



Canberra Institute
of Technology

Course Guide 2016



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CIT Course Guide 2016



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of Technology
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Not all courses are on offer at the same time. Canberra Institute of Technology reserves the right not to offer courses where there are insufficient student enrolments.

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ACT
Government



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Why choose CIT?



87.4%
of graduates

were employed after training
(77.6% in Australia)

65%
of graduates

who were not
employed before
training were
employed after
(44% in Australia)



70.1%
improved

employment status
overall after training
(59.7% in Australia)

72%

of ACT apprentices
are trained by CIT



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VET FEE-HELP

STUDY NOW, PAY LATER WITH VET FEE-HELP

If you need help with the cost of study, the Australian Government offers a loan scheme allowing you to study now, pay later through VET FEE-HELP.

VET FEE-HELP is available on most CIT diplomas and advanced diplomas*. Talk to CIT today about your VET FEE-HELP options.

*Conditions apply



= VET FEE-HELP available

cit.edu.au/vetfeehelp

Study abroad



STUDY ABROAD WITH CIT

CIT's study abroad programs provide students with the opportunity to undertake a study or placement experience overseas that is related to their study qualification.

Short-term overseas study programs are available to many CIT students giving you the opportunity to travel while you study and add a unique experience to your social, personal and career development.

These opportunities have been made possible with funding from the Australian Government Department of Education's VET Outbound Mobility Program, which funds short-term international study and work experience placements for vocational education and training.

In 2015, CIT students are participating in the following VET Outbound Mobility Program funded opportunities:

- Veterinary nursing students will work with orangutans in Indonesia and elephants in Thailand.
- Interior design, fashion design and graphic design students will visit the Beijing Institute of Fashion and Technology in China.
- Visual arts and photography students will experience the art and culture in Yogyakarta, Indonesia.

To find out how you could participate in an international study experience visit cit.edu.au/studyabroad



Look for this symbol to see what study abroad opportunities are available for 2016.

CIT services – here to help you

CIT Student Services

CIT Student Services is located on each campus and can assist you with the administrative side of your study journey. CIT Student Services provides administration support to current, future and past students including for applications, enrolments, program information, awards, fees and general enquiries. Staff are also available to offer you advice on fee assistance, scholarships, and help put you in touch with other CIT support services. If you're not sure where to go for help, CIT Student Services is your best starting place.

Phone: **(02) 6207 3188** Email: infoline@cit.edu.au

CIT Student Association (CITSA)

CIT Student Association (CITSA) ensures you feel welcome at CIT when you arrive and helps you have a great time while you study. Whether you are experiencing difficulties with your course, want advice on finding a job, or are just having trouble settling in, CITSA offers a large range of student support services to help you feel at home. CITSA staff can also provide you with accommodation advice and organise social events throughout the year including orientation week, ski trips, market days, and paintball. The canteens, Café Yala and CIT Bookshop are all managed by CITSA.

Phone: **(02) 6207 3600** Web: citsa.com.au

Disability Support

We aim to provide an environment where students with disabilities can study without disadvantage. If you have a disability, before enrolling we encourage you to make an appointment with one of our disability advisors to discuss your goals and any possible impacts on your studies. Our advisors can give advice on courses, study loads, consider reasonable adjustments for you and discuss what other assistance may be available. If you require disability support, please contact us as soon as possible so we can implement any adjustments and extra support you require before classes start.

Phone: **(02) 6207 3290**

Email: CIT.Student.Support@cit.edu.au

Counselling

Current CIT students have access to a free and confidential counselling service. Our counsellors specialise in helping you to enhance your study skills, reduce your exam anxiety, set goals and deal with any personal problems which may be affecting your study. CIT counsellors are trained and experienced psychologists, social workers or counsellors. Counselling sessions and client files are fully confidential. Bookings are usually required, and can be made via phone or email.

Phone: **(02) 6207 3290**

Email: CIT.Student.Support@cit.edu.au

Youth Support

CIT's specialist youth advisor provides advice and help to current students under 25 years old who are experiencing difficulties with achieving their study goals. Assistance can be provided around a variety of issues including personal life, wellbeing and studies. The youth advisor also provides holistic pathway planning, advice and referrals to services available at CIT. This confidential service is free to current students.

Phone: **(02) 6207 3188**

CIT Career Advisor

Trying to figure out which course is the right one for you? CIT's career advisor can assist you with information about the wide range of courses that CIT offers. One-on-one appointments are available for students interested in career information and study options. The career advisor can help you plan your best pathway to further study and employment opportunities.

Phone: **(02) 6207 3188**

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CIT Study Support

CIT Study Support is available to help students develop the fundamental skills needed to succeed in their course. Study sessions are offered regularly in CIT libraries on a variety of topics including literacy and numeracy, computer skills, job seeking skills, researching and writing. Self-access to learning resources outside of study session times is also available from the CIT library. No appointment is needed - just visit the session and campus that suits you. For a schedule of session times, visit cit.edu.au

CIT Peer Tutoring

CIT Peer Tutoring assists students to achieve success in difficult subjects, by giving them access to a peer tutor. Peer tutors are fellow students with advanced skills in the area, who have been recommended by the teacher. Acceptance into the peer tutoring program is not automatic but determined by disadvantage and availability of tutors. While peer tutoring is mostly funded by CIT and CITSA, students receiving tutoring are required to pay a small fee for this service.

Phone: **(02) 6207 3314**

CIT Student Equity

CIT's student equity officers aim to ensure that both women and men are fairly represented and supported in courses. Equity officers assist students by disseminating policy information, dealing with harassment, bullying and discrimination issues and complaints, providing advice and supporting students with other CIT services such as peer tutoring. CIT Student Equity can help with discrimination issues relating to sexuality, age, disability, race, religion, political beliefs, gender, marital or parental status and pregnancy. This confidential service is free to current students.

Phone: **(02) 6207 3314**

CIT Migrant Support

Specialist migrant support is available for mainstream migrant and refugee students where learning needs cannot be met by other CIT programs. CIT Migrant Support can provide advice on suitable pathways into CIT courses, arrange study support strategies, deal with discrimination issues and complaints, and help students understand Australian work and education culture. Students can also receive referrals to other helpful services and agencies. This confidential service is free to current students.

Phone: **(02) 6207 3335**

CIT Yurauna Centre

CIT Yurauna Centre is CIT's Aboriginal and Torres Strait Islander support centre. If you identify as Aboriginal or Torres Strait Islander, CIT Yurauna Centre warmly welcomes you into its community. The centre guides students along their career path through training and advice, and helps students grow their knowledge, abilities and confidence. Through CIT Yurauna Centre students can develop skills from basic literacy to creative writing and cultural art.

Phone: **(02) 6207 3309**

Email: CIT.YuraunaCentre@cit.edu.au

International Services Unit (ISU)

The International Services Unit (ISU) provides assistance and advice to international students studying at CIT. The ISU is staffed by personnel who are well equipped to assist students with any questions, problems or issues they may experience including stress, fitting in and adjusting to their new lifestyle. ISU can provide support with finance, accommodation, visas and immigration, health cover, pastoral care and can connect students to other useful CIT services.

Phone: **(02) 6207 4662** Email: isu@cit.edu.au

Web: international.cit.edu.au

How to apply

Step 1 Are you study ready?

At CIT your success is our priority. Whether you are 'study ready' or your foundation skills (reading, writing and using numbers) could be strengthened, we can help you build your industry skills and knowledge. Check the strength of your foundation skills by taking this free, confidential online language, literacy and numeracy assessment by **visiting cit.edu.au/studyready**



Step 2 Apply for a Unique Student Identifier (USI)

It is a requirement that all new and continuing CIT students who are registering into any nationally recognised vocational education and training (VET) course in Australia (or overseas from an Australian-registered provider) have a Unique Student Identifier (USI).

Visit USI.gov.au to apply securely online, at no cost.



Step 3 Applying



Once you have selected your course, you APPLY to study at CIT. You can apply either online or via hardcopy.

- Select your course
- Check the application type as listed in the course information on the website
- Either apply online or by completing a hardcopy application. If you are completing a hardcopy application form you will need to scan and email it to infoline@cit.edu.au, post it to **CIT Student Services, GPO Box 826, Canberra 2601** or bring it in person to any CIT Student Services location.

Step 4 Enrolling into your subjects



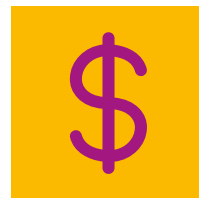
Once you have been accepted to study your chosen course, you must ENROL into your subjects.

To enrol you will either:

- a)** attend an on-campus enrolment session – enrolment will be either paper-based or online in a computer laboratory
- b)** enrol online – to do this you will need the class reference numbers (CRNs). These are available either in the course information on the CIT website or are provided to you by the teacher.

Note: Some courses allow you to enrol at any time – follow the directions on the course information page on the CIT website. After enrolling you will be issued with a student invoice outlining your course fees and the date they are due for payment.

Step 5 Nominate for VET FEE-HELP or FEE-HELP for diploma and above



If you will be electing to study now, pay later with a **VET FEE-HELP** or **FEE-HELP** student loan, visit studyassist.gov.au. Eligibility conditions apply.

For more information about applying and enrolling contact CIT Student Services via email at infoline@cit.edu.au or by phoning **(02) 6207 3188**. **Note:** Canberra Institute of Technology reserves the right not to offer courses where there are insufficient student enrolments.

Application types for CIT courses

It is important for you to take note of the **Application Type** on the course information page of the course you have chosen to study as you will be asked for this information throughout the online application process.

Apprentice/Trainee

the student applies for an accredited program using an application form (online through CIT Self Service or paper). The application is processed automatically when it is submitted. The applicant is then contacted by the Training Initiatives Unit to verify their entry as an apprentice.

Bachelor

for all bachelor programs – when appropriate the student applies for an accredited program using an application form (online or paper). The application is processed automatically and the applicant is contacted by CIT Student Services/Education Delivery regarding the next step in the enrolment process.

Nursing

for the Diploma of Nursing – the student applies for the Diploma of Nursing and the application is automatically processed. CIT Human Services checks the application against the entry requirements and then offers suitable applicants a place in the program. Applications are processed in the order in which the applicant applied.

Private

for all full-fee programs excluding those programs using the Skills Training application type. The student applies for a program online through CIT Self Service, is immediately and automatically admitted, and then can go on to enrol.

Public

for all government subsidised programs. The student applies for a program using the online application form via CIT Self Service or a paper form. They are immediately and automatically admitted into the program and can then go on to enrol.

Skills Training

for short commercial programs where the services and amenities fee does not apply – the student applies for a specialised full-fee program and is immediately and automatically admitted, and then can go on to enrol online.

Course fees and fee assistance

FEES

CIT is the largest provider of technical and further education (TAFE) in the ACT and charges TAFE fees. These student fees are complex and may change often so it is important that you take a moment to familiarise yourself with the options you have in your chosen course of study.

Student fees are complex because they include tuition fees, amenities fees and some (not all) resources and other materials. Different courses require different periods of study so tuition fees will differ by course. Some tuition fees are subsidised by government (Australian, state and territory) and some are not. Some courses may have capped places available as well which means only a certain number of people may make use of the applicable government subsidy. Student fees often change because these subsidies change. This means student fees may not be the same one year to another which can make comparisons difficult.

To find out more about the different types of fees, visit cit.edu.au/fees.

FINANCIAL ASSISTANCE

Student fee assistance is available in a variety of formats, including:

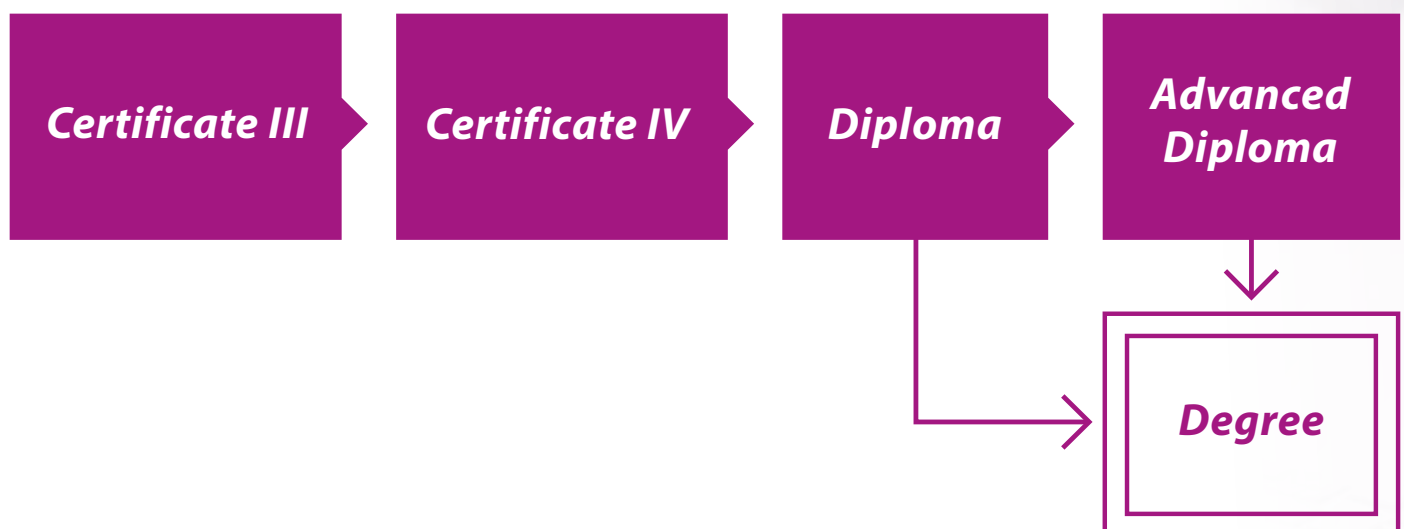
- concessions and financial assistance
- scholarships
- payment plans and fee payment options
- VET FEE-HELP
- FEE-HELP
- trade support loans.

You may also be eligible for tax deductions for course fees and associated study expenses.

To find out more about financial assistance and to check your eligibility, visit cit.edu.au/fees.

GST

GST of 10% applies to some fees, for example the course materials fee, where the item acquired becomes your property and is usable after the course completion. Basic tuition fees are GST free.



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PATHWAYS TO FURTHER TRAINING AND UNIVERSITY

CIT has pathways from school or college to CIT and then onto university.

Graduates of the majority of CIT diplomas and advanced diplomas have the opportunity to obtain credit towards a university degree, with great pathway options to the University of Canberra, Charles Sturt University, Australian National University, Australian Catholic University, and others. Contact CIT Student Services for pathway information.

Email infoline@cit.edu.au or phone (02) 6207 3188.

Apprenticeships and traineeships

Get straight into the workforce and gain skills on the job with an apprenticeship or traineeship.

WHAT ARE AUSTRALIAN APPRENTICESHIPS?

Apprenticeships and traineeships combine paid work and structured training, and allow you to learn a trade or workplace skills and receive a nationally accredited qualification.

- **Apprenticeships:** usually last three or four years and cover 'traditional' trades such as carpentry, electrical, hairdressing and plumbing.
- **Traineeships:** usually last one or two years and provide training in vocational areas not usually covered by apprenticeships. Traineeships are available across a diverse range of emerging careers in most sectors of business and industry.
- **Australian School-Based Apprenticeship (ASBA):** If you are a secondary student aged 15 years or over, a CIT ASBA means you can start an apprenticeship and get paid while you train. You then finish college with both a Year 12 Certificate and a great qualification. For information on how to get started, contact CIT or your school's career adviser.
- **Pre-apprenticeship courses:** CIT offers a range of pre-apprenticeship courses in skill shortage areas such as carpentry and plumbing trades to help you fast-track your way into an apprenticeship. You'll also finish your certificate III apprenticeship qualification in less time.

Apprenticeships and traineeships can be undertaken either full-time, part-time or as an Australian School-Based Apprenticeship (ASBA). If you're a CIT apprentice, trainee or ASBA you will receive high quality training from teachers who have extensive industry experience.

Once you have completed your apprenticeship or traineeship CIT will issue you with a nationally recognised qualification.

WHICH AREAS DOES CIT TRAIN APPRENTICES AND TRAINEES IN?

Australian Apprenticeships (this includes traineeships/ASBAs) are available in many more industries than ever before. CIT manages off-the-job training in a wide range of areas. You can identify which CIT courses are available to study as an apprenticeship, traineeship or ASBA by the application type in this course guide.

Apprentice/Trainee

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HOW MUCH WILL MY APPRENTICESHIP COST?

Apprenticeships and traineeships are generally divided into stages, and each stage has different costs which reflect the more complex skills you learn as well as the equipment and materials you use.

You may also be required to purchase other things such as a uniform, tools or equipment to use on the job.

CIT can also give you the basic skills to get you the edge in gaining a traineeship. We offer, for example, a range of computer and business courses which give you the basic skills that employers are now looking for.

To find out more about apprenticeships and traineeships, visit cit.edu.au/apprentice.



Skills Recognition

WHAT IS SKILLS RECOGNITION?

RECOGNISING YOUR WORK AND LIFE EXPERIENCE

As you travel through life, you gather a variety of skills and a vast amount of knowledge which can be recognised formally against a qualification. You can gather experience through:

- your career or work history
- hobbies
- social, recreational and educational activities
- community work
- volunteering
- raising a family.

RECOGNISING YOUR PREVIOUS FORMAL STUDY

CIT also recognises subjects or competencies you have successfully obtained through another accredited vocational educational institution.

DO I HAVE TO PAY FOR SKILLS RECOGNITION?

Fees may apply. If fees are charged they are usually charged at the same rate as the subject fee.

For more information phone **(02) 6207 3188** or email info@cit.edu.au.



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Skilled Capital

Skilled
CAPITAL



The ACT Government's Skilled Capital training initiative is aimed at improving access to high quality training in areas of skills need and maximising improved employment outcomes for students. A comprehensive range of support services are also in place to ensure students receive the help they need to successfully complete their chosen qualification.

To see the list of CIT qualifications offered under the Skilled Capital Initiative visit cit.edu.au/skilledcapital



Foundation Skills

CIT's foundation skills courses teach reading, writing and maths for work or study, computing skills, job seeking strategies, preparation for work, communication skills, problem solving and study skills. They provide a focus on the needs of the learner in a relaxed learning environment, and can be adapted to different learning contexts.

CIT also offers General Education for Adults courses aimed to re-engage adult learners in the learning experience and promote social engagement and interaction, and develop literacy and numeracy skills. These courses are well suited to those wishing to study ACT Year 12, enter an apprenticeship, complete an alternative Year 10 program, or continue in further study at CIT.

Access to Vocational Pathways Certificate I (FSK10113) PT

Campus: CIT Bruce CIT Gungahlin CIT Tuggeranong CIT Woden

Application Type: Public

Duration: The duration of this course is approx. 12 months studying part-time, depending on the subjects chosen and the number of classes attended.

General Education for Adults Certificate II (22237VIC) FT

Campus: CIT Bruce CIT Gungahlin CIT Woden

Application Type: Public

Duration: This course is delivered using self-paced learning resources and is flexible in its delivery.

Skills for Work and Vocational Pathways Certificate II (FSK20113) FT/PT

Campus: CIT Bruce CIT Gungahlin CIT Tuggeranong CIT Woden

Application Type: Public

Duration: The duration of this course is approx. 12 months studying part-time, depending on the subjects chosen and the number of classes attended.

Skills for Vocational Pathways Certificate I (FSK10213) PT

Campus: CIT Bruce CIT Gungahlin CIT Tuggeranong CIT Woden

Application Type: Public

Duration: The duration of this course is approx. 12 months studying part-time, depending on the subjects chosen and the number of classes attended.

Not all courses are on offer at the same time. Please visit cit.edu.au for the most up-to-date information and for course availability. Course information and costs are correct at time of printing (January 2016).

Note: Canberra Institute of Technology reserves the right not to offer courses where there are insufficient student enrolments.

ACT Senior Secondary Certificate (Year 12)

The CIT Year 12 program is designed so you can learn in an adult environment with skilled educators and vocational professionals. You can access career advice, student counselling and academic support. Once you start your Year 12 program with CIT, the sky is the limit.

Move into your career of choice or continue onto a professional trade or further study at CIT or university. The program is designed so you can study just the subjects you need, or complete the full ACT Year 12 Certificate and receive an ATAR. Mature students can complete an abridged Year 12 package in just one year.

To study Year 12 at CIT in 2016 you will need to complete a skills evaluation and attend an enrolment session.

ACT Year 12

Certificate FT/PT

Campus: CIT Bruce

Application Type: Public

Duration: For adults, 1 year full-time (approx. 20 hours per week) or part-time equivalent. For other students, completion time will depend on individual circumstances.

For more information about CIT fees please visit cit.edu.au/fees. Information is correct at time of printing. Please visit cit.edu.au for the most up-to-date information.

Aboriginal and Torres Strait Islander Studies

CIT Yurauna Centre is CIT's dedicated Aboriginal and Torres Strait Islander learning and support centre as well as an informal gathering place for Aboriginal or Torres Strait Islander students and our non-Indigenous friends.

Yurauna is a Wiradjuri word meaning 'to grow'.

Our Aboriginal teachers and staff can help you grow in your knowledge, abilities and confidence and help you along the path to your career of choice through skills training, advice and cultural support.

We can help you develop skills from basic reading and writing to creative writing and cultural art to help you tell your story and express your culture in a supportive, community-focused environment.

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Want to know more? Find your course at cit.edu.au/Indigenous

Aboriginal or Torres Strait Islander Cultural Arts Certificate IV (CUV40211) FT/PT  = Study abroad opportunity

Campus: CIT Reid

Application Type: Public

Duration: 2 semesters full-time (approx. 18 hours per week) **OR** part-time equivalent.

Aboriginal or Torres Strait Islander Cultural Arts Certificate III (CUV30211) FT/PT

Campus: CIT Reid

Application Type: Public

Duration: 2 semesters full-time (approx. 18 hours per week) **OR** part-time equivalent.

Aboriginal or Torres Strait Islander Cultural Arts Certificate II (CUV20211) FT/PT

Campus: CIT Reid

Application Type: Public

Duration: 1 semester full-time (approx. 19 hours per week) **OR** part-time equivalent.

Aboriginal or Torres Strait Islander Cultural Arts Certificate I (CUV10211) FT/PT

Campus: CIT Reid

Application Type: Public

Duration: 1 semester full-time (approx. 19 hours per week) **OR** part-time equivalent.

Alcohol and Other Drugs Certificate IV (CHC43215) FT/PT

Campus: CIT Reid

Application Type: Public

Duration: Approx. 8 hours of classes per week - part-time and additional self-directed study will be required.

General Education for Adults Certificate II (22237VIC) FT/PT

Campus: CIT Reid

Application Type: Public

Duration: Self-paced program, 1 semester full-time (approx. 15 hours per week) **OR** 2 semesters part-time.

Not all courses are on offer at the same time. Please visit cit.edu.au for the most up-to-date information and for course availability.

Course information and costs are correct at time of printing (January 2016).

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Art – Design

If you have a creative flair, a CIT course in design (fashion, interior, graphic or building design), visual art or photography will help you hone your skills and build essential industry networks, opening up a world of exciting career opportunities.

Our teachers are also practising designers, artists and photographers, and our studios, workshops and Macintosh labs are fully fitted out and equipped so you graduate with the latest industry skills and knowledge.

Be prepared to hit the ground running and get a true taste of your chosen field with industry trips, collaborative projects, industry placement opportunities, development of a professional portfolio and industry launch.

Not all courses are on offer at the same time. Please visit cit.edu.au for the most up-to-date information and for course availability. Course information and costs are correct at time of printing (January 2016).

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Adobe Illustrator for Design Statement of Attainment (extract from CUV50311) PT

Campus: **Online** **Application Type:** **Private**

Duration: 16 weeks part-time, online (approx. 4 hours per week). Three optional evening support sessions will be offered in CIT's Graphic Design professional Mac labs at CIT Reid.

Applied Fashion Design and Technology

Diploma (LMT50307) FT/PT  = VET FEE-HELP available  = Study abroad opportunity

Campus: **CIT Reid** **Application Type:** **Public** **Maximum course cost:** \$4,965.00

Duration: 3 semesters (approx. 30 hours per week) intensive full-time delivery including self-directed studio work and online components OR part-time equivalent.

Building Design Diploma (CPP50911) FT/PT  = VET FEE-HELP available  = Study abroad opportunity

Campus: **CIT Reid** **Application Type:** **Public** **Maximum course cost:** \$3,700.00



Duration: Delivery is 3 semesters of full-time study or part-time equivalent. The program is available in the day and/or evening.

Clothing Production Certificate III (LMT30507) FT/PT

Campus: **CIT Reid** **Application Type:** **Public**

Duration: 1 semester full-time (approx. 25 hours per week) OR part-time equivalent.

Creative Product Development

Advanced Diploma (CUV60311) FT  = VET FEE-HELP available  = Study abroad opportunity

Campus: **CIT Reid** **Application Type:** **Private** **Maximum course cost:** \$9,955.00

Duration: 1 semester full-time (6 hours a day from Monday to Thursday, with Fridays for self-directed work in CIT's studio learning environment) AND 1 term self-directed project work to individually focus and develop your creative product before your industry launch. You should anticipate spending additional time in the semester beyond the 6 hours a day to successfully complete projects for all subjects. **Note:** Fee concessions not available for this course.

Decorating, Finishing and Revitalising Hats Statement of Attainment (extract from LMT30607) PT

Campus: **CIT Reid** **Application Type:** **Private**

Duration: Classes will be 1 evening a week at CIT Reid design studios for 15 weeks. Classes are between 2 to 3 hours per week depending on student numbers.

Design for Web and Screen Interfaces Statement of Attainment (extract from CUV50311) PT

Campus: **CIT Reid** **Reid Library** **Application Type:** **Private**

Design Fundamentals Certificate III (CUV30311) FT/PT

Campus: **CIT Reid** **Application Type:** **Public**

Duration: 1 semester full-time (approx. 25 hours per week) OR part-time equivalent.

Digital Imaging for Design Statement of Attainment (extract from CUV53011) PT

Campus: **Online** **Application Type:** **Private**

Duration: 16 weeks part-time, online (approx. 4 hours per week). Three optional evening support sessions will be offered in CIT's Graphic Design professional Mac labs at CIT Reid.

Digital Photo Practice Capture Statement of Attainment (extract from CUV40411) PT

Campus: **CIT Reid** **Application Type:** **Private**

Duration: Face-to-face delivery in classroom and workshops on location field trips. One evening a week for 15 weeks, approx. 5:30-8:30pm. Fee concessions not available for this course.

Art – Design

Digital Photo Editing Lightroom Statement of Attainment (extract from CUV40411) PT


Campus: CIT Reid **Application Type:** Private

Duration: Face-to-face delivery in CIT's purpose designed editing labs. One evening a week for 9 weeks, 5:30-8:30pm. Fee concessions not available for this course.

Graphic Design Advanced Diploma (CUV60411) FT  = VET FEE-HELP available

Campus: CIT Reid **Application Type:** Private **Maximum course cost:** \$9,900.00

Duration: 1.5 semesters full-time (approx. 30 hours per week including project time and work placement). Fee concessions not available for this course.

Graphic Design Diploma (CUV50311) FT  = VET FEE-HELP available

Campus: CIT Reid **Application Type:** Private **Maximum course cost:** \$12,540.00

Duration: 2.5 semesters full-time (approx. 20 hours per week) including project time or part-time online and evening (approx. 4 hours per week per subject). Fee concessions not available for this course.

Hats, Caps and Berets Statement of Attainment (extract from LMT30607) PT

Campus: CIT Reid **Application Type:** Private

Duration: Classes will be 1 evening a week at CIT Reid design studios for 15 weeks. Classes are between 2 to 3 hours per week depending on student numbers. Fee concessions not available for this course.

Interior Decoration Certificate IV (MSF40113) FT/PT

Campus: CIT Reid **Application Type:** Public

Duration: Approx. 2 semesters full-time (approx. 23 hours per week – you will also be expected to undertake some independent project and studio work) **OR** approx. 3 semesters part-time.

Interior Design Advanced Diploma (MSF60113) FT  = VET FEE-HELP available

Campus: CIT Reid **Application Type:** Public **Maximum course cost:** \$5,320.00

Duration: 4 semesters full-time (approx. 30 hours per week) which includes independent project and studio time **OR** part-time equivalent.

Photo Imaging Diploma (CUV50411) FT  = VET FEE-HELP available  = Study abroad opportunity

Campus: CIT Reid **Application Type:** Private **Maximum course cost:** \$15,987.00

Duration: 2 semesters full-time (approx. 25 hours per week) including project time. Fee concessions not available for this course.

Photo Imaging Certificate IV (CUV40411) FT/PT

Campus: CIT Reid

Application Type: Public

Duration: 1 semester of full-time study, approx. 20 hours per week with several units of competency carried over to a second semester as part of the Diploma of Photo Imaging or as part of a project-based delivery.

Preparatory Skill Set for Professional Graphic Design Practice Statement of Attainment (CUVSS00002) Flexible

Campus: CIT Reid

Application Type: Private

Duration: Online course which can be completed in 12-18 weeks. Four learning support sessions will be offered on Tuesday evenings (dates to be decided at Session 1). **Note:** This course is a combination of online and 4 face-to-face classes. Fee concessions not available for this course.

Not all courses are on offer at the same time. Please visit cit.edu.au for the most up-to-date information and for course availability. Course information and costs are correct at time of printing (January 2016).

Note: Canberra Institute of Technology reserves the right not to offer courses where there are insufficient student enrolments.

Want to know more? Find your course at cit.edu.au/art_design

Traditional Blocked Hats 1 Statement of Attainment (extract from LMT30607) PT

Campus: CIT Reid

Application Type: Private



Duration: Classes will be 1 evening a week at CIT Reid design studios for 15 weeks. Classes are between 2 to 3 hours per week depending on student numbers. Fee concessions not available for this course.

Traditional Blocked Hats 2 Statement of Attainment (extract from LMT30607) PT

Campus: CIT Reid

Application Type: Private

Duration: Classes will be 1 evening a week at CIT Reid design studios for 15 weeks. Classes are between 2 to 3 hours per week depending on student numbers. Fee concessions not available for this course.

Visual Arts Diploma (CUV50111) FT  = VET FEE-HELP available  = Study abroad opportunity

Campus: CIT Reid

Application Type: Public **Maximum course cost:** \$2,172.00

Duration: 2 semesters full-time (approx. 25 hours per week class time, with approx. 2 hours of additional independent study) **OR** part-time equivalent.

Visual Arts Certificate IV (CUV40111) FT/PT

Campus: CIT Reid

Application Type: Public

Duration: 1 semester full-time (approx. 24 hours per week class time and an additional 6 hours per week independent study) **OR** part-time equivalent.

Visual Representation for Design Statement of Attainment (extract from CUV53011) PT

Campus: Online

Application Type: Private

Duration: 16 weeks part-time, online (approx. 4 hours per week). Three optional evening support sessions will be offered in CIT's Graphic Design professional Mac labs at CIT Reid.

Automotive

CIT automotive courses are not just about what is under the bonnet of cars. CIT has courses to further your dreams of working with a host of vehicles – motorcycles, outdoor power equipment, forklifts, trucks and heavy machinery. Learn automotive spray painting, body repair and electrical.

CIT offers automotive technicians, apprentices and trainees the opportunity to learn on the latest equipment, late model cars and engines, and to benefit from our industry partnerships. Experienced technicians can use CIT study to further their careers with advanced diagnostic and repair skills.

A wide range of career opportunities are available and the practical hands-on approach taught by CIT will help you take your place in the industry.

Dream it. Learn it. Be it.

Want to know more? Find your course at cit.edu.au/automotive

Automotive Air Conditioning Technology Certificate II (AUR20212) PT

Campus: CIT Fyshwick **Application Type:** Apprentice/Trainee **Public**

Duration: 3 semesters part-time (approx. 8 hours per week).

Automotive Body Repair Technology Certificate III (AUR32112) PT

Campus: CIT Fyshwick **Application Type:** Apprentice/Trainee

Duration: 6 semesters part-time (9 blocks per year, approx. 24 hours per week per block).

Automotive Body Repair Technology Certificate II (AUR20912) PT

Campus: CIT Fyshwick **Application Type:** Apprentice/Trainee

Duration: 3 semesters part-time (9 blocks per year, approx. 24 hours per week per block).

Automotive Electrical Technology Certificate III (AUR30312) PT

Campus: CIT Fyshwick **Application Type:** Apprentice/Trainee

Duration: 6 semesters part-time (approx. 9 blocks of 3 days, approx. 24 hours per block).

Automotive Servicing Technology Certificate II (AUR20512) PT

Campus: CIT Fyshwick **Application Type:** Apprentice/Trainee

Duration: 3 semesters part-time (approx. 8 hours per week).

Heavy Commercial Vehicle Mechanical Technology Certificate III (AUR31114) PT

Campus: CIT Fyshwick **Application Type:** Apprentice/Trainee

Duration: Apprentice: 6 semesters part-time (9 blocks per year, approx. 24 hours per week per block)

– ASBA in Year 10: 6 semesters, 1 day per week, approx. 8 hours per day

– ASBA in Year 11: 4 semesters, 1 day per week, approx. 8 hours per day.

Light Vehicle Mechanical Technology Certificate III (AUR30612) PT

Campus: CIT Fyshwick **Application Type:** Apprentice/Trainee

Duration: 6 semesters part-time (9 blocks per year, approx. 24 hours per week per block).

Mobile Plant Technology Certificate III (AUR31212) PT

Campus: CIT Fyshwick **Application Type:** Apprentice/Trainee

Duration: 6 semesters part-time (9 blocks per year, approx. 24 hours per week per block).

Motorcycle Mechanical Technology Certificate III (AUR30812) PT

Campus: CIT Fyshwick **Application Type:** Apprentice/Trainee

Duration: 6 semesters part-time (9 blocks per year, approx. 24 hours per week per block).

Not all courses are on offer at the same time. Please visit cit.edu.au for the most up-to-date information and for course availability.

Course information and costs are correct at time of printing (January 2016).

Note: Canberra Institute of Technology reserves the right not to offer courses where there are insufficient student enrolments.

Beauty – Hairdressing

Want to be a cut above other hair and beauty graduates? At CIT you will gain valuable hands-on experience at our own beauty and hairdressing salons, which are open to the public and staffed by students and apprentices.

Beauty therapy students will become skilled in facial treatments, body massage, aromatherapy, spa treatments, waxing, manicures, pedicures, eyelash and brow tinting and make-up application and retail of beauty products.

Hairdressing students learn how to cut, style, colour, straighten and permanently wave hair with chemical solutions.

A CIT qualification in beauty therapy or hairdressing will open the door to a vibrant and dynamic industry.



Beauty Therapy Diploma (SHB50115) FT  = VET FEE-HELP available

Campus: **CIT Reid** **Application Type:** **Private** **Maximum course cost:** \$8,500.00

Duration: 2 semesters full-time (approx. 30 hours per week) intensive delivery.

Beauty Therapy Certificate IV (SHB40115) FT/PT

Campus: **CIT Reid** **Application Type:** **Public**

Duration: Approx. 20 hours per week for 9 to 12 months full-time or part-time equivalent.

Want to know more? Find your course at cit.edu.au/beautyhair

Hairdressing Certificate IV (SIH40111) Flexible  = Study abroad opportunity

Campus: **CIT Reid** **Application Type:** **Public**

Duration: Workshops will be scheduled over six months on Mondays during the day and Tuesday evenings. Considerable time will be required in the salon, online and outside of work hours to gather a body of work in the form of a portfolio and consolidate understanding and practice skills.

Note: Fee concessions not available for this course.

Hairdressing Certificate III (SIH30111) FT

Campus: **CIT Reid** **Application Type:** **Private** OR **Apprentice/Trainee** (see page 9 for application types)

Duration: This program can be undertaken in the following ways:

Traditional apprenticeship: Apprentices study 1 day a week at CIT and the other days in their salon for 5 semesters (2.5 years), although it may be possible to complete in a shorter time if the appropriate level of required skills and knowledge are demonstrated in the workplace. The last semester of off-the-job training involves workplace-based projects and therefore attendance at CIT is reduced.

Full-time study: If undertaking this program as a non-apprentice, delivery is 4 days per week for 2 semesters in the classroom and salon with additional online and workplace components. This is followed by 1 semester of industry salon work combined with CIT subject enrolment. **Note:** Fee concessions not available for this mode of study.

Select 'Private' when applying online.

School-based apprenticeship (ASBA): Is for school students who wish to undertake a part-time apprenticeship while still at school. Students who wish to enrol into this mode of delivery need to liaise with their school coordinator and employer. Select 'Apprentice/Trainee' when applying online.

CIT apprentices, non-apprentices and ASBAs receive high quality training from teachers who have extensive industry experience and connection. **Note:** Fee concessions not available for this course.

Hairdressing Certificate II (SIH20111) PT

Campus: **CIT Reid** **Application Type:** **Public**

Duration: 2 day per week for 1 semester. Additional time will be required for online study and practice.

Make-Up Certificate III (SHB30215) PT

Campus: **CIT Reid** **Application Type:** **Public**

Duration: 6 months full-time (approx. 20 hours per week) or part-time equivalent.

Professional Make-up Application Statement of Attainment (extract from SHB40115) PT

Campus: **CIT Reid** **Application Type:** **Private**

Duration: 10 weeks (approx. 4.5 hours per week) OR 15 weeks (approx. 3 hours per week). **Note:** Fee concessions not available for this course.

Note: Fee concessions not available for this mode of study.

Not all courses are on offer at the same time. Please visit cit.edu.au for the most up-to-date information and for course availability.

Course information and costs are correct at time of printing (January 2016).

Note: Canberra Institute of Technology reserves the right not to offer courses where there are insufficient student enrolments.

Building – Construction

Building a career in the construction industry is easier than you think. You could work towards the Certificate IV in Building and Construction which is the qualification needed to obtain a Class C building licence in the ACT. If you're a new school leaver, the Diploma of Building and Construction (for a Class B licence) or management course could be your pathway to a great career or university.

Or choose an apprenticeship for on-the-job learning in a range of construction trades, such as carpentry, plastering, painting and decorating, glass and glazing, wall and floor tiling and more. Expand your skills into high risk licenced work including dogging, rigging, scaffolding, elevated boom lift, forklift, crane driving and more.

Further your career or specialise with a short course in interpreting plans, building design (2D and 3D modelling), managing contracts, dispute resolution, assessing risk, and more – there's always something more to learn in this dynamic industry!

Whatever you choose, you can be sure a course in building and construction will give you relevant and in-demand industry skills.

Dream it. Learn it. Be it.


Want to know more? Find your course at cit.edu.au/building

An Introduction to CAD Statement of Participation PT

Campus: CIT Reid

Application Type: Private

Duration: Part-time for approx. 3 hours a week for 8 weeks. Fee concessions not available for this course.

Building and Construction (Building) Diploma (CPC50210) FT/PT  = VET FEE-HELP available

Campus: CIT Bruce

Application Type: Public OR Apprentice/Trainee (see page 9 for application types)

Maximum course cost: \$3,450.00

Duration: 2 semesters full-time (approx. 18 hours per week) OR part-time equivalent.

Building and Construction (Building) Certificate IV (CPC40110) FT/PT  = Study abroad opportunity

Campus: CIT Bruce

Application Type: Public OR Apprentice/Trainee (see page 9 for application types)

Duration: 3 semesters full-time (approx. 18 hours per week) OR part-time equivalent.

Building and Construction (Contract Administration) Certificate IV (CPC40208) FT/PT

Campus: CIT Bruce

Application Type: Public

Duration: 3 semesters full-time (approx. 18 hours per week) OR part-time equivalent (may vary depending on the individual's knowledge, experience and/or workplace).

Building and Construction Estimating Certificate IV (CPC40308) FT/PT

Campus: CIT Bruce

Application Type: Public

Duration: 2-3 semesters full-time (16-18 hours per week of classes and self-study) OR part-time equivalent (may vary depending on the individual's knowledge, experience and/or workplace).

Building and Construction (Management) Diploma (CPC50308) FT/PT  = VET FEE-HELP available

Campus: CIT Bruce

Application Type: Public **Maximum course cost:** \$3,085.00

Duration: 2 semesters full-time (approx. 20 hours per week) including classroom, site-based and online learning OR part-time equivalent.

Building and Construction (Site Management) Certificate IV (CPC40508) FT/PT

Campus: CIT Bruce

Application Type: Public OR Apprentice/Trainee (see page 9 for application types)

Duration: 3 semesters full-time (approx. 18 hours per week) OR part-time equivalent (may vary depending on the individual's knowledge, experience and/or workplace).

Not all courses are on offer at the same time. Please visit cit.edu.au for the most up-to-date information and for course availability.

Course information and costs are correct at time of printing (January 2016).

Note: Canberra Institute of Technology reserves the right not to offer courses where there are insufficient student enrolments.

Building – Construction

Building Contract Administration Statement of Attainment (extract from CPC40208)

Campus: CIT Bruce **Application Type:** Private

Duration: Most but not all units are offered each semester in the evening however a limited number also available during the day.

Building Design Diploma (CPP50911) FT/PT  = VET FEE-HELP available FT/PT  = Study abroad opportunity

Campus: CIT Reid

Application Type: Public **Maximum course cost:** \$3,700.00

Duration: Delivery is 3 semesters of full-time study or part-time equivalent. The program is available in the day and/or evening.

Cabinet Making Certificate III (MSF31113) PT

Campus: CIT Bruce

Application Type: Apprentice/Trainee

Duration: 5 semesters part-time (approx. 8 hours per week).

CAD Advanced Statement of Attainment [extract from CPP50911] PT

Campus: CIT Reid

Application Type: Private

Duration: Monday and Wednesday evenings from 6-9pm for 4 weeks. You may need additional independent study time or application in the workplace. **Note:** Fee concessions are not available for this course.

Carpentry Certificate III (CPC30211) PT

Campus: CIT Bruce

Application Type: Apprentice/Trainee

Duration: 6 semesters part-time (10 blocks each year, with a block being 3 days every 3 weeks) - duration may vary depending on the individual's progress through competencies.

Civil Construction Plant Operations Certificate III (RII30813) PT

Campus: CIT Fyshwick

Application Type: Public

Duration: Selected subjects will be delivered intensively full-time over 3-4 weeks either at CIT's specialist facilities or at your workplace with the agreement of your employer. Other subjects in this program may be offered onsite through negotiation with CIT and your workplace.

Construction Induction Statement of Attainment (extract from CPC40110)

Campus: CIT Bruce

Application Type: Skills Training

Duration: 1 day workshop (approximately 6 hours). Fee concessions not available for this course.

Glass and Glazing Certificate III (MSF30413)

Campus: CIT Bruce

Application Type: Apprentice/Trainee

Duration: 5 semesters part-time (approx. 8 hours per week).

High Risk Construction for a Licence Statement of Attainment (from CPC08) PT

Campus: CIT Bruce

Application Type: Private

Duration: Part-time (approx. 12 hours per week for 3 weeks plus 1 day assessment). Fee concessions not available for this course.

Dream it. Learn it. Be it.

Want to know more? Find your course at cit.edu.au/building

Painting and Decorating Certificate III (CPC30611)

Campus: CIT Bruce

Application Type: Apprentice/Trainee

Duration: 6 semesters part-time (10 blocks each year, with a block being 3 days every 3 weeks) - duration may vary depending on the individual's progress through competencies.

Solid Plastering Certificate III (CPC31011)

Campus: CIT Bruce

Application Type: Apprentice/Trainee

Duration: 6 semesters part-time (10 blocks each year, with a block being 3 days every 3 weeks) - duration may vary depending on the individual's progress through competencies.

Wall and Ceiling Lining Certificate III (CPC31211)

Campus: CIT Bruce

Application Type: Apprentice/Trainee

Duration: 6 semesters part-time (10 blocks each year, with a block being 3 days every 3 weeks) - duration may vary depending on the individual's progress through competencies.

Wall and Floor Tiling Certificate III (CPC31311)

Campus: CIT Bruce

Application Type: Apprentice/Trainee

Duration: 6 semesters part-time (10 blocks each year, with a block being 3 days every 3 weeks) - duration may vary depending on the individual's progress through competencies.

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Course information and costs are correct at time of printing (January 2016).

Note: Canberra Institute of Technology reserves the right not to offer courses where there are insufficient student enrolments.

Business – Management – Accounting



Whatever your career goals, we can give you the tools for success with a course in business, management or accounting.

Our courses are designed to be flexible to fit around your work or life commitments and are for those starting a new career, building their own business or looking for the skills and knowledge needed to move up the corporate ladder.

Teachers have hands-on practical experience and are established managers, professional consultants, experts in their field, or run their own business. Their experience and CIT's links with industry and professional associations mean you can get the skills you need to succeed.

CIT business courses also provide pathways into university qualifications, and you can receive skills recognition for your past learning and workplace experience.

Business – Management – Accounting

Accounting Advanced Diploma (FNS60215) FT/PT  = VET FEE-HELP available

Campus: **CIT Reid** **Application Type:** **Public** **Maximum course cost:** \$1,760.00

Duration: 1 semester full-time (approx. 25 hours per week) **OR** part-time equivalent.

Accounting Diploma (FNS50215) FT/PT  = VET FEE-HELP available

Campus: **CIT Reid** **Application Type:** **Public** **Maximum course cost:** \$1,260.00

Duration: 1 semester full-time (approx. 25 hours per week) **OR** part-time equivalent.

Accounting Certificate IV (FNS40615) FT/PT

Campus: **CIT Reid** **Application Type:** **Public**

Duration: 1 semester full-time (approx. 15 hours per week) **OR** part-time equivalent.

Accounts Administration Certificate III (FNS30315) FT/PT

Campus: **CIT Reid** **Reid Library** **CIT Gungahlin** **Application Type:** **Public**

Duration: 1 semester full-time (approx. 20 hours per week) **OR** part-time equivalent.

Bookkeeping Certificate IV (FNS40215) FT/PT

Campus: **CIT Reid** **Application Type:** **Public**


Duration: 1 semester full-time (approx. 16 hours per week) **OR** part-time equivalent.

Bookkeeping using MYOB Statement of Attainment (extract from BSB30415) PT

Campus: **CIT Reid** **Reid Library** **CIT Tuggeranong** **CIT Gungahlin**

Application Type: **Public**

Duration: 1 semester part-time (approx. 3 hours per week)

Business Advanced Diploma (BSB60215) FT/PT  = VET FEE-HELP available

Campus: **CIT Reid** **Application Type:** **Public** **Maximum course cost:** \$990.00

Duration: 1 semester full-time (approx. 30 hours per week) **OR** part-time equivalent.

Business Diploma (BSB50215) FT/PT  = VET FEE-HELP available

Campus: **CIT Reid** **Application Type:** **Public** **Maximum course cost:** \$980.00

Duration: 1 semester full-time (approx. 25 hours per week) **OR** part-time equivalent.

Business Certificate IV (BSB40215) FT/PT

Campus: **CIT Reid** **Application Type:** **Public**

Duration: 1 semester full-time (16-25 hours per week including face-to-face classes, online study and independent learning) **OR** part-time equivalent.

Business Certificate III (BSB30115) FT/PT

Campus: **CIT Reid** **Reid Library** **CIT Tuggeranong** **Woden Library** **CIT Gungahlin**

Application Type: **Public** **OR** **Apprentice/Trainee** (see page 9 for application types)

Duration: 9 weeks full time study (approximately 15-20 hours per week); or flexible delivery options at CIT's libraries. Immediate start available.

Not all courses are on offer at the same time. Please visit cit.edu.au for the most up-to-date information and for course availability. Course information and costs are correct at time of printing (January 2016).

Note: Canberra Institute of Technology reserves the right not to offer courses where there are insufficient student enrolments.

Want to know more? Find your course at cit.edu.au/business


Business Certificate II (BSB20115) FT/PT

Campus: CIT Reid Reid Library CIT Tuggeranong Woden Library CIT Gungahlin

Application Type: Public

Duration: Nine weeks full time intensive study (approx. 20 hours per week); **OR** part-time equivalent. Plus additional 10 hours per week (approx.) individual learning such as research, online activities, projects, team work, etc.

Flexible delivery options are available at CIT's Libraries

Business Administration Diploma (BSB50415) FT/PT  = VET FEE-HELP available

Campus: CIT Reid **Application Type:** Public **Maximum course cost:** \$860.00

Duration: 1 semester full-time (approx. 25 hours per week) **OR** part-time equivalent.

Business Administration Certificate IV (BSB40515) FT/PT

Campus: CIT Reid Reid Library CIT Tuggeranong CIT Gungahlin **Application Type:** Public

Duration: 1 semester full-time (approx. 22 hours per week) or part-time equivalent. If you are studying full-time, classes will begin at the start of Semester 1 and Semester 2. Otherwise you may enrol anytime to study at a CIT library.

Business Administration Certificate III (BSB30415) FT/PT

Campus: CIT Reid Reid Library CIT Tuggeranong Woden Library CIT Gungahlin

Application Type: Public

Duration: 18 weeks full-time study (approx. 20 hours per week); or flexible delivery options at CIT's libraries.

Business Administration (Legal) Certificate III (BSB31015)

Campus: Online **Application Type:** Public

Duration: 1 semester full-time or 2-3 semesters part-time. Legal subjects are delivered using live online learning sessions.

Business Administration (Medical) Certificate III (BSB31115) FT/PT

Campus: CIT Reid CIT Reid Reid Library CIT Tuggeranong Woden Library

Application Type: Public **OR** Apprentice/Trainee (see page 9 for application types)

Duration: Flexible delivery options available.

Business Studies CSU Bachelor KBCB FT/PT

Campus: CIT Reid **Application Type:** Application via CSU

Duration: 4 subjects are offered each semester. Classes will run through 1 afternoon and 1 evening each week. For each hour of class time participants should expect to spend at least 1 hour out of class in preparation and follow-up work.

Commercial Law for Tax Agents Skill Set Statement of Attainment (FNSSS00005) PT

Campus: CIT Reid **Application Type:** Private


Duration: Three classes per week for 17 weeks (one semester) **OR** part-time equivalent. You may enrol in the whole program or one/two subjects at a time to suit you.

Human Resources Certificate IV (BSB41015) FT/PT

Campus: CIT Reid **Application Type:** Public

Duration: 1 semester full-time (20-30 hours per week including face-to-face classes, online study and independent learning) **OR** part-time equivalent.

Business – Management – Accounting

Human Resources Management Diploma (BSB50615) FT/PT  = VET FEE-HELP available


Campus:  **Application Type:**  **Maximum course cost:** \$1,100.00

Duration: 1 semester full-time (approx. 28 hours per week) **OR** part-time equivalent.

Leadership and Management Certificate IV (BSB42015) FT/PT

Campus:  **Application Type:** 

Duration: Delivery is offered in a variety of modes - depending on individual study, you may complete the program in 1 semester full-time (16-25 hours per week including face-to-face classes, online study and independent learning) **OR** part-time equivalent.

Leadership and Management Advanced Diploma (BSB61015) FT/PT  = VET FEE-HELP available

Campus:  **Application Type:**  **Maximum course cost:** \$1,550.00

Duration: 1 semester full-time (approx. 30 hours per week) **OR** part-time equivalent.

Leadership and Management Diploma (BSB51915) FT/PT  = VET FEE-HELP available


Campus:  **Application Type:**  **Maximum course cost:** \$1,480.00

Duration: Delivery is offered in a variety of modes – depending on individual study, you may complete the programs in 1 semester full-time (approx. 18 hours per week) **OR** part-time equivalent.

Legal Services Certificate IV (BSB42215) Online

Campus:  **Application Type:** 

Duration: 1 semester part-time (approx. 12 hours per week).

Legal Services Diploma (BSB52215) Online  = VET FEE-HELP available

Campus:  **Application Type:**  **Maximum course cost:** \$1,025.00

Duration: 1 semester full-time (25 hours) online independent learning and online classes **OR** part-time equivalent

Management (Human Resources) Advanced Diploma (BSB60915) FT/PT  = VET FEE-HELP available

Campus:  **Application Type:**  **Maximum course cost:** \$1,100.00

Duration: 1 semester full-time (approx. 30 hours per week) includes project work and independent study **OR** part-time equivalent.

Management (Professional Practice) CSU Graduate Diploma (2601PP) FT/PT 

Campus:  **Application Type:** Application via CSU

Duration: 2 subjects will be offered each semester with full-time and part-time study options. Each subject is run over 6 sessions, on Wednesdays starting at 1:30pm and ending at 8:30pm. For each hour of class time participants should expect to spend at least 1 hour engaging in independent learning.

Note: You must have completed the Graduate Certificate in Management Professional Practice prior to enrolling into the program.

Management (Professional Practice) CSU Graduate Certificate (2301PP) FT/PT 

Campus:  **Application Type:** Application via CSU

Duration: 2 subjects will be offered each semester with full-time and part-time study options. Each subject is run over 6 sessions, on Wednesdays starting at 1:30pm and ending at 8:30pm. For each hour of class time participants should expect to spend at least 1 hour engaging in independent learning.

Marketing Diploma (BSB51215) FT/PT  = VET FEE-HELP available

Campus:  **Application Type:**  **Maximum course cost:** \$910.00


Duration: 1 semester full-time (approx. 25 hours per week) **OR** part-time equivalent.

Want to know more? Find your course at cit.edu.au/business

Marketing Certificate IV (BSB41315) FT/PT

Campus: CIT Reid **Application Type:** Public

Duration: 1 semester full-time (approx. 27 hours per week) **OR** part-time equivalent.

Project Management Diploma (BSB51415) PT  = VET FEE-HELP available

Campus: CIT Reid **Application Type:** Public **Maximum course cost:** \$1,100.00

Duration: 2 semesters part-time self-paced and online (approx. 6-10 hours per week).

Reception Services Units of Competency from Certificate II (BSB20115) PT

Campus: CIT Reid **Application Type:** Public

Duration: 14 weeks part-time (approx. 3 hours per week). You will need to undertake an equivalent number of self-directed hours outside of class time for study to successfully complete the program in this timeframe.

Recordkeeping Certificate IV (BSB41715) PT

Campus: CIT Reid **Application Type:** Public **OR** Apprentice/Trainee

Duration: 2 semesters part-time equivalent (approx. 12 hours per week).

Recordkeeping Certificate III (BSB30815) PT

Campus: CIT Reid CIT Tuggeranong CIT Gungahlin Reid Library Woden Library

Application Type: Public **OR** Apprentice/Trainee (see page 9 for application types)

Duration: 2 semesters part-time (approx. 12 hours per week).

Small Business Management Certificate IV (BSB40415) FT/PT

Campus: CIT Reid **Application Type:** Public

Duration: 1 semester full-time **OR** part-time equivalent.

Tax Law for Tax Agents Skill Set (Tax documentation) Statement of Attainment (FNSSS00008) PT

Campus: CIT Reid **Application Type:** Private

Duration: Two classes per week for 17 weeks (one semester) **OR** part-time equivalent. You may enrol in the whole program or one subject at a time to suit you.

Not all courses are on offer at the same time. Please visit cit.edu.au for the most up-to-date information and for course availability.

Course information and costs are correct at time of printing (January 2016).

Note: Canberra Institute of Technology reserves the right not to offer courses where there are insufficient student enrolments.

Communication – Media – Music

Whether you're looking for an up-the-front role as a music performer or a behind-the-scenes role in media production, digital media, sound production, or management in the music industry, we can help you develop your skills for a career that hits all the right notes.

Our graduates consistently win jobs on or before graduating because the practical skills and knowledge they bring to the workplace are highly valued by employers.

During your study you will have access to digital video cameras, audio recording and computer labs, featuring the latest multimedia, audio and video software. Our music students get real-life experience at CIT's very own Music Industry Centre, with a number of opportunities to show off your musical prowess.

You will also be working with teachers who are tuned into major trends, current software and are industry leaders. Our courses give you the opportunity to gain real world experience through workplace-based training.

Dream it. Learn it. Be it.

Want to know more? Find your course at cit.edu.au/comms

Interactive Digital Media Certificate IV (CUF40207) FT/PT

Campus: CIT Bruce **Application Type:** Public

Duration: 2 semesters full-time (approx. 20 hours per week) **OR** part-time equivalent.

Media Certificate III (CUF30107) FT/PT

Campus: CIT Bruce **Application Type:** Public

Duration: 1 semester full-time (approx. 21 hours per week) **OR** part-time equivalent.

Music Certificate IV (CUS40109) FT/PT

Campus: CIT Woden **Application Type:** Public

Duration: 1 semester full-time (20-30 hours per week) **OR** part-time equivalent.

Music Certificate III (CUS30109) FT/PT

Campus: CIT Woden **Application Type:** Public

Duration: 1 semester full-time (approx. 25 hours per week) **OR** part-time equivalent.

Music Business Certificate IV (CUS40309) FT/PT


Campus: CIT Woden **Application Type:** Public

Duration: 2 semesters part-time (approx. 15 hours per week).

Screen and Media Advanced Diploma (CUF60107) FT/PT  = VET FEE-HELP available

Campus: CIT Bruce **Application Type:** Public **Maximum course cost:** \$2,460.00

Duration: 1 semester full-time (approx. 21 hours per week) **OR** part-time equivalent.

Screen and Media Diploma (CUF50107) FT/PT  = VET FEE-HELP available

Campus: CIT Bruce **Application Type:** Public **Maximum course cost:** \$1,850.00

Duration: 1 semester full-time (approx. 30 hours per week) intensive delivery with additional project work and independent study time **OR** part-time equivalent.

Screen and Media Certificate IV (CUF40107) FT/PT

Campus: CIT Bruce **Application Type:** Public

Duration: 2 semesters full-time (approx. 20 hours per week) **OR** part-time equivalent.

Sound Production Advanced Diploma (CUS60209) FT/PT  = VET FEE-HELP available

Campus: CIT Woden **Application Type:** Public **Maximum course cost:** \$2,360.00

Duration: 2 semesters full-time (approximately 25 hours per week) **OR** part-time equivalent.

Sound Production Diploma (CUS50209) FT/PT  = VET FEE-HELP available

Campus: CIT Woden **Application Type:** Public **Maximum course cost:** \$2,160.00

Duration: 2 semesters full-time (approximately 25 hours per week) **OR** part-time equivalent.

Sound Production Certificate IV (CUS40209) FT/PT

Campus: CIT Woden **Application Type:** Public

Duration: 2 semesters full-time (approx. 20 hours per week) **OR** part-time equivalent.

Technical Production Certificate III (CUS30209) FT/PT

Campus: CIT Woden **Application Type:** Public

Duration: 1 semester full-time (approx. 20 hours per week) **OR** part-time equivalent.

Community – Children – Disability



Start a valuable and rewarding career with a CIT course in community services or children's services. Our courses enable new and existing workers to broaden their skills base and knowledge, and to increase job prospects.

Our courses will equip you with the skills and knowledge to play an important role in building strong and inclusive communities. With skills shortages in the community sector, there are many job opportunities in diverse areas such children's services, disability work, mental health, youth work, community work, or alcohol and other drugs.

You can also combine courses and graduate with two qualifications in almost the same time it takes to complete one, giving you even more career options and job prospects.

Community – Children – Disability

“I met some really lovely and inspirational people during this course. The teachers are so passionate about their subject area, which made the subjects really interesting to learn.”

STUDENT SNAPSHOT



KERRIE THURKETTLE

Graduate, Education Support

I love working with children and watching them grow socially, emotionally and academically. It's lovely to see students progress and learn new skills.

After having my own children and seeing them develop and learn, I became interested in how other children learn; especially children who have additional needs.

I have now completed a Certificate IV in Education Support at CIT. I chose to study at CIT because I wanted to attend face-to-face classes and have support whilst studying.

I met some really lovely and inspirational people during this course. The teachers are so passionate about their subject area, which made the subjects really interesting to learn.

I am currently working at a primary school, and I'm loving my job. I work with children who have

special needs but also in the preschool covering breaks and release time.

Working with children who have certain needs and finding how they learn best is really interesting. I enjoy building relationships with children, and being another support for them at school. I also enjoy working with the teachers to modify work and subjects to help get the best learning outcome for that individual child.

The course at CIT gave me the knowledge to work with special needs children at all levels and the compulsory qualification to work in the preschool environment. The support of the teachers at CIT is amazing and the subjects offered really related to the hands-on job you do at school. I thoroughly enjoyed it, and I have become a better learning support assistant because of it.

Community – Children – Disability

Ageing Support Certificate IV (CHC43015) FT/PT

Campus: CIT Woden **Application Type:** Public OR Apprentice/Trainee (see page 9 for application types)
Duration: 1 semester full-time after you have completed the Certificate IV (approx. 20 hours per week) OR part-time equivalent.
 Mandatory work placement (120 hours in total).

Alcohol and Other Drugs Diploma (CHC53215) FT \$ = VET FEE-HELP available

Campus: CIT Bruce **Application Type:** Public **Maximum course cost:** \$2,710.00
Duration: 3 semesters full-time (approx. 30 hours per week) OR part-time equivalent.

Alcohol and Other Drugs Certificate IV (CHC43215) FT/PT

Campus: CIT Bruce **Application Type:** Public
Duration: 1 semester full-time after you have completed the Certificate III (approx. 20 hours per week) OR part-time equivalent.
 Mandatory work placement (80 hours in total).

Community Development Certificate IV (CHC42115) FT/PT

Campus: CIT Bruce **Application Type:** Public
Duration: 1 semester full-time after you have completed the Certificate III (approx. 20 hours per week) OR part-time equivalent.
 Mandatory work placement (80 hours in total).

Community Services Diploma (CHC52015) FT/PT \$ = VET FEE-HELP available

Campus: CIT Bruce **Application Type:** Public **Maximum course cost:** \$2,080.00
Duration: 1 semester full-time after you have completed the Certificate IV (approx. 20 hours per week) OR part-time equivalent.
 Mandatory work placement (120 hours in total).

Community Services Certificate IV (CHC42015) FT/PT

Campus: CIT Bruce **Application Type:** Public
Duration: 1 semester full-time after you have completed the Certificate III (approx. 20 hours per week) OR part-time equivalent.
 Mandatory work placement (80 hours in total).

Community Services Certificate III (CHC32015) FT/PT

Campus: CIT Bruce **Application Type:** Public
Duration: 1 semester full-time (approx. 20 hours per week) OR part-time equivalent. Plus additional 15 hours per week individual learning.

Disability Certificate IV (CHC43115) FT/PT

Campus: CIT Woden **Application Type:** Public OR Apprentice/Trainee (see page 9 for application types)
Duration: 2 semesters part-time (approx. 8 hours per week) Plus additional 10 hours per week individual learning. Mandatory work placement (120 hours in total).

Early Childhood Education and Care Diploma (CHC50113) FT/PT \$ = VET FEE-HELP available

Campus: CIT Woden **Application Type:** Public OR Apprentice/Trainee (see page 9 for application types)
Maximum course cost: \$3,640.00
Duration: 4 semesters full-time (approx. 25 hours per week) includes work-based delivery OR part-time equivalent.

Early Childhood Education and Care Certificate III (CHC30113) FT

Campus: CIT Woden **Application Type:** Public OR Apprentice/Trainee (see page 9 for application types)
Duration: 2 semesters full-time (approx. 20 hours per week) OR part-time equivalent.

Education Support Certificate IV (CHC40213) PT

Campus: CIT Woden **Application Type:** Public OR Apprentice/Trainee (see page 9 for application types)
Duration: 2 evenings per week for approx. 3 semesters (approx. 6 hours) AND 100 hours minimum compulsory industry placement.

Not all courses are on offer at the same time. Please visit cit.edu.au for the most up-to-date information and for course availability.
 Course information and costs are correct at time of printing (January 2016).

Note: Canberra Institute of Technology reserves the right not to offer courses where there are insufficient student enrolments.

Want to know more? Find your course at cit.edu.au/community

Education Support Certificate III (CHC30213) PT/FT

Campus: CIT Woden **Application Type:** Public OR Apprentice/Trainee (see page 9 for application types)
Duration: 1 semester full-time (approx. 20 hours per week) OR part-time equivalent AND 100 hours minimum compulsory industry placement.

Individual Support (Ageing) Certificate III (CHC33015) FT/PT

Campus: CIT Woden **Application Type:** Public OR Apprentice/Trainee (see page 9 for application types)
Duration: 1 semester full-time (approx. 25 hours per week) OR part-time equivalent Plus additional 10 hours per week of individual learning. Mandatory industry placement (120 hours in total).

Individual Support (Disability) Certificate III (CHC33015) FT/PT

Campus: CIT Woden **Application Type:** Public
Duration: 1 semester full-time (approx. 25 hours per week) OR part-time equivalent. Plus additional 10 hours per week individual learning. Mandatory work placement (120 hours in total).

Individual Support (Home and Community Care) Certificate III (CHC33015) FT/PT

Campus: CIT Woden **Application Type:** Public
Duration: 1 semester full-time (approx. 25 hours per week) OR part-time equivalent Plus additional 10 hours per week individual learning. Mandatory work placement (120 hours in total).

Mental Health Diploma (CHC53315) FT/PT 💰 = VET FEE-HELP available

Campus: CIT Bruce **Application Type:** Public **Maximum course cost:** \$2,560.00
Duration: 1 semester full-time after you have completed the Certificate IV (approx. 20 hours per week) OR part-time equivalent. Mandatory work placement (160 hours in total).

Mental Health Certificate IV (CHC43315) FT/PT

Campus: CIT Bruce **Application Type:** Public
Duration: 1 semester full-time after you have completed the Certificate III (approx. 20 hours per week) OR part-time equivalent. Mandatory work placement (80 hours in total).

Population Health Certificate IV (HLT42312) PT

Campus: CIT Bruce **Application Type:** Public
Duration: Flexible modes of delivery according to client needs including remote location workshops; online education and distance education as appropriate (Approx. 1 day per week over 2 semesters).

Population Health Certificate III (HLT32212) PT

Campus: CIT Bruce **Application Type:** Public
Duration: Flexible modes of delivery according to client needs including remote location workshops; online education and distance education as appropriate.

Youth Work Diploma (CHC50413) FT/PT 💰 = VET FEE-HELP available

Campus: CIT Bruce **Application Type:** Public OR Apprentice/Trainee (see page 9 for application types)
Maximum course cost: \$2,930.00
Duration: 3 semesters full-time (approx. 30 hours per week) OR part-time equivalent OR 2 semesters intensive delivery with work-based delivery.

Youth Work Certificate IV (CHC40413) FT/PT

Campus: CIT Bruce **Application Type:** Public OR Apprentice/Trainee (see page 9 for application types)
Duration: 2 semesters full-time (approx. 25 hours per week) OR part-time equivalent.

Culinary



Become accomplished in culinary skills with specialist training from CIT. We offer courses in commercial cookery, patisserie, butchery, bakery, catering, kitchen management, food safety and hygiene.

Our award-winning teaching staff will give you the skills you need to have a practical and theoretical knowledge of all aspects of your chosen culinary skill, and qualify you for a career in an exciting, challenging and rewarding hospitality industry.

You will gain practical experience both in the workplace and in our own working kitchens at the CIT Restaurant. CIT has world-class, competition-standard training and demonstration kitchens, and the latest technology.

We also offer customised training programs for apprentices choosing to undertake all or part of their training in their workplace.

Our culinary courses are for apprentices and trainees, those who aspire to work in this exciting industry or are currently in the industry and wish to enhance their skills, upskill or retrain.

Dream it. Learn it. Be it.

Want to know more? Find your course at cit.edu.au/culinary

Basic Food Hygiene Statement of Attainment [extract from [SIT40413] Online

Campus: **Online** **Application Type:** **Private**

Duration: Self-paced independent learning online. Course must be completed within 18 weeks from enrolment date.

Note: Fee concessions not available for this course.

Commercial Cookery Certificate IV (SIT40413) FT/PT  = Study abroad opportunity

Campus: **CIT Reid** **Application Type:** **Public**

Duration: 2 years full time attending 3 days per week including compulsory commercial kitchen placement, or 3 years part-time attending 1 day per week.

Commercial Cookery Certificate III (SIT30813) FT/PT

Campus: **CIT Reid** **Application Type:** **Public** **OR** **Apprentice/Trainee**

Duration: Apprentice pathway - 2.5 years/5 semesters part-time one day per week, or a negotiated blend of on-the-job, off-the-job delivery. Non-apprentice pathway and intensive pathway - either 2.5 years/5 semesters part-time 1 day per week or 18 months full-time 3 days per week including compulsory commercial kitchen placement. Trade papers may be issued for non-apprentices once sufficient workplace experience is gained (minimum 700 hours) and skills and knowledge equivalent to the level achieved by an apprentice are verified by a qualified chef in the workplace.

Kitchen Operations Certificate II (SIT20312) PT

Campus: **CIT Reid** **Application Type:** **Apprentice/Trainee**

Duration: 2 semesters part-time one day per week, **OR** 1 semester 2 days per week **OR** full-time 3 days per week.

Meat Processing (Retail Butcher) Certificate III (MTM30813) PT

Campus: **CIT Reid** **Application Type:** **Apprentice/Trainee**

Duration: 4 semesters full-time (approx. 14 hours per week) **OR** part-time equivalent.

Note: This program is only delivered in the workplace; you must have an Australian Apprenticeship contract to enrol.

Patisserie Certificate III (SIT31113) FT/PT

Campus: **CIT Reid** **Application Type:** **Public** **OR** **Apprentice/Trainee**

Duration: Apprentice pathway - 2.5 years/5 semesters part-time attending 1 day per week.

Non-apprentice and intensive pathway either 2.5 years/5 semesters part-time attending 1 day per week **OR** 18 months full-time attending 3 days per week including a compulsory commercial kitchen placement.

For trade qualified commercial cooks holding a current Certificate III in Commercial Cookery - 1 year/2 semesters part-time attending 1 evening per week to upgrade to the dual qualification. Skills Recognition can be applied for non-current qualifications.

Retail Baking (Combined) Certificate III (FDF30710) PT

Campus: **CIT Reid** **Application Type:** **Apprentice/Trainee**

Duration: This program will be delivered in either block release from industry or a combination of supervised on-the-job, off-the-job training which will include a minimum of 1 day per week in simulated commercial kitchens at CIT over 2 semesters. Training on the job can also be negotiated or in a simulated environment.

Supervising Food Safety Statement of Attainment [extract from [SIT40413] Online

Campus: **CIT Reid** **Application Type:** **Skills Training**

Duration: This program is delivered online, or via a negotiated attendance at a CIT workshop.

Note: Fee concession not available for this course.

Electrical – Plumbing



With a qualification in electrical or plumbing from CIT, you'll be set for life. Electrical and plumbing apprentices can pursue the best of both worlds. You can learn while you earn as an apprentice, and get access to the latest knowledge and training techniques as a CIT student – the perfect pathway to an in-demand career. You could even eventually start your own business!

Plumbing students, apprentices and experienced professionals can also benefit from a range of specialist short courses to get licensed in areas including draining, gasfitting, backflow prevention and hot water temperature control.

Our courses in electrotechnology and plumbing are industry-applauded and delivered by teachers with expert knowledge, helping you to further your career, upgrade your skills or get your career started.

Dream it. Learn it. Be it.

Want to know more? Find your course at cit.edu.au/plumbing

Air-conditioning and Refrigeration Certificate III (UEE32211) PT

Campus: CIT Fyshwick

Application Type: Apprentice/Trainee

Duration: Minimum of 6 semesters part-time (approx. 8 hours per week).

Note: Students entering this program must be either an apprentice or trainee under the Australian Apprenticeship arrangements and must be employed in the refrigeration and air-conditioning industry and be registered with an Apprenticeship Network Provider (ANP). Students may also be employed in the refrigeration and air-conditioning and apply to study this program without being an apprentice or trainee.

Backflow Prevention Statement of Attainment (extract from CPC40912) PT

Campus: CIT Fyshwick

Application Type: Private

Duration: 1 semester part time approx. 4 hour sessions (will vary depending on the individual's knowledge, experience and/or application in the workplace).

Note: This program is designed to provide plumbers with the skills required to correctly install, commission and maintain backflow prevention devices as required by the relevant licensing authority. Must have a Certificate III in Plumbing OR hold a current plumbing journeyman licence OR independent sanitary or water plumber licence. Limited numbers of positions are available. Fee concessions do not apply to this course.

Drainage Certificate II (CPC20712) PT

Campus: CIT Fyshwick

Application Type: Apprentice/Trainee

Duration: Approx. 2 semesters, part-time (approx. 6 hours/week) plus on-the-job.

Note: Students entering this program should be a trainee and in a training contract agreement and registered with an Apprenticeship Network Provider (ANP) or be employed in the sanitary drainage industry and assisting in drainage work.

Drainage (Licensing) Statement of Attainment (extract from CPC40912) PT

Campus: CIT Fyshwick

Application Type: Private

Duration: 1 semester part-time approx. 4 hour sessions (will vary depending on the individual's knowledge, experience and/or application in the workplace).

Note: This program is designed to enable registered plumbers and drainers to meet the requirements for obtaining an independent drainer's licence in the ACT which has reciprocity in all states of Australia and New Zealand. Students must hold a Certificate III in Plumbing or equivalent and/or Certificate II in Drainage and/or hold a journeyman drainer's licence. Limited number of positions available. Fee concessions do not apply to this course.

Electronics and Communications Certificate III (UEE30911) FT/PT

Campus: CIT Fyshwick

Application Type: Apprentice/Trainee

Duration: 6 semesters part-time (8-hrs/wk) for apprenticeship, 3 semesters full-time or equivalent part-time. Students entering as an apprentice must be under the Australian Apprenticeship arrangements and must be employed in the electronics industry and be registered with an Apprenticeship Network Provider (ANP).

Electrical – Plumbing

Electrotechnology Electrician Certificate III (UEE30811) PT

Campus: CIT Fyshwick

Application Type: Apprentice/Trainee

Duration: Minimum of 6 semesters part-time (approx. 8 hours per week).

Note: Students entering this program must be an apprentice under the Australian Apprenticeship arrangements and must be employed in the electrical industry and be registered with an Apprenticeship Network Provider (ANP).

Gasfitting Plumbing (Licensing) Statement of Attainment (extract from CPC40912) PT

Campus: CIT Fyshwick

Application Type: Private

Duration: 1 semester part-time approx. 4 hour sessions (will vary depending on the individual's knowledge, experience and/or application in the workplace).

Note: This program is designed to enable registered gasfitters to meet the requirements for obtaining an independent gasfitter's licence in the ACT which has reciprocity in all states of Australia and New Zealand. Students must hold a Certificate III in Plumbing or equivalent and/or journeyman gasfitter's licence. Limited number of positions available. Fee concessions do not apply to this course.

Hot Water Temperature Control Devices Statement of Attainment (extract from CPC40912) PT

Campus: CIT Fyshwick

Application Type: Private

Duration: 1 semester part-time approx. 4 hour sessions (will vary depending on the individual's knowledge, experience and/or application in the workplace). **Note:** This program is designed to provide plumbers with the skills required to correctly install, commission and maintain hot water temperature control devices. Must have a Certificate III in Plumbing OR hold a current plumbing journeyman licence OR independent sanitary or water plumber's licence. Limited number of positions available. Fee concessions do not apply to this course.

Plumbing

Certificate III (CPC32413) PT

Campus: CIT Fyshwick

Application Type: Apprentice/Trainee

Duration: 6 semesters part-time (approx. 8 hours per week).

Note: Students entering this program must be an apprentice under the Australian Apprenticeship arrangements and must be employed in the plumbing industry and be registered with an Apprenticeship Network Provider (ANP).

Plumbing (Pre-vocational Skills)

Statement of Attainment (extract from CPC32413) PT

Campus: CIT Fyshwick

Application Type: Public

Duration: 1 semester part-time (approx. 8 hours per week off-the-job and up to 80 hours practical experience in CIT's purpose built workplace equivalent workshops or in an actual workplace).

Note: This program is designed to provide trade experience, employability skills and industry insight for students wishing to pursue an apprenticeship in the plumbing industry.

Not all courses are on offer at the same time. Please visit cit.edu.au for the most up-to-date information and for course availability.

Course information and costs are correct at time of printing (January 2016).

Note: Canberra Institute of Technology reserves the right not to offer courses where there are insufficient student enrolments.

Want to know more? Find your course at cit.edu.au/plumbing

Plumbing – Water Plumbing (Licensing)

Statement of Attainment (extract from CPC40912) PT

Campus: CIT Fyshwick

Application Type: Private

Duration: 1 semester part time approx. 4 hour sessions (will vary depending on the individual's knowledge, experience and/or application in the workplace).

Note: This program is designed to enable registered plumbers and drainers to meet the requirements for obtaining an independent drainers licence in the ACT which had reciprocity in all states of Australia and New Zealand. Students must hold a Certificate III in Plumbing or equivalent and/or hold a journeyman sanitary plumber's licence. Limited number of positions available. Fee concessions do not apply to this course.

Restricted Electrical Disconnect – Reconnect Statement of Attainment (extract from UEE32211) PT

Campus: CIT Fyshwick

Application Type: Private

Duration: Over a 10-12 week period (approximately 6 hours per week). Fee concessions do not apply to this course.

Roof Plumbing

Certificate III (CPC32612) PT

Campus: CIT Fyshwick

Application Type: Apprentice/Trainee

Duration: 2 semesters part-time (approx. 8 hours per week)

Note: Students entering this program must be an apprentice under the Australian Apprenticeship arrangements and must be employed in the roof plumbing industry and be registered with an Apprenticeship Network Provider (ANP).

Split Air Conditioning and Heat Pump Systems Certificate II (UEE20111) PT

Campus: CIT Fyshwick

Application Type: Public OR Apprentice/Trainee (see page 9 for application types)

Duration: 2 semesters part-time (approx. 7 hours over two evenings per week).

Engineering – Metal Fabrication

Like working with metal, or digital electronics? Interested in 3D modelling, infrastructure and design?

Our engineering and metal fabrication qualifications can open the door to a range of careers in many exciting industries including telecommunications, entertainment, automotive, and mining. You will learn in a hands-on environment and have access to high-class training facilities.

Our engineering courses cover a range of specialist areas, including trade-based engineering qualifications, electronic engineering and engineering design. If you are looking to build a career as an engineering draftsman, electronics or structural engineer, metal fabricator or welder then CIT has the course for you.

Dream it. Learn it. Be it.

Want to know more? Find your course at cit.edu.au/engineering

Electronics and Communications Engineering Diploma (UEE50511) FT/PT  = VET FEE-HELP available

Campus: CIT Bruce

Application Type: Public **Maximum course cost:** \$3,240.00

Duration: 4 semesters full-time (approximately 20 hours per week) **OR** part-time equivalent.

Engineering Certificate IV (MEM40105) PT

Campus: CIT Fyshwick

Application Type: Public

Duration: 5 semesters part-time (approx. 4 hours per week).

Engineering – Fabrication Trade Certificate III (MEM30305) PT

Campus: CIT Fyshwick

Application Type: Apprentice/Trainee

Duration: 6 semesters part-time (approx. 8 hours per week).

Engineering – Mechanical Trade Certificate III (MEM30205) PT

Campus: CIT Fyshwick

Application Type: Apprentice/Trainee

Duration: 6 semesters part-time (approx. 8 hours per week).

Welding MIG, TIG & Arc (Units of Competency out of Certificate III in Engineering – Fabrication Trade (MEM30305))

Campus: CIT Fyshwick

Application Type: Private

Duration: 18 weeks.

Not all courses are on offer at the same time. Please visit cit.edu.au for the most up-to-date information and for course availability. Course information and costs are correct at time of printing (January 2016).

Note: Canberra Institute of Technology reserves the right not to offer courses where there are insufficient student enrolments.

English as a Second Language

CIT English as a second language courses help you to improve your skills in speaking, listening, reading and writing English in a friendly learning environment, from beginner to advanced level.

Our qualified, experienced teachers will build your confidence to use English for work, study or in the community. In all classes you will develop a range of skills appropriate to your English level. You can also access online and computer-based learning in study centres with self-access materials to support your learning.

Courses include nationally recognised English language certificate I to certificate III level and pathways to certificate IV level English for employment or English for further studies. You can choose to study full-time or part-time.

Dream it. Learn it. Be it.

Want to know more? Find your course at cit.edu.au/languages

Language Skills for Taxi Drivers Statement of Participation

Campus:

Application Type:

Duration: Classroom sessions on demand and as scheduled.

Spoken and Written English – Further Studies Certificate IV (10365NAT) FT/PT

Campus:

Application Type:

Duration: 1 semester full-time. **Note:** Daytime classes.

Spoken and Written English Certificate III (10364NAT) FT/PT

Campus:

Application Type:

Duration: 2 semesters part-time.

Spoken and Written English Certificate II (10363NAT) PT

Campus:

Application Type:

Duration: 1 semester full-time (approx. 18 weeks) **OR** 2 semesters part-time equivalent.

Note: Daytime classes.

Not all courses are on offer at the same time. Please visit cit.edu.au for the most up-to-date information and for course availability. Course information and costs are correct at time of printing (January 2016).

Note: Canberra Institute of Technology reserves the right not to offer courses where there are insufficient student enrolments.

Fitness – Sports – Massage



There is growing employment in the fitness sector and will continue to be. Get on board now with CIT if you are considering a career in fitness, sports or massage.

We have our own fully-equipped fitness centre and massage clinic servicing the public for you to learn in and hone your skills before joining a dynamic worldwide industry. Learning at CIT Bruce, you'll be at the heart of things in Canberra's sport and fitness precinct.

You can even graduate with multiple qualifications at the same time. Combine your studies in fitness with massage therapy to really kick-start your career in the industry and ensure a diverse and interesting career path.

Dream it. Learn it. Be it.

Want to know more? Find your course at cit.edu.au/fit

Fitness Diploma (SIS50215) FT 💰 = VET FEE-HELP available

Campus: CIT Bruce **Application Type:** Public **Maximum course cost:** \$2,400.00

Duration: 1 semester full-time (approx. 25 hours per week) **Plus** practical application in workplace environments (duration will vary depending on the individual's knowledge, experience and/or application in the workplace) **OR** part-time equivalent.

Fitness Certificate IV (SIS40215) FT/PT

Campus: CIT Bruce **Application Type:** Public

Duration: Students can potentially finish this program in 9 weeks full-time (approx. 20 hours per week) **Plus** practical application in workplace environments (duration will vary depending on the individual's knowledge, experience and/or application in the workplace) **OR** part-time equivalent.

Fitness Certificate III (SIS30315) FT/PT

Campus: CIT Bruce **Application Type:** Public

Duration: Students can potentially finish this program in 9 weeks full-time (approx. 20 hours per week), **Plus** practical application in workplace environments (duration will vary depending on the individual's knowledge, experience and/or application in the workplace) **OR** part-time equivalent.

Health Science Soft-Tissue Therapy Advanced Diploma (10052NAT) FT/PT 💰 = VET FEE-HELP available

Campus: CIT Bruce **Application Type:** Public **Maximum course cost:** \$1,180.00

Duration: 1 semester full-time study (approx. 20 hours per week) **OR** part-time equivalent.

Massage Therapy Certificate IV (HLT42015) FT/PT

Campus: CIT Bruce **Application Type:** Public

Duration: 1 semesters full-time (approx. 24 hours per week) **OR** part-time equivalent.

Remedial Massage Diploma (HLT52015) FT/PT 💰 = VET FEE-HELP available

Campus: CIT Bruce **Application Type:** Public **Maximum course cost:** \$4,465.00

Duration: 2 semesters full-time (approx. 24 hours per week) **OR** part-time equivalent.

Sports Development Diploma (SIS50612) FT 💰 = VET FEE-HELP available

Campus: CIT Bruce **Application Type:** Public **Maximum course cost:** \$1,610.00

Duration: 1 semester full-time (approx. 25 hours per week) plus practical application in workplace environments **OR** part-time equivalent.

Sports Development Certificate IV (SIS40612) FT

Campus: CIT Bruce **Application Type:** Public

Duration: 1 semester full-time (approx. 26 hours per week).

Not all courses are on offer at the same time. Please visit cit.edu.au for the most up-to-date information and for course availability. Course information and costs are correct at time of printing (January 2016).

Note: Canberra Institute of Technology reserves the right not to offer courses where there are insufficient student enrolments.

Health

Get the skills to work in one of the fastest growing industries in the world with a qualification in health from CIT. Health courses at CIT are diverse, and include nursing, dental, pathology and population health.

We have our own simulated nursing training area providing a real-life practical environment for you to learn and hone your skills before joining a dynamic worldwide industry.

Studying aged care, allied health or dental assisting at CIT will give you a rewarding career in the health sector. You can even mix your studies with fitness or sports massage, for example, to build a diverse and interesting career path with many work opportunities.

For information on aged care or home and community care courses, see the 'Community, Children and Disability' section of this guide.

Dream it. Learn it. Be it.

Want to know more? Find your course at cit.edu.au/health

Allied Health Assistance (Physiotherapy, Occupational Therapy) Certificate IV (HLT43015) PT

Campus: CIT Bruce **Application Type:** Public

Duration: 2 semesters full-time (approx. 20 hours per week) **OR** part-time equivalent.

Dental Assisting Certificate IV (HLT43012) PT

Campus: CIT Bruce **Application Type:** Public

Duration: 1 semester part-time (approx. 4 hours per week).

Dental Assisting Certificate III (HLT31812) PT

Campus: CIT Bruce **Application Type:** Public

Duration: 2 semesters part-time (approx. 6 hours per week).

Nursing Enrolled/Division 2 Diploma (HLT51612) FT  = VET FEE-HELP available

Campus: CIT Woden **Application Type:** Nursing **Maximum course cost:** \$4,595.00

Duration: 3 semesters full-time (approx. 25 hours per week) includes work-based delivery **OR** part-time equivalent.

Pathology Certificate III (HLT32612) PT

Campus: CIT Bruce **Application Type:** Public

Duration: 2 or 3 semesters part-time (approx. 8 to 12 hours per week). Some weekend attendance will be required.

Population Health Certificate IV (HLT42312) Online

Campus: CIT Bruce **Application Type:** Public

Duration: Flexible modes of delivery according to client needs including remote location workshops; online education and distance education as appropriate (approx. 1 day per week over 2 semesters).

Population Health Certificate III (HLT32212) FT/PT

Campus: CIT Bruce **Application Type:** Public

Duration: Flexible modes of delivery according to client needs including remote location workshops; online education and distance education as appropriate.

Workplace Health and Safety Certificate IV (BSB41415) PT

Campus: CIT Bruce **Application Type:** Public

Duration: 1 semester part-time (approx. 6-8 hours per week in the evening and daytime, plus weekend workshops/seminars).

Not all courses are on offer at the same time. Please visit cit.edu.au for the most up-to-date information and for course availability. Course information and costs are correct at time of printing (January 2016).

Note: Canberra Institute of Technology reserves the right not to offer courses where there are insufficient student enrolments.

Horticulture – Floristry



CIT's horticultural courses are ideal for anyone with a passion for working in the great outdoors and shaping the environment around us.

Our \$15 million horticulture facility is state-of-the-art, so you can be sure a course in horticulture will give you the latest industry skills. Choose from a wide range of hands-on specialty areas such as sports turf management, landscaping, parks and gardens, conservation and land management or arboriculture.

Love colour and design? Get creative with a course in floristry. Our strong industry partnerships mean you could work on some of the biggest flower events in the Canberra region, including Australia's favourite spring flower festival – Floriade.

Dream it. Learn it. Be it.

Want to know more? Find your course at cit.edu.au/horticulture

Arboriculture Certificate III (AHC30810) PT

Campus: CIT Bruce

Application Type: Public OR Apprentice/Trainee (see page 9 for application types)

Duration: 4 semesters part-time (approx. 8 hours per week) plus practical experience and/or application in the workplace.

Conservation and Land Management Certificate III (AHC31410) PT

Campus: CIT Bruce

Application Type: Public

Duration: 4 semesters part-time (approx. 8 hours per week) plus practical experience and/or application in the workplace.

Floristry (Assistant) Certificate II (SFL20110) PT

Campus: CIT Bruce

Application Type: Public OR Apprentice/Trainee (see page 9 for application types)

Duration: 2 semesters part-time (approx. 8 hours per week) plus work placement.

Horticulture Diploma (AHC50410) PT  = VET FEE-HELP available  = Study abroad opportunity

Campus: CIT Bruce

Application Type: Public **Maximum course cost:** \$2,560.00

Duration: 2 semesters full-time (approx. 30 hours per week) OR part-time equivalent. **Note:** Must have Certificate III in Horticulture or equivalent.

Horticulture Certificate III (AHC30710) FT/PT

Campus: CIT Bruce

Application Type: Public

Duration: Recognition pathway or delivery tailored to targeted groups.

Landscape Construction Certificate III (AHC30910) FT/PT

Campus: CIT Bruce

Application Type: Public OR Apprentice/Trainee (see page 9 for application types)

Duration: 6 semesters part-time (approx. 8 hours per week) OR full-time equivalent.

Parks and Gardens Certificate III (AHC31010) FT/PT

Campus: CIT Bruce

Application Type: Public OR Apprentice/Trainee (see page 9 for application types)

Duration: 6 semesters part-time (approx. 8 hours per week) OR full-time equivalent.

Production Nursery Certificate III (AHC31110) FT/PT

Campus: CIT Bruce

Application Type: Public OR Apprentice/Trainee (see page 9 for application types)

Duration: 6 semesters part-time (approx. 8 hours per week) OR full-time equivalent.

Sports Turf Management Certificate III (AHC31310) PT

Campus: CIT Bruce

Application Type: Public OR Apprentice/Trainee (see page 9 for application types)

Duration: 6 semesters part-time (approx. 8 hours per week) OR full-time equivalent.

Horticulture – Floristry



"I have won a number of awards for my studies at CIT and my workmanship, which probably goes to show I have chosen the right career for me, and it is definitely a good position to be in to be good at and rewarded for something you love doing!"



STUDENT SNAPSHOT



DARCY JONES

Graduate, CIT Sports Turf Management

I enrolled in the Certificate III in Sports Turf Management at Canberra Institute of Technology (CIT) as part of my apprenticeship in sports turf management with Bermagui Country Club. I have been interested in this trade since I started playing golf at the age of seven.

I enjoy sports turf management because of the sport and lifestyle that surrounds the job. During my apprenticeship, after work we would often all go for a hit of golf or tennis. I also really enjoy the attention to detail the trade requires – it's the most challenging aspect but also the most rewarding once the course is all set for a tournament and receives praise from players and officials alike.

To be successful in sports turf management, you need to learn quite a lot about the biology of plants to understand the optimum growth conditions in order to provide a surface that is aesthetically pleasing and resilient to wear that occurs through play.

You need to know about plant nutrition, soil conditions and pests and diseases. There are also cool and warm season grasses, which makes good timing of turf renovations and fertiliser applications essential to the health of a turf sward. As well as a good theoretical knowledge and attention to detail, you need to have enthusiasm for the work you're doing – it definitely produces better results.

I have won a number of awards for my studies at CIT and my workmanship, which probably goes to show I have chosen the right career for me, and it is definitely a good position to be in to be good at and rewarded for something you love doing!

In 2015, I was fortunate enough to work on the turf facilities at Wimbledon in England, experiencing sports turf management at one of the highest quality sporting events in the world, which was a real privilege.

I'm always ready to learn and experience new things and have a lot of fun doing it.

Hospitality – Tourism – Events

After graduating from CIT with qualifications in hospitality, tourism or events, the world will be yours for the taking.

Learn in a national multi-award-winning training environment that includes CIT Travel, CIT Restaurant and CIT Events, which gives you real hands-on experience as you learn.

Students also have amazing opportunities to work on real events and projects across the ACT. You can even put your skills to the test in industry competitions.

Love to travel? The CIT Advanced Diploma of International Hotel and Resort Management is a unique and dynamic course offering students an interstate excursion and a full-time internship at leading hotels and resorts.

You'll also learn the theoretical side of the industry with subjects in rooms division, marketing, business planning, financial management, and human resources management, and have excellent pathways from advanced diploma to university studies. And did we mention that work in any of these fields is your ticket to travel?



Dream it. Learn it. Be it.

Hospitality

A man with a beard and short brown hair, wearing a beige blazer over a red sweater and a light blue collared shirt, stands in a kitchen with his arms crossed. He is smiling slightly. Behind him is a stainless steel espresso machine with a digital display and a stack of white coffee cups on top. The background shows a kitchen with white cabinets and a dark countertop.

"I loved the CIT Restaurant and all the practical experience we could do. I remember walking up and down stairs with bowls of water to practise service."

STUDENT SNAPSHOT



SASA SESTIC

Graduate, CIT Hospitality

I love coffee, and the challenge to chase perfection every day. I've also learnt coffee is not just a cup, it's a story as well.

I came to Australia in 1997. At the time I played competitive handball, representing Australia in the sport in the Sydney Olympics in 2000. With growing family responsibilities, I needed to think about getting a 'real job' – handball is not very big in Australia!

I took English language courses at CIT when I arrived, and decided to take courses in hospitality after that. I was fortunate enough to find the thing I love to do.

CIT opened my eyes to the industry, I think it's a better way to go through everything and gain a great, basic knowledge of the entire industry than just getting a job straight from school. It's a good platform for someone to see if they have a passion and drive for hospitality.

I loved the CIT Restaurant and all the practical experience we could do. I remember walking up and down stairs with bowls of water to practise service.

I started roasting my own coffee in 2008. It was a learning process; I made mistakes along the way.

Being a sportsman, I always wanted to compete. Seven years ago, I started competing in coffee.

I used to come dead last. The judges would give me feedback and they'd say, why are you doing this? Coffee is best in Sydney and Melbourne.

To be successful at something, you need to be passionate about what you do and have a clear vision of what you want to achieve.

Part of what drives me is my love for the city of Canberra. I was very proud to become the first barista from Canberra to make the national barista finals. In the 2015 World Barista Championship, I used local Clonakilla Shiraz in the roasting process. It was awesome to be able to share something of the city where I've come from.


I've travelled to 28 countries each year for three years to learn more about the coffee story. I now work closely with 100 coffee producers across 10 countries. It is a privilege and responsibility to work with farmers in developing countries to give back by sharing my knowledge and expertise with them so they can make a better living.

Hospitality – Tourism – Events

Bar Services Competencies from Certificate III in Hospitality (SIT30713) PT

Campus: **CIT Reid** **Application Type:** **Public**

Duration: 5 weeks part-time (1 evening per week).

Events Advanced Diploma (SIT60212) FT/PT  = VET FEE-HELP available

Campus: **CIT Reid** **Application Type:** **Public** **Maximum course cost:** \$2,280.00

Duration: 2 semesters full-time (approx. 30 hours per week) **OR** part-time equivalent.

Events Diploma (SIT50212) FT/PT  = VET FEE-HELP available


Campus: **CIT Reid** **Application Type:** **Public** **Maximum course cost:** \$1,840.00

Duration: 2 semesters full-time (approx. 25 hours per week) **OR** part-time equivalent.

Events Certificate III (SIT30612) FT/PT

Campus: **CIT Reid** **Application Type:** **Public**

Duration: 1 semester full-time (approx. 22-25 hours per week) **OR** part-time equivalent. Delivery of this program could be a combination of on-the-job and off-the-job learning combined with day or evening classes.

Hospitality Advanced Diploma (SIT60313) FT/PT  = VET FEE-HELP available

Campus: **CIT Reid** **Application Type:** **Public** **Maximum course cost:** \$3,700.00

Duration: 1 semester full-time (approx. 22 hours of study per week) **OR** part-time equivalent following the completion of the Diploma of Hospitality **OR** 4 semesters full-time (approx. 22 hours of study per week) **OR** part-time equivalent if you are entering the course without the diploma.

Hospitality Diploma (SIT50313) FT/PT  = VET FEE-HELP available

Campus: **CIT Reid** **Application Type:** **Public** **Maximum course cost:** \$2,880.00

Duration: 3 semesters full-time (approx. 20 hours of study per week) **OR** part time equivalent.

Hospitality Certificate IV (SIT40313) FT/PT

Campus: **CIT Reid** **Application Type:** **Public**

Duration: 1 semester full-time (approx. 24 hours per week) or part-time equivalent if you enter the course with the Certificate III in Hospitality or an equivalent qualification **OR** 2 semesters full-time or part-time equivalent if you enter the program without the certificate III.

Hospitality Certificate III (SIT30713) FT/PT

Campus: **CIT Reid** **Application Type:** **Public** **OR** **Apprentice/Trainee** (see page 9 for application types)

Duration: 1 semester full-time or part-time equivalent.

International Hotel and Resort Management

Advanced Diploma (10060NAT) FT/PT  = VET FEE-HELP available  = Study abroad opportunity

Campus: **CIT Reid** **Application Type:** **Private** **Maximum course cost:** \$22,500.00

Duration: 3 semesters, full-time or part-time equivalent, plus additional 10 hours per week individual learning.

Dream it. Learn it. Be it.

Want to know more? Find your course at cit.edu.au/hospitality

Providing Responsible Service of Alcohol Statement of Attainment (extract from SIT30713) PT

Campus: CIT Reid **Application Type:** Public

Duration: 4 hours face-to-face delivery.

Travel and Tourism Advanced Diploma (SIT60112) FT/PT  = VET FEE-HELP available

Campus: CIT Reid

Application Type: Public **Maximum course cost:** \$1,620.00


Duration: 1 semester full-time (approx. 22-25 hours of study per week) or part-time equivalent if you enter the course after completing a Diploma of Travel and Tourism (or equivalent qualification) **OR** 4 semesters full-time (approx. 22-25 hours of study per week) or part-time equivalent if you do not hold the Diploma of Travel and Tourism (or equivalent qualification).

Travel and Tourism Diploma (SIT50112) FT/PT  = VET FEE-HELP available  = Study abroad opportunity

Campus: CIT Reid

Application Type: Public **Maximum course cost:** \$1,800.00

Duration: 2 semesters full-time (approx. 25 hours of study per week) **OR** part-time equivalent. If you have industry experience or have completed a lower level qualification in this industry it may reduce the duration of your course. Delivery of this program could be a combination of on-the-job and off-the-job learning combined with evening classes.

Travel and Tourism Certificate IV (SIT40212) FT/PT  = Study abroad opportunity

Campus: CIT Reid

Application Type: Public

Duration: 2 semesters full-time (approx. 22-25 hours per week) or part-time equivalent **OR** 1 semester full-time (approx. 22-25 hours per week) or part-time equivalent.

Travel Certificate III (SIT31312) FT/PT

Campus: CIT Reid

Application Type: Public **OR** Apprentice/Trainee (see page 9 for application types)

Duration: 1 semester full-time (approx. 22 hours per week) **OR** part-time equivalent. Delivery of this program could be a combination of on-the-job and off-the-job learning combined with day/evening classes.

Not all courses are on offer at the same time. Please visit cit.edu.au for the most up-to-date information and for course availability. Course information and costs are correct at time of printing (January 2016).

Note: Canberra Institute of Technology reserves the right not to offer courses where there are insufficient student enrolments.

IT – Games – Library

Visited a library lately? Shelve your old ideas – they are now on the information superhighway.

Learn to manage, organise and protect huge stores of diverse information and cultural material with confidence with a course in library and information services at CIT.

CIT's information technology (IT) courses keep pace with the ever-changing needs of this industry. Get in-demand skills for any industry by choosing programming, networking or software development, or dive into the exciting world of entertainment and virtualisation with the Bachelor of Games and Virtual Worlds (Programming) delivered in partnership with the Academy of Interactive Entertainment (AIE).

Games and Virtual Worlds (Programming) Bachelor Degree FT/PT

Campus: CIT Bruce **Application Type:** Bachelor

Duration: 6 semesters full-time (approx. 39 hours per week) **OR** 4 semesters full-time and 4 semesters part-time equivalent (approx. 20 hours per week). The program will be delivered in a mixture of online activities through Canberra Institute of Technology, CIT Reid (eLearn) and face-to-face activities at the Academy of Interactive Entertainment campus at Watson (ACT). Also available at the Academy of Interactive Entertainment Melbourne and Sydney campuses.

Information and Cultural Services Certificate III (CUL30111) FT/PT

Campus: CIT Reid **Application Type:** Public

Duration: 1 semester full-time (approx. 20 hours per week) **OR** part-time equivalent.

Information, Digital Media and Technology Certificate III (ICT30115) FT/PT

Campus: CIT Reid Some subjects available flexibly at CIT Tuggeranong CIT Gungahlin Reid Library

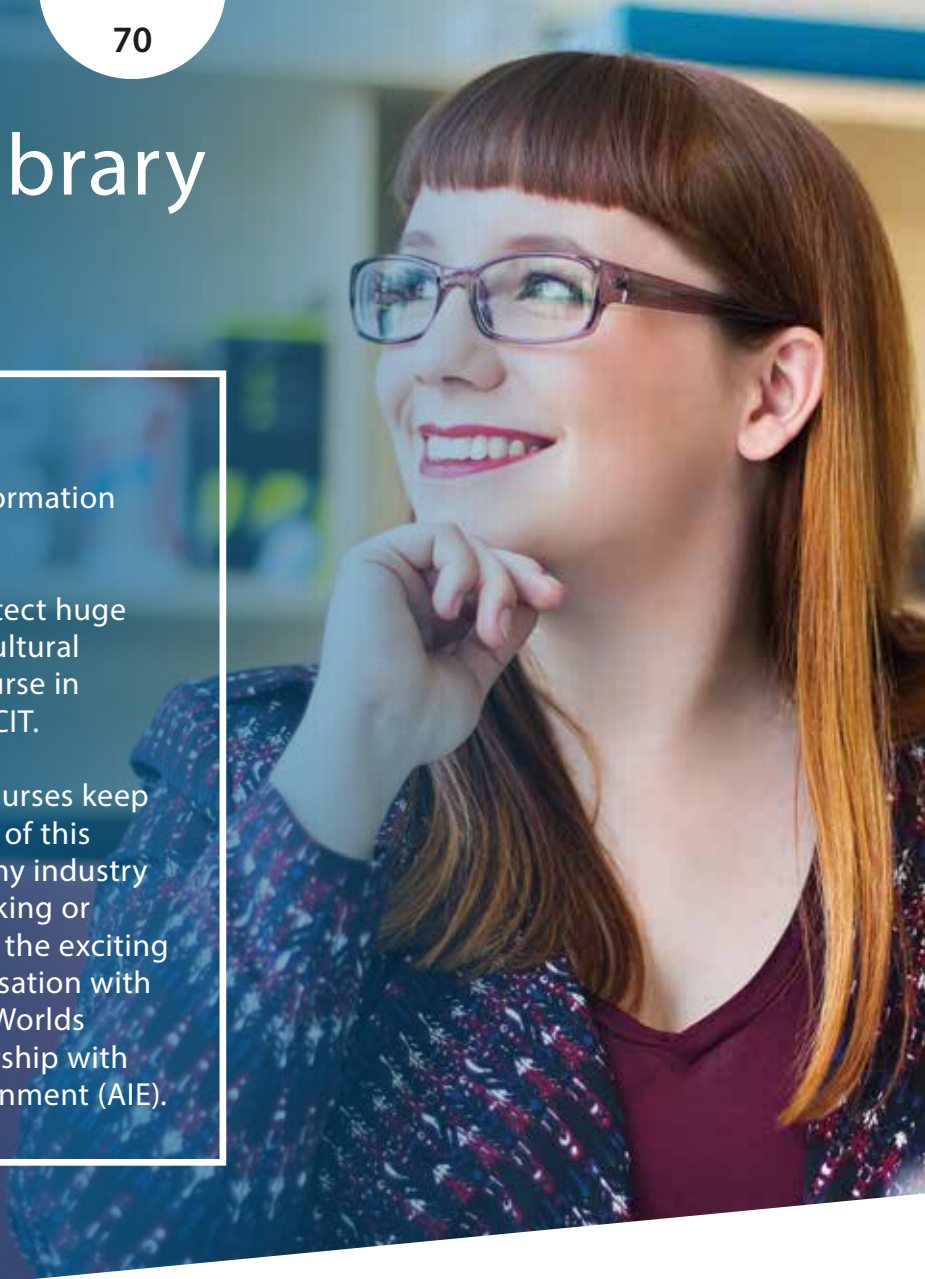
Application Type: Public

Duration: 1 semester full-time (approx. 35 hours per week) **OR** part-time equivalent.

Information, Digital Media and Technology Certificate II (ICT20115) Flexible

Campus: CIT Tuggeranong CIT Gungahlin Reid Library **Application Type:** Public

Duration: 1 semester full-time (approx. 30 hours per week) **OR** part-time equivalent.



Want to know more? Find your course at cit.edu.au/it

Information, Digital Media and Technology Certificate I (ICT10115) Flexible

Campus: CIT Tuggeranong CIT Gungahlin Reid Library

Application Type: Public

Duration: 1 semester full-time (approx. 12 hours per week) **OR** part-time equivalent.

Information Technology Diploma (ICT50115) FT/PT  = VET FEE-HELP available

Campus: CIT Reid Some subjects available flexibly at CIT Tuggeranong CIT Gungahlin Reid Library

Application Type: Public **Maximum course cost:** \$2,555.00


Duration: 1 semester full-time (approx. 35 hours per week) intensive delivery including online and project work.

Information Technology Certificate IV (ICT40115) PT/FT

Campus: CIT Reid Some subjects available flexibly at CIT Tuggeranong CIT Gungahlin Reid Library

Application Type: Public

Duration: 2 semesters full-time (approx. 34 hours per week) **OR** part-time equivalent.

Information Technology Networking Diploma (ICT50415) FT/PT  = VET FEE-HELP available

Campus: CIT Reid **Application Type:** Public **Maximum course cost:** \$2,380.00

Duration: 1 semester full-time (approx. 35 hours per week) intensive delivery including online and project work **OR** part-time equivalent.

Information Technology Networking Certificate IV (ICT40415) FT/PT

Campus: CIT Reid **Application Type:** Public **OR** Apprentice/Trainee (see page 9 for application types)


Duration: 2 semesters full-time (approx. 29 hours per week) **OR** part-time equivalent.

Information Technology Testing Certificate IV (ICT40615) FT/PT

Campus: CIT Reid Some subjects available flexibly at CIT Tuggeranong CIT Gungahlin Reid Library

Application Type: Public

Duration: 2 semesters full-time (approx. 25 hours per week) **OR** part-time equivalent.

Library and Information Services Diploma (CUL50111) FT/PT  = VET FEE-HELP available

Campus: CIT Reid **Application Type:** Public **Maximum course cost:** \$2,275.00

Duration: 3 semesters full-time (approx. 20 hours per week) **OR** part-time equivalent.

Programming Certificate IV (ICT40515) FT/PT

Campus: CIT Reid **Application Type:** Public

Duration: 2 semesters full-time (approx. 29 hours per week) **OR** part-time equivalent.

Software Development Diploma (ICT50715) FT/PT  = VET FEE-HELP available

Campus: CIT Reid **Application Type:** Public **Maximum course cost:** \$1,701.00

Duration: 1 semester full-time (approx. 35 hours per week) intensive delivery including online and project work.

Not all courses are on offer at the same time. Please visit cit.edu.au for the most up-to-date information and for course availability. Course information and costs are correct at time of printing (January 2016).

Note: Canberra Institute of Technology reserves the right not to offer courses where there are insufficient student enrolments.

Science – Forensics – Environment

Do you have an interest in the world around us and want to know more about how it works? There are lots of exciting career possibilities that are about just that.

A CIT course in science, forensics or environment will put you on an exciting path of discovery. Learn to process crime scenes using meticulous science and technique, develop laboratory skills useful for environments like the food industry, schools and pathology labs or head into the natural environment gaining skills in environmental testing and monitoring.

CIT's forensic facilities, such as a bespoke Crime Scene House, are some of the best in the country and our labs and strong industry partnerships ensure you have all the necessary tools for success at your fingertips.

Not all courses are on offer at the same time. Please visit cit.edu.au for the most up-to-date information and for course availability.

Course information and costs are correct at time of printing (January 2016).

Note: Canberra Institute of Technology reserves the right not to offer courses where there are insufficient student enrolments.

Dream it. Learn it. Be it.


Want to know more? Find your course at cit.edu.au/science

Biometric Technologies Certificate IV (10061NAT) Online

Campus: CIT Bruce

Application Type: Public

Duration: 1 year full-time (approx. 20 hours per week) **OR** part-time equivalent.

Environmental Monitoring and Technology Diploma (MSS50211) FT/PT  = VET FEE-HELP available

Campus: CIT Bruce

Application Type: Public **Maximum course cost:** \$3,400.00

Duration: 3 semesters full-time (approx. 20 hours per week) **OR** part-time equivalent.

Environmental Monitoring and Technology Certificate IV (MSS40211) FT/PT

Campus: CIT Bruce

Application Type: Public

Duration: 2 semesters full time (approx. 20 hours per week) **OR** part-time equivalent.

Forensic Science (Crime Scene Examination) Bachelor Degree FT/PT

Campus: CIT Bruce

Application Type: Bachelor

Duration: 6 semesters full-time (approx. 25 hours per week) **OR** part-time equivalent. In addition, you are required to undertake significant reading, research and study in your own time. You are strongly advised to contact the course coordinator before commencing the program in part-time mode.

Laboratory Skills Certificate III (MSL30109) FT/PT

Campus: CIT Bruce

Application Type: Public


Duration: 1 semester full-time (approx. 20 hours per week) **OR** part-time equivalent.

Laboratory Techniques Certificate IV (MSL40109) FT/PT

Campus: CIT Bruce

Application Type: Public

Duration: 1 semester full-time (approx. 20 hours per week) in addition to completing the Certificate III in Laboratory Skills **OR** part-time equivalent.

Laboratory Technology Diploma (MSL50109) FT/PT  = VET FEE-HELP available

Campus: CIT Bruce

Application Type: Public **Maximum course cost:** \$4,020.00

Duration: 1 semester full-time (approx. 20 hours per week) after you have completed the Certificate IV in Laboratory Techniques **OR** part-time equivalent

Surveying – Spatial Information

Surveying and spatial science is at the heart of Australia's development and growth.

Get a qualification that's always in demand and be part of Australia's growing future with a CIT course in surveying or spatial information.

Surveying is used in preparation for all forms of construction and land development, while spatial information is used for a range of purposes including thematic mapping, emergency management, and monitoring location-based services.

You will learn with the latest industry equipment, such as satellite receivers, drones, global navigation satellite systems (GNSS) and geographical information systems (GIS) to ensure accuracy and precision.

Learn with CIT, the premier provider of surveying and spatial vocational training for the ACT and Queensland.

Dream it. Learn it. Be it.

Want to know more? Find your course at cit.edu.au/surveying

Spatial Information Services

Diploma (CPP50212) FT/PT  = VET FEE-HELP available

Campus: **CIT Bruce**

Application Type: **Public** OR **Apprentice/Trainee** (see page 9 for application types)

Maximum course cost: \$6,810.00

Duration: 2 semesters full-time (approx. 25 hours per week) intensive, work-based, block or regular workshops and online.

Surveying

Diploma (CPP50112) FT/PT  = VET FEE-HELP available

Campus: **CIT Bruce**

Application Type: **Public** OR **Apprentice/Trainee** (see page 9 for application types)

Maximum course cost: \$8,400.00

Duration: 2 semesters (approx. 20 hours per week) intensive, work-based, block workshops and online.

Surveying and Spatial Information Services

Certificate III (CPP30112) FT/PT

Campus: **CIT Bruce**

Application Type: **Public** OR **Apprentice/Trainee** (see page 9 for application types)

Duration: 1 semester full time (approx. 1.5 days per week face to face class) plus online participation OR part time equivalent.

Not all courses are on offer at the same time. Please visit cit.edu.au for the most up-to-date information and for course availability. Course information and costs are correct at time of printing (January 2016).

Note: Canberra Institute of Technology reserves the right not to offer courses where there are insufficient student enrolments.

Veterinary – Animal

Do you love animals? Turn your passion into a career with a course in animal or veterinary nursing.

Working in our own labs and specialised CIT Animal House, you can be sure our practical courses will give you the skills and experience you need to work in the industry.

Our animal courses can prepare you for a range of specialisations, such for caring for sick and injured animals, or working with companion and laboratory animals in animal handling, husbandry, breeding, nutrition or animal disease and surgical techniques.

The Canberra region is rich in animal life – come and join the industry.

Dream it. Learn it. Be it.

Want to know more? Find your course at cit.edu.au/animal

Companion Animal Services

Certificate III (ACM30410) FT/PT

Campus: CIT Bruce**Application Type:** Public**Duration:** 1 semester full-time or 2 semesters part-time.**Veterinary Nursing**  = Study abroad opportunity

Certificate IV (ACM40412) PT

Campus: CIT Bruce**Application Type:** Public**Duration:** 18 months part-time (approx. 12 hours per week).

Not all courses are on offer at the same time. Please visit cit.edu.au for the most up-to-date information and for course availability. Course information and costs are correct at time of printing (January 2016).

Note: Canberra Institute of Technology reserves the right not to offer courses where there are insufficient student enrolments.

About CIT

A variety of study options

CIT understands that students lead busy and varied lives. We pride ourselves on providing a variety of study options, making it easier for students to gain a first-class education in the way that best suits them. Many of our courses enable students to study full-time or part-time, day or night, online, or in the workplace. All CIT students are given access to CIT's world class eLearn environment, to communicate with teachers or access learning resources and support services online.

With such a variety of study options, there is sure to be a CIT course to suit your interests and lifestyle.

CIT campuses

CIT has six locations which are home to world-class facilities, libraries and information technology resources. CIT campuses are designed to enhance a supportive learning environment, with teachers and students working and studying alongside each other.

CIT libraries

CIT libraries are located on all six campuses, and provide access to the latest books, journals and e-resources. CIT library staff can help students with research, copyright, loans and requesting items from another campus. All libraries include computer facilities, wireless internet and multi-function devices for printing, copying and scanning. CIT libraries also

run free Study Support sessions designed to help students develop literacy, numeracy and computer skills.

24 hour access is available at CIT Reid and extended hours are also offered at CIT Woden.

As well as the physical library, students can access resources online including catalogues, reading lists, eBooks, and the 'Ask A Librarian' tool for help with research and assignments.

Web: cit.edu.au/library

CIT accommodation

At CIT, we seek to make the transition into study as easy as possible by offering comfortable, well-equipped accommodation close to our campuses. CIT has two residences, at CIT Bruce Residence and Monterey Apartments near CIT Reid. Additional accommodation is also available at the Australian Institute of Sport Residence near CIT Bruce. CIT residences are self-catered and provide comfortable, fully-furnished single bedroom accommodation that includes a phone line, heating, shared kitchen, bathrooms, laundry and living rooms, television, and car parking.

Phone: (02) 6207 4661

Web: cit.edu.au/accommodation

Dream it. Learn it. Be it.

A unique training environment

CIT offers a range of unique, hands-on training environments that operate as commercial businesses on campus. These businesses are diverse in their offerings, and include a restaurant, travel agency, gym, massage clinic, live music venue, child care, and hair and beauty salon. Students are directly involved in servicing and running the businesses, which allows them to learn and apply their skills and knowledge in real workplace environments. Products and services are offered at very reasonable prices, and everyone is welcome to use them whether student, staff or general public.



CIT Restaurant and CIT Functions

Experience the culinary creations of hospitality and hotel management staff and students at CIT's fully-licensed a la carte restaurant and function centre. The restaurant is open to the public for affordable quality lunches and dinner. The venue accommodates 50-260 guests and is ideal for training, conferences and cocktail events. Consistently a winner at the Canberra and Regional Tourism Awards, our students are well-placed to serve you at your next function or night out.

Where: **CIT Reid** Phone: **(02) 6207 3132**



CIT Fitness Centre and Massage Clinic

Need a boost in health and vitality? CIT Fit & Well features a student-run gym and massage clinic available to staff, students and general public. Treatments are provided by students and supervised by qualified health professionals in a caring environment. The centre includes a new functional training area, modern fitness equipment and personal trainers.

Where: **CIT Bruce Gym** – Phone: **(02) 6207 4309**
Massage Clinic – Phone: **(02) 6205 4727**



CIT Regional

Stuck for something to eat tonight or have no time to cook? Visit CIT Regional and pick up a range of ready to eat meals to save you time and money. All meals are produced in the CIT kitchens, and customers are given an eclectic choice of quality meals with a changing range, creating a unique experience with each visit.

Where: **CIT Reid** Phone: **(02) 6205 1897**

CIT Travel

Students at CIT Travel offer professional service and advice on your travel requirements, prepare itineraries and can provide you with a quote for your next interstate or overseas holiday. If you're happy with your itinerary, CIT Travel can even put your request straight through to Harvey World Travel so you can get your travel booked and paid for right away. All you have to worry about is what to pack!

Where: **CIT Reid** Phone: **(02) 6205 9246**

Dream it. Learn it. Be it.

CIT Music Industry Centre

The CIT Music Industry Centre is one of the best live venues in town for jazz and contemporary concerts, with the latest audio-visual equipment, large stage and 500 person capacity. Concerts are held once a month featuring local and interstate performers in a relaxed lounge bar atmosphere. Events are run by music and sound production students under supervision of experienced musicians and sound engineers.

Where: **CIT Woden**

Phone: **(02) 6207 3583**

CIT Child Care

Child care centres are located at CIT Bruce, CIT Reid and CIT Woden. The centres cater for the children of staff and students, and provide professional care for babies and children up to school age.

Register early to avoid missing out.

CIT Bruce

Phone: **(02) 6251 7796**

CIT Reid

Phone: **(02) 6230 5660**

CIT Woden

Phone: **(02) 6281 3121**



CIT Hair and Beauty

CIT Hair and Beauty offers a full range of salon services, including hot stone massage, body wraps, facials, style cuts, and semi, demi and permanent hair colours. Services use leading treatment products including Dermalogica, Ultraceuticals and Schwarzkopf. Services are performed by CIT students and apprentices under supervision. Morning, afternoon and evening appointments are available.

Where: **CIT Reid** Phone: **(02) 6207 3246**

CIT Customised Training Solutions



No project is too large or small, no training requirement too difficult to adapt. CIT offers a personalised approach, face-to-face meetings and ongoing contact with key individuals to ensure we have a strong understanding of current industry and business needs.

Using a collaborative approach we ensure program design and development is relevant and flexible. Drawing from a professional network of educators spanning over 25 industry disciplines, CIT can provide unique tailored programs to match organisational training needs. CIT prioritises building and maintaining sustainable working relationships and provides strong returns on workforce investment.

Empowered employees create innovative workplaces.

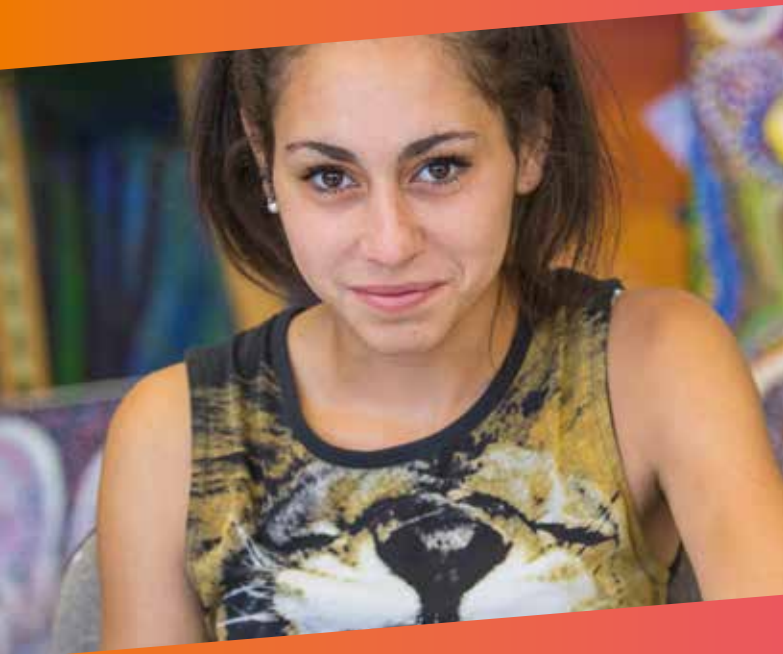
Contact the CIT Business Development Team today to see how we can work with your business to help place you ahead of the market.

bdu@cit.edu.au

We offer:

- a diverse variety of delivery styles including workplace training and assessment, individualised business training and collaborative training for consortiums
- workplace delivery, including remote sites or take advantage of our high profile training labs and innovative facilities
- online learning through smart technology.

Skills for Education and Employment (SEE) Programme



LOOKING FOR A JOB?

SEE will help you learn the skills you need to get the job you want by:

- improving your English, reading and writing skills
- improving your maths skills.

DO YOU WANT TO:

- be more confident about doing further study?
- build a better pathway to the job you want?
- improve the skills you already have?

SEE WILL HELP YOU FIND A JOB BY IMPROVING YOUR SKILLS.

Quick facts about SEE:

- it's FREE
- you can begin at your own level
- you can learn at your own pace
- you can still look for work
- you can study full-time or part-time
- training is based on your future goals
- you can do work experience
- it can help if English is your second language.

IS SEE RIGHT FOR ME?

Are you:

- between 15 and 64 years old?
- registered as a jobseeker?
- not a full-time student?

HOW DO I ENROL?

Contact Centrelink or your local Jobactive Providers to see if you are eligible to join SEE.

For further information about SEE@CIT contact: see@cit.edu.au or call (02) 6207 5577



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