

## Course Description

The Diploma of Hospitality Management (THH51202) is a qualification acknowledging the skills and knowledge of those able to assume a management role in the hospitality industry. This course has been designed to incorporate the hospitality functional areas of commercial cookery. Certificate III and Certificate IV in Commercial Cookery are embedded within AIE's Diploma of Hospitality Management program.

### Certificate III in Hospitality (Commercial Cookery)-THH31502 (Cricos No: 059893 D) Duration 1 year

THHBCAT01B	Prepare foods according to specific dietary and cultural needs	THHBKA04B	Clean and maintain kitchen premises
THHBCC01B	Use basic methods of cookery	THHCCH01A	Prepare, cook and serve food (holistic unit)
THHBCC02B	Prepare appetisers and salads	THHCCH02A	Prepare, cook and serve food for menus (holistic unit)
THHBCC03B	Prepare stocks and sauces and soups	THHCOR01B	Work with colleagues and customers
THHBCC04B	Prepare vegetables, eggs and farinaceous dishes	THHCOR02B	Work in a socially diverse environment
THHBCC05B	Prepare and cook poultry and game	THHCOR03B	Follow health, safety and security procedures
THHBCC06B	Prepare and cook seafood	THHGCS02B	Promote products and services to customers
THHBCC07B	Select, prepare and cook meat	THHGCS03B	Deal with conflict situations
THHBCC08B	Prepare hot and cold desserts	THHGA01B	Communicate on the telephone
THHBCC09B	Prepare pastry, cakes and yeast goods	THHGSH01B	Follow workplace hygiene procedures
THHBCC10B	Plan and prepare food for buffets	THHGTR01B	Coach others in job skills
THHBCC11B	Implement food safety procedures	THHCO01B	Develop and update hospitality industry knowledge
THHBCC13B	Plan and control menu-based catering	THHADCC01B	Prepare pates and terrines
THHBKA01B	Organise and prepare food	THHADCC05B	Handle and serve cheese
THHBKA02B	Present food	THHADPT06	Prepare desserts to meet special dietary requirements
THHBKA03B	Receive and store kitchen supplies	THHGSH03B	Provide first aid

### Certificate IV in Hospitality (Commercial Cookery)-THH41502 (Cricos No: 059895B) Duration: 1.5 year (include THH 31502)

THHGFA06A	Interpret financial information	THHGA07B	Control and order stock
THHADCC07B	Select, prepare and serve specialised food items	THHGLE02B	Implement workplace health, safety and security procedures
THHGLE08B	Lead and manage people	THHS2CC1B	Monitor catering revenue and costs
THHS2CC2B	Establish and maintain quality control	THHS2CC3B	Develop a food safety program
THHGLE01B	Monitor work operations	THHGLE05B	Roster staff
THHGLE07B	Recruit and select staff	THHSCAT02B	Plan the catering for an event or function
THHSCAT04B	Design menus to meet market needs	THHGLE13B	Manage finances within a budget

### Diploma of Hospitality Management-THH51202 (Cricos No: 059897M) Duration: 2 years (include THH31502 & THH41502)

THHGCS08B	Establish and conduct business relationships	THHGA06B	Receive and store stock
THHGLE03B	Develop and implement operational plans	THHGLE04B	Establish and maintain a safe and secure workplace
THHGLE09B	Manage workplace diversity	THHGLE11B	Manage quality customer service
THHGLE14B	Prepare and monitor budgets	THHGLE20B	Develop and maintain the legal knowledge required for business compliance



### 2008 COURSE FEES

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Tuition Fee		
Cert III in Hospitality (Commercial Cookery)	1 year	A\$12,000
Cert IV in Hospitality (Commercial Cookery)	1.5 year	A\$18,000
Diploma of Hospitality Management	2 years	A\$24,000
Other Compulsory Fees		
Application fee (non-refundable)	Once	A\$100
Enrolment fee (non-refundable)	Once	A\$100
Course materials	1 year	A\$1,000
Overseas Student Health Cover-Single	12 months	A\$348
-Family		A\$696

All fees are subject to changes. Please contact AIE for latest fees details before making application for enrolment.

### 2008 Course Commencement Date

28 Jan 2008	21 Apr 2008
14 Jul 2008	6 Oct 2008



# Diploma of Hospitality Management

## Entry Requirements

Admission to The Academy of International Education (Australia) is based on academic merit. The requirements are:

- Completed secondary studies in your home country equivalent to an Australian Year 12 qualification
- Must be 18 years old and above
- English language proficiency level of IELTS 5.5 or its equivalent
- Applicants with no formal qualification but who can provide evidence of relevant and sufficient work experience may also be considered

## Recognition of Prior Learning

Applicants who believe they have some of the competencies in the course may apply for Recognition of Prior Learning (RPL). Application may only be made after enrolment and payment of fees, and must be made using Application Form that will be provided upon request.

## Recognition of Other Qualifications/Credit transfer

The Academy of International Education (Australia) recognises qualifications and statements of attainment issued by any other Registered Training Organisations. Student may be eligible for credit towards courses conducted by other RTO.

## Teaching Method

The methods used by our teachers will depend upon the nature of the training. These include classroom delivery, on-line delivery, off-site delivery and on the job delivery.

## Assessment

A range of assessment practices are used by teacher to assess competency for courses. These include practical demonstrations, problem solving, case studies, project, assignment, oral presentation, test and examinations.

## Teaching and Training Sessions

The Academy of International Education (Australia) is open from Monday to Friday. However, some training or excursions may be conducted over the weekends. Students are required to attend a minimum of 20 hours per week, usually over 3 days.

## Student Services

AIE offer services to students on orientation, counselling, airport reception, travel arrangement, accommodation, employment, language and literacy support, career advice and other matters relevant to personal and academic welfare.

## Learning Facilities

AIE provides the following equipments and facilities to students:

- Up-to-date teaching and learning strategies
- Audio visual aids
- Classrooms operate with TV and DVD capability
- Hairdressing salon and commercial kitchen which are fully-equipped with required tools and equipments
- Computer lab with internet access
- Student lounge with kitchenette facilities

## Accreditation, Memberships and Recognition

AIE maintains accreditation and industry recognition from within the vocational education sector and industry, including:

- Victorian Registration and Qualification Authority (VRQA)
- Office of Employment, Training and Tertiary Education (OTTE)
- Australian Council for Private Education and Training (ACPET)

## Access and Equity

The aim of The Academy of International Education (Australia) is to meet the needs of individuals and the community as a whole through the integration of access and equity guidelines. The key principles of this policy are:

- AIE recognises the need for implementation of equity principles via the fair allocation of resources
- All students will be recruited in an ethical and responsible manner, consistent with the requirement of the curriculum
- AIE recognises the right to equality of opportunity without discrimination for all members of the community

## Location

The Academy of International Education is located in Richmond, a suburb east of Melbourne. The college is easily accessible by all forms of public transportation. North Richmond train station and tram stops are a short walk away. The college is only 10 minutes from Melbourne CBD by public transport.

Richmond is one of the city's earliest settlements, and is a vibrant suburb based around food and fashion. Best known for its bargain designer, seconds shopping; Richmond also offer a range of eateries from restaurants to cafes, many offering a genuine taste of Greece and Asian food at bargain price.

## Melbourne

Melbourne, the capital city of the State of Victoria, with a harmonious and culturally diverse population of over 3.6 million residents drawn from more than 140 nationalities, has consistently been voted one of the world's most liveable cities by the London-based Economist Intelligence Unit. It's safe, modern, multicultural and youthful city; more than half the population of the inner city (where you're most likely to be studying) are aged between 18 and 35. Melbourne is not only liveable; it's also friendly and safe.

## Further Information

For further information and details on AIE policies and procedures, include refund policy, please refer to AIE student prospectus.

Agent Contact: