

Gold Coast Institute of TAFE

2014 & 2015

INTERNATIONAL
COURSE GUIDE

EDUCATION

EXPERIENCE

www.i.gcit.edu.au | (+617) 5581 8398
LEARNING THAT WORKS



GCIT GOLD
COAST
INSTITUTE
OF TAFE

“

Established in 1968, GCIT is one of Australia's leading vocational education and training facilities and the largest in the region with over 16,000 students annually.

We have an extensive range of programs including English language programs, Certificates, Diplomas and Advanced Diplomas. These programs have been designed in close consultation with industry representatives. When our students complete their studies, they will have the necessary skills to ensure they enter the workforce or move onto further education with a competitive advantage.

At GCIT you will experience a friendly, relaxed, yet cosmopolitan lifestyle, where you will enjoy all the benefits of internationally competitive education and training in a safe, attractive and culturally diverse environment.

GCIT is committed to delivering an exceptional learning experience and will equip you with the skills you need for the life you want.

Thank you for considering GCIT as part of your future.

”

A handwritten signature in white ink, appearing to read 'A. Devine', with a stylized flourish at the end.

Aaron Devine, CEO.



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Information current at time of printing, with courses on GCIT's scope for 2014. All information is subject to change, for the latest information visit GCIT's website.
 *Please note: Each semester is 20 to 21 teaching weeks with either 1 or 2 holiday weeks. Semesters may vary slightly between courses and semesters. Each term is approximately 10 teaching weeks.



ABOUT AUSTRALIA'S GOLD COAST

The Gold Coast is more than a place to study; it's a great place to live.



The Gold Coast is identified as one of the most desirable places in the world to live, ranked on economic and environmental factors, personal safety and health.



The Gold Coast is Australia's most biologically diverse city with over 70 kilometres of pristine coastline and the largest subtropical rainforest remnant in the world.



Enjoy over 300 days of sunshine a year with summer temperatures ranging from 20 - 35°C, and winter temperatures 10 - 25°C.



Easily accessible being only 80 kilometres from the state capital, the Gold Coast is serviced by two international and domestic airports.



Be entertained with the largest choice of themed attractions in the Southern Hemisphere with some of the world's tallest and fastest thrill rides.



The Gold Coast plays host to exciting events year-round and in 2018 will host the Commonwealth Games.



As Australia's sixth largest city, the Gold Coast is continually growing and welcoming new cultures into its laid back lifestyle.

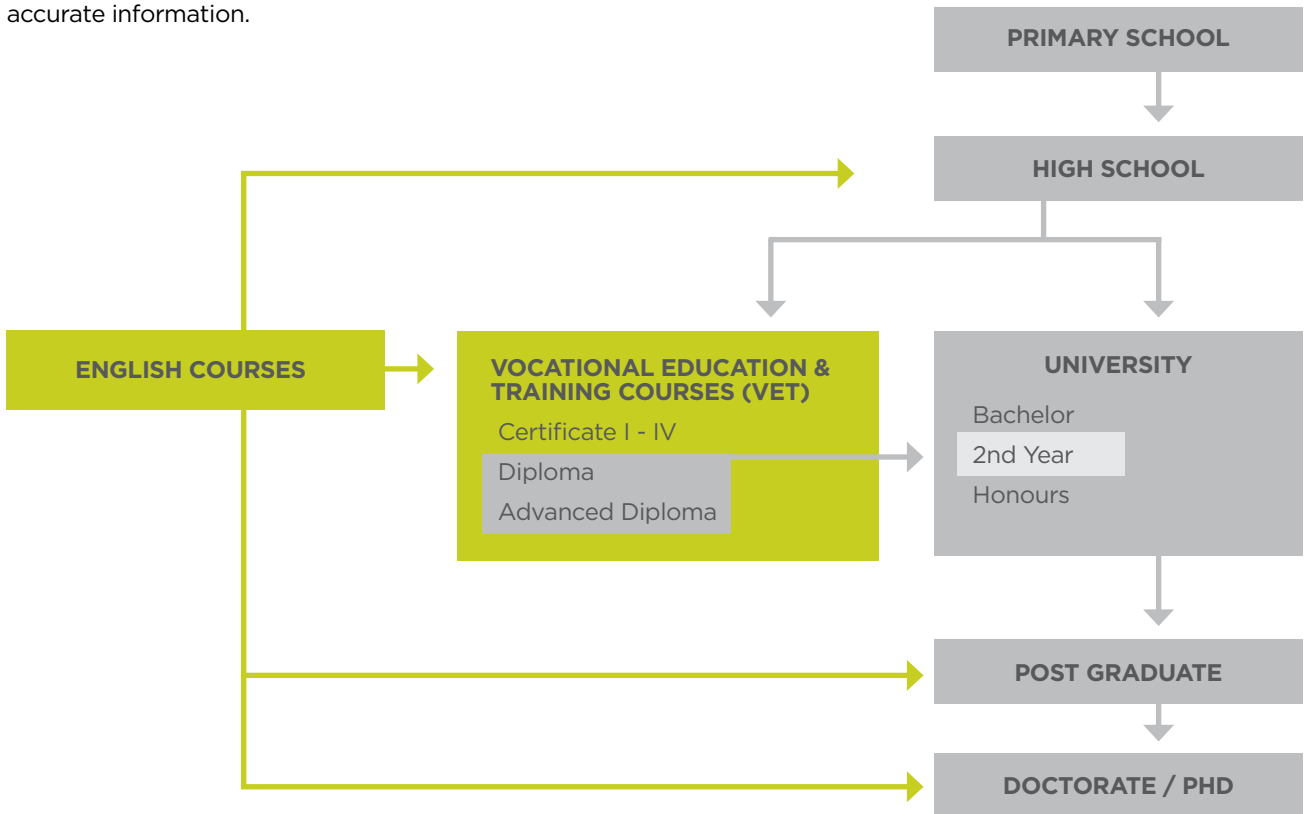


The largest professional beach life guard service in Australia.



AUSTRALIA'S EDUCATION SYSTEM

Like many countries, Australia's education system is broadly divided into three areas: primary school, secondary school and tertiary education. The Education Services for Overseas Students (ESOS) Act 2000 guarantees the wellbeing of all international students, the quality of their experience and the provision of up-to-date and accurate information.





- **Study in the heart of the Gold Coast**
GCIT is located in the heart of one of Australia's favourite destinations, the Gold Coast.
- **Government Owned**
As a government owned institution, GCIT is well recognised, professionally run and your investment in education is secure.
- **Strong University Pathways**
GCIT's articulation agreements with leading Australian universities allow you to further your studies and gain credit towards a university degree.
- **Region's largest provider of Vocational Education and Training**
Supported by over 140 million dollars worth of facilities and enrolments of 16,000 students annually, GCIT is the largest vocational education and training provider on the Gold Coast.
- **Highest Student Satisfaction across TAFE Queensland**
With 91% overall student satisfaction in 2013, GCIT has the highest TAFE student satisfaction rate in Queensland. This takes into account quality of teaching, assessment, facilities, equipment and student support.
- **9 in 10 Employers would recommend GCIT**
The 2013 business satisfaction survey highlighted that 9 in 10 employers would recommend GCIT, based on the quality of teaching, facilities and relevance to industry.
- **Practical courses with high job outcomes**
The majority of GCIT courses incorporate vocational placement, giving you industry experience whilst you study.





Your pathway to success



*number of years dependent on actual course

- A cost effective option through reducing the actual time spent at university.
- Strong teaching support with smaller class sizes and tutoring, providing a bridge between school and university and ideal for people who have not recently studied.
- Use your GCIT qualification to work in industry whilst you continue your studies.
- Finish with two recognised qualifications, in the time it takes to complete one.

- Develop strong practical skills and theoretical knowledge from completing both a Diploma and a Degree.
- With streamlined visa processing, you only need to apply for one visa for both your GCIT and university studies at GCIT’s partner universities (QUT, Griffith University and University of Southern Queensland).

GCIT can assist you with your streamlined visa.

Gold Coast Institute of TAFE has articulation arrangements with:





Basic English skills are essential for daily life in Australia and assist in preparing you for the workplace or to go onto further education.

ENGLISH

Tailored for people from non-English speaking backgrounds, GCIT’s English programs build English literacy and numeracy skills for all levels. Apply the skills to undertake further education and training, seek or maintain employment or for social interaction.

Advanced specialised English courses are also available in academic preparation, business, nursing, health and hospitality.

COURSES

IELTS Testing at GCIT

- GCIT is the region’s International English Language Testing Systems (IELTS) Examination Centre.
- IELTS is required for higher education entry, immigration and employment.
- IELTS is recognised by 135 countries.

<p>General English Intensive (ELICOS)</p> <p>English Language Intensive Courses (ELICOS) are designed for those who intend to learn English either for personal improvement, and/or further study. GCIT offers English courses specialising in business, hospitality, nursing and health.</p>	<p>CRICOS CODE: 065788K</p> <p>Southport Campus</p> <p>25 hours per week Minimum 4 weeks (Recommended 10 weeks)</p>
<p>General English Full Time</p> <p>Delivered at the Southport Campus, a prime holiday destination for visitors to the Gold Coast, in this course you will learn English for general conversation.</p>	<p>CRICOS CODE: 065788K</p> <p>Southport Campus</p> <p>20 hours per week Minimum 4 weeks (Recommended 10 weeks)</p>
<p>General English Part Time (Non-Student Visa holders only)</p> <p>This course offers students who are visiting Australia on a tourist or holiday visa a chance to learn and improve their English skills. This course is delivered at the Southport Campus, a prime holiday destination for visitors to the Gold Coast. (Not available to student visa holders).</p>	<p>N/A</p> <p>Southport Campus</p> <p>15 hours per week Minimum 4 weeks (Recommended 10 weeks)</p>
<p>International English Language Testing System (IELTS) Preparation Course</p> <p>Intensive practice and preparation for both the IELTS Academic and General examinations. Successful completion of this course guarantees placement offered at the specialised GCIT IELTS Testing Centre.</p>	<p>CRICOS CODE: 065788K</p> <p>Southport Campus</p> <p>25 hours per week Minimum 1 week (Recommended 4 weeks)</p>
<p>English for Academic Purposes (EAP)</p> <p>An advanced English program teaching the terminology and language skills needed for further academic study. Successful completion will give students direct entry into any GCIT Certificate or Diploma.</p>	<p>CRICOS CODE: 065788K</p> <p>Southport Campus</p> <p>25 hours per week 10 weeks</p>



ADULT TERTIARY PREPARATION

Employment preparation is designed for people entering or returning to the workforce to build and identify transferable skills. Employment Preparation is also suited to those who wish to go onto further tertiary education and build their study skills or need to achieve an entry prerequisite such as the Year 10 or 12 equivalent.

COURSES

Certificate of Adult Tertiary Preparation +++

Develop the skills required to complete further tertiary study at either TAFE or University, including research, writing and study skills.

+++ At the time of publication, GCIT is not registered for deliver of this program to international students and does not have a relationship with another provider for delivery. Accordingly, GCIT can not accept applications for enrolment or any payments from students wanting to study this program and must return any funds provided. GCIT is surveying demand for future delivery of this program. Please contact GCIT to register your interest but please note that GCIT would need to apply to the Australian Skills Quality Authority, and be approved, for delivery of this program prior to accepting applications for enrolments or deposits of course fees from prospective students.



With the ageing population, this industry is forecasted for continual growth and offers rewarding career prospects.

AGED CARE & COMMUNITY SERVICES

This industry is one of the fastest growing areas for employment and this strong growth trend is forecasted to continue at even higher levels over the coming year. Trends in government spending and an ageing population will make this industry one of the most consistent performing industries in Australia.

COURSES

Diploma of Community Services Work

This course aims to promote and facilitate the well-being of both the individual and the community. Develop skills and knowledge relevant to the community services industry including mental health/alcohol and other drug issues, disability work, case management, counselling, assessment, sociology. You will also learn how to manage staff and volunteers effectively and necessary skills for working with clients.

Career Opportunities Case Coordinator, Community Support Facilitator, Early Intervention Coordinator, Family Service Worker, Social Welfare/Service Worker.

Articulation Griffith University, Queensland University of Technology, Southern Cross University, University of the Sunshine Coast, University of Southern Queensland.

CRICOS CODE: 078710C

Southport Campus

3 semesters*

230 hrs vocational placement

Certificate IV in Aged Care

Expand on the knowledge developed in Certificate III in Aged Care. This upskilling course will develop your skills in Aged Care where you will be more informed on important topics such as complex needs, dementia, implementing interventions, the legal framework and supervisory skills.

Career Opportunities Assistant in Nursing Aged Care in nursing homes, hospitals, community centres and in private homes with a registered agency.

CRICOS CODE: 079062M

Southport Campus

1 semester*

Certificate III in Aged Care

This course is designed for those who enjoy caring for others and would like to work within the community. Throughout the course you will gain knowledge, skills and values that promote quality care for the ageing process, personal care practices, dementia care and supporting difference and diversity. You will develop skills in delivering a service to clients, supporting group activities, assisting the aged with personal needs, providing services to aged people and undertake work in the community services industry.

Career Opportunities Assistant in Nursing Aged Care in nursing homes, hospitals, community centres and in private homes with a registered agency.

CRICOS CODE: 078435F

Southport Campus

1 semester *

80 hrs vocational placement



Offering exciting career opportunities, this industry is about the design and production of useful services and products.

BUILT ENVIRONMENT AND TRADES

The industry offers a broad range of career opportunities, from specific trades through to supervision and management roles.

Construction as a whole is expected to experience slight growth over the next 5 years, with commercial buildings expected to incur the strongest growth of all sub-sectors. Current skill shortages exist in Queensland for Engineering Managers and Civil Engineers.

COURSES

Diploma of Building Design

In this course you will learn building and construction theory, architectural principles, and building regulations. You will develop drawing techniques including using computer aided design and drafting, develop design problem solving skills and learn how to make material selection and take into account environmental design considerations. The course covers residential low-rise and medium-rise buildings.

Career Opportunities Building Designer/Inspector, CAD Operator, Model Maker, Residential and Architectural Drafts Person/Technician.

Articulation Griffith University.

CRICOS CODE: 079056J

Coomera Campus

3 semesters *

Certificate IV in Engineering ⁺

Develop well rounded skills in engineering including fabrication, welding, structural steel erection, sheet metal working, metal finishing, pattern making and moulding. You will also learn how to perform engineering measurements, perform commutations and use computer controlled equipment.

Career Opportunities Boiler Maker.

CRICOS CODE: 065774E

Ashmore Campus

4 semesters *

Certificate III in Automotive Electrical Technology ⁺

This qualification will enable the successful applicant to work within the automotive trade to be classed as an Auto Electrician. Learn to diagnose and repair all aspects of both early and modern vehicle electronics, wiring, lighting, electronic fuel management systems, body control components, stationary and power equipment and motors, recreational vehicles and caravan electrics. You will learn to diagnose and repair charging and starting circuits and their major components and will be competent with cars, trucks, caravans, trailers, earth moving and agricultural equipment and boats.

Career Opportunities Automotive Electrician.

CRICOS CODE: 080796G

Ashmore Campus

3 semesters *

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<p>Certificate III in Carpentry</p>	<p>CRICOS CODE: 077831B</p>
<p>In this course undertake work in both commercial and residential environments including construction of walls, load bearing construction, fire-rated work, ornamental and decorative work. You will gain real workplace experience through vocational placement. GCIT will assist you in finding this placement. *Minimum class numbers apply.</p>	<p>Ashmore Campus 4 semesters * Vocational placement</p>
<p>Career Opportunities Carpenter.</p>	
<p>Certificate III in Engineering (Fabrication Trade) **</p>	<p>CRICOS CODE: 073690J</p>
<p>Develop skills and experience in fabrication, welding, structural steel erection, sheet metal working, metal finishing, pattern making, moulding, and the use of related computer controlled equipment.</p>	<p>Ashmore Campus 4 semesters *</p>
<p>Career Opportunities Fabrication Engineering Tradesperson.</p>	
<p>Certificate III in Heavy Commercial Vehicle Mechanical Technology</p>	<p>CRICOS CODE: 080798E</p>
<p>Learn how to service and repair mechanical parts of road transport vehicles including the engine, transmission, suspension system as well as the cooling systems, air conditioning and diesel fuel systems.</p>	<p>Ashmore Campus 3 semesters *</p>
<p>Career Opportunities Heavy Diesel Mechanic.</p>	
<p>Certificate III in Light Vehicle Mechanical Technology</p>	<p>CRICOS CODE: 080797F</p>
<p>Learn to service and repair the mechanical parts of motor vehicles such as the engine, transmission (clutch, gearbox and differential) and the suspension systems (springs, steering, brakes, wheels and tyres). Perform tasks including repair and service cooling systems, fuel systems, air conditioning and emission control systems, clutch assemblies, manual and automatic transmissions, braking systems, final drive assemblies and steering and suspension systems. The repair of ignition, electronic engine management and electrical systems are also encompassed in the motor mechanic's duties. With the rapid changes in automotive technology, motor mechanics are becoming more specialised in their areas of work.</p>	<p>Ashmore Campus 3 semesters *</p>
<p>Career Opportunities Automotive Mechanic.</p>	
<p>Certificate III in Marine Craft Construction +</p>	<p>CRICOS CODE: 065773F</p>
<p>In this course develop skills to become a qualified tradesperson in the marine craft industry. Learn how to produce templates and patterns from full size detail drawings, fit out internal and external components of vessels and install engineering drive systems.</p>	<p>Coomera Marine Campus 4 semesters *</p>
<p>Career Opportunities Boat Building/Construction.</p>	

(+) Entry available in January and April 2014 & 2015

** This program is not being delivered in Semester 1 of 2014. Future offerings will be subject to registered interest and minimum numbers may apply. Please contact GCIT to register your interest or for confirmation as to whether GCIT is offering this program in your chosen period of study and for relevant delivery details.



Business is a growing and dynamic industry that opens the door to a huge number of career opportunities, as well as providing transferable skills that can be applied to other industries.

BUSINESS

There is huge scope for rewarding career pathways in the business world, which covers a broad range of occupations and industries from small business owners and administration staff to major corporations or accounting.

Due to the large size of the workforce, many job vacancies exist for most major business related occupations. The occupations with strong job prospects include Accounting Clerks, Human Resource Professionals, Advertising and Marketing Professionals and General Administration Staff.

COURSES

Diploma of Business and Commerce Studies

This course will prepare you for employment within the broad context of business, as well as for more defined occupational areas within the business environment. Topics include commerce, consumer behaviour, business technology, marketing principles, economics, management, report writing and international business.

Career Opportunities Supervisor, Frontline Manager, Administration Manager.

Articulation Bond University, Central Queensland University, Edith Cowan University, Griffith University, Queensland University of Technology, University of Tasmania.

CRICOS CODE: 074861J

Southport Campus

2 semesters *

Certificate IV in Business

This program has been designed to meet the needs of individuals aspiring to careers that possess a sound theoretical knowledge base in business and demonstrate a range of skills to effectively work in an organisation or business area. Covering areas such as managing work priorities, people management, team effectiveness, operational plans, information systems, customer service management, work safety, continuous improvement, and workplace learning.

Career Opportunities Office and Practice Managers, Administrator, Project Administrator.

CRICOS CODE: 080135M

Southport Campus

1 semester *

Certificate III in Business Administration

In this course you will develop a well rounded balance of skills for a variety of work contexts. Learn introductory level office administration skills including Microsoft Office software to create a range of business and desktop published documents, presentations, worksheets and spreadsheets.

Career Opportunities Accounts Payable/Receivable Clerk, Administration Officer, Personal Assistant, Receptionist.

CRICOS CODE: 079256A

Southport Campus

1 semester *



A rewarding career with excellent job prospects, this industry involves helping young children develop their social and learning skills.

EARLY CHILDHOOD EDUCATION AND CARE

Working with children gives you the potential to change lives and involves helping children develop their social and learning skills. It often means working with the parents to assist in their child's development.

Child care services is one of the fastest growing industries in Australia and is expected to grow over the next 5 years. Skill shortages currently exist in Queensland for Child Care Workers, Early Childhood Teachers and Special Needs teachers.

COURSES

Diploma of Early Childhood Education and Care

Building on the skills developed in Certificate III in Children's Services, in this course you will learn how to plan care routines and foster children's cognitive, language, aesthetic and creative development.

Career Opportunities Childcare Centre Group Leader, Nanny, Out-Of-School Hours Care Coordinator, Family Day Care Child Development Officer.

Articulation Central Queensland University, Griffith University, James Cook University, Queensland University of Technology, Southern Cross University, University of Southern Queensland, University of the Sunshine Coast.

CRICOS CODE: 071509E

Ashmore/Southport Campus

2 semesters *

Certificate III in Children's Services

In this course learn organisational policies and procedures, how to plan activities, provide care to children and how to facilitate their leisure and play to enable them to achieve development outcomes.

Career Opportunities Childcare Assistant, Nanny, Out-Of-School Hours Care Assistant.

CRICOS CODE: 079063K

Ashmore/Southport Campus

1 semester *

A career as an events planner allows you to create, organise and supervise every element of an event, meeting or function.



EVENTS

A fast paced and challenging industry that offers high diversity from organising corporate conferences and conventions, through to major sporting events and concerts.

COURSES

Diploma of Events **

Learn a broad range of event management operations and activities that relate to all aspects of sporting, business events and music festivals. Develop event organisation skills including event feasibility, budget management, legal knowledge for business compliance, manage project and risk, people performance and public relations

Career Opportunities Event Assistant, Event/Venue Coordinator, Conference Coordinator.

Articulation Griffith University, Southern Cross University, University of Southern Queensland, University of the Sunshine Coast.

CRICOS CODE: 080238D

Ashmore Campus

2 semesters *

Triple Diploma - Diploma of Travel and Tourism, Diploma of Hospitality and Diploma of Events

Increase your employment options and complete this Triple Diploma in the same time it takes to complete one, providing you with a broad range of skills and knowledge.

Career Opportunities Restaurant Manager, Food & Beverage Supervisor, Events Assistant, Travel Agent, Airline Sales / Reservations.

CRICOS CODE:

080237E 080238D 080239C

Ashmore/Southport Campus

2 semesters *

Certificate III in Events +++

Learn a broad range of event management operations and activities that relate to all aspects of sporting, business events and music festivals. Develop event organisation skills including event feasibility, budget management, legal knowledge for business compliance, manage project and risk, people performance and public relations

Career Opportunities Event Assistant, Event/Venue Coordinator, Conference Coordinator.

Articulation Griffith University, Southern Cross University, University of Southern Queensland, University of the Sunshine Coast.

CRICOS CODE: 080238D

Ashmore Campus

2 semesters *

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With most businesses requiring financial services assistance, there is strong job prospects with a high level of diversity.

FINANCIAL SERVICES

The financial services industry is the fourth largest sector of the Australian economy. This large and diverse industry provides strong job prospects, with strong growth predicted for the next 3 years for Clerks and Bookkeepers and average job prospect growth for accountants. Working in this sector can involve working with an accountancy firm or practice or within the finance department of a business.

COURSES

Certificate IV in Accounting
 This course covers industry fundamentals including underlying principles, basic budgeting, computerised accounting, business activity statements, payroll and legal compliance.
Career Opportunities Accounts Clerk, Bookkeeper, Payroll Coordinator.

CRICOS CODE: 076597D
Southport Campus
1 semester *



There is growing awareness of the importance of a healthy, active lifestyle and an increased interest in sport and recreation activities.

FITNESS

Between 10,000 and 25,000 job vacancies are expected to become available over the next 5 years in Australia for Fitness Instructors. There is currently a high demand for Sport Coaches, Instructors and Officials. High salary opportunities exist for successful professionals working in this area.

The industry offers a variety of work environments from the outdoors, to indoor sporting facilities and office environments.

COURSES

Diploma of Fitness including Certificate IV & III in Fitness

Incorporating three fitness qualifications, develop the essential elements and a higher understanding of personal training, sporting injuries, sporting psychology and skills to manage your own business. You will learn to work independently and perform fitness assessments and basic postural appraisals, provide professional and accurate advice on exercise prescription, nutrition for fat loss, and counselling for motivation as well as resistance training programs and group exercise instruction. You will have the opportunity to work with a range of client groups in workplace environments.

Career Opportunities Personal Trainer, Gym and Health Centre Manager, Sporting Coach, Weight Management Consultant, Recreational Activities Officer, Physiotherapist Assistant.

Articulation Griffith University, Southern Cross University, University of the Sunshine Coast.

CRICOS CODE:

078821G 079060B 079061A

Ashmore/Southport Campus

3 terms *

Diploma of Fitness

As a Fitness Instructor you will be able to facilitate the development of a fit and healthy lifestyle in clients in a range of environments. Become a qualified personal trainer skilled in strength and conditioning, exercise prescription and rehabilitation, nutrition and psychology and go on to help others achieve their health and fitness goals. Learn skills to open and manage your own business plus working collaboratively with medical and allied health professionals in a broad range of settings, such as fitness facilities, aquatic facilities, community facilities and in open spaces.

Career Opportunities Personal Trainer, Gym and Health Centre Manager, Sporting Coach, Weight Management Consultant, Recreational Activities Officer, Physiotherapist Assistant.

Articulation Griffith University, Southern Cross University, University of the Sunshine Coast.

CRICOS CODE: 078821G

Ashmore/Southport Campus

1 term *

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Certificate IV in Fitness

This course provides the skills and knowledge required for an individual to be competent in a range of activities and functions within the fitness industry, including working in fitness centres, gyms, pools and community facilities. Learn skills to plan, conduct and evaluate exercise training, coaching and instruction, first aid and exercise for participants with special needs.

Career Opportunities Gym/Fitness Instructor.

CRICOS CODE: 079061A

Ashmore/Southport Campus

1 term *

Certificate III in Fitness

Become a fitness professional and help others achieve their health and fitness goals. Successful completion of this course will allow you to become qualified to register as a National Fitness Instructor. Develop skills in first aid, instructing and monitoring fitness gym programs and apply anatomy and physiology principles. Learn to instruct individuals and group classes and design and conduct fitness programs to suit individuals specific needs.

Career Opportunities Gym/Fitness Instructor.

CRICOS CODE: 079060B

Ashmore/Southport Campus

1 term *



STUDY TOURS

Study tours provide groups the opportunity to travel abroad, study and experience life and cultural activities of another country.

GCIT offers tailored tours to suit individual client needs and expectations and has been organising international study tours for over 20 years. GCIT can organise study tours for groups of any size to come and experience the Gold Coast lifestyle whilst undertaking study programs on campus. Generally study tour groups study English in the morning and participate in a variety of activities in the afternoon. Alternatively, study tours can incorporate English Language with a focus on a particular learning area.



A blend of digital technologies and creative arts; diverse and rewarding job opportunities are available with growth expected over the next five years.

GRAPHIC DESIGN AND INTERIOR DESIGN

This industry continues to grow with new roles emerging with the latest technologies. Offering a diverse scope of career opportunities, the careers in these industries blend digital technologies with creative arts.

COURSES

Diploma of Graphic Design including Certificate IV in Design **

In this packaged course you will develop advanced skills in design, typography, technical and digital illustration, manipulating graphics, interface design, working with complex layouts and finished art using Adobe Creative Suite and Corel Painter. Upon completion of this course you will have an industry standard design portfolio.

Career Opportunities Commercial/Freelance Graphic Designer, Illustrator within the print, film, television, advertising, sign writing, multimedia or other media industries.

Articulation Griffith University, Southern Cross University, University of the Sunshine Coast.

CRICOS CODE:

078458K 079057G

Coomera Campus

3 semesters *

Diploma of Interior Design and Decoration

This course covers the development of complete decorative schemes for residential and commercial interior spaces. Learn how to work with a client brief and within project parameters and prepare design documents for builders, architects and service contractors. There is a strong focus on Computer Aided Design in both 2D and 3D skills and hand drawing skills.

Career Opportunities Interior Designer, Colour Consultant, Interior Decorator.

CRICOS CODE: 079058G

Coomera Campus

3 semesters *

Diploma of Graphic Design

In this course you will develop advanced skills in design, typography, technical and digital illustration, manipulating graphics, interface design, working with complex layouts and finished art using Adobe Creative Suite and Corel Painter. Upon completion you will have an industry standard design portfolio.

Career Opportunities Commercial/Freelance Graphic Designer, Illustrator within the print, film, television, advertising, sign writing, multimedia or other media industries.

Articulation Griffith University, Southern Cross University, University of the Sunshine Coast.

CRICOS CODE: 078458K

Coomera Campus

2 semesters *

Certificate IV in Design **

Develop fundamental design skills and learn how to use design programs including Adobe InDesign, Illustrator and Photoshop and design and concept fundamentals.

CRICOS CODE: 079057G

Coomera Campus

1 semester *

** These programs/packages are not being delivered in Semester 1 of 2014. Future offerings will be subject to registered interest and minimum numbers may apply. Please contact GCIT to register your interest or for confirmation as to whether GCIT is offering this program in your chosen period of study and for relevant delivery details.

Hairdressing offers a creative career that is financially secure and stable and offers a high level of personal interaction and job satisfaction.



HAIRDRESSING AND BEAUTY

This industry is about helping people look good and feel good. The industry is constantly evolving according to fashion trends and developments of new products, techniques and technologies.

The industry is extremely stable and has experienced slight growth almost every year for the past 10 years and continual growth is forecasted.

Skill shortages exist for Hairdressers across Australia, with many employers finding it difficult to recruit suitable applicants to fill available positions.

COURSES

Diploma of Beauty Therapy

Benefit from a combination of hands-on and theoretical study to develop skills in a range of beauty services including skin care, design and apply make-up, manicure and pedicure, lash and brow treatments, ear pierce, client service and merchandise products.

Career Opportunities Beauty Therapist/Consultant, Skin Care Representative, Masseuse or Spa Therapist.

CRICOS CODE: 080136K

Ashmore Campus

2 semesters *

Vocational placement

Certificate III in Hairdressing

Designed to equip you with the knowledge, skills and standards necessary to work in the hairdressing industry, this course is your first step to becoming the hair stylist you've always dreamt of. Develop skills in a full range of salon services including client consultation, colour and lighten hair, design and perform full and partial highlighting techniques and neutralise unwanted colours and tones. *Minimum class numbers required.

Career Opportunities Salon Hairdresser, Hairdresser for film, television, theatre or magazine, Salon owner.

CRICOS CODE: 079059F

Ashmore/Southport Campus

2 semesters *

Vocational placement



A social and vibrant industry that is lively and interesting - a career in Hospitality opens the door to careers across the globe.

HOSPITALITY

The hospitality industry is diverse, intense and opens a door to the world. The industry offers clear career progression and high performers are given the opportunity to take on early responsibility.

Due to the transient nature of the industry, job prospects remain good. Queensland currently has skills shortages for metropolitan high end a la carte establishments and restaurants. Cafes, pubs and bars are expected to be the strongest performers within the industry over the next five years.

COURSES

Diploma of Hospitality **

Learn how to plan and control a range of hospitality products, control stock, promote goods and services to customers, maintain premises and outlets, monitor business compliance with legislative requirements, develop and manage financial budgets and develop operational plans to gain employment in any number of supervisory or managerial roles within the industry. This qualification provides the skills and knowledge for an individual to be competent as an entry-level manager in a hospitality business, possessing a sound theoretical knowledge base and the ability to use a range of specialised, technical or managerial competencies to plan, carry out and evaluate their own work and/or the work of their team.

Career Opportunities Accommodation or Hospitality manager.

CRICOS CODE: 080239C

Ashmore Campus

2 semesters *

Vocational placement

Certificate III in Commercial Cookery

This course is designed to provide you with the skills and knowledge to work efficiently and effectively in food preparation and service industries and for an individual to be competent as a qualified chef. Work would be undertaken in various hospitality enterprises where food is prepared and served, including restaurants, hotels, clubs, pubs, cafes, cafeterias and coffee shops. You will develop skills and knowledge in cooking, cooking to dietary requirements, food presentation and costing menus. Individuals may have some responsibility for others and will learn to provide technical advice and support to a team. *Minimum class numbers required.

Career Opportunities Chef, Food Service Caterer, Hospitality worker.

CRICOS CODE: 080236F

Ashmore Campus

2 semesters *

Vocational placement

Certificate III in Patisserie

With recognised competencies from the patisserie stream of the hospitality training package, you will develop the skills to make desserts, bakery products, gateaux, tortes and pastries.

Career Opportunities Pastry Chef.

CRICOS CODE: 080235G

Ashmore/Southport Campus

1 semester *

For Triple Diploma - Diploma of Travel and Tourism, Diploma of Hospitality and Diploma of Events, see page 14.

** This program is not being delivered in Semester 1 of 2014. Future offerings will be subject to registered interest and minimum numbers may apply. Please contact GCIT to register your interest or for confirmation as to whether GCIT is offering this program in your chosen period of study and for relevant delivery details.



A challenging and varied career that is constantly evolving with technology and has strong job prospects.

INFORMATION TECHNOLOGY

With businesses continuing to invest in making their systems and processes more efficient, secure and productive, this industry is experiencing strong growth and continues to offer many exciting career opportunities.

Employment growth and job openings will remain high for most IT roles, with the most vacancies available for ICT Support Technicians.

Expertise in Cloud Computing, Online Information Services and Computer Consultancy Services are also forecast for high industry growth over the next 5 years.

COURSES

Diploma of Information Technology (Networking)

This course will provide graduates with hands-on experience and knowledge required for work in high level network management and engineering. Learn the skills you will need for networking hardware and support, system design and engineering. Learn about networking fundamentals including Windows, Linux and CISCO technologies. This qualification has a strong Information Communication Technology (ICT) networking base and also includes ICT security and project management.

Career Opportunities E-Security Analyst/Manager, Network Engineer, Systems Engineer, Network Technician, Level 1 and 2 Technical Support.

Articulation Central Queensland University, Griffith University, James Cook University, Southern Cross University, University of the Sunshine Coast, University of Southern Queensland.

CRICOS CODE: 076812B

Coomera Campus

2 semesters *

Diploma of Software Development

Integrate and apply newly acquired programming skills in software development. Obtain a high level of understanding across a range of software and web related fields, including program design, development, debugging, database design and construction, incorporating software implementation and testing. You will also gain valuable experience in data gathering techniques, analyses of system requirements, data validation, system documentation, team dynamics development, and project management tools within a project team environment.

Career Opportunities Online Business Manager, Programmer, Software Tester, Web Developer.

Articulation Central Queensland University, Griffith University, James Cook University, Southern Cross University, University of the Sunshine Coast, University of Southern Queensland.

CRICOS CODE: 076813A

Coomera Campus

2 semesters *

A blend of digital technologies and creative arts; diverse and rewarding job opportunities are available with growth expected over the next five years.

INTERACTIVE DIGITAL MEDIA

A blend of creative arts combined with the latest technologies, new roles continue to emerge within this industry.

COURSES

Diploma of Interactive Digital Media including Certificate IV in Interactive Digital Media **

Learn specialist skills and knowledge in the creation and manipulation of digital images, 2D animation, digital video, 3D modelling, digital audio, game and web development, authoring and scripting a range of user interfaces and the planning and managing of interactive media projects. Software applications include Adobe CS Master Collection (Photoshop, Illustrator, Soundbooth, Flash Pro, Dreamweaver, Premier Pro and Director), Avid Pro Tools, Autodesk 3D Studio Max and Apple Final Cut Studio.

Career Opportunities Flash Designer/Developer, Games Designer/Developer, Interface Designer/Developer, Web Designer/Developer.

Articulation Central Queensland University, Griffith University, Southern Cross University, University of Southern Queensland.

CRICOS CODE:

065804D 065803E

Coomera Campus

2 semesters *

Diploma of Interactive Digital Media

This course is a combination of creative arts with the latest technologies. Design, author and maintain a variety of interactive environments and create 2D digital animation, games, digital simulations and digital images. You will become knowledgeable in Content Management Systems, Adobe Dreamweaver, Photoshop and Flash Pro. As interactivity in today's technologies become more prevalent, job growth is expected.

Career Opportunities Flash Designer/Developer, Games Designer/Developer, Interface Designer/Developer, Web Designer/Developer.

Articulation Central Queensland University, Griffith University, Southern Cross University, University of Southern Queensland.

CRICOS CODE: 065804D

Coomera Campus

2 semesters *

Certificate IV in Interactive Digital Media **

Develop the fundamental skills for the Diploma of Interactive Digital Media by learning how to use the computer programs, Adobe Dreamweaver, Photoshop and Flash Pro. Interactive Digital Media is widespread in many of today's most popular technologies, including the internet, computer games and mobile phones resulting in employment growth and diverse and rewarding job opportunities.

Career Opportunities Flash Designer/Developer, Games Designer/Developer, Interface Designer/Developer, Web Designer/Developer.

CRICOS CODE: 065803E

Coomera Campus

1 semester *

** These programs/packages are not being delivered in Semester 1 of 2014. Future offerings will be subject to registered interest and minimum numbers may apply. Please contact GCIT to register your interest or for confirmation as to whether GCIT is offering this program in your chosen period of study and for relevant delivery details.



A qualification in health can provide a rewarding and stable career, where you can make a direct impact on other people's lives.

NURSING

Nursing provides a challenging yet rewarding career focused on the health and wellbeing of others, with diverse career opportunities and strong job prospects across the world. Skill shortages across Queensland currently exist for many health occupations including Nursing.

COURSES

Diploma of Nursing (Enrolled/Division 2)

Develop an understanding of the Australian health care system, legal requirements and the skills to perform health assessments, implement care plans and care for patients in aged care, mental health, palliative care and community and medical centres. Learn about wound management, first aid, infection control, team effectiveness and how to care for patients with acute and chronic health problems. Students gain clinical experience "on-the-job" in public and private hospitals, long term residential, rehabilitation and acute care settings, working under the supervision of Registered Nurses.

Career Opportunities Enrolled Nurse.

Articulation Griffith University, University of the Sunshine Coast, University of Queensland, University of Southern Queensland, Queensland University of Technology, University of Tasmania, University of South Australia.

CRICOS CODE: 078401E

Southport Campus

3 semesters *

400 hrs of vocational placement

Fast paced industries that present the opportunity to combine a love of travel and planning with an exciting and rewarding career.



TRAVEL AND TOURISM

Tourism is one of Australia's leading export markets and encompasses a wide range of businesses and career opportunities from Travel Agents, Tourism Bureau Professionals and Wholesalers. Job openings will remain high and Australia's tourism industry is forecast to experience a slight average annual growth over the next five years.

COURSES

Diploma of Travel and Tourism including Certificate III in Travel **

Receive globally recognised training in tourism operations including airfares, live reservations systems, back office system.

Career Opportunities Supervisor/Manager Tourist Information Centre, Airline Sales/Reservations, Tour and Cruise Operator, Travel Agent.

Articulation Griffith University, James Cook University, Southern Cross University, University of Southern Queensland, University of the Sunshine Coast.

CRICOS CODE:

080237E 080234G

Ashmore/Southport Campus

2 semesters *

Diploma of Travel and Tourism **

Receive globally recognised training in tourism operations including airfares, live reservations system, back office system, front line selling, travel products and tourism management.

Career Opportunities Supervisor/Manager Tourist, Information Centre, Airline Sales/Reservations, Tour and Cruise Operator, Wholesale Operator, Travel Agent.

Articulation Griffith University, James Cook University, Southern Cross University, University of Southern Queensland, University of the Sunshine Coast.

CRICOS CODE: 080237E

Ashmore Campus

1 semester *

Certificate III in Travel

Develop job ready skills for a range of industry sectors including travel agencies, airlines, tour wholesalers, inbound tour operators, vehicle rental operators and cruise lines. This course is a pre-requisite for the Diploma of Travel and Tourism.

Career Opportunities Supervisor/Manager Tourist Information Centre, Airline Sales/Reservations, Tour and Cruise Operator, Travel Agent.

Articulation Griffith University, James Cook University, Southern Cross University, University of Southern Queensland, University of the Sunshine Coast.

CRICOS CODE: 080234G

Ashmore/Southport Campus

1 semester *

For Triple Diploma - Diploma of Travel and Tourism, Diploma of Hospitality and Diploma of Events, see page 14.

** These programs/packages are not being delivered in Semester 1 of 2014. Future offerings will be subject to registered interest and minimum numbers may apply. Please contact GCIT to register your interest or for confirmation as to whether GCIT is offering this program in your chosen period of study and for relevant delivery details.



GCIT

INFORMATION

SEMESTER DURATIONS

Each semester is 20 to 21 teaching weeks with either one or two week holiday weeks. Semesters may vary slightly between courses and semesters.

Each term is approximately 10 teaching weeks.

STUDYING AT GCIT

Entry Requirements for Certificate and Diploma level qualifications.

- › **English language 5.5 Academic IELTS or equivalent (TOEIC, TOEFL, ISLPR)**
- › **Academic achievement at Year 12 or equivalent with sound achievement in English and Mathematics**

GCIT is an accredited IELTS Testing Centre (see English language courses).

Graduation

Graduation is a momentous occasion at GCIT. Diploma students who successfully complete all elements of their program and have paid all monies owing will be invited to participate in the Institute's graduation ceremony, which is traditionally held in December each year.

Key Dates

The academic year runs from February to late November. The year is divided into two semesters with two terms in each semester. After every term there will be a break/holiday period for students.

STUDENT ORIENTATION

Student Induction Session

Discover everything you need to know about living on the Gold Coast and being a GCIT student. Find out about attendance and academic performance requirements, GCIT International Student Support Services. The student induction session provides a great opportunity to meet other international students.

Orientation Session

At your faculty orientation session you will be informed of workplace health and safety requirements, enrolment conditions, student support services, library information and institute policies and procedures.

STUDENT FACILITIES

Student Common Rooms

Each campus has student common rooms with kitchen facilities.

Internet Access

Complimentary internet access is available on all student computers. Upon enrolling at GCIT, students are given log-in details required to access the student computers and the internet.

Library

Library facilities are available for all students. The GCIT Library offers an extensive range of resources and services.

➤ International Student Centre

The International Student Centre can help you settle into the Gold Coast and assist you throughout your studies with GCIT. Our staff will ensure you can find the help relating to visas (student and tourist), signing contracts, banking, accommodation, health insurance, shopping, purchasing a car and re-settlement. They can also assist in referring you to people who can help with family support, child care, employment, disability services, cultural and recreation activities and transport.

STUDENT SERVICES

A range of student services are provided at no charge, to enable you to overcome any barriers to your learning, allowing you to achieve positive outcomes and make your time at GCIT an enjoyable one. The International Student Centre can also assist you.

Career Café

Career Café is offered once per term and is designed to give students the opportunity to get help with their career planning. Universities, major employers, banks, defence force and the police force are invited to distribute information and offer advice and guidance to students to assist them in planning their next steps in their education and employment.

Counselling

Counsellors are available to offer confidential counselling on; course/career guidance, personal or course related issues and welfare issues including referral to other services in the community.

Disability Support

The Disability Support Officer is available to support students with disability issues including; diagnosing specific requirements, locating and organising equipment and liaising with teachers on the students' behalf.

Learning Support

Learning Support is provided by specialist trained teachers and includes; English language support, preparing for exams, assignment writing, time management, making presentations and general study skills, resume writing and cultural awareness.

VISA INFORMATION

Student Visa

If you wish to study for longer than 12 weeks, you will require a student visa. You can now apply online for a student visa whether you are inside or outside of Australia. Contact the Australian Government Department of Immigration and Citizenship for information on applying for your student visa, requirements and documentation. Further information about visas is available from the Australian Embassy, High Commission or Consulate General in your country.

Attendance and Academic Progress and Your Visa

It is a condition of your Student Visa that you must maintain full time study status with satisfactory attendance (a minimum attendance rate of 80%) and that you achieve a satisfactory level of academic performance for the program of study. If you fail to meet these requirements, the Department of Immigration and Border Protection (DIBP) will be notified and your Student Visa may be cancelled.

Payment and Your Visa

If you fail to pay your fees as specified in your Summary of Payment Schedule you will be in breach of your International Student Agreement. Your student visa may be at risk of cancellation.



ACCOMMODATION

Accommodation on the Gold Coast is available in many forms. To find out about your rights and responsibilities visit www.rta.qld.gov.au.

Share Accommodation

Share accommodation options are plentiful, you can expect to pay between AU\$130 and AU\$250 per person, per week depending on location, number of people sharing, and the facilities.

Rent

There is also a large number of apartments and houses for rent with the average price for a one-bedroom apartment or unit ranging from \$200 to \$280 per week; or for houses with more than one bedroom, calculate the total at \$150 to \$200 per room. From secure complexes through to waterfront homes with spectacular views, there is something available for every budget and taste.

How to find rental and share accommodation

For rental and share accommodation visit;

www.realestate.com.au

www.domain.com.au

Homestay

Living with a family homestay is a great way to experience the Australian way of life and ideal for students under 18 years of age. The cost per week is approximately \$260 including meals.

Homestay is coordinated through GCIT and accommodation is provided by reputable local homestay companies. Our preferred partners are Eastern Shore International, Gold Coast Student Accommodation and My Homestay.

HEALTH & CHILD CARE

Child Care

The Gold Coast has many child care facilities for school and infant aged children. GCIT can assist you in finding child care facilities.

Health Cover

Overseas student health cover is compulsory for all international students on student visas. The Gold Coast has state government and private hospitals and a range of medical and specialist facilities.

Schools

Some of Australia's finest primary and secondary education facilities reside on the Gold Coast including government, faith based and independent schools.

FINANCE

Cost of Living

As a guide you will need to budget between \$280 - \$380 per week for accommodation, food, electricity, telephone and transport.

Managing Money

You can exchange money at the many money exchange centres on the Gold Coast and many banks and Automatic Teller Machines (ATMs) allow you to withdraw money from an overseas bank account. Alternatively once you arrive in Australia you will easily be able to open a bank account.

SAFETY ON OUR BEACHES

Only swim between the red and yellow flags at the beach, as this area is patrolled by lifesavers.

TIMEZONE

The Gold Coast is 10 hours ahead of Greenwich Mean Time (GMT +10). Queensland does not have daylight saving, so from October to March it is one hour behind other Australian eastern seaboard states.

TRANSPORT

Driving in Australia

To drive in Australia students must apply for an international licence in their own country before leaving for Australia. Your international licence should be translated to English and carried with you at all times when driving. For more information go to the Queensland Transport website:

www.tmr.qld.gov.au/licensing/learning-to-drive/for-the-learner

Public Transport

The Gold Coast has a well serviced public transport system including a bus and rail network. All full-time students are eligible for discounts on travel fares.

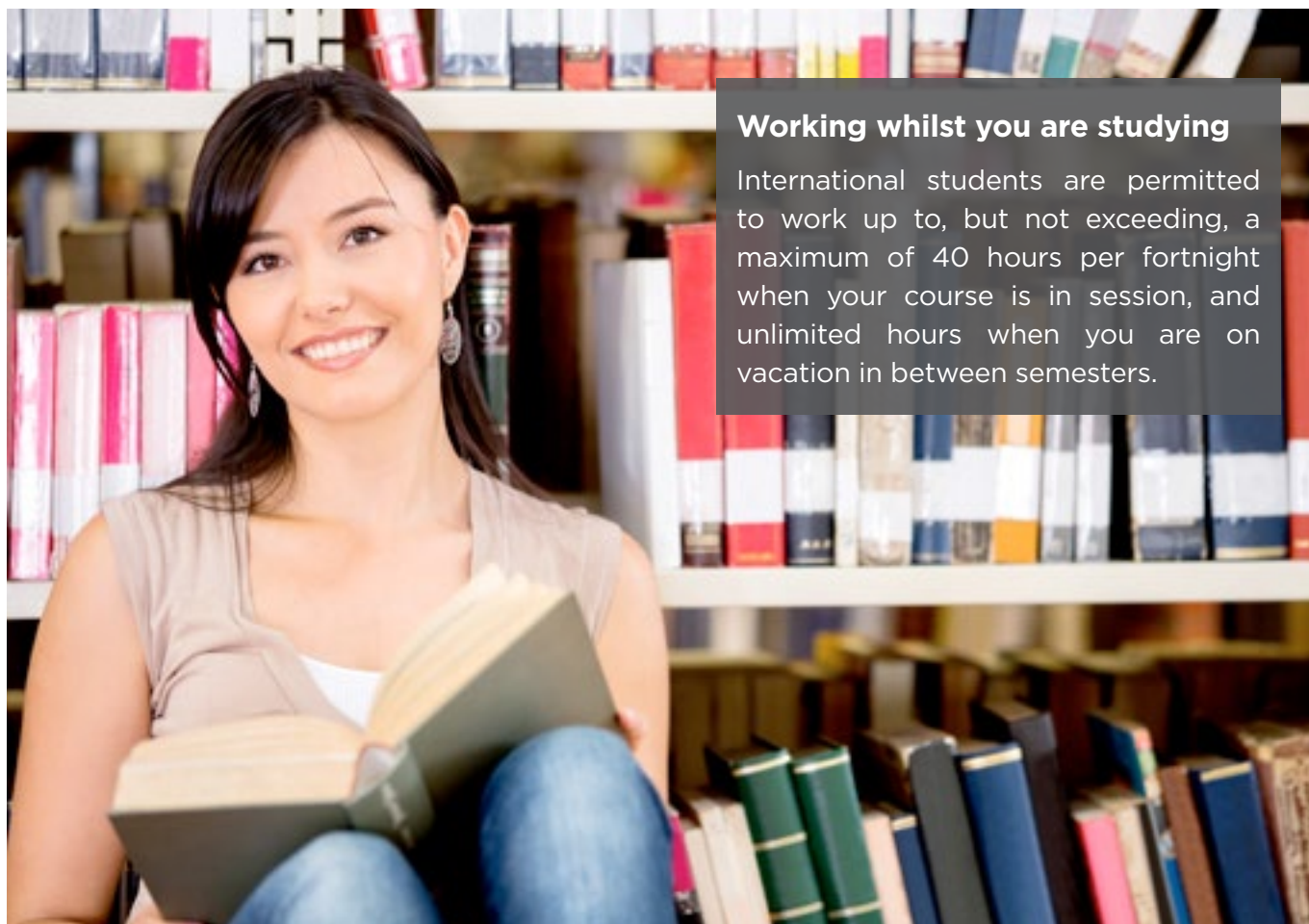
For more information visit **www.translink.com.au**

Taxis

Taxis operate all day every day on the Gold Coast.

Walking and Cycling

The Gold Coast has many great walking tracks and bike lanes. In Australia it is the law to wear a bike helmet.



Working whilst you are studying

International students are permitted to work up to, but not exceeding, a maximum of 40 hours per fortnight when your course is in session, and unlimited hours when you are on vacation in between semesters.



HOW TO ENROL AT GCIT

1. SEND YOUR APPLICATION

Fax, email or post the following supporting documents to Gold Coast Institute of TAFE:

- › **Copy of your passport** (and Australian Visa if possible)
- › **Educational certificate and academic records**
- › **Evidence of employment history** (if required)
- › **References from employers** (if required)
- › **English language test results** (IELTS, TOEFL, TOEIC, EPIC or ISLPR if available)

Fax: (+617) 5581 8225

Email: international.gcit@gcit.edu.au

Post: International Student Centre
Gold Coast Institute of TAFE
PO Box 5547 GCMC QLD 9726
AUSTRALIA

4. ARRANGE YOUR VISA

To arrange a student visa, the Australian Embassy must see the following:

- › **Confirmation of Enrolment (eCoE)** for International Students Letter of Offer
- › Students should contact the Australian Embassy in their country. For the address of an Australian Embassy in a given country see the DIBP website:

www.immi.gov.au

In the event that your application for a student visa is declined, GCIT will issue a refund of any payments made.

5. ARRANGE YOUR TRAVEL

Travel arrangements to the Gold Coast are at the expense of the student. GCIT recommends that you plan to arrive in Australia no less than one week prior to study commencing to ensure you can attend the required orientation programs.

Remember

- › Students should arrange travel after their visa has been approved, not before.
- › GCIT cannot handle any personal mail or baggage; students must send these to their own address in Australia once they have organised their accommodation. All personal mail sent to GCIT will be returned to sender.

2. RETURN SIGNED FORMS

GCIT will send the student a '**Letter of Offer**'. This may be a Conditional Offer made on the basis that the student meets certain requirements.

- › Sign and return the **Terms and Conditions Policy**.
- › Send the required documentation to show that conditions have been met (if offer is conditional).
- › Depending on which country you come from you may need to apply for a **Pre-Visa Assessment (PVA)** – check with your local Australian Embassy/Immigration.
- › Any other requirements to meet entry needs.
- › If under 18 years of age, a guardian student care arrangement must be made and documentation provided to the satisfaction of GCIT.

3. PAY THE FEES

Before the expiry date on the **Letter of Offer**, students should meet all entry conditions of the Letter of Offer and pay tuition fees and **Overseas Student Health Cover (OSHC)** as stated on the Letter of Offer. For GCIT's current health insurance provider, check our website.

When students have paid their fees they will receive an electronic **Confirmation of Enrolment (eCoE)**. The student now has a guaranteed spot in the program.

Closer to the program start date, orientation information will be sent or students can visit GCIT's website for induction start dates and up-to-date information.

If students are already studying on the Gold Coast, they may need to apply for a visa extension on the **DIBP website**, or visit the **International Student Centre** for assistance.

6. ARRIVING AT THE AIRPORT

Passports

Students should remember to carry their passport with them at all times. Students will need their passport to complete arrival documentation.

Changing money

After students pass through customs, they may change their money into Australian dollars if they haven't organised this prior to departure in their home country.

7. TRANSPORT & ACCOMMODATION

Upon arrival in Australia, students will need to arrange transport to their place of accommodation. The most suitable forms of transport are via bus or train. For more information, visit the websites: www.translink.com.au

Airport pick up

GCIT can refer students to companies who, for an extra cost, will arrange for students to be met on arrival at either Brisbane Airport or the Gold Coast Airport (Coolangatta), and be transferred to their accommodation. Students may also investigate if their pre-booked accommodation offers an airport pickup.



Australia is one of the best places in the world to live. It is a young, vibrant and friendly country in which students can live, learn and grow. So if you want a quality education and excellent lifestyle, Australia's the place to be.

The safety and welfare of all students studying in Australia is very important to the Australian Government. Recently, there has been the establishment of a Student Hotline, 1300 363 079, to enhance the quality of education for international students and their well being.



➤ **4th**
happiest
country in the
world

➤ Australia is the **3rd most popular** international student destination in the world despite having a population of only 23 million.

➤ Studying in Australia encourages **creative, innovative and independent thinking** with Australian teachers encouraging students to find original, practical solutions to real world problems.

APPLICATION FORM - International Students

CRICOS Provider Code: 03037G | RTO: Code:0083 | ABN: 16 537 255 892 | NEAS Accredited

1. PERSONAL DETAILS

Title (Mr / Mrs / Ms)	Gender (male / female)
Given Names	Family Name
Age	Date of Birth (dd/mm/yy) / /
Do you have any type of disability? <input type="checkbox"/> Yes <input type="checkbox"/> No	Currently living in: <input type="checkbox"/> Home Country <input type="checkbox"/> Australia
Do you have an agent? <input type="checkbox"/> Yes Name of Agent:	<input type="checkbox"/> No

2. CONTACT DETAILS

Address in your home country	Address in Australia
_____	_____
_____	_____
Email	Email
Phone	Phone

3. APPLICATION REQUIREMENTS

Country of Birth	Country of Citizenship (as shown on passport)
Passport Number	Legible photocopy of Valid Passport is required and must be attached
Do you hold a current Australian Visa? <input type="checkbox"/> Yes <input type="checkbox"/> No	Please specify <input type="checkbox"/> No
Is English your First Language <input type="checkbox"/> Yes <input type="checkbox"/> No	Please specify
Have you passed a recognised English Language test in the past 12 months? eg, IELTS, TOEFL	
Yes - what English test taken	Date taken (dd/mm/yy) / / Result
Do you require GCIT to arrange Overseas Health Cover (OSHC)? <input type="checkbox"/> Yes <input type="checkbox"/> No Single rate / Dual Family rate / Family rate <input type="checkbox"/> No	
Do you have any dependents? <input type="checkbox"/> Yes How many? <input type="checkbox"/> No	Will they accompany/join you? <input type="checkbox"/> Yes <input type="checkbox"/> No

Family Name	Given Name	Relationship	Date of Birth	Studying in Australia?	Provider

Emergency Contact (Person you want us to contact in an emergency)

Name	Phone ()
Email	Relationship (e.g. Mother, Son)

4. SCHOLARSHIPS / SPONSOR DETAILS

Are you a scholarship or sponsored student? Yes No

If Yes, please indicate sponsor Home Government AusAID Scholarship Other

5. CURRENT STUDY STATUS

Have you been studying with another registered Education Provider? Yes Provider name No

Do you have a Letter of Release from your current registered Education Provider? Yes Please attach to this application No

6. ENGLISH LANGUAGE COURSE ENROLMENT - Minimum 4 weeks, maximum 50 weeks

On what date would you like to start English (dd/mm/yy) / / How many weeks would you like to study?

Intensive English 25 hours per week (5 days per week)

General English 20 hours per week (5 days per week)

Part-Time English 15 hours per week (any 3 days per week - non student visa holders only)

IELTS Preparation 25 hours per week (5 days per week for minimum 4 weeks)

English for Academic Purposes (10 weeks) English for Hospitality (10 weeks)

English for Business Purposes (10 weeks) English for Nursing and Health (20 weeks)

Do you intend to undertake further study at GCIT after completing your English Language course? Yes No



APPLICATION FORM - International Students

CRICOS Provider Code: 03037G | RTO: Code:0083 | ABN: 16 537 255 892 | NEAS Accredited

7. FORMAL COURSE ENROLMENT

If you wish to study a Certificate and/or Diploma course please list all the courses you are applying for.

Preference	Course Name	Campus	Start Date

8. EDUCATIONAL HISTORY

Details of past education and training, including highest levels reached (attach certified copies of all records)

School / Organisation	Country / State	Qualification	Year	Results Attached
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No

9. SOCIAL MEDIA DETAILS (Optional)

Do you use a social media site? (e.g. Facebook, Twitter) Yes No Please list No

What mobile handset do you use? (e.g. iPhone, Nokia) _____ Provider (e.g. Vodafone, Telstra) _____

What mobile cap do you currently access? (e.g. prepaid, contract) _____

10. DISCLOSURE

Educational authorities such as TAFE Queensland and the National Centre for Vocational Education Research, conduct surveys of past and existing students for customer satisfaction, improvement and marketing purposes. **If you have any objection to being contacted, please tick here**

11. PRIVACY INFORMATION

Gold Coast Institute of TAFE is collecting this personal information for general student administration as well as for planning, communication, research, evaluation and marketing activities undertaken by the Institute. Your personal information may be disclosed to Commonwealth and State Government Agencies, and the Fund Manager of the Education Services for Overseas Students Assurance Fund, pursuant to obligations under the Education Services for Overseas Students Act 2000 (Cth) and the National Code 2007, your nominated Education Agent or Migration Agent or Lawyer and GCIT's agents, officers and employees. If you are under the age of 18 years, your personal information, attendance details, progress and results may be disclosed to your parent/guardian. No further access to your enrolment information will be provided to any other organisation or persons without your consent or, unless authorised or required by law, in accordance with the Information Privacy Act 2009 (Qld) and Information Privacy Principles. Please contact the Privacy Officer at rti.gcit@gcit.edu.au if you have any queries or would like to access or amend your personal information.

12. DECLARATION

For your application to be valid, you must complete Part 1 Declaration. **If you are under 18 years your parent or guardian must complete Part 2 Declaration.**

PART 1 DECLARATION BY APPLICANT

I certify that the information on this form and the supporting documentation are correct and complete. I authorise the Institute to obtain other details relating to my academic record. I acknowledge that the provision of incorrect information or documentation relating to my application may result in the cancellation of my enrolment. I further acknowledge that the Provider may make available this information to Australian Commonwealth and State Agencies and the Fund Manager of the ESOS Assurance Fund, pursuant to obligations under the ESOS Act 2000 and Standard 3 of the National Code. I nominate the Education Agent specified in item 1 of this Form to be my Education Agent.

Signed _____ Date (dd/mm/yy) / /

PART 2 DECLARATION BY PARENT OR GUARDIAN

I have read the information on this form and confirm that the details of the applicant are complete and correct. I hereby apply for the entry of my child/ward to study with Gold Coast Institute of TAFE in Australia and declare that I have financial capacity to meet the tuition fees and expenses in Australia. I acknowledge that the provision of incorrect information or documentation or the withholding of information or documentation relating to the application may result in the cancellation of my child/ward's enrolment.

Name _____ Relationship to Student _____

Signed _____ Date (dd/mm/yy) / /



TERMS AND CONDITIONS

STUDENT RULES

- International students enrolled and attending at GCIT are subject to the GCIT Student Rules. A copy of the current rules is available at www.gcit.edu.au
- Further, International students are governed by other terms and conditions, some of these are unique to international students. These terms and conditions are detailed below.

ATTENDANCE AND ACADEMIC PROGRESS

It is a condition of your Student Visa that you must maintain full time study status with satisfactory attendance (a minimum attendance rate of 80%) and that:

- You achieve a satisfactory level of academic performance for the program of study.
- If you fail to meet these requirements, the Department of Immigration and Citizenship (DIBP) will be notified and your Student Visa may be cancelled.

Note: Unsatisfactory academic results are when an International Student has been awarded an 'M' result on two occasions for the same unit of competency.

TUITION FEES

- Fees do not include the cost of individual textbooks, stationery, uniforms, materials, tools or other individual items of equipment necessary for the program of study.
- Structure and duration of GCIT programs are subject to change. Program fees reflect the content of the program and the award/qualification, not the duration; therefore there is no automatic reduction of tuition fees if you complete the program in a shorter time than the published length of the program.
- Tuition fees may be reduced only if you are granted sufficient credits or exemptions to complete the program in a shorter time than normal.

PAYMENT OF TUITION FEES

- Fees must be paid by the due date indicated in the **Summary of Payment Schedule**. You may pay fees by telegraphic transfer or credit card payment made payable to Gold Coast Institute of TAFE. Please refer to Payment and Acceptance Form for payment options.
- PLEASE NOTE: Subsequent tuition fee payments are due as specified in your **Summary of Payment Schedule**. If for any reason you are unable to pay your fees prior to classes starting, please contact our office immediately. Invoices will be issued for these further payments.
- If you fail to pay your fees as specified in your **Summary of Payment Schedule** you will be in **breach of your International Student Agreement**. Your student visa may be at risk of cancellation.
- Students will not be allowed to commence studies until all applicable fees are paid. This includes any OSHC, late fees and a non-refundable amount from this offer as well as any previous offers you have had with other TAFE Queensland Institutes.
- If you have not paid your total tuition fees you will not be eligible to graduate.

AIRPORT RECEPTION AND ACCOMMODATION PLACEMENT

Should you require help with these services please contact our office for information.

OVERSEAS STUDENT HEALTH CARE

Australia has a special system of health cover for international students. With the exception of students from Sweden and Norway, you are required to have Overseas Student Health Cover (OSHC) for the duration of your student visa in Australia. OSHC provides a safety net for international students similar to that provided to Australians through Medicare (Australia's national health insurance scheme).

The cost of your OSHC (if applicable) will be included in your Letter of Offer for the period of your intended study. Should you extend your period of study in Australia you will need to maintain your OSHC. For information on renewing your OSHC you should contact our office. You OSHC will be scheduled to commence 1 week prior to your course commencement.

OSHC costs are subject to change.

PLEASE NOTE: Your OSHC payment must be made before you arrive in Australia. See the following website for more detailed information about OSHC.
<http://www.studyinaustralia.gov.au/Sia/en/StudyCosts/OSHC.htm>

RECOGNITION OF PRIOR LEARNING (RPL)

- Recognition of Prior Learning (RPL) is a formal process for the acknowledgment of skills, knowledge, and/or qualifications, gained through previous education, training, life and work experience. Applications for RPL are based on whole competencies.
- International students will need to contact the Institute for information on the RPL process. To apply for RPL, students will need to complete the RPL form and attach their supporting evidence.
- If RPL is granted, you will continue your full-time study and be required to maintain a minimum of 80% attendance for the remainder of the competencies

to be studied. If you finish the program early, you must either enrol in another CRICOS registered program or depart Australia immediately unless you have been given authorisation by DIBP.

TUTORIAL SUPPORT OR LEARNING SUPPORT

Students who are experiencing difficulties with their studies, may access up to 20 hours of tutorial support at no additional cost. This tutorial support can only be arranged by teaching staff through consultation with the relevant unit. Any student requiring additional support above 20 hours will be required to pay any costs associated with the provision of this service.

STUDENTS UNDER 18 YEARS OF AGE

Students must be at least 18 years of age at the commencement of their course. Special dispensations can be sought by students (or parent or legal guardian if the student is under 18 years of age) under 18 years of age only by application directly to the Chief Executive Officer.

STUDENT VISA APPLICATION

When your offer is unconditional and your fees are fully paid, Gold Coast Institute of TAFE will issue your electronic Confirmation of Enrolment. You are required to submit this document with your application for your visa.

For details on how to apply for a Student Visa, contact your nearest Australian visa processing office and/or obtain information at Australia's DIAC website at: <http://www.immi.gov.au/students/index/htm>

REFUNDS

- All requests for refunds must be received in writing from the student or the student's representative and should be supported by relevant supporting documentation before the assessment for the program ends.
- The application fee is non-refundable.
- Refunds will be processed in Australian dollars within 4 weeks of receipt of the written application less any applicable financial institution fees and/or charges.
- If payment has been made to an OSHC provider it is the student's responsibility to contact the OSHC provider directly to request a refund. GCIT will provide the student with their member number to assist in this process. Contact Medibank Private at www.medibank.com.au.
- If a student withdraws from a course and GCIT has paid an amount to a representative in relation to recruitment, the refund will be further reduced by that amount.
- All requests for refunds due to **credit transfers** must be made in writing and are subject to approval of the Chief Executive Officer, Gold Coast Institute of TAFE. Requests must be received within five (5) weeks after the course starts.
- If a student provides a written request for refund due to a transfer to another education provider, the Institute may refund or transfer the remaining tuition fees to another TAFE Queensland Institute less a non-refundable amount equivalent to 25% of the tuition fees paid. The Institute will only transfer a student's fees if the transfer has been agreed to and approved in writing by both Institutions and subject to DIAC requirements. There is no obligation on an Institution to agree to the transfer.
- Should a student become seriously ill or is required to return home due to exceptional circumstances of a compassionate nature (such as death or severe illness of the immediate family) and can no longer continue their study, GCIT **may** refund the balance of unused fees less a non-refundable amount equivalent to 25% of the tuition fees paid. This fee refund is wholly at the discretion of the Chief Executive Officer. Appropriate evidence, such as a medical certificate will be required.

Refunds will be granted:

- In the unlikely event that GCIT is unable to offer or continue to offer your program, you will be offered a full refund of tuition fees paid. In these instances the refund will be processed in Australian dollars within 2 weeks of the Institute deciding that it cannot offer or continue to offer the program of study
- Where a student provides written notification and produces certified evidence that the application made by the student for a student visa has been rejected by the Australian Immigration authorities
- Where written notice of withdrawal is received from the student or the student's representative **more than 28 days** before the program begins, less a non-refundable amount equivalent to 25% of the tuition fees paid
- Where written notice of withdrawal is received from the student or the student's representative **27 days or less** before the program begins, less a non-refundable amount equivalent to 50% of the tuition fees paid.

TERMS AND CONDITIONS

Refunds will not be granted:

- Where the student or the student's representative provides written notice of withdrawal **on or after the program commencement date.**
- Where a student's enrolment is cancelled due to a serious breach of GCIT's student rules or a breach of visa conditions, including non-attendance or unsatisfactory progress.
- Where a student provides certified evidence that you have been granted Australian permanent residency status after your program of study has commenced. No refund of fees will be payable for the current semester, but all subsequent fees will be payable at local rates.
- If DIBP excludes you from continuing your studies. There will be no refund of fees for the current semester, but any advance fees will be refunded in full.

Refunds (other information)

- In the case that the Institute refuses a student's application for refund the Institute will give the student written notice of the reasons for refusal. The student may, within 14 days after written notice is given, apply to the Institute for a reconsideration of the refusal. The refusal must be considered by an Institute staff member more senior than the staff member who refused the original application.
- In the case of student default, the Institute shall - (a) offer an alternate course to the original one, (b) pay a refund less a non-refundable amount equivalent to 25% of the tuition fees paid (including course money collected by education agents on behalf of GCIT), or (c) reach mutual agreement of a decision with the student.
- In the case of provider default, the Institute shall - (a) offer an alternate course to the original one at no additional cost, (b) pay a full refund of the tuition fees paid (including course money collected by education agents on behalf of GCIT), or (c) reach mutual agreement of a decision with the student.

CONDITIONAL OFFERS

It is your responsibility to provide GCIT with evidence that you have satisfied the conditions of entry to your program of study as stated in the International Student Agreement, before that program begins. Penalties may apply if you fail to satisfy these conditions of entry or if you fail to advise GCIT and subsequently have to withdraw your conditional offer.

OTHER CONDITIONS

Your formal program may be conditional upon the following:

- Satisfying the required English levels as per TAFE Queensland English Language Entry Requirements
- Attendance Certificate from your previous study at an Australian Institute; Copy of satisfactory school or tertiary academic results (in English) as required
- Proof of successful completion of your current program of study
- Completion of a portfolio of art or design work
- Completion of guardianship form
- Letter of Release if studying at an Australian Education Institution without having completed the first six months of your principal program.

COOLING OFF PERIOD

Should you commence a certificate or diploma program with GCIT and within the first two weeks of commencement you decide to transfer to another GCIT program, you may do so without penalty. Should you transfer to another provider or cancel from the program completely, no refund will be given.

CHANGE OF ENROLMENT

Should you request **more than two (2) changes** to your enrolment arrangements between levels of the ELICOS program, a formal program or combined program before or after it starts an **adjustment fee of \$150** may apply for each time a change is made after the initial two (2) changes allowed.

TRANSFERS

- If you are granted approval to transfer to another TAFE Queensland Institute or to another educational institution, a non-refundable amount equivalent to 25% of the tuition fees paid for one semester's fees may apply, depending on the circumstances.
- Tuition fees may be transferred between institutions at the discretion of the transferring institution, provided that the student's transfer is approved by both institutions, and subject to government requirements. There is no obligation on an institution to agree to the transfer.
- Requests for transfer should be made in writing by the student and accompanied by a letter of acceptance from the receiving institution. If transfer is approved, GCIT will provide a confirmed record of attendance. If transfer is not approved, GCIT will provide written reasons for refusing the request and the student will have the right to appeal GCIT's decision via the internal complaints and appeals process within 20 working days.

PERSONAL INFORMATION

Personal information may be shared between GCIT and the Australian Government and designated authorities and, if relevant, the Tuition Assurance Scheme and the ESOS Assurance Fund Manager. This personal information may include personal and contact details, course enrolment details and changes, and the circumstance of any suspected breach by the student of a student visa condition.

If you change your address, you are obliged to notify GCIT of your residential address in Australia within seven (7) days: (i) after arriving in Australia when the visa was granted outside of Australia; and (ii) after the change occurs while studying within Australia evidenced by a Confirmation of Enrolment.

DEFERRALS, SUSPENSIONS AND CANCELLATIONS

GCIT manages **deferral, suspension and/or cancellation of enrolments** to ensure any extension of your duration of study, as specified on your CoE, occurs as the result of an approved deferral of study, temporary suspension of study, and/or cancellation of enrolment granted under Standard 13 of The National Code 2007 (TNC 2007, p. 23). The process includes:

- **Information sharing, referral and notification for deferral, temporary suspension and/or cancellation of enrolment.**

If you initiate a request for deferral, temporary suspension and/or cancellation of enrolment, GCIT will:

- Inform you that deferring, suspending or cancelling enrolment may affect your student visa;
- Refer you to the DIBP website or helpline 131 881 for information, and the local DIBP Office for advice on the potential change of enrolment and its impact upon your student visa; and
- Notify DIBP through the Secretary of DEEWR via PRISMS as required under section 9 of the ESOS Act where your enrolment is deferred, temporarily suspended and/or cancelled; and
- **If GCIT initiates its intention for temporary suspension or cancellation of enrolment, GCIT will:**
- Inform you of our intention to temporarily suspend or cancel your enrolment to DIBP through the Secretary of DEEWR via PRISMS, and that you will have 20 working days to access GCIT's internal complaints and appeals process as per Standard 8; and
- Be aware that if you access GCIT's internal complaints and appeals process, the temporary suspension or cancellation of your enrolment cannot take effect until the internal complaints and appeals process is completed, unless extenuating circumstances relating to your welfare apply (TNC, 2007, p. 23).

- **Assessment of the deferral, temporary suspension and/or cancellation of enrolment, where**

- You initiate a request for deferral, temporary suspension and/or cancellation of enrolment;

- **GCIT initiates its intention to:**

- Temporarily suspend your study as a result of your (a) misbehaviour; or (b) absenteeism from class due to compassionate and compelling circumstances; and/or
- Cancel your enrolment due to unsatisfactory academic progress, attendance and/or non-payment of fees;

- **Maintenance of records on accepted students with prescribed details about personal, geographic, course, payment, entry and student visa requirements.**

If you are offshore and wish to defer your studies, a non-refundable amount may apply, depending on the circumstances. If you are onshore and wish to defer, suspend or cancel your studies, please notify your teacher and the ISC Registrar immediately.

GRIEVANCE RESOLUTION

Grievance resolution is first covered under GCIT Student Rules. Internally, the highest level of complaints and appeals is the Institute Student Appeals Committee.

Important notes:

- Students may nominate a support person or be represented by another person, if the student so chooses at any stage of the complaints and appeals processes.
- If it is not possible to resolve the complaint internally, GCIT will arrange for independent mediation to resolve disputes. Independent mediation is available through the Dispute Resolution Branch, Department of Justice and Attorney-General. There are six Dispute Resolution Centres throughout Queensland. The Brisbane Centre is located on Level 1, 363 George Street Brisbane, QLD, 4000, AUSTRALIA. Contact details are: Tel: +61 7 3239 6269; Fax: +61 7 3239 6284. Students outside Brisbane may use the Toll Free No.: 1800 017 288. At present there is no fee for use of this service, but this may change.
- If a student is concerned about the actions/conduct of a registered provider, they may approach the State Authority for CRICOS Registration. In Queensland this is the Department of Education. The Director General of the Department of Education has the power to suspend or cancel the Institute's registration or a course if a breach of the requirements of registration provision is proved. Concerns about the conduct of the Institute should be addressed to The Senior Education Officer, Office of Non-State Education, Queensland Department of Education, PO Box 15033, City East, QLD 4002. Complaints must be made in writing.
- This agreement, and the availability of complaints and appeals processes, do not remove the right of the student to take action under Australia's consumer protection laws.
- In the case of provider default, students are protected by the provisions of the ESOS Act 2000 and the ESOS Regulations 2001.

The registered provider's dispute resolution processes do not circumscribe the student's rights to pursue other legal remedies.

EDUCATION



EXPERIENCE

91%
STUDENT
SATISFACTION

9 IN 10
EMPLOYERS
RECOMMEND
GCIT TRAINING

GCIT

Contact GCIT today

Locations

Ashmore Campus
Cnr Heeb St and Benowa Rd
Ashmore QLD 4214

Coolangatta Campus
5 Scott St
Coolangatta QLD 4225

Coomera Creative
198 Foxwell Rd
Coomera QLD 4209

Coomera Marine
50 Waterway Dr
Coomera QLD 4209

Southport Campus
91-99 Scarborough St
Southport QLD 4215

Customer Service Hours

8am – 5pm Monday to Friday
9am – 5pm Wednesday

Web

www.i.gcit.edu.au

Email

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(+617) 5581 8398

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Customer Service Manager
GCIT, PO Box 5547
GCMC QLD 9726

GCIT TAFE
Queensland

ABN: 16 537 255 892 | CRICOS Provider Code: 03037G | RTO: 0083



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