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文案专员为每位学生一对一定制专属方案，移民律师外部协助．团队为学生带来高质量服务

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无押金等不必要条款，客户案件信息透明，收费项会在案件开始前与客户协商一致，案件开始后无特殊意外情况，不会产生收费项目

## 提供服务 PROVIDE SERVICES

学校查询　课程查询　学生签证　留学准备　出发准备　绿卡资讯

详细流程请扫码

添加客服为您解答



William Angliss Institute

# FOODS TOURISM HOSPITALITY EVENTS

CERTIFICATES | DIPLOMAS | ADVANCED DIPLOMAS | BACHELORS | MASTERS

# INTERNATIONAL COURSE GUIDE 2025

MELBOURNE & SYDNEY

William Angliss Institute

# WHERE WE ARE:

## AUSTRALIA

**MELBOURNE**
**SYDNEY**

## INTERNATIONAL

**CHINA**
**SRI LANKA**



RTO No: 3045 CRICOS Provider No: 01505M
TEQSA Provider ID: PRV12153

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# 2025 TUITION FEES

## MELBOURNE CAMPUS

*For International Students*

### MASTERS PROGRAMS

| CRICOS | COURSE CODE | QUALIFICATION TITLE + PACKAGE OR PREREQUISITE COURSE | TOTAL COURSE DURATION | SEMESTER FEE | INDUSTRY PLACEMENT SEMESTER FEE | TOTAL COURSE TUITION FEES | INTAKES | PG. |
|---|---|---|---|---|---|---|---|---|
| 109375H | CRS1401173 | Master of International Hospitality Entrepreneurship | 2 yrs | $14,400 | $3,600 | $46,800 | Feb, July | 16 |
| 109250K | CRS1401161 | Master of International Hotel Leadership | 2 yrs | $14,400 | $3,600 | $46,800 | Feb, July | 18 |

### BACHELOR DEGREES

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 089144D | CRS1400274 | Bachelor of Resort and Hotel Management | 3 yrs | $11,100 | | $66,600 | Feb, July | 21 |
| 089145C | CRS1400277 | Bachelor of Resort and Hotel Management (Professional Practice) | 4 yrs | $11,100 | $2,775 | $72,150 | Feb, July | 21 |
| 058617K | CRS1201421 | Bachelor of Tourism and Hospitality Management | 4 yrs | $11,100 | $2,775 | $72,150 | Feb, July | 23 |
| 092215A | CRS1400381 | Bachelor of Tourism | 3 yrs | $11,100 | | $66,600 | Feb, July | 25 |
| 085672A | CRS1400177 | Bachelor of Event Management | 3 yrs | $11,100 | | $66,600 | Feb, July | 27 |
| 058616M | CRS1201422 | Bachelor of Culinary Management | 4 yrs | $11,100 | $2,775 | $72,150 | Feb, July | 29 |
| 089135E | CRS1400280 | Bachelor of Food Studies | 3 yrs | $11,100 | | $66,600 | Feb, July | 31 |
| 070200A | WA17HESA26 | Study Abroad (26 weeks) | 6 months | $11,100 | | $11,100 | Feb, July | 32 |
| 070201M | WA17HESA52 | Study Abroad (52 weeks) | 1 yr | $11,100 | | $22,200 | Feb, July | 32 |
| 070201M | WA17HESA52 | Study Abroad (52 weeks) *with Work Integrated Learning semester* | 1 yr | $11,100 | $2,775 | $13,875 | Feb, July | 32 |

### CULINARY

#### COMMERCIAL COOKERY

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 109776B | SIT30821 | Certificate III in Commercial Cookery | 1 yr | $10,500 | | $21,000 | Feb, Apr, Jul, Sep | 37 |
| 109638A | SIT40521 | Certificate IV in Kitchen Management *Packaged with Certificate III in Commercial Cookery* | 1.5 yrs | $10,500 | | $31,500 | Feb, Apr, Jul, Sep | 37 |
| 111090C | SIT50422 | Diploma of Hospitality Management *Packaged with Certificate IV in Kitchen Management and Certificate III in Commercial Cookery* | 2 yrs | $8,950 | | $40,450 | Feb, Apr, Jul, Sep | 37 |
| 111091B | SIT60322 | Advanced Diploma of Hospitality Management *Packaged with Certificate IV in Kitchen Management and Certificate III in Commercial Cookery* | 2.5 yrs | $8,950 | | $49,400 | Feb, Apr, Jul, Sep | 37 |
| 058616M | CRS1201422 | Bachelor of Culinary Management *Packaged with Certificate IV in Kitchen Mangement and Advanced Diploma of Hospitality Management* | 5 yrs | $11,100 | $2,775 | $88,250 | Feb, July | 37 |

#### PATISSERIE

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 109760K | SIT31021 | Certificate III in Patisserie | 1 yr | $10,500 | | $21,000 | Feb, Apr, Jul, Sep | 39 |
| 109459D | SIT40721 | Certificate IV in Patisserie | 1.5 yrs | $10,500 | | $31,500 | Feb, Apr, Jul, Sep | 39 |
| 111090C | SIT50422 | Diploma of Hospitality Management *Packaged with Certificate IV in Patisserie* | 2 yrs | $8,950 | | $40,450 | Feb, Apr, Jul, Sep | 39 |
| 111091B | SIT60322 | Advanced Diploma of Hospitality Management *Packaged with Certificate IV in Patisserie* | 2.5 yrs | $8,950 | | $49,400 | Feb, Apr, Jul, Sep | 39 |
| 058616M | CRS1201422 | Bachelor of Culinary Management *Packaged with Certificate IV in Patisserie and Advanced Diploma of Hospitality Management* | 5 yrs | $11,100 | $2,775 | $88,250 | Feb, July | 39 |

| CRICOS | COURSE CODE | QUALIFICATION TITLE + PACKAGE OR PREREQUISITE COURSE | TOTAL COURSE DURATION | SEMESTER FEE | INDUSTRY PLACEMENT SEMESTER FEE | TOTAL COURSE TUITION FEES | INTAKES | PG. |
|---|---|---|---|---|---|---|---|---|
| **COMMERCIAL COOKERY & PATISSERIE** | | | | | | | | |
| 109776B | SIT30821 | Certificate III in Commercial Cookery<br>*Packaged with Certificate IV in Kitchen Management and Certificate IV in Patisserie* | 2 yrs | $10,500 | | $42,000 | Feb, July | 39 |
| **BAKERY** | | | | | | | | |
| 107366C | FBP30521 | Certificate III in Baking | 1 yrs | $10,500 | | $21,000 | Feb, July | 41 |
| **FOOD SCIENCE AND TECHNOLOGY** | | | | | | | | |
| 107351K | FBP50121 | Diploma in Food Science and Technology | 1 yr | $8,950 | | $17,900 | Feb, July | 43 |
| **TRAVEL AND TOURISM** | | | | | | | | |
| **TRAVEL AND TOURISM** | | | | | | | | |
| 111086K | SIT30122 | Certificate III in Tourism | 6 months | $8,950 | | $8,950 | Feb, July | 53 |
| 111065D | SIT30222 | Certificate III in Travel | 6 months | $8,950 | | $8,950 | Feb, July | 53 |
| 111088H | SIT50122 | Diploma of Travel and Tourism Management<br>*Packaged with Certificate III in Travel or Certificate III in Tourism* | 1 yr | $8,950 | | $17,900 | Feb, July | 53 |
| 111088H | SIT50122 | Diploma of Travel & Tourism Management - *Direct entry* | 1 yr | $8,950 | | $17,900 | Feb, July | 53 |
| 092215A | CRS1400381 | Bachelor of Tourism<br>*Packaged with Diploma of Travel & Tourism Management* | 3 yrs | $11,100 | | $62,300 | Feb, July | 53 |
| 058617K | CRS1201421 | Bachelor of Tourism and Hospitality Management<br>*Packaged with Diploma of Travel & Tourism Management* | 4 yrs | $11,100 | $2,775 | $67,850 | Feb, July | 53 |
| **AVIATION** | | | | | | | | |
| 0101251 | AVI30219 | Certificate III in Aviation (Cabin Crew) | 6 months | $10,800 | | $10,800 | Feb, July | 55 |
| 111088H | SIT50122 | Diploma of Travel and Tourism Management<br>*Packaged with Certificate III in Aviation (Cabin Crew)* | 1.5 yrs | $8,950 | | $28,700 | Feb, July | 55 |
| 111090C | SIT50422 | Diploma of Hospitality Management<br>*Packaged with Certificate III in Aviation (Cabin Crew)* | 1.5 yrs | $8,950 | | $28,700 | Feb, July | 55 |
| **HOSPITALITY** | | | | | | | | |
| **HOSPITALITY** | | | | | | | | |
| 111087J | SIT30622 | Certificate III in Hospitality | 6 months | $8,950 | | $8,950 | Feb, July | 47 |
| 111090C | SIT50422 | Diploma of Hospitality Management | 1 yr | $8,950 | | $17,900 | Feb, July | 47 |
| 111091B | SIT60322 | Advanced Diploma of Hospitality Management | 1.5 yrs | $8,950 | | $26,850 | Feb, July | 47 |
| 058617K | CRS1201421 | Bachelor of Tourism and Hospitality Management<br>*Packaged with Advanced Diploma of Hospitality Management* | 4 yrs | $11,100 | $2,775 | $65,700 | Feb, July | 47 |
| **ANGLISS INTERNATIONAL HOTEL SCHOOL (AIHS)** | | | | | | | | |
| 111090C | SIT50422 | Diploma of Hospitality Management | 1.5 yrs | $9,150 | $2,775 | $21,075 | Feb, July | 49 |
| 089145C | CRS1400277 | Bachelor of Resort and Hotel Management<br>*(Professional Practice) Packaged with Diploma of Hospitality Management* | 4.5 yrs | $11,100 | $2,775 | $71,025 | Feb, July | 49 |
| **EVENTS** | | | | | | | | |
| **EVENT MANAGEMENT** | | | | | | | | |
| 111089G | SIT50322 | Diploma of Event Management | 1 yr | $8,950 | | $17,900 | Feb, July | 59 |
| 085672A | CRS1400177 | Bachelor of Event Management<br>*Packaged with Diploma of Events Management* | 3 yrs | $11,100 | | $62,300 | Feb, July | 59 |

## REPEAT SUBJECTS

Tuition fees must be paid for repeat subjects or components of repeat subjects. Vocational Course repeat fees may range between $20 - $25/hour; Bachelor Degree repeat subjects will be charged at $2,775/subject (Melbourne campus) or $2,465/subject (Sydney campus).

# 2025 TUITION FEES

## SYDNEY CAMPUS

*For International Students*

| CRICOS | COURSE CODE | QUALIFICATION TITLE + PACKAGE OR PREREQUISITE COURSE | TOTAL COURSE DURATION | SEMESTER FEE | INDUSTRY PLACEMENT SEMESTER FEE | TOTAL COURSE TUITION FEES | INTAKES | PG. |
|---|---|---|---|---|---|---|---|---|
| **CULINARY** | | | | | | | | |
| **COMMERCIAL COOKERY** | | | | | | | | |
| 109776B | SIT30821 | Certificate III in Commercial Cookery | 1 yr | $8,850 | | $17,700 | Feb, Apr, July, Sep | 37 |
| 109638A | SIT40521 | Certificate IV in Kitchen Management | 1.5 yrs | $8,850 | | $26,550 | Feb, Apr, July, Sep | 37 |
| 111090C | SIT50422 | Diploma of Hospitality Management<br>*Packaged with Certificate IV in Kitchen Management* | 2 yrs | $8,240 | | $34,790 | Feb, Apr, July, Sep | 37 |
| 111091B | SIT60322 | Advanced Diploma of Hospitality Management<br>*Packaged with Certificate IV in Kitchen Management* | 2.5 yrs | $8,240 | | $43,030 | Feb, Apr, July, Sep | 37 |
| 058616M | CRS1201422 | Bachelor of Culinary Management<br>*Packaged with Certificate IV in Kitchen Management and Advanced Diploma of Hospitality Management* | 5 yrs | $9,860 | $2,465 | $77,540 | Feb, July | 37 |
| **PATISSERIE** | | | | | | | | |
| 109760K | SIT31021 | Certificate III in Patisserie | 1 yr | $8,850 | | $17,700 | Feb, Apr, July, Sep | 39 |
| 109459D | SIT40721 | Certificate IV in Patisserie | 1.5 yrs | $8,850 | | $26,550 | Feb, Apr, July, Sep | 39 |
| 111090C | SIT50422 | Diploma of Hospitality Management<br>*Packaged with Certificate IV in Patisserie* | 2 yrs | $8,240 | | $34,790 | Feb, Apr, July, Sep | 39 |
| 111091B | SIT60322 | Advanced Diploma of Hospitality Management<br>*Packaged with Certificate IV in Patisserie* | 2.5 yrs | $8,240 | | $43,030 | Feb, Apr, July, Sep | 39 |
| 058616M | CRS1201422 | Bachelor of Culinary Management<br>*Packaged with Certificate IV in Patisserie and Advanced Diploma of Hospitality Management* | 5 yrs | $9860 | $2465 | $77,540 | Feb, July | 39 |

# ADDITIONAL COSTS

## NON-TUITION FEES

### ADDITIONAL EXPENSES
**(Associated with some courses)**

| | YEARLY COST |
|---|---|
| **MOST COURSES** | |
| Material Fee<br>*(e.g text books, class material, excursion, field trips...)* | Approx. A$750 |
| **COMMERCIAL COOKERY / CULINARY MANAGEMENT** | |
| Uniform* | From A$185 |
| Shoes * | From A$60 |
| Equipment* | From A$380 |
| **PATISSERIE** | |
| Uniform* | From A$95 |
| Shoes * | From A$60 |
| Equipment* | From A$405 |
| **BAKING** | |
| Uniform* | From A$95 |
| Shoes * | From A$60 |
| Equipment* | From A$385 |
| **FOOD SCIENCE AND TECHNOLOGY** | |
| Course notes, laboratory coat, excursions | From A$200 |
| **HOSPITALITY** | |
| Uniform for food and beverage service units* | From A$126 |
| **ANGLISS INTERNATIONAL HOTEL SCHOOL** | |
| Hotel overnight experience | Approx. A$200 |
| **EVENTS** | |
| Uniform* | From A$55 |
| **BACHELOR OF CULINARY MANAGEMENT** | |
| Uniform | From A$90 |
| Shoes * | From A$60 |
| Equipment* | From A$165 |

### OTHER FEES AND CHARGES

| | COST |
|---|---|
| Re-issue of Student ID Card | A$30 |
| Re-issue of Transcript of Results | A$15 |
| Re-issue of certificates | A$80 |
| International Administration Fee (as applicable) | A$100 |
| Administration Processing Fee for course cancellation | A$750 |
| Telegraphic Transfer (TT) of tuition fees | A$30 |
| No-show for pre-booked airport reception service | A$80 |
| Penalty for late tuition fee payment (per week) | A$100 |
| Re-issue of Letter of Offer | A$100 |
| Re-issue of Confirmation of Enrolment (CoE) | A$150 |

### NOTES:

- **Note 1:** Items marked with an * can be purchased from outlets on campus or elsewhere.
- **Note 2:** Only tuition fees listed on pages 2-4 are paid directly to William Angliss Institute.
- **Note 3:** All prices listed above are subject to change without notice.
- **Note 4:** The Department of Home Affairs has advised that, in order to be granted a student visa, all applications must provide evidence that the student, and any of their accompanying dependants, have Overseas Student Health Cover for the proposed duration of their visa ( approx. AUD $764/year for single cover).

### DEPOSIT

- Non-refundable deposit of $500 applies to package with Diploma/Advanced Diploma
- Non-refundable deposit of $1000 applies to package with Bachelor Degree

# WHY STUDY AT WILLIAM ANGLISS?

*William Angliss Institute is shaping the next generation of industry leaders in foods, tourism, hospitality and events.*

LEARN MORE

80+ YEARS AWARD WINNING OF EXPERIENCE

22,000 ENROLMENTS ANNUALLY

CONVENIENT LOCATIONS

STUDY ALONGSIDE LOCAL AUSTRALIAN STUDENTS

GOVERNMENT OWNED SPECIALIST CENTRE

THE BIGGEST AND BEST FACILITIES

STRONG EMPLOYMENT OUTCOMES

1,500 INTERNATIONAL STUDENTS FROM 50 COUNTRIES
















# AWARD WINNING

## 2023 AWARDS

### NESTLÉ GOLDEN CHEF'S HAT AWARD
Winner - Jimmy Han
*Certificate IV in Commercial Cookery*

### NESTLÉ GOLDEN CHEF OF THE YEAR
Winner - Jimmy Han
*Certificate IV in Commercial Cookery*

### VICTORIAN PATISSERIE TRAINEE CHALLENGE
Winner - Holly Bailey-Tait
*Certificate III in Patisserie*
Winner - Hayley Happel
*Certificate IV in Patisserie*

### CLUB CHEF CULINARY CHALLENGE
Winners - Jimmy Han, Stephanie Goetz and Erick Leu

### TOP CHEF: WORLD ALL-STARS
Winner - Buddha Lo
*Angliss Alumni*

### TOURISM TRAINING AUSTRALIA 2023 AWARDS OF EXCELLENCE
Teacher of Choice Award - Belinda Clements

### VICTORIAN TOURISM INDUSTRY COUNCIL (VTIC) ENTREPRENEURIAL AWARD
Winners - Gaurika Bhatia, Samal Agalwatta & Rose Fernando

### WORLDSKILLS AUSTRALIA NATIONAL CHAMPIONSHIP
Student - Stefana Ostojić
*Victorian Representative for Hospitality*
Student - Cody Bressar
*Victorian Representative for Hospitality*

### 2023 AUSTRALIAN MEAT INDUSTRY COUNCIL
Winner of the Victorian Butcher Apprentice of the Year - Student - Robert Masterton-McLean

### FELLOW OF THE AUSTRALIAN INSTITUTE OF FOOD SCIENCE AND TECHNOLOGY
Food Technology Teacher - Wendy Jarvis

## 2022 AWARDS

### VICTORIAN TOURISM AWARDS
Gold Award for Tourism Education and Training

### WORLD BUTCHERS' CHALLENGE (USA)
World Champion Butcher Apprentice - Matthew Tyquin
*Certificate III in Meat Processing Retail Butcher*

### TOURISM TRAINING AUSTRALIA
Teacher/Trainer of the Year 2021
Chef Dale Lyman

### VICTORIAN TOURISM INDUSTRY COUNCIL (VTIC) AWARDS
Finalist - Daniel O'Brien
*Bachelor of Tourism and Hospitality Management*

### NESTLÉ GOLDEN CHEF'S HAT AWARD
Finalist - Max Burke
*Certificate III in Commercial Cookery student*

### SOLLICH AWARD 2022
Winner - Matthew Little
*Diploma of Food Science and technology student*

### TOP CHEF: HOUSTON USA
Winner - Buddha Lo
*Angliss Alumni*

### PARTNERS IN EXCELLENCE
Host Employer Finalist - Hospitality

## 2021 AWARDS

### AUSTRALIAN TRAINING AWARDS
Winner - Large Training Provider of the Year

### VICTORIAN TRAINING AWARDS
Winner - Large Training Provider of the Year

### VICTORIAN TOURISM AWARDS
Gold Winner

# CAREERS AND EMPLOYMENT

*85% of undergraduates secure full-time employment, four months after completing their course.*

LEARN MORE

Our reputation with industry and our quality training provides an advantage in gaining:

- **Part-time and casual employment**
- **Internship Placements**
- **Graduate Employment**

## CAREERS AND EMPLOYMENT SERVICES

- Online jobs noticeboard
- Career development and guidance
- Advice on resume writing
- Interview technique practice
- LinkedIn profile assistance
- Careers and Employment Expo
- Employment opportunities with employers from all over Australia.

## CAREERS AND EMPLOYMENT EXPO

- Employment opportunities with employers from all over Australia.

## NETWORKING WITH INDUSTRY

- Speed networking provides a unique opportunity to learn from employers
- Get involved in major events: Melbourne Food and Wine Festival;
- Melbourne Spring Racing Carnival; Melbourne International Film Festival.
- Higher Education Mentoring Program provides students a link to the profession in a structured and tailored way and brings exposure to the practical realities of working in the Hospitality, Tourism, Events and Culinary industries.

## INTERNSHIP COORDINATORS

- Dedicated staff to guide and assist in securing internship placements: Bachelor Degrees and select programs.

## CAREERS WORKSHOPS

A series of career development workshops to prepare you to be job ready.

- How to Communicate with Confidence
- Your Rights at Work
- Networking Basics & LinkedIn
- Ace the Interview
- Personal Branding
- Disney Guest Service Basics

## INDUSTRY ON CAMPUS

- Frequent on campus visits by leading industry employers looking to recruit students and share advice on applications and interviews.












## INDUSTRY PARTNERS

- Altara
- Australian Hotels Association
- Brown Family Wine Group
- Calibre Feasts
- Casey Bonacci Events
- City of Melbourne
- Cricket Australia
- Cumulus Inc.
- Dann Event Hire
- Delaware North
- Hilton Hotels & Resorts
- Explore Australia
- Fed Square
- Fetching Events & Communications
- Food & Desire
- Koko Black
- LUCAS Restaurants
- Lune Croissanterie
- Melbourne Marriott Hotel Docklands
- PARKROYAL Monash Melbourne
- Pavilion Australia
- Peter Rowland
- RACV City Club
- Sand Hill Road
- The Big Group
- The Ninth Element
- Trumpet Events
- Young Tourism Network
- ZINC at Federation Square


William Angliss Institute

# MELBOURNE CAMPUS

*William Angliss Institute's main campus is the largest specialist facility for hospitality, foods, tourism and events in Australia. The fully serviced campus is conveniently located in the Central Business District. The campus is situated within the free tram zone and is easily accessed by train, bus and tram.*

**555 La Trobe Street, Melbourne**

## FACILITIES

- 17 Fully Equipped Training Kitchens
- 2 Training Restaurants
- 110 Classrooms
- Patisserie and Cake Decorating Facilities
- Chocolateria
- Gelateria
- Coffee Academy
- Meat Processing Rooms
- Food Technology Laboratories
- Hotel Management Integrated Learning Facilities
- 4 Hotel Training Suites
- Flight Attendant Training Facilities
- Demonstration Lecture Theatres
- Student Lounge
- Student Learning Commons
- Conference Centre
- Library
- On-Site Medical Centre

## AROUND OUR CAMPUS

- Flagstaff Gardens and Flagstaff train station
- Southern Cross Station and Marvel Stadium
- Many tram lines and bus services
- The central business and legal district
- Victoria Police Headquarters
- Melbourne Central and Emporium Shopping Centres
- The Queen Victoria Market
- Royal Melbourne and St. Vincents Hospital
- Many restaurants, cafes, bars & events venues












11

# SYDNEY CAMPUS

*Our Sydney campus has moved to new modern facilities. The new location is easily accessible from three different train stations, a regular bus service and a cycle path passes by the new campus. Alexandria also offers affordable accommodation and is a growing food culture destination.*

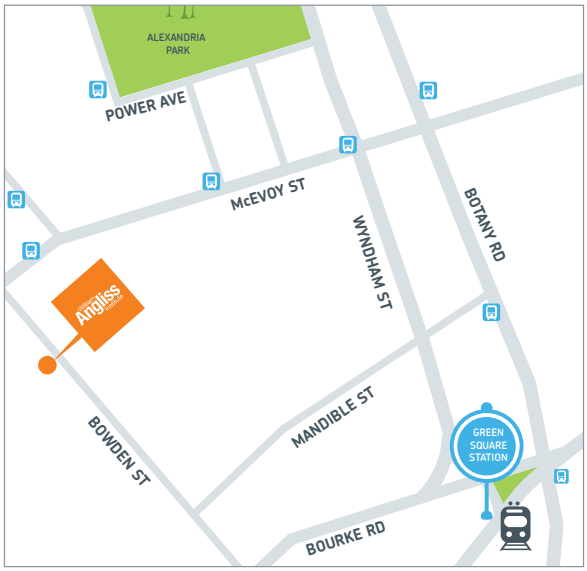
## 11 Bowden Street, Alexandria

### FACILITIES

- Huge, modern kitchens
- Large training restaurant
- Street front café
- Fully equipped bar
- A range of formal and modern informal learning spaces
- Student break-out spaces

### AROUND OUR CAMPUS

- Easy access to train station
- Regular bus services and great cycle paths
- Affordable accommodation options
- Many restaurants, cafes, bars and events venues, including 'The Grounds'
- Centennial Park
- Paddington and Surry Hills neighbourhoods
- Royal Prince Alfred Hospital
- Boutique art galleries and shops










# UNDERGRADUATE & POSTGRADUATE PROGRAMS

LEARN MORE

### MASTER PROGRAMS

One semester of practical engagement through work placement or project implementation.

### BACHELOR DEGREES

Work Placement - One year of Work Integrated Learning (Industry Work Placement) included in Bachelor courses.

### CONNECT WITH INDUSTRY

Gain career guidance and grow your industry understanding and networks by pairing with a mentor.



## PATHWAYS TO DEGREES

### BACHELOR OF HOTEL AND RESORT MANAGEMENT (PROFESSIONAL PRACTICE)

| | | | |
|---|---|---|---|
| Completed Diploma of Hospitality Management or equivalent* | 12 months study | 12 months study | 12 months Industry Work Placement |

### BACHELOR OF TOURISM AND HOSPITALITY MANAGEMENT OR BACHELOR OF CULINARY MANAGEMENT

| | | | | |
|---|---|---|---|---|
| Completed Diploma of Hospitality Management or equivalent* | 12 months study | | 12 months Industry Work Placement | 12 months study |
| Completed Advanced Diploma of Hospitality Management or equivalent* | | 6 months study | 12 months Industry Work Placement | 12 months study |

**Subject to assessment for advanced standing*



# MASTER OF INTERNATIONAL HOSPITALITY ENTREPRENEURSHIP

This program features industry experts providing an opportunity for you to learn, observe, question, and receive feedback from accomplished hospitality start- ups founders and representatives.

LEARN MORE

## MASTER OF INTERNATIONAL HOSPITALITY ENTREPRENEURSHIP

| | |
|---|---|
| CRICOS Code: | 109375H |
| Course Code: | CRS1401173 |
| Campus: | Melbourne |
| Intakes: | Feb, Jul |
| Duration: | 2 years |
| Mode of study: | FT |

### SUBJECT AREAS INCLUDE:

**Year 1**

- Leading Self and Others
- People and Culture Driven Leadership
- Financial Management and Data Analytics
- Entrepreneurial Mindset, Practices & Experiences
- Financing Entrepreneurial Ventures
- Design Thinking for the Experience Economy
- Entrepreneurial Leadership & Innovation
- Elective

**Year 2**

- Leadership in Uncertain Times
- Strategic Entrepreneurship
- Entrepreneurial Incubator: From Idea to Pre-launch
- Entrepreneurial Incubator: From Idea to Launch
- Elective

**In the final semester you will work with industry mentors, through an incubation process to bring your ideas to life.**

| | | |
|---|---|---|
| **YEAR 1** | Semester 1 | 4 Subjects |
| | Semester 2 | 4 Subjects |
| **YEAR 2** | Semester 1 | 4 Subjects |
| | Semester 2 | Incubator |

### MASTERS PREPARATION PROGRAM

A pathway program for Bachelor Degree graduates who do not satisfy the entrance criteria for our specialist Masters programs.

Students can package our non-award Study Abroad Program (CRICOS: 070200A).

In this 6 month program, 4 Compulsory subjects must be undertaken.

The students will need to undertake 4 subjects selected from Final Year current subjects.

*MAN702 Risk and Legal Issues*

*MAN707 Strategy, Change and Leadership*

*MAN706 Innovation and Entrepreneurship*

*TOU739 Current Issues in Tourism and Hospitality*

## CAREER PATHS

- *Entrepreneurs*
- *Managers*
- *Dynamic leaders*
- *Creatives*
- *Working in innovation labs or incubators*
- *Business owners*
- *Hospitality consultants*

Master of International Hotel Leadership



**JUSTIN LOUEY**
**GRADUATE. BACHELOR OF TOURISM AND HOSPITALITY MANAGEMENT**

**Front Office Manager**
Melbourne Marriott Hotel Docklands.
Melbourne
marriott.com

# MASTER OF INTERNATIONAL HOTEL LEADERSHIP

We create real-world and practical learning experiences where students engage and learn from industry experts, solve real business problems and work on hotel industry relevant projects.

LEARN MORE

## MASTER OF INTERNATIONAL HOTEL LEADERSHIP

| | |
|---|---|
| CRICOS Code: | 109250K |
| Course Code: | CRS1401161 |
| Campus: | Melbourne |
| Intakes: | Feb, Jul |
| Duration: | 2 years |
| Mode of study: | FT |

### SUBJECT AREAS INCLUDE:

**Year 1**

- Leading Self and Others
- People and Culture Driven Leadership
- Financial Management and Data Analytics
- International Hotel Operations Management
- Global and Ethical Hotel Leadership
- Revenue Management and Strategy
- Research Methods Elective subject

**Year 2**

- Work Placement (Prerequisite RES801)
- Leadership in Uncertain Times
- Leading Sustainability in the Hotel Industry
- Design Thinking for the Experience Economy
- Elective subject

**Students will undertake a semester-long work placement program at a leading hotel brand.**

| | | |
|---|---|---|
| YEAR 1 | Semester 1 | 4 Subjects |
| | Semester 2 | 4 Subjects |
| YEAR 2 | Semester 1 | Work Placement |
| | Semester 2 | 4 Subjects |

### MASTERS PREPARATION PROGRAM

A pathway program for Bachelor Degree graduates who do not satisfy the entrance criteria for our specialist Masters programs.

Students can package our non-award Study Abroad Program (CRICOS: 070200A).

In this 6 month program, 4 Compulsory subjects must be undertaken

The students will need to undertake 4 subjects selected from Final Year current subjects.

*MAN702 Risk and Legal Issues*

*MAN707 Strategy, Change and Leadership*

*MAN706 Innovation and Entrepreneurship*

*TOU739 Current Issues in Tourism and Hospitality*

## CAREER PATHS

- *General manager*
- *Hotel/ resort manager*
- *Hotel brand manager*
- *Operations manager*



**RIDHWAN ADJUMAIN - SRI LANKA**
**GRADUATE. BACHELOR OF RESORT AND HOTEL MANAGEMENT**

**Operations Manager**
Peppers Moonah Links Resort
www.moonahlinks.com.au

# RESORT AND HOTEL MANAGEMENT

Designed for future leaders in this dynamic industry, Bachelor qualifications in Resort and Hotel Management focus on a blend of operational skills, strategic thinking and innovation in service design.

LEARN MORE

## BACHELOR OF RESORT AND HOTEL MANAGEMENT

| | |
|---|---|
| CRICOS Code: | 089144D |
| Course Code: | CRS1400274 |
| Campus: | Melbourne |
| Intakes: | Feb, Jul |
| Duration: | 3 years |
| Mode of study: | FT |

### SUBJECT AREAS INCLUDE:

- Fundamentals of the resort and hotel industry
- Emerging trends in the resort and hotel industry
- Managing resort operations
- Rooms division operations
- Innovation and entrepreneurship
- Digital marketing and distribution
- Financial analysis and decision making
- Human resource operations
- Risk and legal issues

| | | |
|---|---|---|
| YEAR 1 | Semester 1 | 4 Subjects |
| | Semester 2 | 4 Subjects |
| YEAR 2 | Semester 1 | 4 Subjects |
| | Semester 2 | 4 Subjects |
| YEAR 3 | Semester 1 | 4 Subjects |
| | Semester 2 | 4 Subjects |

### EXTEND YOUR LEARNING

Extend your learning with the four year Bachelor of Resort and Hotel Management (Professional Practice).

## BACHELOR OF RESORT AND HOTEL MANAGEMENT (PROFESSIONAL PRACTICE)

| | |
|---|---|
| CRICOS Code: | 089145C |
| Course Code: | CRS1400277 |
| Campus: | Melbourne |
| Intakes: | Feb, Jul |
| Duration: | 4 years |
| Mode of study: | FT |

This program provides students with full time experience in a work environment under the mentorship of industry experts.

| | | |
|---|---|---|
| YEAR 1 | Semester 1 | 4 Subjects |
| | Semester 2 | 4 Subjects |
| YEAR 2 | Semester 1 | 4 Subjects |
| | Semester 2 | 4 Subjects |
| YEAR 3 | Semester 1 | 4 Subjects |
| | Semester 2 | 4 Subjects |
| YEAR 4 | Professional Practice | |

NOTE: Professional Practice placement is subject to individual employer interview and entry criteria. If the placement is not secured, students will exit with Bachelor of Resort and Hotel Management.

## CAREER PATHS

- *Resort & Hotel Manager*
- *Business Development Manager*
- *Human Resources Officer*
- *Revenue Manager*
- *Rooms Division Manager*
- *General Manager*




## GAURIKA BHATIA - INDIA

### GRADUATE. BACHELOR OF TOURISM AND HOSPITALITY MANAGEMENT.

**2023 Victorian Tourism Industry Council (VTIC) Entrepreneurial Award**

**Dean list Award 2024**

Working at Le Meridien Hotel

# TOURISM AND HOSPITALITY MANAGEMENT

*Recognised worldwide, this degree offers a balanced combination of practice and theory that can be readily applied for a future with tourism and hospitality operators, resorts and hotels, event planning, government and industry authorities.*

LEARN MORE

## BACHELOR OF TOURISM & HOSPITALITY MANAGEMENT

| | |
|---|---|
| CRICOS Code: | 058617K |
| Course Code: | CRS1201421 |
| Campus: | Melbourne |
| Intakes: | Feb, Jul |
| Duration: | 4 years |
| Mode of study: | FT |

### SUBJECT AREAS INCLUDE:

- Introduction to the tourism industry
- Tourism theories and concepts
- Introduction to marketing
- Tourism attraction management
- Financial analysis and decision making
- Food and beverage service management
- Wine design
- Menu design and engineering
- Innovation and entrepreneurship
- Project restaurant
- Current issues in tourism and hospitality.

| | | |
|---|---|---|
| **YEAR 1** | Semester 1 | 4 Subjects |
| | Semester 2 | 4 Subjects |
| **YEAR 2** | Semester 1 | 4 Subjects |
| | Semester 2 | 4 Subjects |
| **YEAR 3** | Semester 1 | Industry Work Placement |
| | Semester 2 | |
| **YEAR 4** | Semester 1 | 4 Subjects |
| | Semester 2 | 4 Subjects |

NOTE: Industry Work Placement is subject to individual employer interview and entry criteria.

## CAREER PATHS

- *Food & Beverage Manager*
- *Business Owner*
- *Front Office Manager*
- *Tourism Operator*
- *Tourism Representative*
- *Event Coordinator*


WALK-THUGGAY
MELBOURNE

# TOURISM

*The Bachelor of Tourism explores this global industry and the ways in which we engage with travel and tourism experiences.*

LEARN MORE

## BACHELOR OF TOURISM

| | |
|---|---|
| CRICOS Code: | 092215A |
| Course Code: | CRS1400381 |
| Campus: | Melbourne |
| Intakes: | Feb, Jul |
| Duration: | 3 years |
| Mode of study: | FT |

### SUBJECT AREAS INCLUDE:

- Introduction to the tourism industry
- Destinations concepts
- Tourism distribution systems
- Visitor services
- Tourism theories and concepts
- People and place
- Tourism attraction management
- Niche tourism
- Designing for the visitor experience
- Planning for tourism
- Taking responsibility for tourism and hospitality
- Tourism futures.

## CAREER PATHS

- *Tourism manager*
- *Sustainability coordinator (local government, tourism bodies)*
- *Client relations or guest experience manager*
- *Management roles related to creating great visitor experiences at private or non-profit organisations*
- *Product development manager*
- *Interpretation officer for parks or wildlife based attractions*
- *Advisory business or research consultant or strategist*



# EVENT MANAGEMENT

*Learn to design and deliver dynamic and memorable events across a range of sectors including sporting, food and wine, music, business and community events.*

Recognised worldwide, this degree offers a balanced combination of practice and theory that can be readily applied for a future with tourism and hospitality operators, resorts and hotels, event planning, government and industry authorities.

LEARN MORE

## BACHELOR OF EVENT MANAGEMENT

| | |
|---|---|
| CRICOS Code: | 085672A |
| Course Code: | CRS1400177 |
| Campus: | Melbourne |
| Intakes: | Feb, Jul |
| Duration: | 3 years |
| Mode of study: | FT |

### SUBJECT AREAS INCLUDE:

- Fundamentals of event practices
- Event design
- Marketing and communication for events
- Business development in the events industry
- Event evaluation and innovation
- Catering for the event industry
- Project management and logistics
- Key concepts in event studies
- Risk and legal issues
- Revenue management
- Sustainability for the events industry.

### SPECIALIST STREAMS

Students can tailor leaning through a specialist stream of study. Focusing on either Business Events or Festivals. By completing all 4 specialist stream subjects including the final project, you aim to become the expert in this specialist field. Specialist streams are noted on your testamur in recognition

| | | |
|---|---|---|
| YEAR 1 | Semester 1 | 4 Subjects |
| | Semester 2 | 4 Subjects |
| YEAR 2 | Semester 1 | 4 Subjects |
| | Semester 2 | 4 Subjects |
| YEAR 3 | Semester 1 | 4 Subjects |
| | Semester 2 | 4 Subjects |

NOTE: There is no work integrated learning (internship) in this course.

## CAREER PATHS

- *Event Manager*
- *Event and Sponsorship Executive*
- *Event Coordinator*
- *Festival Manager Event*
- *Project Manager*
- *Venue Manager*
- *Professional Conference Organiser*



# CULINARY MANAGEMENT

*From culture and cuisine, to wine and artisanal products, graduates will gain the broad knowledge and specialist skills to prepare for management in the lively world of the culinary industries.*

LEARN MORE

WORLD ASSOCIATION OF CHEFS SOCIETIES

## BACHELOR OF CULINARY MANAGEMENT

| | |
|---|---|
| CRICOS Code: | 058616M |
| Course Code: | CRS1201422 |
| Campus: | Melbourne/Sydney |
| Intakes: | Feb, Jul |
| Duration: | 4 years |
| Mode of study: | FT |

### SPECIALIST SUBJECTS:

- Cookery and recipes
- Foundations of cuisine
- Understanding food service
- Sustainable procurement for hospitality and tourism
- Restaurant service
- Human resource management for the services industry
- Sensory education
- Financial analysis and decision making
- Flavour and function
- Strategy, change and leadership.

| | | |
|---|---|---|
| YEAR 1 | Semester 1 | 4 Subjects |
| | Semester 2 | 4 Subjects |
| YEAR 2 | Semester 1 | 4 Subjects |
| | Semester 2 | 4 Subjects |
| YEAR 3 | Semester 1 | Industry Work Placement |
| | Semester 2 | |
| YEAR 4 | Semester 1 | 4 Subjects |
| | Semester 2 | 4 Subjects |

NOTE: Industry Work Placement is subject to individual employer interview and entry criteria.

## CAREER PATHS

- *Restaurateur*
- *Specialist Food and Wine Retailer*
- *Food and Beverage Manager*
- *Corporate Hospitality Manager*
- *Catering Operator*


MELBOURNE
FARMERS
MARKETS

# FOOD STUDIES.

*With a focus on sustainability, gastronomy and ethics, the Bachelor of Food Studies provides you with rich insights into the journey of food from paddock to plate and beyond.*

LEARN MORE

## BACHELOR OF FOOD STUDIES

| | |
|---|---|
| CRICOS Code: | 089135E |
| Course Code: | CRS1400280 |
| Campus: | Melbourne |
| Intakes: | Feb, Jul |
| Duration: | 3 years |
| Mode of study: | FT |

*Applicants are required to undertake an interview prior to acceptance.*

### SUBJECT AREAS INCLUDE:

- Culture and Cuisine
- Understanding Food Systems
- Sensory Education
- Economics and Global Impacts
- Diet and Health in Society
- Fermenting Cultures
- Agriculture and Farming Systems
- Innovation and Entrepreneurship
- Food Policy and Governance
- Introduction to Marketing
- Communicating Food.

| | | |
|---|---|---|
| **YEAR 1** | Semester 1 | 4 Subjects |
| | Semester 2 | 4 Subjects |
| **YEAR 2** | Semester 1 | 4 Subjects |
| | Semester 2 | 4 Subjects |
| **YEAR 3** | Semester 1 | 4 Subjects |
| | Semester 2 | 4 Subjects |

NOTE: There is no work integrated learning (internship) in this course.

## CAREER PATHS

- *Food Project Coordinator*
- *Food Policy Advisor Event/ Exhibition Curator*
- *Food and Wine Development Officer Food Entrepreneur*
- *Specialist Food Retailer*

# STUDY 6 MONTHS OR 12 MONTHS AT BACHELOR DEGREE LEVEL.



**Study Abroad (26 Weeks)** CRICOS No.: 070200A
**Study Abroad (52 Weeks)** CRICOS No.: 070201M

A 'non-award' program that provides students with the opportunity to enhance their specialist management skills.

Successfully completed subjects may be credited towards a Bachelor degree (at home or in Australia) or provide an entry to our Masters programs*.

**Of particular value is the opportunity to undertake six months of work integrated learning in Australia.**

## WHAT WILL I STUDY?

All students must study full time by selecting a minimum of three and no more than four subjects /semester.

Each subject is worth 6 credit points (this is equivalent to 3 to 4 credit points in USA and Japan).

## ENTRANCE TO MASTERS PROGRAMS :

Students who do not meet the academic requirements for direct entry to the Masters programs (pages 14-19) may undertake Study Abroad (CRICOS No. 070200A) for 6 months.

Entrance to Masters programs is also subject to other entrance requirements (page 74).



## ENTRY REQUIREMENTS

To apply you must have:

- Eligible for direct entry to Bachelor degree study OR
- Be studying Bachelor degree studies at an accredited tertiary Institution OR
- Meet the minimum English language requirements for Master, or Bachelor degree, if English is not the first language.

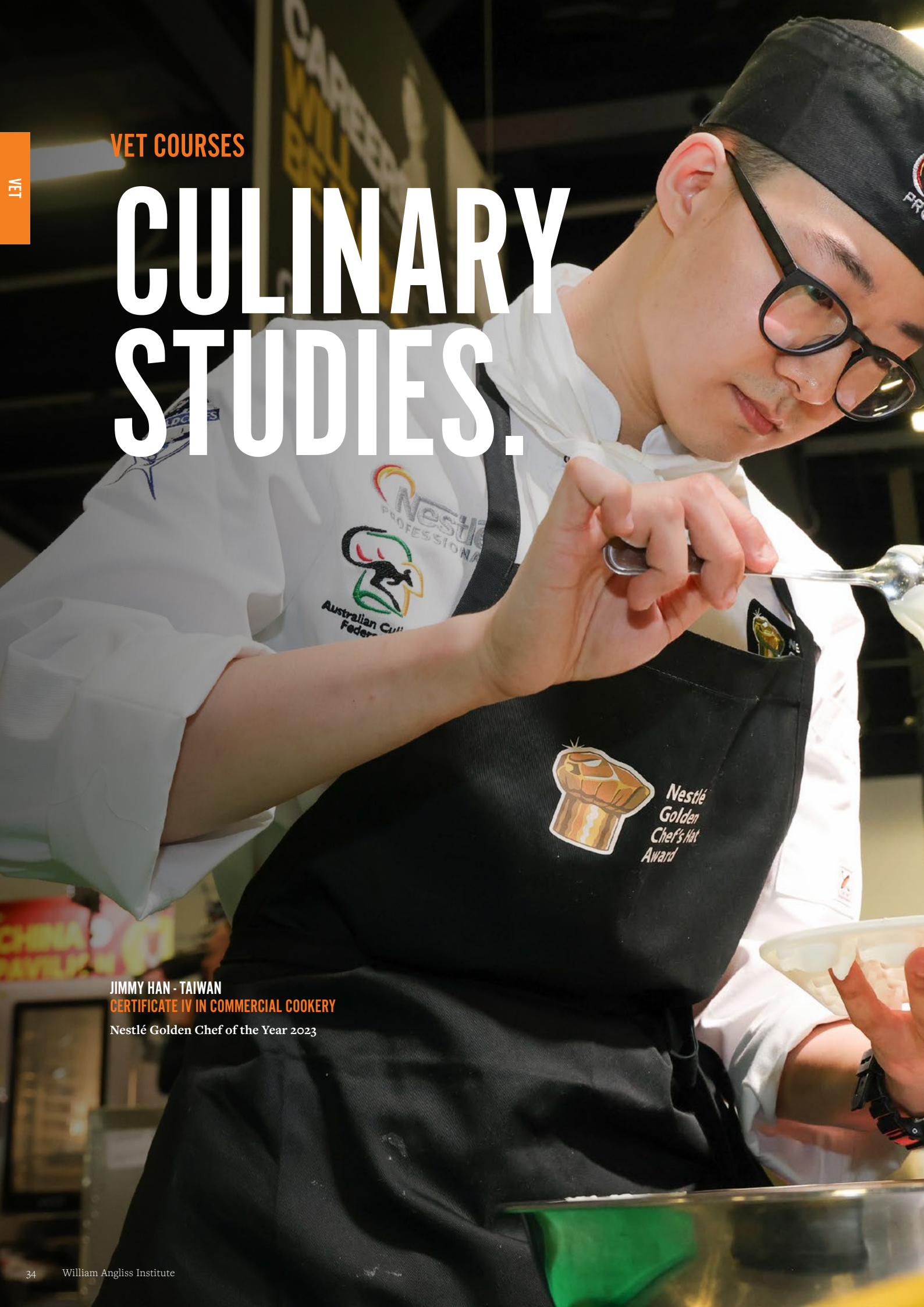
**Note:** *Selection and acceptance of students for industry placement, may be based on an interview process with participating employers*

## STUDY OPTIONS

| | | |
|---|---|---|
| **6 MONTHS**<br>*CRICOS Code: 070200A* | **ONE SEMESTER**<br>Up to 4 academic units | |
| **12 MONTHS**<br>*CRICOS Code: 070201M* | **1ST SEMESTER**<br>Up to 4 academic units | **2ND SEMESTER**<br>Up to 4 academic units |
| **6 MONTHS + 6 MONTHS INDUSTRY WORK PLACEMENT**<br>*CRICOS Code: 070201M* | **1ST SEMESTER**<br>Up to 4 academic units | **2ND SEMESTER**<br>6 months Industry Work Placement |

VET COURSES

# CULINARY STUDIES.




**JIMMY HAN - TAIWAN**
**CERTIFICATE IV IN COMMERCIAL COOKERY**
Nestlé Golden Chef of the Year 2023





## CULINARY STUDIES

# THE ANGLISS EXPERIENCE

### WORLD CLASS FACILITIES

- 17 fully equipped training kitchens
- 4 fully equipped training bakeries
- 4 demonstration kitchens & lecture theaters
- Chocolate Laboratory
- 2 training restaurants open to the public: The Angliss Restaurant and The Bistro
- Cafés and bakeshop
- 2 food technology laboratories

### AWARD-WINNING TRAINING

- **2023 Nestlé Golden Chef of the Year**
  Winner - Jimmy Han
- **2023 Club Chef Culinary Challenge**
  Winners - Jimmy Han, Stephanie Goetz and Erick Leu
- **2023 Top Chef: World All-Stars**
  Winner - Alumni, Buddha Lo
- **2023 Fellow of the Australian Institute of Food Science and Technology**
  Food Technology Teacher - Wendy Jarvis
- **2021 Tourism Training Australia Awards**
  Chef Dale Lyman, winner of Commercial Cookery Trainer Category

### WORK IN A REAL RESTAURANT

- With maximized practical contact hours
- Learn culinary techniques from famous chefs
- Gain practical experience in on-campus restaurants

WORLD ASSOCIATION OF CHEFS SOCIETIES



"Getting to study at one of Australia's best cooking schools is allowing me to pursue my true passion."

**SZE CHING LEUNG - CHINA**
**CERTIFICATE IV IN COMMERCIAL COOKERY**

**Nestlé Golden Chefs Hat Scholarship 2022**

**Commis Chef**
**Kirk's Wine Bar**
Melbourne Victoria

# COMMERCIAL COOKERY

*You will develop the fundamental skills and knowledge required for professional cooking and kitchen management.*

## CERTIFICATE III IN COMMERCIAL COOKERY

| | |
|---|---|
| CRICOS Code: | 109776B |
| Course Code: | SIT30821 |
| Campus: | Melb/ Syd |
| Intakes: | Feb, Apr, Jul, Sep |
| Duration: | 12 months |
| Mode of study: | FT |

### SUBJECT AREAS INCLUDE:

- Use food preparation equipment
- Produce dishes using basic methods of cookery
- Prepare appetisers and salads;
- Prepare stocks, sauces & soups
- Prepare vegetable, fruit, egg and farinaceous dishes
- Prepare vegetarian and vegan dishes
- Prepare sandwiches
- Prepare and cook meat, poultry and seafood
- Produce cakes, pastries, breads and desserts
- Coach others in job skills
- Plan and cost recipes
- Prepare food to meet special dietary requirements
- Hygiene practices -includes hygiene, food safety, cleaning, receive, store & maintain stock
- Participate in safe work practices, and sustainable work practices
- Work effectively as a cook – minimum 48 service periods
- Provide service to customers.

## CERTIFICATE IV IN KITCHEN MANAGEMENT

| | |
|---|---|
| CRICOS Code: | 109638A |
| Course Code: | SIT40521 |
| Campus: | Melb/ Syd |
| Intakes: | Feb, Apr, Jul, Sep |
| Duration: | 18 months |
| Mode of study: | FT |

### SUBJECT AREAS INCLUDE THOSE FROM CERTIFICATE III PLUS:

- Coordinate cooking operations
- Develop recipes for special dietary requirements
- Monitor work operations
- Manage finances within a budget
- Lead and manage people
- Produce cook chill and cook freeze foods
- Develop and implement a food safety program
- Finances within a budget
- Design and cost menus
- Implement & monitor work health & safety practices
- Roster staff
- Manage conflict.

Extend your studies to also attain a Certificate IV in Patisserie.

SYDNEY ONLY: Certificate IV in Kitchen Management includes one term (10 weeks) internship to be undertaken at term 5.

## DIPLOMA OF HOSPITALITY MANAGEMENT

| | |
|---|---|
| CRICOS Code: | 111090C |
| Course Code: | SIT50422 |
| Campus: | Melb/ Syd |
| Intakes: | Feb, Apr, Jul, Sep |
| Duration: | 24 months |
| Mode of study: | FT |

### SUBJECT AREAS INCLUDE:

- Business operations
- Hospitality budgeting
- Workplace diversity
- Legal knowledge for business
- Rostering
- Service quality.

## ADVANCED DIPLOMA OF HOSPITALITY MANAGEMENT

| | |
|---|---|
| CRICOS Code: | 111091B |
| Course Code: | SIT60322 |
| Campus: | Melb/ Syd |
| Intakes: | Feb, Apr, Jul, Sep |
| Duration: | 30 months |
| Mode of study: | FT |

### SUBJECT AREAS INCLUDE:

- Business planning
- Financial operations
- Human resource management
- Marketing strategies
- Asset management.

### ADD A BACHELOR DEGREE

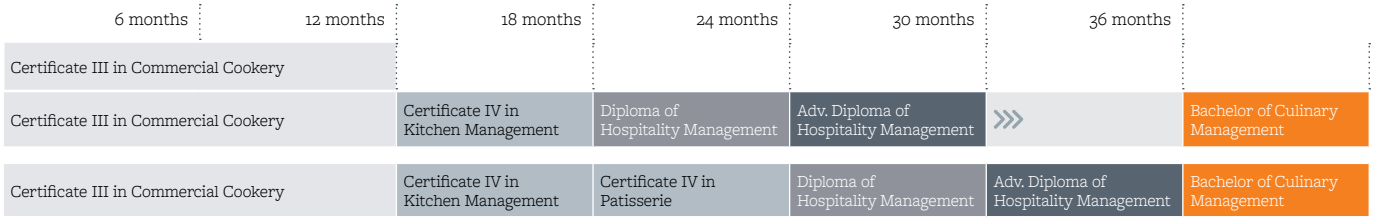
Advance your management qualifications and acquire work experience with the Bachelor of Culinary Management.

## CAREER PATHS

- *Executive chef*
- *Sous chef*
- *Chef de partie*
- *Kitchen chef*
- *Qualified cook*
- *Commis chef*

## STUDY PATHS

On successful completion of the Advanced Diploma, you will be eligible to apply for entry with advanced standing credits into the Bachelor of Culinary Management offered by William Angliss Institute. Pathways to Degrees (Page 15)






**YEJI KIM - KOREA**
**CERTIFICATE IV IN PATISSERIE**

**First prize in the 2024 Dilmah Tea Maker's Tea-Inspired Dessert Competition**

# PATISSERIE

*Indulge your passion for the sweet life by becoming a professional in the delicious art of the patissier or pastry cook and business owner.*

This specialist course offers the opportunity to learn unique skills of professional gateaux, pastries and restaurant desserts. Specialised units include petits fours, pastries, breads and artisan skills of chocolate and sugar decorations

## CERTIFICATE III IN PATISSERIE

| | |
|---|---|
| CRICOS Code: | 109760K |
| Course Code: | SIT31021 |
| Campus: | Melb/ Syd |
| Intakes: | Feb, Apr, Jul, Sep |
| Duration: | 12 months |
| Mode of study: | FT |

### SUBJECT AREAS INCLUDE:

- Produce yeast based bakery products
- Produce pastries
- Produce dishes using basic methods of cookery
- Prepare and model marzipan
- Produce petits fours
- Prepare specialised cakes
- Produce desserts
- Participate in safe food handling practices.

## CERTIFICATE IV IN PATISSERIE

| | |
|---|---|
| CRICOS Code: | 109459D |
| Course Code: | SIT40721 |
| Campus: | Melb/ Syd |
| Intakes: | Feb, Apr, Jul, Sep |
| Duration: | 18 months |
| Mode of study: | FT |

### SUBJECT AREAS INCLUDE THOSE FROM CERTIFICATE III PLUS:

- Apply advanced finishing techniques for specialty cakes.
- Produce chocolate confectionery
- Design and produce sweet buffet showpieces
- Model sugar-based decorations
- Plan cooking operations
- Manage finances with a budget
- Lead and manage people
- Monitor work operations
- Prepare specialised food items.

SYDNEY ONLY: Certificate IV in Patisserie includes one term (10 weeks) internship to be undertaken at term 5.

## DIPLOMA OF HOSPITALITY MANAGEMENT

| | |
|---|---|
| CRICOS Code: | 111090C |
| Course Code: | SIT50422 |
| Campus: | Melb/ Syd |
| Intakes: | Feb, Apr, Jul, Sep |
| Duration: | 24 months |
| Mode of study: | FT |

### SUBJECT AREAS INCLUDE:

- Business operations
- Hospitality budgeting
- Workplace diversity
- Legal knowledge for business
- Rostering
- Service quality.

## ADVANCED DIPLOMA OF HOSPITALITY MANAGEMENT

| | |
|---|---|
| CRICOS Code: | 111091B |
| Course Code: | SIT60322 |
| Campus: | Melb/ Syd |
| Intakes: | Feb, Apr, Jul, Sep |
| Duration: | 30 months |
| Mode of study: | FT |

### SUBJECT AREAS INCLUDE:

- Business planning
- Financial operations
- Human resource management
- Marketing strategies
- Asset management.

### ADD A BACHELOR DEGREE

Advance your management qualifications and acquire work experience with the Bachelor of Culinary Management.

## CAREER PATHS

- *Business Owner*
- *Executive Pastry Chef*
- *Pastry Sous Chef*
- *Pastry Chef*
- *Pastry Cook*
- *Assistant Pastry Chef*

## STUDY PATHS

On successful completion of the Advanced Diploma, you will be eligible to apply for entry with advanced standing credits into the Bachelor of Culinary Management offered by William Angliss Institute. Pathways to Degrees (Page 14)



**Baking**


William Angliss Institute
BAKERY
William Angliss Institute
BAKERY

# BAKING



*Develop fundamental knowledge and skills in a commercial bakery training kitchen, preparing you for a career in the bakery industry.*

In this food processing program, you will learn commercial styles of baking along with creating true artisan style breads, pastries and cakes.

## CERTIFICATE III IN BAKING

| | |
|---|---|
| CRICOS Code: | 107366C |
| Course Code: | FBP30521 |
| Campus: | Melbourne |
| Intakes: | Feb, July |
| Duration: | 12 months |
| Mode of study: | FT |

### SUBJECT AREAS INCLUDE:

- Produce laminated pastry products
- Produce savoury bread products
- Produce gateaux, tortes and entremets
- Produce specialty flour bread products
- Produce sponge cake products
- Produce cake and pudding products
- Produce sweet yeast products
- Produce artisan bread products
- Identify cultural, religious and dietary considerations for food production

## CAREER PATHS

- *Owner/Franchisee Store Manager*
- *Baker*
- *Production Manager*






## MICHELLE LUKMAN
### DIPLOMA OF FOOD SCIENCE AND TECHNOLOGY

*Masterchef Contestant*

**Product Developer**
Byron Bay Cookie Company

cookie.com.au

# FOOD SCIENCE & TECHNOLOGY

*Studies in food science and technology incorporate chemistry, sensory analysis, food safety, HACCP, biochemistry and microbiology and prepare you to work in a wide range of roles across the food*

Blending confectionery, chemistry, biology mathematics, food safety, HACCP, process control and microbiology, food science opens up a variety of careers in the food industry.

Learn how to make food healthier, tastier safe, consistent, and how to analyse food components in the laboratory to meet a product specification and safer for consumers with our expert teachers, guest lecturers, field trips and networking opportunities with industry. You will complete a major food new product development project to be showcased to industry and judged by experts.

## DIPLOMA OF FOOD SCIENCE & TECHNOLOGY

| | |
|---|---|
| CRICOS Code: | 107351K |
| Course Code: | FBP50121 |
| Campus: | Melbourne |
| Intakes: | Feb, Jul |
| Duration: | 12 months |
| Mode of study: | FT |

### SUBJECT AREAS INCLUDE:

- Science fundamentals - mathematics, chemistry, process control
- Microbiology
- Develop a HACCP based food safety program
- Apply sensory analysis in food processing
- Identify the biochemical properties of food
- Perform food tests
- Develop, manage and maintain quality systems for food processing
- Implement and review the production of chocolate and confectionery products
- Food processing units focusing on fermented dairy desserts, fruits and vegetables, cereals, fats and oils
- Develop a new food product

## CAREER PATHS

- *Quality assurance supervisor/ manager*
- *Production manager*
- *R&D technologist*
- *Laboratory technician Technical sales representative*
- *Food safety auditor*
- *Technical manager*
- *Packaging technologist*

VET COURSES

# HOSPITALITY MANAGEMENT







## HOSPITALITY MANAGEMENT

# THE ANGLISS EXPERIENCE

### HOSPITALITY MANAGEMENT



HOTEL MANAGEMENT



FOOD, BEVERAGE & BUSINESS MANAGEMENT

### STRONG INDUSTRY CONNECTIONS

Angliss has strong industry connection, giving you opportunities to inspect key hospitality venues, gain paid work experience and network with future employers.

### SPECIALIST FACILITES

On-site training facilities, including Angliss International Hotel School, Angliss Restaurant, The Bistro and Tram Cafe, gives you the opportunity to train in real-life training environments.

## Hospitality - Food, Beverage & Business Management



# HOSPITALITY

## FOOD, BEVERAGE & BUSINESS MANAGEMENT

*Commencing with the foundations of customer service, food and beverage service and working in the hospitality industry, our courses provide a pathway to supervision, management and business ownership/management.*

### CERTIFICATE III IN HOSPITALITY

| | |
|---|---|
| CRICOS Code: | 111087J |
| Course Code: | SIT30622 |
| Campus: | Melbourne |
| Intakes: | Feb, Jul |
| Duration: | 6 months |
| Mode of study: | FT |

#### SUBJECT AREAS INCLUDE:

- Food and beverage table service skills
- Espresso coffee and bar knowledge
- Hotel porter and housekeeping skills
- Communication skills
- Workplace hygiene
- Hygiene practices
- Safe work practices

### DIPLOMA OF HOSPITALITY MANAGEMENT

| | |
|---|---|
| CRICOS Code: | 111090C |
| Course Code: | SIT50422 |
| Campus: | Melbourne |
| Intakes: | Feb, Jul |
| Duration: | 12 months |
| Mode of study: | FT |

#### SUBJECT AREAS INCLUDE THOSE FROM CERTIFICATE III PLUS:

- Finance
- Operational plans
- Customer service
- Workplace diversity
- Roster staff
- Sustainability
- Respond to crisis
- Online marketing initiatives
- Food & wine matching
- Serving cocktails and non-alcoholic beverages

#### CONTINUE YOUR STUDIES

for an additional 6 months to complete the Advanced Diploma

### ADVANCED DIPLOMA OF HOSPITALITY MANAGEMENT

| | |
|---|---|
| CRICOS Code: | 111091B |
| Course Code: | SIT60322 |
| Campus: | Melbourne |
| Intakes: | Feb, Jul |
| Duration: | 18 months |
| Mode of study: | FT |

#### THIS QUALIFICATION CONSOLIDATES SKILLS FROM CERTIFICATE III AND DIPLOMA, AND FURTHER DEVELOPS YOUR KNOWLEDGE IN A RANGE OF AREAS:

- Manage finances
- Business planning
- Human resource management
- Marketing strategies

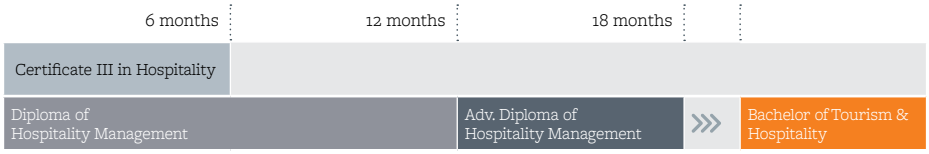
#### ADD A BACHELOR DEGREE

Advance your management qualifications and acquire work experience with the Bachelor of Tourism and Hospitality Management.

### CAREER PATHS

- *Restaurant manager*
- *Restaurant, café or bar owner*
- *Front of house coordinator*
- *Bar manager*
- *Operations manager*
- *Conference manager*

## STUDY PATHS




Pathways to Degrees (Page 15)


Hospitality - Hotel Management

# HOSPITALITY

## HOTEL MANAGEMENT

*Focusing on hospitality in a hotel environment, this program provides students with the expert skills and knowledge to commence their pathway to success in the vibrant and growing hotel industry.*

**The hotel management stream program incorporates additional hotel units as well as specialist Masterclasses and a 6-month paid placement.***

### EXCLUSIVE MASTERCLASSES

Masterclasses provide students with specialised skills in addition to the Diploma units and may include topics such as:

- Luxury sales
- High end beverages
- Premium personalised services
- Interview presentation skills.
- Premier Partnerships

Work placement* provides the opportunity to work with our leading hotel partners. The work based training consists of placement in one of our partner hotels and provides opportunity to work within a luxury hotel and gain valuable skills within the workplace.

Engage in the Angliss Industry Mentoring Program, where you are matched with an alumni hotelier, further preparing you for a career in the industry.

Enjoy a black tie celebration to commemorate the end of study for Angliss International Hotel School students.

The event provides an opportunity to recognise student achievements during their time studying with us. Students will receive full corporate uniform and name badge.

### DIPLOMA OF HOSPITALITY MANAGEMENT

| | |
|---|---|
| CRICOS Code: | 111090C |
| Course Code: | SIT50422 |
| Campus: | Melbourne |
| Intakes: | Feb, Jul |
| Duration: | 12 months |
| Mode of study: | FT |

### SUBJECT AREAS INCLUDE THOSE FROM CERTIFICATE III PLUS:

- Food and beverage table service
- Food & wine pairing knowledge
- Bar operations
- Customer service practices
- Front office and reception service operations, including night audit process
- Concierge and porter services
- Room service and housekeeping.
- Operational management and planning
- Leadership
- Emotional Intelligence skills
- Workplace health and safety
- Managing quality customer service
- Managing budgets.

### ADD A BACHELOR DEGREE

Advance your management qualifications and acquire work experience with the Bachelor of Resort and Hotel Management.

### CAREER PATHS

- *Food and beverage manager*
- *Guest services manager*
- *Executive housekeeper*
- *Rooms division manager*
- *Front office manager*
- *Concierge*
- *Duty Manager*
- *Sales Manager*
- *HR Manager*
- *Night Manager*

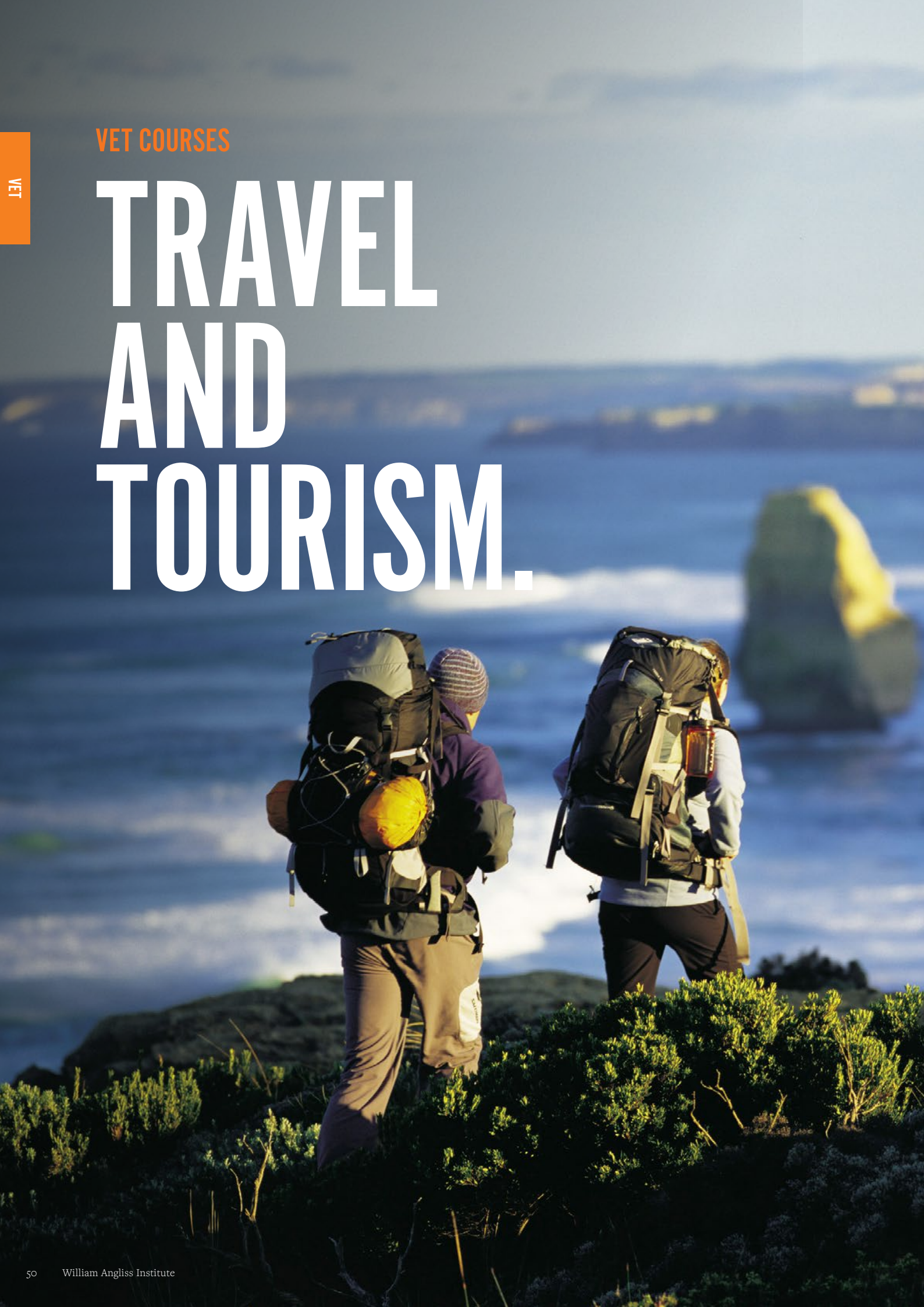
## STUDY PATHS

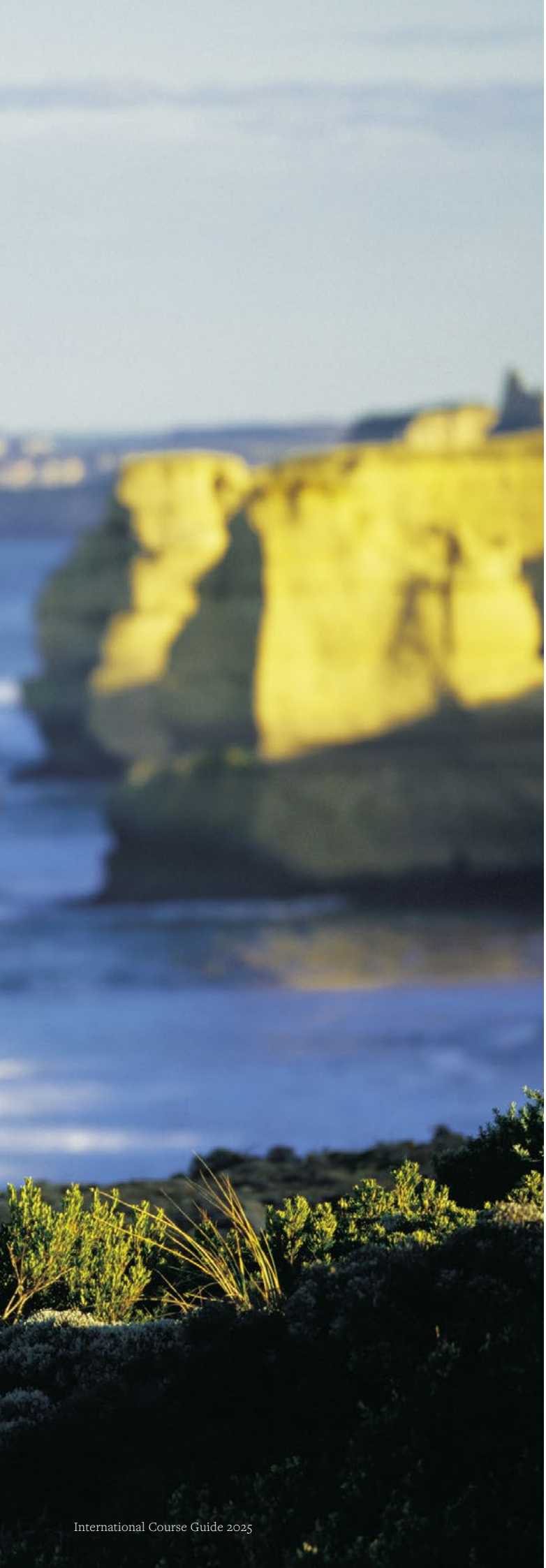



**Selection and acceptance of students for industry placement (work-based training) is based on an interview process with participating employers.*

VET COURSES

# TRAVEL AND TOURISM.







## TRAVEL AND TOURISM

# THE ANGLISS EXPERIENCE

### TRAVEL AND TOURISM SPECIALISTS

Delivering comprehensive hands-on knowledge, this course will provide you with the skills required to work in the retail travel industry. Weekly presentations by industry professionals will expose you to industry trends and future career options.

### AVIATION

This course is designed to prepare students for entry into airline training programs as cabin crew. It is delivered by qualified trainers with extensive airline experience.

### INDUSTRY-BASED EXCURSIONS

Merge education with adventure, and embark on exciting city and regional trips across Victoria, guided by the region's top tourism operators.

### AWARD-WINNING TRAINING

- **Victorian Tourism Industry Council Awards** 2022 Winners - Gaurika Bhatia, Samal Agalwatta & Rose Fernando
- **2022 Victorian Tourism Awards** Gold Award for Tourism Education & Training
- **2022 Victorian Tourism Industry Council Awards** Finalist - Daniel O'Brien Bachelor of Tourism and Hospitality Management
- **2021 Victorian Tourism Awards** Gold Winner




**MEI TING (MANDY) HO - HONG KONG**
**DIPLOMA OF TRAVEL & TOURISM**

**Asia Marketing Manager**
Global Ballooning Australia

globalballooning.com.au

# TRAVEL AND TOURISM

*International travel agencies, airlines, resorts and tour operators all recognise our expert training and seek out our skilled graduates.*

## CERTIFICATE III IN TOURISM

| | |
|---|---|
| CRICOS Code: | 111086K |
| Course Code: | SIT30122 |
| Campus: | Melbourne |
| Intakes: | Feb / Jul |
| Duration: | 6 months |
| Mode of study: | FT |

### SUBJECT AREAS INCLUDE:

- Live Tours, booking systems
- Tour Guiding
- Australian Destination knowledge
- Selecting events and venues
- First Aid for tourism
- Introduction to business of tourism,
- Risk management
- Customer service
- Leading tour groups and coaching others
- Selling tourism products and services
- Industry based excursions & guest speakers.
- Obtain certificates for First Aid Amadeus, Tramada.

Completion of Certificate III in Tourism or Certificate in Travel can be also the first 6 months of the Diploma of Travel and Tourism Management

## CERTIFICATE III IN TRAVEL

| | |
|---|---|
| CRICOS Code: | 111065D |
| Course Code: | SIT30222 |
| Campus: | Melbourne |
| Intakes: | Feb / Jul |
| Duration: | 6 months |
| Mode of study: | FT |

### SUBJECT AREAS INCLUDE THOSE FROM CERTIFICATE IV PLUS:

- Learning live travel / airline and booking systems.
- Amadeus, Sabre.
- Learning back office accounting and ticketing system Tramada
- Australian destination knowledge
- International destination knowledge
- Domestic Airfares
- IATA fares and ticketing
- Selling cruises
- Selling, Quoting and booking travel arrangements
- Understanding airline operating structure
- Dealing with customer complaints.
- Obtain individual certification for Amadeus, Tramada, Crusing

## DIPLOMA OF TRAVEL & TOURISM MANAGEMENT

### DIRECT ENTRY

| | |
|---|---|
| CRICOS Code: | 111088H |
| Course Code: | SIT50122 |
| Campus: | Melbourne |
| Intakes: | Feb / Jul |
| Duration: | 12 months |
| Mode of study: | FT |

### SUBJECT AREAS INCLUDE:

- Live Tours, booking systems
- Live travel / airline bookings,
- Australian destination knowledge
- International destination knowledge
- Selling, Quoting and booking travel arrangements
- Handling customer complaints
- Obtain individual certificate for Amadeus, Tramada
- Interpreting Finance and budgets
- Environmentally sustainable practices
- Conducting business relationships
- Managing people, conflict, leading teams
- Placement opportunities.

### ADD A BACHELOR DEGREE

Advance your management qualifications and acquire work experience with the Bachelor of Tourism or Bachelor of Tourism and Hospitality Management.

## CAREER PATHS

- *Tour guide*
- *Travel agent*
- *Information officer*
- *Marketing officer*
- *Resort manager*
- *Customer service*
- *Tour costing*
- *Advertising and promotions*
- *Airline ground operations*
- *Tour operator*
- *Cruise operations*
- *Reservations agent*
- *Technical manager*

## STUDY PATHS



**Aviation (Cabin Crew)**



# AVIATION (CABIN CREW)

*This course aims to provide students with the guidance and preparation to give them a leading edge when applying for individual airline crew training programs. Individual airlines have many specific requirements for entry to their own training programs.*

## CERTIFICATE III IN AVIATION (CABIN CREW)

| | |
|---|---|
| CRICOS Code: | 0101251 |
| Course Code: | AVI30219 |
| Campus: | Melbourne |
| Intakes: | Feb, Jul |
| Duration: | 6 months |
| Mode of study: | FT |
| Contact hours | 4 days p/week |

### SUBJECT AREAS INCLUDE:

- Airline Operations and Documentation
- Aviation Safety and Security
- Passenger Services
- Emergency Procedures
- In-Flight Service and Development
- Aviation Major Services and Destinations
- First Aid
- Responsible Service of Alcohol.

### SPECIAL REQUIREMENTS:

- Minimum age is 18 years old
- Reach test (this may vary according to airline – William Angliss Institute requires a reach test of 2.3 metres for admittance to this course)
- Swimming proficiency - applicants should be aware that the course involves a swimming test that will highlight if a student requires more swimming training prior to applying to an airline
- A high level of daily grooming is a requirement of the course. Students will be required to use their own makeup and grooming products, under guidance from trainers.

### STUDENTS WILL GAIN:

- Certificate III in Aviation (Cabin Crew)
- Responsible Service of Alcohol Certificate (RSA)
- Apply First Aid Certificate
- Exclusive Achievement Certificate (subject to meeting excellence benchmarks in attendance, punctuality, grooming and presentation). This certificate may assist students in their future employment applications
- Emergency procedure assessment experience in an aircraft.

### TUITION FEE INCLUDES:

- Individually tailored uniform
- 2 hour 'wet-drill' training at Melbourne City Baths
- Practical training at Ansett Training Centre, state of art facility.
- Day trip to domestic location for in-flight experience

## CAREER PATHS

- *Flight Attendant*
- *Airline Ground Operations*

## STUDY PATHS



VET COURSES

# EVENT MANAGEMENT.







## EVENT MANAGEMENT

# THE ANGLISS EXPERIENCE

### WORK PLACEMENT OPPORTUNITIES

Diploma students have the opportunity to apply for an industry placement over one semester of study in an event-related area, for approximately one day a week.

### INDUSTRY-BASED EXCURSIONS

Training is closely aligned with industry best practice, with site visits providing a greater understanding of how the industry works, ensuring you are job-ready when you graduate

### REAL EXPERIENCES CREATING JOB-READY GRADUATES

Work with real clients to run real events. Our students run events, both within William Angliss Institute and for external clients.




**Event Management**

# EVENT MANAGEMENT

*Coordinate real events for real clients. Learn how to plan, fund, market and manage successful events – everything from international sporting events to celebrity weddings.*

## DIPLOMA OF EVENT MANAGEMENT

| | |
|---|---|
| CRICOS Code: | 111089G |
| Course Code: | SIT50322 |
| Campus: | Melbourne |
| Intakes: | Feb / Jul |
| Duration: | 12 months |
| Mode of study: | FT |

### SUBJECT AREAS INCLUDE:

- Event booking systems
- Event operations
- Event venues
- Leadership skills
- Project management
- Regulatory requirements
- Budget preparation skills
- Placement opportunities

### COMPLIANCE CERTIFICATES:

**When enrolling in the Diploma of Event Management or the Advanced Diploma of Event Management, students will gain the following certificates:**

- Responsible Service of Alcohol (RSA) certificate
- Food Handlers Certificate (SITXFSA001 Use hygienic practices for food safety).
- These will be undertaken within the first term of study unless you have already completed them in a previous qualification such as the Certificate III in Hospitality.

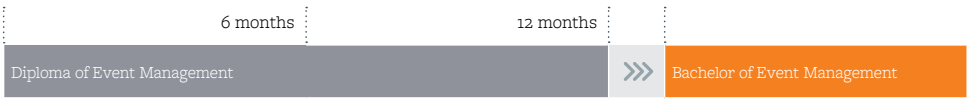
### ADD A BACHELOR DEGREE

Advance your management qualifications with the Bachelor of Event Management.

## CAREER PATHS

- *Conference coordinator*
- *Hotel sales & event coordinator*
- *Event planner*
- *Event sales coordinator*
- *Exhibitions coordinator*
- *Professional congress organiser*
- *Event venue coordinator*

## STUDY PATHS



# STUDENT SUPPORT

*Opportunities are provided to enrich your student experience and improve your life on and off campus. William Angliss Institute offers a range of services and assistance to support you in your studies, professional and personal life.*

## ANGLISS INTERNATIONAL OFFICE

Angliss International Office is responsible for the admissions and welfare of all international students.

The office provides advice on matters relating to course admissions, student visa regulations, ESOS requirements, payment of fees and further study options for international students.

In conjunction with Student Services at the Institute, the Angliss International Office provides international students with important support services and pastoral care while students are studying at the Institute.

International Student Course Coordinators are appointed in the teaching departments to help you to understand your study plan,

assignment tasks and day-to-day issues. They will also monitor your course progress, consult with your teachers and organise support services if required to ensure that you progress through your course satisfactorily.

## STUDENT ACTIVITIES

Our Student Engagement team organise activities and events on and off campus.

These activities are inclusive of all students from different cultural backgrounds, genders, sexualities, faiths and ages to celebrate diversity and foster a sense of community

You'll gain exclusive access to industry masterclasses, trips, tours, and special events designed to complement your studies. There is also a range of clubs and societies, providing you with opportunities to make new friends and enjoy your life on and off campus during your studies.

## ORIENTATION

Information regarding your course, timetables, assessment and student life will be provided during the Orientation and Enrolment sessions. You must attend the Orientation program in the week prior to commencement of your course at the Institute.

The orientation program offers a number of activities to welcome you to William Angliss Institute and provides you with essential information regarding your study.

- Meet other students
- Obtain information on OSHC, student visa, legal services, emergency and health services, facilities and complaints and appeals processes
- Get to know your international coordinators, program managers, international office staff and student services staff
- Find useful resources and services at the Institute including information on accommodation, study strategies, academic requirements and expectations.

## LEARNING ADVISORS

Learning Advisors provide learning support including:

- Understanding assessments
- Research skills
- Time and study management
- Writing skills
- Assessment preparation
- English language skills.

angliss.edu.au/studentsupport

## CAREERS AND EMPLOYMENT

The Careers and Employment service can assist with your career development and opportunities to gain valuable experience to ensure a smooth transition from study to work.

**Services include:**

- Career guidance and development
- Writing resumes, interview and job-hunting skills
- Advertised jobs noticeboard
- Information sessions and on-campus interviews with industry employers
- Opportunities to be involved in major events including Melbourne Food and Wine Festival, Spring Racing Carnival, Melbourne Formula 1 Grand Prix
- Various fashion and sports entertainment events
- Annual (August/September) Careers and Employment Expo, as well as other careers-related events and activities where you can network and meet potential employers.

angliss.edu.au/careers-employment

## MEDICAL CENTRE

The on-site Medical Centre offers a fully confidential service to all students. With Overseas Student Health Cover, the service is free.

A full range of medical services are offered including women's health services, pathology testing, health checks, dietary advice, referrals, and sports medicine.

## WELLBEING & COUNSELING SERVICES

Wellbeing and counselling services are available to discuss any issues that may be affecting you. All services are free and confidential, and can assist with:

- Stress, anxiety, depression, etc.
- Family and relationship problems, etc.
- Special consideration applications
- Referral for housing, accommodation, and legal issues
- Hardship and welfare support

Phone: (03) 9606 2210

Email: wacs@angliss.edu.au







## ACCESS & DISABILITY SERVICES

Specialised support is available for students with a diagnosed disability. Support may include:

- Interpreters and note-takers
- Participation assistants for practical classes
- Tutors
- Assistance with assignments and coursework outside of class
- Readers and scribes
- Access to adaptive technology
- Learning support during tests and assessments.

## LIBRARY

The Library offers information services, access to approximately 80 computers, and to the Institute's wireless network. The Library also has study rooms equipped with digital resources that can be booked by students. Home to a substantial range of industry journals, cookbooks and publications that students can access, the Library also has a Special Collection that focuses on Australian culinary history and culture

## THE LOUNGE

The Lounge in Building C, level 1 is a great place for students to relax and meet up with others. The Lounge offers table tennis, board games and a large LCD/TV. The Lounge also has food and drink vending machines, four microwaves and hot water facilities.

angliss.edu.au/student-life

## MYWAI STUDENT PORTAL

The myWAI Student Portal provides information for student including:

- Results
- Student email
- Events
- Examination information
- Timetables
- Services.

## ANGLISS ALUMNI

Once you have graduated from William Angliss Institute, you automatically become a member of Angliss Alumni, a global community of esteemed alumni, staff and industry specialists.

As an alumnus of the Institute, you will continue to be an important member of the Angliss community, and this alumni network will provide you with exclusive access to graduate job opportunities, invitation-only alumni events, the best networking opportunities and the latest industry news.

angliss.edu.au/agn

## PRAYER AND MEDITATION SPACES

Dedicated spaces are available for prayer and meditation, accessible to students of all faiths.

# SCHOLARSHIPS AND COMPETITIONS

*Study what you love with help from the William Angliss Institute Foundation and our industry partners.*

## SCHOLARSHIPS

The William Angliss Institute Foundation and William Angliss Institute provides educational opportunities and financial assistance to recognize academic merit and support disadvantaged students in achieving their career ambitions.

### THE SIR WILLIAM ANGLISS INTERNATIONAL MERIT SCHOLARSHIPS (VIC/NSW)

For continuing international students based on merit.

### THE MEMORIAL FUND SCHOLARSHIP (VIC/NSW)

For continuing international students in any study area based on merit or equity.

## AUSTRALIA AWARDS

Australia Awards Scholarships are long term development awards administered by the Department of Foreign Affairs and Trade.

dfat.gov.au/people-to-people/australia-awards/Pages/australia-awards- scholarships.aspx

## COMPETITIONS

The institute supports competitions and activities that drive students to excel.

The institute hosted and participated in over 20 key industry competitions included:

- Proud to be a Chef Program
- John Patrick Conway Competition
- Barry Callebaut Chocolate Competition
- AUSTAFE
- VicTAFE Cookery Challenge
- Shared tables Thierry Marx Career Development
- Food Technology Student Product launch
- Asia Pacific Council on Hotel, Restaurant and Institution Education (ApacCHRIE) Challenge.




PROUD TO
BE A CHEF

# STUDYING AND LIVING IN AUSTRALIA

*85% of undergraduates secure full-time employment, four months after completing their course.*

## VISAS TO STUDY IN AUSTRALIA

Student Visas are for full-time study in courses that are registered for delivery to international students. These courses must have a CRICOS Code listed with the Course title and all visa documentation will refer to the course title and CRICOS code.

Detailed information on applying for a student visa to study in Australia should be obtained directly from the Department of Home Affairs website.

immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500

Note: William Angliss Institute staff are not permitted by law to advise or provide any assistance to you on any visa matters.

**Student Visa Conditions:**

As an international student studying in Australia, it is crucial to understand and comply with all the student visa conditions associated with your visa. Please refer to the Australian Department of Home Affairs website for more information:

immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500

It is your responsibility to ensure compliance with these conditions, which may include maintaining enrolment in a registered course, meeting attendance requirements, and notifying your education provider of any changes in your contact details or study circumstances, etc. Adhering to these conditions will help ensure a successful and fulfilling study experience in Australia.

## LIVING AND OTHER EXPENSES

The Australian government requires that you are able to demonstrate the ability to afford your study and living expenses in Australia.

You must be able to prove your financial capacity by demonstrating one of the following:

- Evidence of 12 months' living costs, course fees and travel costs for you and your accompanying family members. You will have to provide schooling costs for any school-aged dependants (please refer to the table on the application form)
- Evidence that your spouse or parent is willing to support you and has an annual income of at least AUD 87,856 for single students or at least AUD 102,500 for students that are accompanied by family members.

Please visit the Department of Home Affairs website for more information.

immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500#Eligibility

Check details of study and life in Melbourne
studymelbourne.vic.gov.au

Check details of study and life in Sydney
study.sydney

## WORK RIGHTS AND TAX FILE NUMBER

All students granted student visas automatically receive permission to work with their student visa. The 'permission to work' granted on your visa is effective from the first date that your classes commence. Under this work permit, you may work for a maximum of 48 hours over a two week period during a semester, and without restriction during mandated school holidays.

You must obtain a Tax File Number if you intend to work. Please refer to the following websites for more information:

**Australian Taxation Office:**
ato.gov.au

You may be eligible to claim for funds paid by your employer into a retirement fund (superannuation) on departing Australia.

**Superannuation Payment:**
ato.gov.au/super

You are protected by law whilst working in Australia and your work rights may be checked:

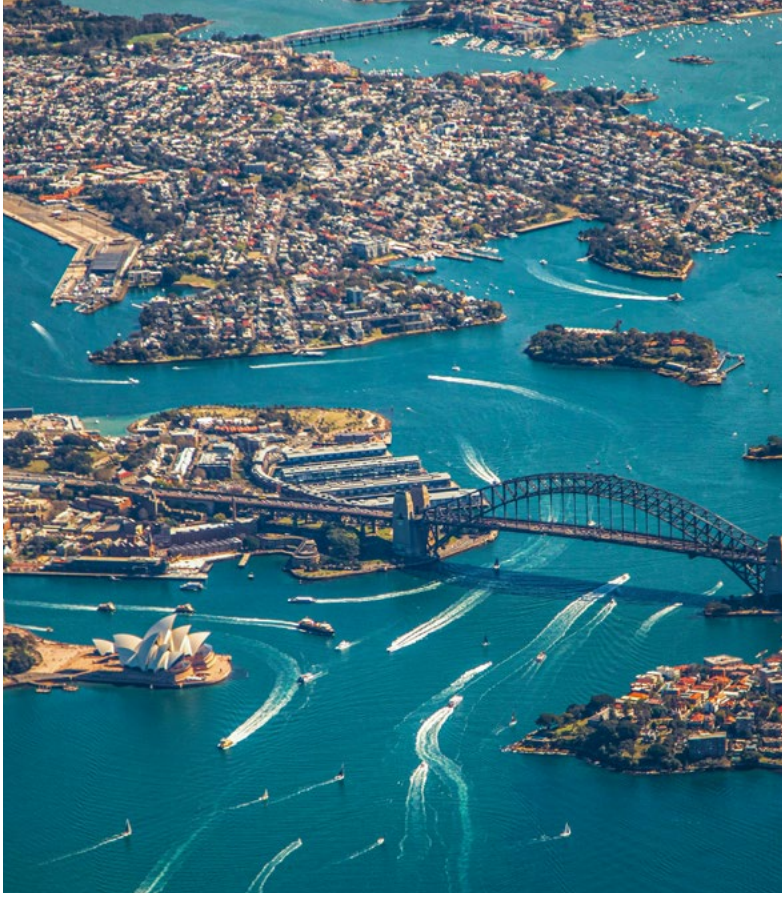
**Fair Work Ombudsman:**
fairwork.gov.au











## ACCOMMODATION

The Institute does not have on-campus accommodation, but can assist in locating short-term accommodation placements for new international students. The Institute can also provide referrals to a number of private organisations that specialise in providing longer-term accommodation placement services. They may charge you a fee for this service.

The Institute does not accept any payments for accommodation or associated services, as these payments are made through agreements between you and the accommodation services providers.

**Note:** The Institute is not responsible or liable for any airport reception or accommodation-related services provided by external organisations.

## OVERSEAS STUDENT HEALTH COVER (OSHC)

You are required by the Australian Government to join an OSHC scheme and to hold health insurance for the duration of your student visa. For more information visit the Department of Home Affairs website.

You will not need OSHC if you provide evidence that you are a Swedish student covered by either CSN (the Swedish National Board of Student Aid) or by Kammarkollegiet. If you are a Swedish student, you may choose to use OSHC instead of your national scheme

immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500#Eligibility

## TEACHING AND ASSESSMENT

Institute teachers have been recruited and assessed in accordance with the Standards

for Registered Training Organisations 2015 as required by the Australian Skills Quality Authority (ASQA).

Teachers utilise a variety of training methods to assess competency for courses. This may include one or more of the following approaches:

- Classroom delivery
- Lecture theatre delivery
- Specialist classroom delivery
- Online delivery
- Distance learning
- Work-based learning
- Mixed mode (refers to a combination of two or more of these modes).

The Institute will conduct no more than one-third of the units (or equivalent) of a higher education or VET course by online or distance learning to an overseas student.

The Institute's assessment procedures comply with the principles of validity, reliability, fairness and flexibility.

The successful completion of a course requires demonstration of competency to workplace standard in all units of that course.

# POLICIES AND PROCEDURES

Institute policies and procedures for international students are in accordance with Australian regulations and policies.

- Australian Government Education Services for Overseas Students Act 2000 legislation.gov.au/C2004A00757
- Education Services for Overseas Students Regulations 2019 legislation.gov.au/Details/F2019L00571
- National Code of Practice for Providers of Education and Training to Overseas Students 2018 legislation.gov.au/Details/F2017L01182
- Standards for Registered training Organization (RTOs) 2015 legislation.gov.au/F2014L01377
- The Institute has policies and procedures that specifically apply to International Students and it is important that you read and understand them.

## CHANGES OF CONTACT DETAILS

Under Australian Government student visa regulations, you must notify the Institute your contact details including current residential address, mobile number, email address, emergency contact details and any changes to those details within 7 days of the change.

## USE OF PERSONAL INFORMATION

Your personal information that is available to the Institute, such as your address, telephone number(s) or academic results, cannot be disclosed under Australian law to third parties, including your parents, sponsors, family members or friends, without your written consent.

Under Australian law (ESOS Act 2000), your personal information may be made available by the Institute to Commonwealth and State Government authorities. The Institute is also required to tell Department of Home Affairs (DHA) and Department of Education, Employment and Workplace Relations about certain changes to your enrolment and of any breach to the condition of your visa relating to attendance and/or satisfactory course progress.

## MAINTAINING PRIVACY

We provide security for all our database intelligence in line with the Privacy Act 1988 and Electronic Transactions (Victoria) Act 2000. If we need to seek the services of a third party in order to receive your information

or maintain our database, we will obtain a privacy agreement with that operator so as to maintain a secure database. If at any time

you receive information from us that you don't want to receive, just let us know by contacting the Information Centre by phone or email and we will remove your details from our database.

## CODE OF CONDUCT

The Student Code of Conduct explains to students their obligations and responsibilities and convey the Institute's principles, which are aimed at enhancing the students' learning experience. The Student Code of Conduct is available at

angliss.edu.au/siteassets/pdf- files/policy/student-code-of-conduct.pdf

## ADMISSIONS

The Institute has a documented policy and procedure for assessing whether an international student's English language proficiency, educational qualifications or work experience are sufficient for them to

enter their desired course. The International Selection and Admission Policy and Procedure is available at angliss.edu.au/current-students/administration-essentials/policies

## DEFERRED, SUSPENDED OR CANCELLED STUDIES

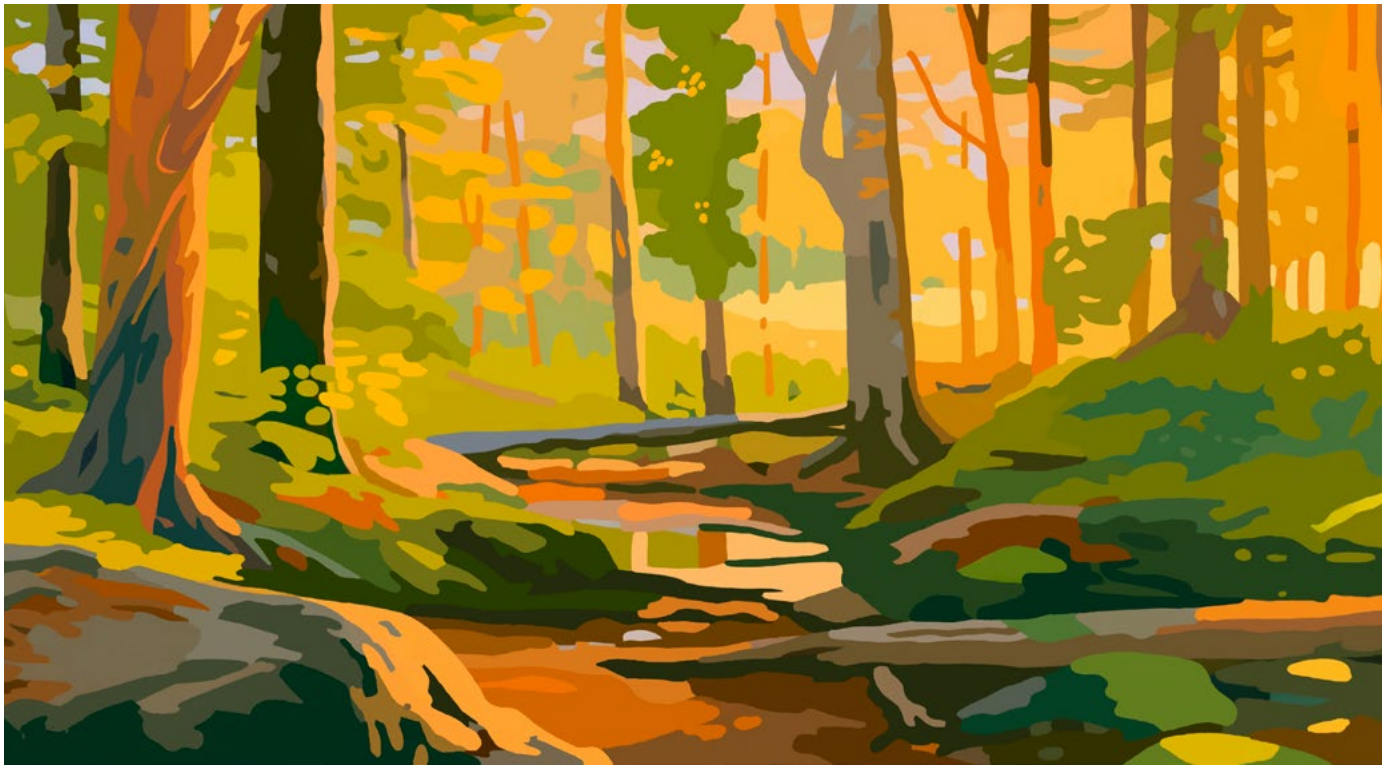
**Deferred Commencement** (**new students**)

International Students who have accepted an Offer of Enrolment and have been issued a

CoE, may request to defer commencement to a later study period. The request to defer commencement must be made in writing to the Manager, International Office at international@angliss.edu.au and state the grounds on which the request is based.







**Leave of absence – suspended studies (current and continuing students)**

Leave of Absence is available to international student visa holders who have been granted their student visa and commenced their studies. A Leave of Absence means taking a break from studies. Students may be granted Leave of Absence only one the grounds of compassionate or compelling circumstances (see policy) You can apply for leave of absence for up to a maximum of two study periods

(12 months). You must be outside Australia for the period of your leave i.e. you will need to return home unless there are extenuating circumstances that are approved by WAI and DHA.

**Suspension and cancellation**

The Institute may cancel or suspend your enrolment because of:

- student misconduct
- failure to pay amounts agreed to for undertake or continue the course as per written Agreement.
- a breach of course progress requirements

The policy is available on the Institute website and on the student portal MyWAI.

## CHANGE OF INSTITUTION/ PROVIDER

According to Standard 7 of the National Code 2018 of the ESOS Act 2000, students are restricted from transferring between registered providers prior to the student completing six months of the principal course of study. For current international students

at William Angliss Institute, the Institute will consider issuing a release letter under the special circumstances.

The International Student Application Release policy is available at angliss.edu.au/siteassets/pdf-files/international/international-documents/international-student-application-for-release-policy.pdf

## COMPLAINTS AND APPEALS

If you have a complaint about your course, your assessment or the Institute, we want to hear from you. But to make things fair for everyone, we've developed a student complaints procedure that everyone needs to follow angliss.edu.au/current-students/administration-essentials/policies

## WELFARE OF UNDER 18 INTERNATIONAL STUDENTS

International students who are under the age of 18 years and who will be studying on a student visa are required by the Department of Home Affairs (DHA) to have acceptable arrangements for their accommodation, support and general welfare for the duration of the student visa or until they turn 18 (whichever happens first). WAI does not accept International students who are under 17 years of age. William Angliss Institute (WAI) will provide monitoring and on-going support to international students who are under 18 years of age in relation to accommodation, support and general welfare. The welfare for International Students under the Age of 18 Procedure is available at angliss.edu.au/siteassets/pdf-files/policy/ welfare-for-international-students-under- the-age-of-18-procedure.pdf

## OTHER POLICIES AND PROCEDURES

The Institute also has policies and procedures relating to Freedom of Information, access and equity, student agreements, appeals processes, declarations, enrolment and orientation, assessment, excursions, field trips, uniforms, equipment, and attendance. They are available at angliss.edu.au/current-students/administration-essentials/policies



# TUITION FEES AND NON-TUITION FEES

VIEW FEES

Courses are offered to international students in semester blocks. Fees are not determined on a single subject basis but for places in entire courses which are designed by the Institute to ensure graduates maximise their career opportunities. For future stages of your course, the Institute reserves the right to adjust your annual tuition fees to take into account increases in Institute and course delivery costs.

In relation to tuition fees for new or current international students, the following statements apply.

## 1. PAYMENTS

1.1 The first semester tuition fees paid to the Institute includes an AUD $750 administration processing fee, which is not refundable.

1.2 Tuition fees must be paid one semester in advance. New international students must pay in advance according to the terms and conditions contained within the Offer Letter and Acceptance Agreement. Continuing international students make payment according to the payment due date on their invoice before the start of the next semester.

1.3 Deposit for VET / Degree packaging. Prospective students must pay a minimum of one semester's tuition fees plus visa length OSHC to obtain a Confirmation of Enrolment (CoE). In the case of course packaging, students must pay non–refundable deposits as indicated below for the confirmation of enrolment.

| PACKAGING PROGRAM(S) | FIRST SEMESTER FEES PAID IN FULL (PLUS OSHC FEES) | DEPOSIT REQUIRED FOR PRINCIPAL COURSE* |
|---|---|---|
| **VET (Certificate + Diploma or Adv. Diploma)** | Yes | Yes – A$500 |
| **Diploma + Bachelor** | Yes | Yes – A$1,000 |
| **Pre-master course + Master** | Yes | Yes – A$1,000 |

** Principle Course of Study: - The principal course of study is the highest qualification (normally the last course) covered by the student's visa.*

1.4 Tuition fees and deposits can be paid in the form of a bank draft, cash, credit card or telegraphic transfer.

1.5 All bank charges relating to telegraphic transfer (TT) of funds to the Institute are the responsibility of the international student, and a processing fee of A$25 must be deposited in addition to the tuition fees. The balance of bank fees for a TT of funds that are less than A$25 will be credited to the student's next semester tuition fees.

## 2. ACCELERATED MODE OF STUDIES

2.1 Timetables and tuition fees are indicative of full study loads – a student with approval to take additional semester subjects must pay tuition fees for those extra subjects in that semester. The fee will be determined pro-rata.



## 3. REPEAT SUBJECTS

3.1 Tuition fees must be paid for repeat subjects or components of repeat subjects. A learning plan will be developed for students who are repeating subjects. The fee will be determined pro-rata.

Vocational Course repeat fees may range between $20 - $25/hour. Bachelor Degree repeat subjects will be charged at $2700/subject (Melbourne campus) or $2425/subject (Sydney campus).

## 4. CREDIT SUBJECTS

4.1 In the case that credits are granted and substitute subjects are applied to maintain full-time study load, full semester fees will apply.

## 5. TRANSFER OF COURSES AT WILLIAM ANGLISS INSTITUTE

5.1 Should an international student be granted permission to transfer to another course at William Angliss Institute, tuition fees for the first semester of the new course must be paid in full as well as the administration fee to issue a new Offer Letter and Acceptance Agreement and CoE.

## 6. DEFERMENT

6.1 In the case where a student is suspended and/or deferred their studies, the tuition fees not utilised will be transferred as credit for the deferred studies when they return to the Institute. In the event that the student does not return to study at the Institute, the refund policy will apply.

## 7. NON-PAYMENT

7.1 An invoice with a payment schedule for the following semester tuition fees will be issued to each student, and sent to the student's local mailing address registered with the Institute as well as their Institute's email address. Non-receipt of this invoice will not be accepted as reason for non-payment of tuition fees by the scheduled date. A late fee will be charged if payment is not received by the due date.

7.2 Non-payment of tuition fees will result in a cancellation of a student's enrolment. Student will be notified in writing of WAI's intention to report and given 28 days for internal appeal before a notification is sent to Department of Education via Provider Registration and International Students Management System (PRISMS) as required under ESOS legislation.

7.3 Outstanding fees will attract debt collection agency charges that must be paid by a student before the Institute will issue any course certification to that student.

## 8. MATERIALS, UNIFORMS EQUIPMENT AND EXCURSIONS

8.1 All courses may incur non-tuition fees. These are expenses that cover texts, some materials (non- food items), uniforms, equipment, excursions etc (page 5).

# REFUND OF FEES FOR INTERNATIONAL STUDENTS

## PURPOSE

To ensure that William Angliss Institute (WAI) complies with provisions under the Education Services for Overseas Students (ESOS) Act 2000, the National Code 2018 , and Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) requirements.

To ensure that WAI implements a fair and equitable refund policy for international students and intending international students who have made payment to undertake a course of study at William Angliss Institute (WAI) in Melbourne/Sydney.

## POLICY

### REFUNDS DUE TO WILLIAM ANGLISS INSTITUTE (WAI) DEFAULT

William Angliss Institute (WAI) will refund all pre-paid fees paid by an international student or intending international student within two weeks of the default in relation to a course if:

- the Institute fails to deliver the course on the agreed start date; or
- the course ceases to be provided by the Institute after it starts and before it is completed; or
- the course is not provided in full because a sanction has been imposed on the Institute by Australian government agencies; and the student has not withdrawn before the default day.

WAI will report a provider default via PRISMS within 3 business working days to the Secretary (or delegate) and Tuition Assurance Scheme, and default outcome within 7 days.

WAI discharges its obligation to refund where a place in an alternative course is arranged at the Institute's expense and the offer is accepted by the student in writing.

### REFUNDS DUE TO VISA REFUSAL

WAI will refund all pre-paid fees and unused tuition fees less an administrative fee of no more than 5 per cent of the tuition fees paid or $500 (whichever is the lesser amount:

#### TABLE 1:

| REASON FOR REFUND | EVIDENCE REQUIRED |
|---|---|
| A student visa application is rejected or visa renewal is refused before course commencement | Copy of official visa refusal letter from the Department of Home Affairs |

### PARTIAL REFUNDS DUE TO STUDENT DEFAULT – REFUND LESS AUD$750 ADMINISTRATIVE FEE

WAI will refund all unused tuition fees less AUD$750 administrative fee paid by an international student or intending international student. Partial Refunds are also subject to recovery of outstanding student debts such as library fines, late fees etc.

Partial Refunds are considered for the following reasons which are classified as Student Default:

#### TABLE 2:

| STUDENT DEFAULT | EVIDENCE REQUIRED |
|---|---|
| Course Withdrawal with 28 days' notice prior to course commencement | Course Cancellation Form |
| Serious Illness or medical condition that prohibits student from studies | Officially certificated copy of medical certificate establishing dates of illness. |
| A student withdraws and returns home due to exceptional and extenuating circumstances of a compassionate nature such as:<br>– Severe illness in the immediate family<br>– Student returning home due to bereavement of close family members such as parents or grandparents<br>– Major political upheaval or natural disaster in the home country requiring student's emergency return<br>– Traumatic Experience that impacted on their studies which could include:<br>– Involvement in or witnessing of an accident; or<br>– A crime committed against the student; or<br>– The student has been a witness to a crime and this has impacted on the student | – Proof of relationship (such as birth certificate) and medical certificate<br>– Proof of relationship (such as birth certificate) and death certificate<br>– Course Cancellation Form<br>– Documented Evidence<br>– Examples:<br>– Police Report<br>– Psychologists' reports |
| Course Withdrawal due to failure to meet offer letter conditions. | – Course Cancellation Form and<br>– A progress and attendance report from the preliminary course as requested in the conditional offer letter |
| Failure to meet course academic progress rules and are not permitted to re-enrol in subsequent course or study period. | Academic Progress Committee Outcome |
| A deferment request is received before census date | |

## NO REFUNDS DUE TO STUDENT DEFAULT (EXCLUDING VISA REFUSAL)

WAI will not refund any money paid by an international student or intending international student in relation to a course as outlined below:

- Student's withdrawal from the course less than 28 days before the starting date of the course or after the course commencement date
- Return to home country and withdrawal from course without recognised/approved exceptional or extenuating circumstances
- A deferment request is received after census date
- The student's failure to enrol and/or start the course after course commencement date
- The student breaches any condition of their student visa; or the student misbehave or in breach of any enrolment conditions
- The student has been granted permanent residency or any other visas during the semester
- Deferment or Leave of Absence is not approved. (Where a Leave of Absence is approved by WAI for "compassionate & compelling" circumstances any pre-paid and unused tuition fees will be transferred to the next study period. All transferred fees are not refundable and subject to a no further transfer condition).
- Deposits for principal course are not refundable unless in the case of visa rejection.
- Unable to meet entry requirements for the course due to fraudulent documents or misleading information supplied as part of the application process.

## THE CALCULATION OF UNUSED TUITION FEES

Partial refunds are only provided for 'unused tuition fees' (minus $750 administration fee. Unused tuition fees are calculated based on the formula:

Unused fees = (Tuition fee paid ÷ Study Period weeks) x (Study Period weeks – Weeks attended*)

*Part weeks will be counted to the end of that calendar week. Attendance is calculated until the date the enrolment is ceased.

Example: Student pays $9,300 for first semester fees in a VET program and is eligible for partial refund after 2 weeks of study:

($9,300 ÷18 weeks) x (18weeks - 2weeks) = $8,267

### TABLE 3:

| PROGRAM | STUDY PERIOD | WEEKS |
|---|---|---|
| VET (Cert./Diploma/Adv. Diploma) | One Term | 9 Weeks |
| VET (Cert./Diploma/Adv. Diploma) | One Semester | 18 Weeks |
| HE (Bachelor/Masters) | One Semester | 12 Weeks |

## REFUND OF OVERPAYMENT OF FEES

Students who have paid their fees up front and then make amendments to their enrolment that result in 'overpayment' may choose to have this credit balance fully refunded to them or transfer the amount to the next study period.

## REFUND OF OVERSEAS STUDENT HEALTH COVER (OSHC) PREMIUM

Offshore students who have visa rejection or withdraw their course 28 days before course commencement, can have their prepaid OSHC premium fully refunded by submitting an Application for Refund with William Angliss Institute.

Students who have arrived in Australia and apply for refund of Overseas Student Health Cover (OSHC) premium will be subject to the designated OSHC company's refund policy and procedures. This Application should be made directly to the OSHC provider.

## ALTERNATIVE TUITION ARRANGEMENTS

WAI may arrange, at the discretion of the Institute, for another course, or part of a course, to be provided to an international student or intending international student as an alternative to refunding course money.

Should an international student or intending international student agree to accept the alternative course to receiving a refund of course money, William Angliss Institute is no longer liable to refund the student money owed for the original enrolment.

## REFUND REQUESTS

Apart from instances of provider default where no Application for Refund is required, an international student or intending international student must make a claim for a refund by completing and submitting the International Student Refund Request Form to:

*Manager – Angliss International Office*
*William Angliss Institute*
*555 La Trobe Street, Melbourne 3000 Australia*

The claim must identify the reason for the refund and must include supporting evidence or documentation according to Table 1 or 2 as listed above or as request by the International Office.

The request must be signed and dated correctly by the student. Signature of the request must match the student's signature on the application form and the Acceptance Agreement and/or other documents provided to WAI. The date of notification of the request for a refund is from the date the request is received at the International Office at the Institute.

The student must show proof that the tuition fees had been paid in full at the time the refund request is made and all debts (such as library fines and late fees) to WAI been paid in full before refund request will be processed.

## PAYMENT OF REFUNDS

The provision of a refund from William Angliss Institute does not guarantee the issue of a release letter and conversely the issue of a release letter does not guarantee the eligibility for refund. Refer to International Students Application for Release Policy.

Refunds will be paid directly to the student or the person nominated by the student. The refund will be calculated in the currency of the country the bank account is held in and the exchange rate will be determined on the day of the transaction.

A refund due to provider default will be paid within 2 weeks after the default day.

A refund due to student default will be paid within 4 weeks after the default day.

Please refer to the Institute Student Complaints, Grievances and Appeals Policy and Procedure.

A student who is refused a full refund or partial refund or any refund under the William Angliss Institute Refund Agreement may appeal within ten days.

## RESOLUTION PROCESSES

This agreement and William Angliss Institute's dispute resolution processes (Student Complaints, Grievances and Appeals Policy and Procedure) do not stop the student's right to pursue other legal remedies or to take action with the Ombudsman and/or under Australia's consumer protection laws.

# ENTRY REQUIREMENTS

## ACADEMIC REQUIREMENTS

Admission to the Institute is on the basis of academic merit. William Angliss Institute academic entry requirements must be demonstrated by ONE of the following:

| QUALIFICATION | ACADEMIC REQUIREMENT IN AUSTRALIA | ACADEMIC REQUIREMENT IN YOUR HOME COUNTRY |
|---|---|---|
| **Masters Degree** | Successful completion of a Bachelor Degree that is equivalent to AQF* level 7 in a related field (Hospitality, Tourism, Culinary or Hotel Management)<br>OR<br>Successful completion of a Bachelor Degree that is equivalent to AQF* Level 7 in an unrelated field plus at least two years full time supervisory or management work experience in the service industry such as Hospitality, Tourism, Culinary or Hotel Industry in any role as demonstrated by:<br>Portfolio including Current CV, Professional awards and/or Memberships.<br>** Australian Qualification Framework* | |
| **Bachelor Degree** | An Australian Year 12 Qualification with an ATAR/TER score of 60 or higher.<br>OR<br>Successful completion of a recognized Foundation Studies program in Australia with credit average.<br>OR<br>Satisfactory completion of the International Baccalaureate Diploma minimum 25 points over six subjects. | Senior high school certificate that is equivalent to an Australian Year 12 qualification with the required score from the public examination.<br>OR<br>Cambridge GCE Advanced Level Certificate with grade 'D' or higher in 3 Advanced Level subjects |
| **Diploma, Advanced Diploma** | An Australian Year 12 qualifi ation with an ATAR/TER score of 50 or higher.<br>OR<br>Successful completion of a recognized Foundation Studies program in Australia.<br>OR<br>Satisfactory completion of the International Baccalaureate Diploma minimum 23 points. | Senior high school certificate that is equivalent to an Australian Year12 qualification with satisfactory results and attendance.<br>OR<br>Cambridge Overseas School Certificate or GCE O levels passes in at least 5 subjects with minimum of 4 Cs |
| **Certificates** | Successful completion of an Australian Year 11 with satisfactory results and attendance.<br>OR<br>Successful Completion of a recognized Foundation Studies program in Australia.<br>OR<br>International Baccalaureate Certificate minimum 25 points. | Cambridge Overseas School Certificate or GCE O levels passes in at least 5 subjects with minimum of 3 Cs |

## ENGLISH LANGUAGE REQUIREMENTS

International students must have a good command of written and spoken English. William Angliss Institute English Language entry requirements must be demonstrated by ONE of the following:

| QUALIFICATION | CERTIFICATE, DIPLOMA, AND ADVANCED DIPLOMA | BACHELOR | MASTER |
|---|---|---|---|
| **IELTS (Academic)** | 6.0 (*no band less than 5.0*) | 6.0 (*no band less than 5.5*) | 6.5 (*no band less than 6.0*) |
| **TOEFL (Internet Based Test - iBT)** | Overall score 64 (*with minimum score of 10 in Reading, 9 in Listening, 16 in Speaking and 19 in Writing*) | Overall score 64 (*with minimum score of 10 in Reading, 9 in Listening, 16 in Speaking and 19 in Writing*) | Overall score 79 (*with minimum score of 13 in Reading, 12 in Listening, 18 in Speaking and 21 in Writing*) |
| **PTE (Academic)** | 50 | 50 | 58 (*no communication band less than 50*) |
| **CAE (C1 Advanced)** | 169 | 169 | 176 (*with no less than 169 in any component*) |
| **Senior Secondary Certificate of Education completed in Australia** | Minimum English score 23 | Minimum English score 25 | Not applicable |
| **Evidence of at least 5 years of studies in an English speaking country** (*Australia, New Zealand, United Kingdom, Canada, United States of America, South Africa, Republic of Ireland*) | Yes | Yes | Yes |

# STUDYING ENGLISH IN AUSTRALIA

## ENGLISH LANGUAGE INTENSIVE COURSES FOR OVERSEAS STUDENT (ELICOS)

If you do not meet the Institute's minimum English language proficiency entrance requirements, you may choose to complete an intensive English course (ELICOS) at an Institute approved ELICOS Provider in Australia. For an up-to-date list of Institute approved providers see angliss.edu.au/international.

| APPROVED ELICOS CENTRE | CRICOS NO. |
|---|---|
| Browns English Language School | 02663M |
| Discover English | 03262J |
| English Language Company | 02551G |
| Hawthorn-Melbourne | 02931G |
| ILSC | 02137M |
| Impact English College | 02995B |
| Navitas English | 00289M |
| Universal English College | 00053J |

You must undertake studies sufficient to exit at a level deemed equivalent to the required levels for the main course of study (see table opposite page). English for Academic Purposes for further studies, or similar courses, are strongly recommended as a preparation for all courses at the Institute.

You should make direct contact with an Institute Approved ELICOS Provider by visiting angliss.edu.au/international for full details of ELICOS Providers.

For students undertaking ELICOS before entry into William Angliss Institute, international students must demonstrate appropriate levels of English language proficiency at the commencement of their courses. Levels are measured as equivalent to direct ezntry proficiency criteria.

*DISCLAIMER: The approved ELICOS center list is valid as of August 2023 and is subject to change.*

## GENUINE STUDENT (GS) REQUIREMENT

As an international student considering studying at WAI, it is essential to understand the Genuine Student (GS) requirement.

The Genuine Student (GS) requirement is a vital part of the Australian student visa application process. To familiarize yourself with the guidelines and criteria for the GS requirement, please visit the official website of the Australian Department of Home Affairs:

immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500/genuine-student-requirement

## FINANCIAL REQUIREMENTS

To study in Australia, you must demonstrate that you have adequate funds to cover your living expenses, course fees, and travel costs. Providing evidence of financial capability is a crucial requirement. For detailed information on the specific financial requirements and guidelines, please visit the official website of the Australian Department of Home Affairs

immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/ student-500/

Students from certain countries can undertake a maximum period of 25 weeks of ELICOS training after English language testing. These strategies are in place with the belief that if a student needs a long period of ELICOS or struggles with English language proficiency from the outset they may be at greater risk of non- compliance with visa conditions or may need to extend their stay in Australia if they are required to repeat units, or undertake additional ELICOS courses.

# STUDENTS UNDER 18 YEARS OLD

If you are under 18 years of age and will be accompanied by your parent(s) or custodian, or will be staying with a relative at least 21 years of age, of good character and who has been nominated by your parent(s) or custodian, the Institute will issue you with the CoE on payment of tuition and other required fees, provided that you have met all other entrance requirements.

If you are not being accompanied by your parent(s) or custodian, or will not be staying with a relative, the organisations listed below can provide you with assistance in organising suitable welfare and accommodation services. You should make contact with one of these organisations to obtain full details of their services available to you. If you use the services of one of them, we will issue you with a Confirmation of Appropriate Accommodation and Welfare (CAAW) letter (along with the CoE) on payment of your tuition and documentation that are contained in your Offer letter. The Institute will only issue the CAAW and CoE when the nominated welfare and accommodation service organisation submits in writing that suitable accommodation, support and general welfare arrangements have been organised for you, and this is approved by WAI. You should pay any fees associated with the services provided by one of these organisations directly to that organisation.

An Under 18 student can only stay in accommodation approved by William Angliss Institute – Approved Homestay (Australian Homestay Network, AHN) or Student Accommodation: Atira and Urbanest.

Under 18 students cannot change their approved welfare or accommodation arrangements at any time unless approved by WAI. William Angliss Institute does not accept students that are under 17 years of age.

**A&J Student Care Services:**
guardians4student.com.au or email ajstudentcare@bigpond.com

**ISA Guardian and Welfare Services:**
studentguardians.com or email info@studentguardians.com

**Australian Homestay Network**
homestaynetwork.org

**Scape**
scape.com.au

Please refer to angliss.edu.au/siteassets/pdf-files/policy/welfare- for-international-students-under-the-age-of-18-procedure.pdf for Procedure for the Welfare and Accommodation of Under-18 students.

# HOW TO APPLY

*If you need assistance with your application, please contact one of our approved representatives (agents) from around the world to provide advice and assistance. Visit angliss.edu.au/agents*

## 1. PRE-APPLICATION

Have you checked and understood:

- Academic programs available including course structure, delivery methods, campus locations and projected course graduate/ career outcomes
- Academic entry requirements
- English language requirements
- Financial requirements to undertake study at the Institute and living in Australia
- Requirements of Genuine Temporary Entrant (GTE) and overall compliance with the student visa conditions.
- Check the Department of Home Affairs website homeaffairs.gov.au for visa application process and eligibility criteria under the Simplified Student Visa Framework (SSVF).

## 2. APPLICATION

Application steps:

- Complete ALL sections of the International Student Application Form A1
- Attach one set of all certified documents as identified in the Document Checklist for Application
- Submit to your Agent or send to:

  William Angliss Institute, International Office,
  *555 La Trobe Street, MELBOURNE VIC 3000 AUSTRALIA*
  *Email:* international@angliss.edu.au *Fax: +61 3 9670 9348.*

## 3. APPLICATION ASSESSMENT

The International Office will assess the application and may request for additional documents such as:

- Additional questions and information that relate to your application.
- Financial Evidence. The Institute reserves the right to ask applicants to present evidence of funds subject to assessment of the application.

## 4. OFFER

- After the application is assessed and if successful, a Letter of Offer and Acceptance Agreement will be forwarded to the Applicant/Agent.
- Applicant/Agent to ensure that the Applicant understands the terms and conditions of the Letter of Offer and Acceptance Agreement and accuracy of course(s) offered.

## 5. ACCEPTANCE

- Applicant reads and understands all the details and signs the Letter of Offer and Acceptance Agreement (including Student Declaration and Agent Declaration if applicable).
- Signed Letter of Offer and Acceptance Agreement returned to the Institute with evidence of payment The Institute will issue the Confirmation of Enrolment (CoEs) for your student visa application.
- Attend the Orientation and Enrolment session at the Institute.

# DOCUMENT CHECKLIST FOR APPLICATION

## APPLICATION FORM (hard copy or on-line application at service2.angliss.edu.au/international)

- ☐ Completed all sections
- ☐ Signed declaration by applicant
- ☐ Signed declaration by accredited agent or representative (if applicable)
- ☐ Signed declaration by sponsor/guardian if under 18 years of age.

## PASSPORT

- ☐ Copy of identification pages of your passport
- ☐ Copy of current visa (if you are in Australia).

## ACADEMIC DOCUMENTS

- ☐ Certified copies of relevant academic records in your home country, such as high school or college/university certificates
- ☐ Certified copies of relevant academic records in Australia, such as high school or college/university certificates (if relevant).

## ENGLISH PROFICIENCY DOCUMENTS

- ☐ Copy of enrolment in any course (other than an English language course) if you are undertaking the course in Australia, including the CoE from the Institute, plus a letter reporting your attendance level and completion date
- ☐ If you are studying English in Australia prior to William Angliss Institute, a copy of the English language course Offer Letter and the CoE from the English language centre
- ☐ If you have completed English in Australia, a certified copy of your English language certificate and attendance report
- ☐ If you have completed an approved English language test such as IELTS, TOEFL or PTE, please submit the certificate. WAI will verify your English language proficiency test score online
- ☐ If you have undertaken the PTE Academic test, you must send the scores to WAI on-line. No PDF versions of PTE Academic score can be accepted.

## OTHER REQUIRED DOCUMENTS

- ☐ Financial Evidence (you may be asked to provide additional financial evidence after your application has been assessed)
- ☐ For students currently in Australia, a copy of Overseas Student Health Cover card as well as names and dates of birth of family member(s) if applying for family cover:
- ☐ Certified copies of work references (if relevant)
- ☐ Other (if requested by the Institute).

## BEFORE ARRIVAL

- ☐ On acceptance you may want to organise airport pick up by completing Airport Reception and Homestay Service Form (A3).
- ☐ You are required to apply for a Unique Student Identifier (USI) as soon as your student visa has been granted.
- ☐ Please ensure that you go to the website below and apply for a USI before the Orientation program: usi.gov.au/your-usi/create-usi USI is a reference number made up of numbers and letters that gives students access to their USI account.
- ☐ Check details of study and life in Melbourne studymelbourne.vic.gov.au
- ☐ Check details of study and life in Sydney study.sydney

## CONTACT US

**For information available to international students, phone William Angliss Institute's International Office on +61 3 9606 2169 or visit** angliss.edu.au **or email** international@angliss.edu.au

# Application Form (A1)

Please complete all sections in CAPITAL letters.

1. This application is the property of the Institute. Supporting documentation will NOT be returned.
2. Your application cannot be processed unless full documentation is attached.
3. The Institute reserves the right to decline any application.

Disclaimer: Incorrect or incomplete applications will not be processed and may lead to a delay in processing time. Please ensure that all documents provided are certified or notarised by an authorised organisation. The Institute reserves the right to decline applications for any reason at our discretion. The Institute will not refund any money paid by an international student or intending international student in relation to a course if the student submits fraudulent documents or misleading information or fails to disclose previous visa refusal/cancellation or makes false declaration on the application forms.

USE OFFICE ONLY

## Part 1: Personal Details

*(Please include a certified copy of the identification pages of your passport)* *(attach documents)*

### Personal Details

Have you previously applied/studied at the Institute? ☐ Yes ☐ No *If yes*, please provide your Institute ID number:

Title: ☐ Mr ☐ Mrs ☐ Ms ☐ Dr ☐ Other:

Family name *(as in passport)*:

Given name(s):

English name *(If you use one)*:

Date of birth *(DD/MM/YYYY)*: Gender: ☐ Male ☐ Female ☐ Others ☐ Do not wish to disclose

Current age: First language:

Citizenship (as in passport): Country of birth *(as in passport)*:

### Relationship Status

Relationship Status: ☐ Single ☐ De facto ☐ Married

Do you have a spouse and/or dependents? ☐ Yes ☐ No

If yes, please provide their names and their relationship to you:

Name: Relationship: Current age:

Name: Relationship: Current age:

Name: Relationship: Current age:

*If married*, date of marriage, *(DD/MM/YYYY)*:

*(Please provide a copy of marriage certificate)*

Will your spouse and/or any dependents travel to Australia with you? ☐ Yes ☐ No

### Disability/Allergies

Do you have a disability, impairment, allergy or long-term medical condition which may affect your studies? ☐ Yes ☐ No

*If 'Yes'*, please provide details: *(This information is for support services only and will not affect the outcome of your application)*

### Home address in home country *(mandatory)*

Address:

Province:

Country Zip:

Phone:

Mobile Telephone:

Email *(mandatory)*:

### Home address in Australia *(if you are already in Australia)*

Address:

Suburb:

Country AUSTRALIA Postcode:

Phone:

Mobile Telephone:

# Application Form (A1) - Continued

Please complete all sections in CAPITAL letters.

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## Part 2: Guardianship

*(Please complete this section if you will be under 18 years of age at the time of enrolment)* *(attach documents)*

Name of your parent/guardian

Parent/guardian's business telephone (include country code):

### While in Australia, the student:

☐ will be residing with a parent or suitable nominated relative; or

☐ will be residing with a nominated carer approved by WAI's Guardianship Service.

## Part 3: Visa-related Information *(Please attach copy of your current visa if applicable)* *(attach documents)* ☐

Passport number: Expiry date *(DD/MM/YY)*:

Are you currently in Australia? ☐ Yes ☐ No

*If yes*, state your visa type (eg student, tourist, etc) visa subclass number and expiry date:

Visa type: Subclass no.: Expiry date *(DD/MM/YY)*:

Have you or any immediate family members had any visa grants and/or visa refusals to Australia for the last 5 years? ☐ Yes ☐ No

Have you or any immediate family members had any visa refusals to other countries? ☐ Yes ☐ No

*If yes* for either one of two above questions, please provide details below:

## Part 4: Overseas Student Health Cover (OSHC) *(If you are already in Australia)* *(attach documents)* ☐

Do you have OSHC? ☐ Yes ☐ No *If yes*, please provide details:

OSHC Provider Name:

OSHC Number: Expiry date *(DD/MM/YY)*:

## Part 5: Course Applying For ☐

| Course | CRICOS Code | Course Title | Intake | Campus (Melbourne/Sydney) |
|---|---|---|---|---|
| Course 1 | | | | |
| Course 2 | | | | |
| Course 3 | | | | |
| Course 4 | | | | |

If packaging Certificate, Diploma, Advanced Diploma or Degree courses, please include details of all courses.

### Study Abroad Program *(please complete only if applying for Study Abroad program)* ☐

Please list the subjects you wish to study in order of preference:

| Preference | Subject Name | Code | Preference | Subject Name | Code |
|---|---|---|---|---|---|
| 1 | | | 4 | | |
| 2 | | | 5 | | |
| 3 | | | 6 | | |

# Application Form (A1) – Continued

Please complete all sections in CAPITAL letters.

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## Part 6: Education Background *(attach documents)*

### Studies outside Australia

Please provide details and documentation of your secondary and post-secondary qualifications achieved overseas, either completed, incomplete or pending, including an explanation of the grading system.

### Secondary and Post-Secondary Studies

| Name of qualification | Institution | Country | Start | Completed |
|---|---|---|---|---|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

### Studies in Australia (if applicable)

Have you undertaken or are you currently enrolled in study in Australia? ☐ Yes ☐ No *If no*, Go to Part 7.

You *must* list all the courses you have undertaken or are currently enrolled in studying in Australia.

| Name of qualification | Institution | State | Start | Completed |
|---|---|---|---|---|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Please attach certified copies of relevant academic records in Australia, such as high school or college/university result transcripts, certificates and relevant CoE(s).

## Part 7: Credit Transfer and Advanced Standing *(attach documents)*

Are you applying for exemptions as a result of previous experience/study? ☐ Yes ☐ No

*If "Yes"*, please attach translated copies of the course, subject outlines, subject descriptors and other relevant information for each subject or unit.

## Part 8: Summary of Work Experience

(Complete only if relevant. Certified Documentary Evidence Required)

| Employer | Position | Duties | Country | Start | Finish |
|---|---|---|---|---|---|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

# Application Form (A1) - Continued

Please complete all sections in CAPITAL letters.

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## Part 9: English Language Proficiency *(attach documents)*

Please tick the appropriate box and attach your results.

☐ **English is your first language**

☐ **English was the language of instruction in your secondary/tertiary studies**
*(Documentary evidence must be provided if the institution is located in a non-English speaking country)*

☐ **I have completed an approved English language test** *(complete the details below - attach evidence)*

Type of English Proficiency Test:

Date taken *(DD/MM/YY)*:

Overall Score:

☐ **I have not yet completed an approved English language test. I intend to apply or complete the following test on the date specified below**
(Complete the details below). Test must be taken within 2 years of course commencement.

Type of English Proficiency Test:

Date taken *(DD/MM/YY)*:

☐ **Completed English course in Australia** *(attach evidence)*

Name of English language course

Name of English language centre:

Start date *(DD/MM/YY)*: Completion date *(DD/MM/YY)*:

☐ **Applying or Attending ELICOS Program** *(attach evidence)*

*If 'Yes'* provide details of English language course and English language centre and attach Offer Letter.

Name of English language course

Name of English language centre:

## Part 10: Student Statement *(attach documents)*

**Please note:** You must provide a separate Statement of Purpose (S.O.P) which clearly covers the following key considerations: ☐

1. Give details of your current circumstances. This includes ties to family, community, employment and economic circumstances.
2. Explain why you wish to study this course with William Angliss Institute. This must also explain your understanding of the requirements of the intended course and studying and living in Australia.
3. Explain how completing the course will be of benefit to you.
4. Give details of any other relevant information you would like to include.

## Part 11: Financials

### Part 11.1: Details of Sponsor ☐

Sponsor(s) must be one of the following:

- Self-sponsored
- Parents
- Partner (spouse or de-facto partner, including same-sex de-facto partners)
- Approved government, institutional or corporate sponsor.

| Relationship to the student | Full Names (as per passport or birth certificate) | Occupation |
|---|---|---|
| | | |
| | | |

# Application Form (A1) - Continued

Please complete all sections in CAPITAL letters.

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## Part 11.2: Financial Requirements

| Table of expenses | |
|---|---|
| Travel for the applicant One return airfare to Australia | $2,000 to $4,000 |
| Travel for family member (if applicable) One return airfare to Australia per person | $2,000 to $4,000 (if applicable) |
| Tuition fees (applicant) (Refer to the course guide for tuition fee costs per semester/ year) | $17,600 to $28,000 per year (depending on program) |
| Tuition fees for dependent children aged 5-18 years | $13,502 per year (if applicable) |
| Deposit for packaged program (if applicable) | Diploma $500<br>Advanced Diploma $500<br>Bachelor $1,000 |
| Living costs (12 months) | Applicant $29,710<br>Partner/spouse $10,394<br>Child $4,449 |
| OSHC | Student single $764<br>Dual Family $5,551<br>Multi Family $10,963 |
| Other costs such as uniform and books (if applicable) | Approx. $750 |

Source: *immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500#HowTo*

## Part 11.3: Details of Bank Deposits ☐

| Bank Name | Account Type | Account Name | Full Name of Sponsor (if different from account name) | Total amount in your currency | Total amount in AUD |
|---|---|---|---|---|---|
| | | | | | |
| | | | | | |
| | | | | | |

## Part 11.4: Annual Income of Sponsor ☐

| Full name of Sponsor | Occupation | Monthly Salary | Yearly Salary | Other Income (dividends, rental, etc.) | Total yearly amount in your home currency |
|---|---|---|---|---|---|
| | | | | | |
| | | | | | |
| | | | | | |

☐ I understand that William Angliss Institute may refuse to issue an offer if it assesses my financial capacity as insufficient.

☐ I understand that William Angliss Institute tuition fees are subject to an annual increase as outlined in my offer letter and that I am able to access funds to pay the increased fees.

☐ I understand William Angliss Institute may seek any additional information and documentation/evidence to confirm my financial capacity to funds.

☐ I declare that I have sufficient funds as outlined as per the table above.

☐ I understand that the Department of Home Affairs may require evidence of funds for 12 months' of expenses or annual income of at least AUD87,856 to AUD102,500

☐ I am aware of the tuition fee and living costs of my stay in Australia, including any dependent family members, and have the financial capacity to meet such costs and any annual fee increase for the duration of my course.

Signature of Applicant: _____ Date *(DD/MM/YY)* _____

# Application Form (A1) - Continued

Please complete all sections in CAPITAL letters.

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## Part 12: Declaration

### Applicant's declaration

1. I declare that the information submitted with this application is true and complete. I further declare that any tertiary academic results submitted are a complete record of all results I have obtained from every tertiary institution I have attended.
2. I acknowledge that any false or misleading statement may result in denial of my admission request or subsequent cancellation of my enrolment at WAI, which in turn may affect the validity of my visa.
3. I authorise the Institute to seek verification of my academic and professional qualifications, and work experience. I understand that the Institute reserves the right to inform other tertiary institutions and regulatory agencies if any of the material presented to support my application is found to be false.
4. I understand that at the time of enrolment I will be required to supply originals or certified copies of all documents used to support this application.
5. I acknowledge that the Institute reserves the right to alter any course, subject, admission requirement or fee without prior notice.
6. I understand that the personal information I have provided may be released to government agencies as required by law, I further understand that it may be disclosed to third parties for the purpose of progressing my application.
7. I acknowledge that I have read and understand the description of the program/s that I am applying for.
8. I authorise the Institute to access the Australian immigration Visa Entitlements Verification Online (VEVO) system at any time to obtain information on my visa status.
9. I declare that I am applying to be a genuine temporary entrant to Australia and as a genuine student and that I have read and understood conditions relating to these requirements https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500/genuine-student-requirement
10. I am aware of the tuition and living costs of my stay in Australia and have the financial capacity to meet such costs for the duration of my course. I will make timely payments of any fees or associated costs.
11. I declare that my signature is true and correct and matches the signature in my passport.

I (insert full name): _____

understand all of the requirements for the courses and visa application and confirm that all of the information provided is true.

Signature of applicant: (as in passport signature page) _____ Date *(DD/MM/YY)* _____

Note: Applicant declaration must be signed by a parent or legal guardian if the student is under 18 years of age.

Signature of guardian: _____ Date *(DD/MM/YY)* _____

### Agent's declaration *(if applicable)* ☐

1. I have assessed the applicant and to the best of my knowledge the applicant is a genuine temporary entrant and genuine student as defined by the Department of Home Affairs and I confirm the documents and information provided by the applicant did not disclose any conclusive grounds for rejecting the applicant's declarations that they are a genuine student.
2. To the best of my knowledge, the applicant is genuine in making this application and has every intention of completing all programs listed in the application.
3. The documents which form part of this application appear to be authentic and valid. To the best of my knowledge the applicant has genuine access to the total funds required, while in Australia, to cover all travel, OSHC, tuition and living costs for themselves and their family members (if applicable).
4. I recommend the Institute proceed with the assessment for admission of this applicant.
5. I confirm the student has signed this application form.
6. I have provided the student's personal email address and residential address, as disclosed to me by the student

Agency name: _____

Agency branch office: _____

Agent staff member name: _____

Signature of Agent: _____ Date *(DD/MM/YY)* _____

DISCLAIMER: William Angliss Institute respects your privacy. The information you have provided will not be given to any third parties, and will only be used internally. Upon graduation, you will automatically become a part of the William Angliss Institute Alumni. Please note: you will be given the opportunity to unsubscribe at the time of completing your course. We have made every effort to ensure that the information contained in this document is correct at the time of printing. William Angliss Institute reserves the right to change the admission requirements, fees and units of competency in listed courses whenever necessary. All reasonable attempts will be made to publish the most up-to-date information, but course details can change, and you will always find the most current information on our website at www.angliss.edu.au.

# IMPORTANT CONTACTS

## FOR YOUR ESOS RIGHTS & RESPONSIBILITIES

**Department of Education, Skills and Employment**
education.gov.au/esos-framework
Tel: 1300 793 993 (in Australia)

## FOR VISA MATTERS

**Department of Home Affairs**
immi.homeaffairs.gov.au
Tel: 131 881 (in Australia)

## FREE SUPPORT, INFORMATION & WELFARE SERVICES

**Study Melbourne**
studymelbourne.vic.gov.au
Tel: 1800 056 449 (in Australia)

## FOR EMPLOYEE ENTITLEMENTS

**Fair Work Ombudsman**
fairwork.gov.au
Tel 131 394 (in Australia)

## MAKING A COMPLAINT ABOUT AN EDUCATION PROVIDER

**Overseas Students Ombudsman**
ombudsman.gov.au
Tel: 1300 362 072 (in Australia)

## POLICE, FIRE OR AMBULANCE SERVICES IN LIFE THREATENING OR EMERGENCY SITUATIONS

**Call '000'** (in Australia)



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