



# Australis Institute of Technology and Education (AITE)

*"One Choice Changes Everything"*

ALIF Australia Pty Ltd  
T/A Australis Institute of Technology and Education  
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[www.aite.edu.au](http://www.aite.edu.au)



# Australis



Academic, Innovative, Tenacious & Empowerment

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# About Us

At **Australis Institute of Technology and Education (AITE)**, we make every effort to provide quality education to those wishing to pursue careers in various fields.

We offer quality certificate and diploma programs that integrate general education, professional skills, and career-focused education, empowering you to develop and achieve your personal and career potential.

Our mission is to meet the needs of our students by offering a variety of program choices that could lead to successful future careers.



*Serving for over a decade.*

# Welcome from the CEO

I am delighted to welcome you and thank you for choosing the Australis Institute of Technology and Education (AITE) to assist you in achieving your learning goals.

The decision to undertake a study is an important one. Whether you are seeking to update or upgrade existing skills or embark on a new career, our team of friendly and dedicated staff and trainers are available to make your learning experience unique.

To guide you through your study, we have a range of processes and procedures that have been put in place to guarantee that you receive consistent and high-quality training and assessment.

We aim to provide you with the best facilities, trainers, and student support to ensure that your learning experience meets and exceeds your expectations.

We have a strong focus on students' academic progress and achievement and continuation to University is the chosen route for many of our students.

We wish you an enjoyable and rewarding experience with The Australis Institute of Technology and Education (AITE).

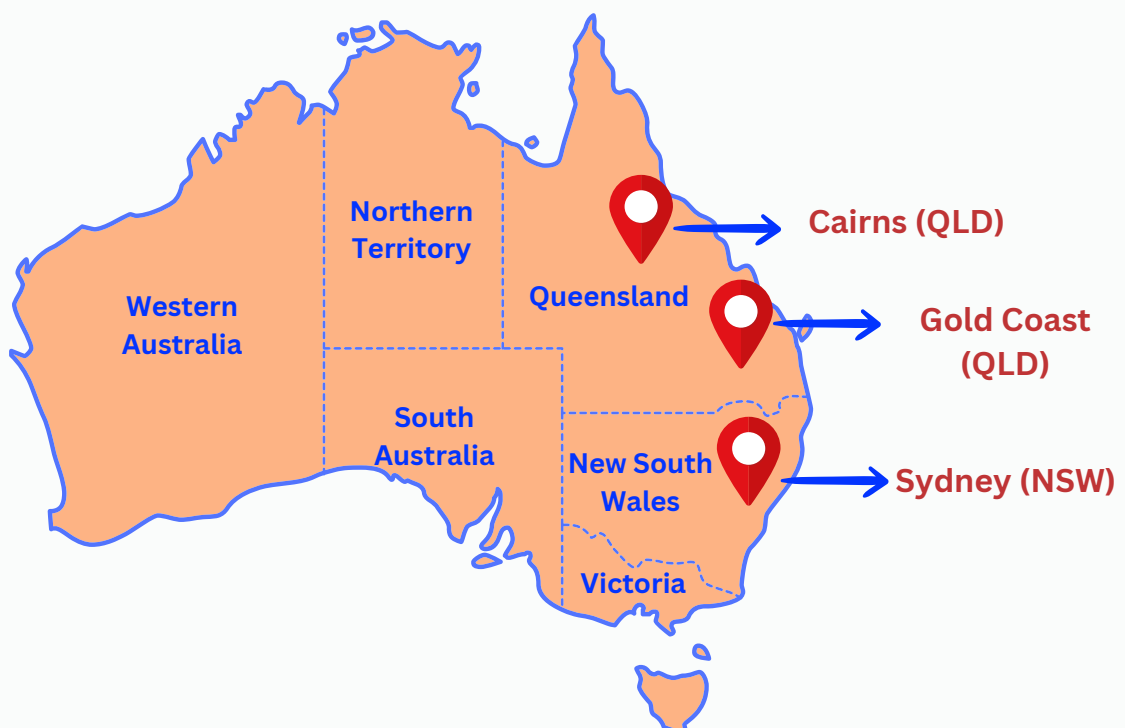
**CEO**

*Yogita*



# Locations and Facilities

Australis Institute of Technology and Education's (AITE) strategic campus locations in Sydney, Gold Coast, and Cairns offer you the best of both worlds. You can access quality education while enjoying the advantages of city life. Our campuses are situated in vibrant urban centres, providing you with numerous opportunities for networking, internships, and cultural experiences, ensuring that your education is enriched by the dynamic surroundings.





## Quality Career Education

Whether you are looking to start a new career or seek advancement in your current profession, the Australis Institute of Technology and Education (AITE) can help improve your chances for success. We know what employers are looking for and we can offer you the training and industry consulting needed to compete in today's marketplace. In addition to providing you with a quality education that can help improve your career; we want to assist you throughout the process. Getting an education can sometimes mean more than just studying and we offer many services to help you become successful.



# Vocational Education and Training Courses



BSB30120

## Certificate III in Business

Certificate III in Business equips students with a career in the business sector. Gain essential skills for roles like clerical and administrative tasks, with a focus on tech and business competencies.

Course Code CRICOS	Duration	Delivery Mode	Vocational Placement	Assessment	IELTS*	Campus
111066C	26 Weeks (2 terms)	Predominantly Face-to-Face	Not applicable	Written activities assessment/ knowledge questions, assignment	Overall score of IELTS 6.0	Please refer to our website: aite.edu.au

BSB40120

## Certificate IV in Business

Certificate IV in Business equips individuals to apply advanced skills in diverse situations, including addressing unexpected challenges, evaluating information from various sources, and taking on leadership responsibilities.

Course Code CRICOS	Duration	Delivery Mode	Vocational Placement	Assessment	IELTS*	Campus
111067B	26 Weeks (2 terms)	Predominantly Face-to-Face	Not applicable	Written activities assessment/ knowledge questions, assignment	Overall score of IELTS 6.0	Please refer to our website: aite.edu.au

BSB50120

## Diploma of Business

Diploma of Business enhances students' expertise in diverse business service roles. It hones their capacity for moderately complex tasks in specialised areas demanding business operational skills. If you possess substantial business experience, this qualification advances their skills across various functions.

Course Code CRICOS	Duration	Delivery Mode	Vocational Placement	Assessment	IELTS*	Campus
111068A	52 Weeks (4 terms)	Predominantly Face-to-Face	Not applicable	Written activities assessment/ knowledge questions, assignment	Overall score of IELTS 6.0	Please refer to our website: aite.edu.au

(\*)Minimum IELTS score of 6.0 or equivalent

For more information visit: [aite.edu.au](http://aite.edu.au)

BSB60120

## Advanced Diploma of Business

The Advanced Diploma of Business is for diverse business roles, often with supervision. It's suited for professionals handling complex tasks like research and strategy, ideal for those leading teams and managing performance.

Course Code CRICOS	Duration	Delivery Mode	Vocational Placement	Assessment	IELTS*	Campus
111069M	52 Weeks (4 terms)	Predominantly Face-to-Face	Not applicable	Written activities assessment/ knowledge questions, assignment	Overall score of IELTS 6.0	Please refer to our website: aite.edu.au

BSB40820

## Certificate IV in Marketing and Communication

Learn vital skills for advanced marketing and communication in diverse situations. This program helps excel in marketing roles and broader organisational contexts, fostering problem-solving abilities and effective information assessment from multiple sources.

Course Code CRICOS	Duration	Delivery Mode	Vocational Placement	Assessment	IELTS*	Campus
111070G	52 Weeks (4 terms)	Predominantly Face-to-Face	Not applicable	Written activities assessment/ knowledge questions, assignment	Overall score of IELTS 6.0	Please refer to our website: aite.edu.au

BSB50620

## Diploma of Marketing and Communication

The Marketing and Communication Diploma builds on the Certificate IV, refining managerial skills for implementing marketing plans. Students apply theory to real business scenarios and may take on leadership roles in marketing and communication.

Course Code CRICOS	Duration	Delivery Mode	Vocational Placement	Assessment	IELTS*	Campus
111071F	52 Weeks (4 terms)	Predominantly Face-to-Face	Not applicable	Written activities assessment/ knowledge questions, assignment	Overall score of IELTS 6.0	Please refer to our website: aite.edu.au

(\*)Minimum IELTS score of 6.0 or equivalent

For more information visit: [aite.edu.au](http://aite.edu.au)

BSB60520

## Advanced Diploma of Marketing and Communication

The Advanced Diploma in Marketing teaches strategic skills for leading marketing projects and providing direction in communication activities.

Course Code CRICOS	Duration	Delivery Mode	Vocational Placement	Assessment	IELTS*	Campus
111072E	52 Weeks (4 terms)	Predominantly Face-to-Face	Not applicable	Written activities assessment/ knowledge questions, assignment	Overall score of IELTS 6.0	Please refer to our website: aite.edu.au

BSB40520

## Certificate IV in Leadership and Management

Students will learn the basic skills of leadership and management in various corporate and industry situations, developing and emerging leaders and managers. In addition to this, students will learn management and innovation to act as a source of leadership, direction, and support for others.

Course Code CRICOS	Duration	Delivery Mode	Vocational Placement	Assessment	IELTS*	Campus
103967K	52 Weeks (4 terms)	Predominantly Face-to-Face	Not applicable	Written activities assessment/ knowledge questions, assignment	Overall score of IELTS 6.0	Please refer to our website: aite.edu.au

BSB50420

## Diploma of Leadership and Management

Students will develop leadership and management skills for diverse corporate and industry settings, becoming adept at applying their knowledge and practical experience. You will also learn effective workload organisation and delegation.

Course Code CRICOS	Duration	Delivery Mode	Vocational Placement	Assessment	IELTS*	Campus
1104226F	52 Weeks (4 terms)	Predominantly Face-to-Face	Not applicable	Written activities assessment/ knowledge questions, assignment	Overall score of IELTS 6.0	Please refer to our website: aite.edu.au

(\*)Minimum IELTS score of 6.0 or equivalent

For more information visit: [aite.edu.au](http://aite.edu.au)

BSB60420

## Advanced Diploma of Leadership and Management

This course prepares future managers in diverse fields, equipping them with leadership, planning, and problem-solving skills needed for complex challenges.

Course Code CRICOS	Duration	Delivery Mode	Vocational Placement	Assessment	IELTS*	Campus
111073D	52 Weeks (4 terms)	Predominantly Face-to-Face	Not applicable	Written activities assessment/ knowledge questions, assignment	Overall score of IELTS 6.0	Please refer to our website: aite.edu.au

BSB80120

## Graduate Diploma of Management (Learning)

The Graduate Diploma of Management course offered at AITE provides students with the confidence and skills to reach their maximum career potential.

Course Code CRICOS	Duration	Delivery Mode	Vocational Placement	Assessment	IELTS*	Campus
112167A	52 Weeks (4 terms)	Predominantly Face-to-Face	Not applicable	Written activities assessment/ knowledge questions, assignment	Overall score of IELTS 6.0	Please refer to our website: aite.edu.au

BSB50820

## Diploma of Project Management

The Diploma of Project Management is a comprehensive course designed to provide students with the skills and knowledge required to effectively manage projects of varying sizes and complexity. The course covers a broad range of topics, including project planning, budgeting, risk management, stakeholder engagement, and leadership.

Course Code CRICOS	Duration	Delivery Mode	Vocational Placement	Assessment	IELTS*	Campus
112166B	52 Weeks (4 terms)	Predominantly Face-to-Face	Not applicable	Written activities assessment/ knowledge questions, assignment	Overall score of IELTS 6.0	Please refer to our website: aite.edu.au

(\*)Minimum IELTS score of 6.0 or equivalent

For more information visit: [aite.edu.au](http://aite.edu.au)



## Community Services

CHC33021

## Certificate III in Individual Support

Certificate III In Individual support to give students a foundation to develop their career opportunities through training at the entry level to help them advance across their community service career.

Course Code CRICOS	Duration	Delivery Mode	Vocational Placement	Assessment	IELTS*	Campus
114798J	52 Weeks (4 terms)	Predominantly Face-to-Face	120 hours	Written activities assessment/ knowledge questions, assignment	Overall score of IELTS 6.0	Please refer to our website: aite.edu.au

CHC43015

## Certificate IV in Ageing Support

Certificate IV In Ageing Support which provides to students with an opportunity to develop their community service potential more. They engage in more specified training for caring for people with special requirements and are equipped with both theory and practical application of their skills.

Course Code CRICOS	Duration	Delivery Mode	Vocational Placement	Assessment	IELTS*	Campus
03173K	52 Weeks (4 terms)	Predominantly Face-to-Face	120 hours	Written activities assessment/ knowledge questions, assignment	Overall score of IELTS 6.0	Please refer to our website: aite.edu.au

CHC52021

## Diploma of Community Services

The community services diploma helps students assist those in need and prepares them for a fulfilling career in the field, boosting leadership skills and in high demand professionally.

Course Code CRICOS	Duration	Delivery Mode	Vocational Placement	Assessment	IELTS*	Campus
114799H	78 Weeks (6 terms)	Predominantly Face-to-Face	120 hours	Written activities assessment/ knowledge questions, assignment	Overall score of IELTS 6.0	Please refer to our website: aite.edu.au

(\*)Minimum IELTS score of 6.0 or equivalent

For more information visit: [aite.edu.au](http://aite.edu.au)



## Cookery and Hospitality

SIT30821

## Certificate III in Commercial Cookery

This course equips individuals to become skilled commercial cooks, proficient in a wide array of culinary techniques. Graduates will possess strong knowledge of kitchen operations, capable of working independently with some guidance, and able to offer operational support to their team.

Course Code CRICOS	Duration	Delivery Mode	Vocational Placement	Assessment	IELTS*	Campus
111256H	52 Weeks (4 terms)	Predominantly Face-to-Face	300 hours	Written activities assessment/ knowledge questions, assignment	Overall score of IELTS 6.0	Please refer to our website: aite.edu.au

SIT40521

## Certificate IV in Kitchen Management

This program equips students to lead kitchen operations, manage staff, and create dining experiences, preparing them for roles like kitchen managers, head chefs, sous chefs, or food and beverage managers in hospitality.

Course Code CRICOS	Duration	Delivery Mode	Vocational Placement	Assessment	IELTS*	Campus
112170F	78 Weeks (6 terms)	Predominantly Face-to-Face	360 hours	Written activities assessment/ knowledge questions, assignment	Overall score of IELTS 6.0	Please refer to our website: aite.edu.au

SIT50422

## Diploma of Hospitality Management

This qualification prepares experienced senior hospitality operators to manage departments or small businesses in various sectors like restaurants, hotels, and catering. Graduates gain skills for independent operation, managerial roles, and decision-making, with specialisation options in areas like accommodation services, cookery, food and beverage, and gaming.

Course Code CRICOS	Duration	Delivery Mode	Vocational Placement	Assessment	IELTS*	Campus
114869K	78 Weeks (6 terms)	Predominantly Face-to-Face	200 hours	Written activities assessment/ knowledge questions, assignment	Overall score of IELTS 6.0	Please refer to our website: aite.edu.au

(\*)Minimum IELTS score of 6.0 or equivalent

For more information visit: [aite.edu.au](http://aite.edu.au)





**ELICOS**

**Elementary to Upper-Intermediate**

## ELICOS – Elementary to Upper-Intermediate

A tailored programme designed for students ranging from Elementary to Upper-intermediate levels. Here's what you can expect:



### Vocabulary and Grammar Mastery:

Get into a program that helps you learn new words and understand grammar better. This way, you can talk and write more effectively



### Spoken English Development:

Join sessions that focus on making your spoken English better. You'll practice speaking accurately, fluently, and with confidence in different situations



### Reading and Writing Skills Improvement:

Become better at understanding what you read and writing in different situations. We'll explore different kinds of texts to make your reading and writing skills stronger



### Formal and Informal Language Understanding:

Learn how to talk and write in both formal and informal ways. This means you'll know how to communicate properly in different situations, whether it's a formal setting or a casual conversation.

At AITE, our experienced instructors create a dynamic learning environment, offering personalised attention to help you excel. Enrol in the AITE English Course today and embark on a journey to elevate your language proficiency. Your path to linguistic excellence starts here!

Course Code CRICOS	Duration	Delivery Mode	Vocational Placement	Assessment	IELTS*	Campus
089450E	11 to 52 weeks	Predominantly Face-to-Face	N/A	N/A	N/A	Please refer to our website: aite.edu.a

## Students will learn this through



Video



Audio



Writing



Presentation



Discussion



Role Play



Excursion



Online

For more information visit: [aite.edu.au](http://aite.edu.au)

# General Information

Australis Institute of Technology and Education's (AITE) website for the course content, duration, conditions of enrolment and assessment methods for each qualification offered.

Australis Institute of Technology and Education (AITE) cannot guarantee that:

- i) A student will be issued with a qualification or statement of attainment. This is subject to the successful completion of a course and meeting the course requirements.
- ii) A student will obtain a particular employment outcome, where that is outside the control of the RTO.

Australis Institute of Technology and Education (AITE) is responsible for the quality of the training and assessment in compliance with Standards for RTO 2015 and the issuance of the AQF certification documentation.

Where there are any changes to agreed services, Australis Institute of Technology and Education (AITE) will advise the students as soon as possible, including about any new third-party arrangements a change in ownership or changes to existing third-party arrangements (if applicable).

## Entry Requirements

Please refer to the course information on our website for the requirements for acceptance into each of our courses including the required minimum level of English language proficiency, educational qualifications or work experience and whether course credit may be applicable.

## Computer Requirements

Students need to ensure they can connect to the internet and have the capability to use our online learning system that meets the minimum technical requirements, which are:

- Access to a laptop/computer is preferred
- An operating system supporting the following browsers (current version and up to three most recent versions): Chrome, Firefox, Safari (excluding Safari on Windows), and Microsoft Edge
- For Windows: Windows 10, 4 GB RAM installed (minimum)
- For MAC: Mac OS X 10.13 or above
- Access to Word processing software, such as Microsoft Word
- Reliable internet connection

### **LLN Requirements (Language, Literacy and Numeracy)**

AITE LLN Policy applies to current and future students. This policy can be found on our website at the following link:

<http://www.australisinstitute.nsw.edu.au/index.php/studentsupport>

### **Mode of Study and Assessment Methods**

As per Department of Immigration and Border Protection (DIBP) student visa requirements, international students are required to study on a full-time basis which is equivalent to a minimum of 20 hours per week for international students.

### **Mandatory Work-Placement**

Some of the Australis Institute of Technology and Education's (AITE) qualifications have mandatory work-based training components that must be undertaken to qualify. These work placements might be arranged by the Australis Institute of Technology and Education (AITE) unless the student finds their work placement arrangements.

Mandatory work placement will be conducted off campus. Australis Institute of Technology and Education (AITE) currently has arrangements with certain businesses to provide the facilities for work placement. These businesses are usually located close to our campuses (if not within the same city).

### **Facilities, Equipment and Resources**

Please refer to the student handbook on our website for our campus locations, and description of our facilities including equipment, learning and library resources available to students.

### **Australis Institute of Technology and Education (AITE) uses some assessment methods or tools:**

- A.** Direct observation with checklist/Demonstration of specific skills;
- B.** Portfolio;
- C.** In-class Assessment Activities include Questioning Written Tests, Interviews, Workbooks, Computer-based Work, Case Studies, Discussions;
- D.** Reports from Workplace Supervisor;
- E.** Assignment: Projects/Business or Case Scenario/Workplace documents/Group work.



### **Credit Transfer/Recognition of Prior Learning**

Under National Code Standard 12, Australis Institute of Technology and Education (AITE) recognises all AQF Qualifications and Statements of Attainment issued by other Registered Training Organisations (RTOs) and grants academic credit for such courses/units of study upon a prospective or existing student's application (supported by the requisite documentary evidence) for such course credit.

If you have previously completed qualification(s) or unit(s) of competency you may be eligible to apply for a credit transfer. Please visit Australis Institute's website and fill out the Credit Transfer Form, attach copies of the evidence (e.g. Certificate and/or Statement of Attainment) and submit all the evidence with your Enrolment Form.

Applicants will be notified of the outcome of their application within 28 working days of its submission. Australis Institute of Technology and Education (AITE) does not grant course credits based on recognition of prior learning (RPL) for international students.

### **Deferment, Suspension or Cancellation of an enrolment**

Please refer to our ESOS National Code policy Standard 13 on deferment, suspension or cancellation of study during enrolment on the Australis Institute's website.

## **Relevant information on living in Australia**

Please refer to the student handbook on the Australis Institute of Technology and Education's (AITE) website for relevant information on living in Australia, including:

- Indicative costs of living
- Accommodation options; and
- Schooling obligations for school-aged dependants (where applicable).

## **Attendance/Academic Performance**

Regular attendance is a requirement for all students. All overseas students must attend all practical classes and a minimum of 80 per cent of theory classes to qualify for a certificate and meet student visa regulations. If students do not make satisfactory academic progress they may not be allowed to continue or to re-enrol.

*For further information please visit the Department Home Affairs website.*

## **Notification of Residential and Change of Address**

International students must notify their registered course provider of their residential address in Australia within 7 days of arriving in Australia.

International students must also notify their registered providers of a change of address within 7 days while enrolled in the course as per ESOS guidelines.

## **Sharing of Personal Information - Disclaimer**

Information is collected prior to your enrolment and during your enrolment in order to meet the obligations under the ESOS Act and the National Code 2007; to ensure student compliance with the conditions of their visas and their obligations under Australian immigration laws generally.

The authority to collect this information is contained in the Education Services for Overseas Students Act 2000, the Education Services for Overseas Students Regulations 2001 and the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007. Information collected about you during your enrolment can be provided, in certain circumstances, to the Australian Government and designated authorities and, if relevant to the Tuition Protection Scheme (TPS) and the ESOS Assurance Fund Manager.

In other instances, the information collected can be disclosed without your consent where authorised or required by law.

# How to Apply

- 1 Choose a course and check the course outline for English and academic entry requirements.
- 2 Read all the information regarding Course Entry Requirements, Course Fees, Refund Policies, Credit Transfers, and Information on Living in Australia from our website on [www.aite.edu.au](http://www.aite.edu.au).
- 3 Complete the International Student Application form which can be downloaded from [www.aite.edu.au](http://www.aite.edu.au)
- 4 Ensure you have attached all the relevant documents requested.
- 5 Return your application form, and the necessary documents via mail, email or in person. Email: [admissions@australisinstitute.nsw.edu.au](mailto:admissions@australisinstitute.nsw.edu.au)
- 6 If your application is successful you will receive a letter of offer in the nominated course within 2 business days.
- 7 If you accept the offer, you should read, understand, and sign the complete acceptance form and pay upfront tuition fee and other course's related fees, and OSHC (if applicable). Send payment details and an acceptance form to us by the offer's valid date.
- 8 AITE will issue you with an eCoE (Electronic Confirmation of Enrolment), the document which will enable you to apply for your Student Visa.
- 9 Start your study and take one step ahead toward your career.

## Contact Us:

☎ (02) 9633 1222

✉ [info@australisinstitute.nsw.edu.au](mailto:info@australisinstitute.nsw.edu.au)



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