAMPUS & STUDY MODE
SIT20416	Certificate II	Kitchen Operations	Kalgoorlie FD | F2F | T | VETDSS Geraldton FD | F2F | VETDSS
SIT30816	Certificate III	Commercial Cookery	Kalgoorlie A | FD | F2F | VETDSS Geraldton FD | F2F | INTL | VETDSS
Skill Set UNITS OF COMPETENCY		Commercial Kitchen Skill Set SITHCCC001 Use food preparation equipment SITHKOP001 Clean kitchen premises and equipment SITXFSA001 Use hygienic practices for food safety SITXWHS001 Participate in safe work practices HLTINFCOV001 Comply with infection prevention and control policies and procedures	Carnarvon, Kalgoorlie, Geraldton F2F
Skill Set UNIT OF COMPETENCY		Infection Control Skill Set (Food Handling) HLTINFCOV001 Comply with infection prevention and control policies and procedures	Geraldton, Carnarvon, Kalgoorlie, Northam BD
EVENTS			
CODE	QUAL	COURSE	CAMPUS & STUDY MODE
SIT30516	Certificate III	Events	Geraldton FD | F2F | T | VETDSS
HOSPITALITY			
CODE	QUAL	COURSE	CAMPUS & STUDY MODE
SIT10216	Certificate I	Hospitality	Carnarvon FD | F2F | VETDSS
SIT20316	Certificate II	Hospitality	Kalgoorlie FD | F2F | T Geraldton, Carnarvon FD | F2F | VETDSS
SIT30616	Certificate III	Hospitality	Kalgoorlie FD | F2F | T Geraldton F2F | T
SIT40416	Certificate IV	Hospitality	Kalgoorlie FD | F2F | T Geraldton FD | INTL
Skill Set UNITS OF COMPETENCY		Hospitality Service Skill Set SITXCCS006 Provide service to customers HLTINFCOV001 Comply with infection prevention and control policies and procedures SITHFAB002 Provide responsible service of alcohol SITHFAB005 Prepare and serve espresso coffee SITHFAB007 Serve food and beverage SITXFIN001 Process financial transactions SITXFSA001 Use hygienic practices for food safety	Geraldton, Kalgoorlie F2F
Skill Set UNITS OF COMPETENCY		Work in Hospitality Skill Set GATTEC101A Technology For Living GATHAW101A Health And Wellbeing GATPDV101A Personal Development 2 HLTINFCOV001 Comply with infection prevention and control policies and procedures SITHFAB002 Provide responsible service of alcohol	Geraldton, Kalgoorlie, Northam F2F
Skill Set UNIT OF COMPETENCY		Infection Control Skill Set (Food Handling) HLTINFCOV001 Comply with infection prevention and control policies and procedures	Geraldton, Carnarvon, Kalgoorlie, Northam BD
Short Course		Barista Coffee Short Course	Kalgoorlie, Geraldton F2F

RETAIL			
CODE	QUAL	COURSE	CAMPUS & STUDY MODE
SIR10116	Certificate I	Retail Services	Northam FD
SIR20216	Certificate II	Retail Services	Carnarvon T | FD Northam FD | T | VETDSS Geraldton BD
SIR30216	Certificate III	Retail	Carnarvon T | FD Northam FD Geraldton BD
Skill Set UNITS OF COMPETENCY		Customer Service Skill Set SITXCCS006 Provide service to customers SITXCOM002 Show social and cultural sensitivity HLTINFCOV001 Comply with infection prevention and control policies and procedures	Carnarvon, Exmouth, Geraldton, Kalgoorlie F2F
Skill Set UNIT OF COMPETENCY		Infection Control Skill Set (Retail) HLTINFCOV001 Comply with infection prevention and control policies and procedures	Carnarvon, Geraldton, Northam, Kalgoorlie OL | BD

TOURISM			
CODE	QUAL	COURSE	CAMPUS & STUDY MODE
SIT30316	Certificate III	Guiding	BCMI FD | T
SIT20116	Certificate II	Tourism	BCMI FD | T | VETDSS Carnarvon F2F | OL | T | VETDSS Exmouth T Northam, Merredin, Moora FD | T | VETDSS
SIT30116	Certificate III	Tourism	BCMI F2F | T Carnarvon F2F | OL Exmouth FD | T Northam, Merredin, Moora FD | T

Information Technology and Digital

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GENERAL PROGRAMS & SOFTWARE TRAINING			
CODE	QUAL	COURSE	CAMPUS & STUDY MODE
Short Course		Adobe InDesign	Kalgoorlie F2F
Short Course		Administration Skills in Microsoft	Kalgoorlie F2F
Skill Set UNITS OF COMPETENCY		Basic Computer Skills Set ICTICT101 Operate a personal computer ICTICT102 Operate word-processing applications ICTICT103 Use, communicate and search securely on the internet ICTICT104 Use digital devices	Geraldton, Carnarvon, Exmouth F2F
Skill Set UNIT OF COMPETENCY		Basic Excel Skill Set ICTICT105 Operate spreadsheet applications	Geraldton, Carnarvon, Exmouth, Northam F2F
Skill Set UNIT OF COMPETENCY		Basic Microsoft Word Skills Set ICTICT102 Operate word-processing applications	Geraldton, Northam F2F
Short Course		Developing Skills in Microsoft	Kalgoorlie F2F
Skill Set UNIT OF COMPETENCY		Digital Illustration Skills Set CUAPPR101 Use ideas and techniques to develop creative work	BCMI F2F
Short Course		Getting Started with Microsoft Office	Kalgoorlie F2F
Skill Set UNIT OF COMPETENCY		Intermediate Microsoft Word Skills Set BSBITU313 Design and produce digital text documents	Geraldton, Northam F2F
Short Course		Microsoft Excel Advanced	Kalgoorlie F2F

Short Course		Microsoft Excel Intermediate	Kalgoorlie F2F
Short Course		Microsoft Excel Introduction	Kalgoorlie F2F
Skill Set UNITS OF COMPETENCY		Microsoft Office Excel Skills Set BSBITU314 Design and produce spreadsheets BSBITU212 Create and use spreadsheets	Moora F2F
Short Course		Microsoft PowerPoint	Kalgoorlie F2F
Short Course		Microsoft Project Advanced	Kalgoorlie F2F
Short Course		Microsoft Project Introduction/Intermediate	Kalgoorlie F2F
Short Course		Microsoft Word Advanced	Kalgoorlie F2F
Short Course		Microsoft Word Intermediate	Kalgoorlie F2F
Skill Set UNITS OF COMPETENCY		MS Excel Intermediate and Advanced Skill Set BSBITU314 Produce spreadsheets BSBITU402 Develop and use complex spreadsheets	Geraldton, Northam F2F Carnarvon, Exmouth F2F (Intermediate only)
Short Course		MYOB AccountRight Advanced	Kalgoorlie F2F
Skill Set UNIT OF COMPETENCY		MYOB Basic Skill Set FNSACC416 Set up and operate a computerised accounting system	Geraldton, Northam F2F
Skill Set UNIT OF COMPETENCY		MYOB Payroll Skill Set FNSTPB402 Establish and maintain payroll systems	Geraldton, Northam F2F
Skill Set UNIT OF COMPETENCY		Payroll in Xero Skill Set FNSTPB402 Establish and maintain payroll systems	Geraldton F2F
Short Course		Payroll with MYOB AccountRight	Kalgoorlie F2F
Skill Set		BSBSMB402 Plan Small Business Finances Skill Set	Geraldton F2F
Skill Set		ICTICT104 Use Digital Devices Skills Set	Geraldton F2F
Short Course		Visual Basic for Excel	Kalgoorlie F2F
Skill Set UNIT OF COMPETENCY		Xero Basic Skill Set FNSACC416 Set up and operate a computerised accounting system	Geraldton, Exmouth F2F
IT & MULTIMEDIA			
CODE	QUAL	COURSE	CAMPUS & STUDY MODE
ICT10115	Certificate I	Information, Digital Media and Technology	Carnarvon FD | OL Northam, Merredin, Moora FD
ICT20115	Certificate II	Information, Digital Media and Technology	Geraldton F2F Carnarvon FD | VETDSS Northam , Merredin FD | T | VETDSS Kalgoorlie VC
ICT30118	Certificate III	Information, Digital Media and Technology	Geraldton F2F | T | VETDSS Northam FD | T Kalgoorlie VC
ICT40815	Certificate IV	Digital Media Technologies	Geraldton F2F | INTL
ICT50915	Diploma	Digital Media Technologies#	Geraldton F2F | INTL
NETWORKING & SECURITY			
CODE	QUAL	COURSE	CAMPUS & STUDY MODE
ICT30415	Certificate III	Telecommunications Network Build and Operate	Geraldton FD
ICT40418	Certificate IV	Information Technology Networking	Geraldton FD | F2F | T
ICT50418	Diploma	Information Technology Networking#	Geraldton FD | F2F | T

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1800 672 700
info@crtafe.wa.edu.au
centralregionaltafe.wa.edu.au

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