

## Automotive Services

Automotive Services		Term of Course
AUR30105	Certificate III in Automotive Administration	2 Year
AUR31005	Certificate III in Automotive Sales	2 Year
AUR31005	Certificate III in Automotive Sales (Aftermarket Retail Operations)	2 Year
AUR31005	Certificate III in Automotive Sales (Vehicle)	2 Year
AUR31205	Certificate III in Automotive Retail, Service & Repair	2 Year
AUR31005	Certificate III in Automotive Sales (Outdoor Power Equipment)	2 Year
AUR31005	Certificate III in Automotive Sales (Farm Machinery)	2 Year
AUR31105	Certificate III in Automotive Warehousing/Distribution Operations	2 Year
AUR31005	Certificate III in Automotive Sales (Bicycle)	2 Year
AUR31005	Certificate III in Automotive Sales (Service Station)	2 Year

## Beauty Services

Beauty Services - Apprenticeship		Term of Course
WRB40105	Certificate IV in Beauty Therapy - Apprenticeship	3 Year

## Business

Business		Term of Course
BSB30110	Certificate III in Business	1 Year
BSB40207	Certificate IV in Business	2 Year
BSB50207	Diploma of Business	2 Year

### Administration

BSB30407	Certificate III in Business Administration	1 Year
BSB31007	Certificate III in Business Administration (Legal)	1 Year
BSB31107	Certificate III in Business Administration (Medical)	1 Year
BSB40507	Certificate IV in Business Administration	2 Year

### Sales

BSB40610	Certificate IV in Business Sales	2 Year
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### Legal Services

BSB40110	Certificate IV in Legal Services	2 Year
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### Management

BSB40807	Certificate IV in Frontline Management	2 Year
BSB51107	Diploma of Management	2 Year

### Customer Contact

BSB30207	Certificate III in Customer Contact	1 Year
BSB40307	Certificate IV in Customer Contact	2 Year

### Small Business

BSB40407	Certificate IV in Small Business Management	2 Year
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### Marketing

BSB41307	Certificate IV in Marketing	2 Year
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### Human Resources

BSB41007	Certificate IV in Human Resources	2 Year
BSB50607	Diploma of Human Resources Management	2 Year

### Government Project Management

PSP41204	Certificate IV in Government (Project Management)	2 Year
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## Civil Construction

Civil Construction		Term of Course
RII30909	Certificate III in Civil Construction	2 Year
RII30809	Certificate III in Civil Construction Plant Operations	2 Year
RII31409	Certificate III in Road Construction and Maintenance	2 Year

## Community Services

Aged Care		Term of Course
CHC30208	Certificate III in Aged Care	1 Year
CHC40108	Certificate IV in Aged Care	2 Year
Disability		
CHC30408	Certificate III in Disability	1 Year
CHC40308	Certificate IV in Disability	2 Year
Pharmacy		
SIR30107	Certificate III in Community Pharmacy	2 Year
SIR40107	Certificate IV in Community Pharmacy	2 Year
Children's Services		
CHC30708	Certificate III in Children's Services	1 Year
CHC50908	Diploma of Children's Services (Early Childhood Education and Care)	2 Year
Community Services		
CHC30108	Certificate III in Community Services Work	1 Year
CHC40708	Certificate IV in Community Services Work	2 Year
Home and Community Care		
CHC30308	Certificate III in Home and Community Care	1 Year
Mental Health Work		
CHC40508	Certificate IV in Mental Health	2 Year
Youth Work		
CHC41808	Certificate IV in Youth Work	2 Year

## Financial & Insurance Services

Financial Services		Term of Course
FNS30110	Certificate III in Financial Services	2 Year
Insurance		
FNS30510	Certificate III in General Insurance	18 Months
FNS41410	Certificate IV in General Insurance	2 Year
Accounting		
FNS30310	Certificate III in Accounts Administration	2 Year
FNS40610	Certificate IV in Accounting	2 Year
Mercantile Agents		
FNS30410	Certificate III in Mercantile Agents	2 Year
Credit Management		
FNS40110	Certificate IV in Credit Management	2 Year
Finance/Mortgage Broking		
FNS40810	Certificate IV in Finance and Mortgage Broking	2 Year
FNS50310	Diploma of Finance and Mortgage Broking Management	30 Months
Banking Services		
FNS50910	Diploma of Banking Services Management	30 Months

## Cleaning Operations

### Asset Maintenance

PRM30104	Certificate III in Asset Maintenance (Cleaning Operations)
PRM40109	Certificate IV in Asset Maintenance (Cleaning Management)

### Term of Course

2 Year
2 Year

## Food Processing

### All Food Manufacturing and Processing

FDF30103	Certificate III in Food Processing
FDF40103	Certificate IV in Food Processing

### Term of Course

2 Year
3 Year

## Hairdressing

### Hairdressing - Apprenticeship

WRH30109	Certificate III in Hairdressing - Apprenticeship
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### Term of Course

3 Year
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## Health Services

### Hospitals, Community Health Centres, Private Practice

HLT32907	Certificate III in Health Administration
HLT43207	Certificate IV in Health Administration
HLT32807	Certificate III in Health Support Services

### Term of Course

2 Year
2 Year
2 Year

## Horticulture

### Nursery, Landscape, Parks & Gardens

RTF30103	Certificate III in Horticulture
RTF30203	Certificate III in Horticulture (Arboriculture)
RTF30303	Certificate III in Horticulture (Floriculture)
RTF30403	Certificate III in Horticulture (Landscape) - Apprenticeship
RTF30703	Certificate III in Horticulture (Parks and Gardens) - Apprenticeship
RTF40103	Certificate IV in Horticulture

### Term of Course

1 Year
1 Year
1 Year
4 Year
4 Year
1 Year

## Hospitality

### Hospitality

SIT30707	Certificate III in Hospitality
SIT40307	Certificate IV in Hospitality - for Supervisors

### Term of Course

2 Year
3 Year

### Apprenticeship Chef's Course

SIT30807	Certificate III in Hospitality (Commercial Cookery) - Apprenticeship
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3 Year
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### Catering Operations

SIT31007	Certificate III in Hospitality (Catering Operations)
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2 Year
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## Information Technology

### Information Technology

ICA30105	Certificate III in Information Technology
ICA40105	Certificate IV in Information Technology (General)
ICA40205	Certificate IV in Information Technology (Support)
ICA40405	Certificate IV in Information Technology (Networking)

### Term of Course

2 Year
2 Year
2 Year
2 Year

## Manufacturing

### Process Manufacturing

		Term of Course
MSA30107	Certificate III in Process Manufacturing	2 Year
PMA30108	Certificate III in Process Plant Operations	2 Year
PMA40108	Certificate IV in Process Plant Technology	3 Year
PMB30107	Certificate III in Polymer Processing	2 Year

## Mining Operations

### Mining Operations

		Term of Course
RII30309	Certificate III in Underground Metalliferous Mining	2 Year
RII30109	Certificate III in Surface Extraction Operations	2 Year
RII30209	Certificate III in Underground Coal Operations	2 Year

## Real Estate

### Property Services

		Term of Course
CPP30207	Certificate III in Property Services (Agency)	1 Year
CPP40307	Certificate IV in Property Services (Real Estate) - Includes Licence	2 Year

## Retail

### Retail

		Term of Course
SIR30207	Certificate III in Retail	1 Year
SIR40207	Certificate IV in Retail Management	2 Year

## Tourism

### Guides, Attendants, Operations Consultant, Reservation Agent

		Term of Course
SIT30107	Certificate III in Tourism	2 Year
SIT40207	Certificate IV in Tourism	3 Year

## Transport, Distribution & Logistics

### Warehouse and Storage

TLI30107	Certificate III in Transport and Logistics (Warehousing and Storage)	2 Year
TLI40107	Certificate IV in Transport and Logistics (Warehousing and Storage)	3 Year

### Logistics Operations

TLI31107	Certificate III in Transport and Logistics (Logistics Operations)	2 Year
TLI41107	Certificate IV in Transport and Logistics (Logistics)	2 Year