SIT60322 Advanced Diploma of Hospitality Management

CRICOS Course Code: 112276G

National Qualification Code: SIT60322

Course Duration: 130 Weeks (Includes term breaks)

Delivery arrangement: Face to Face and Online

Next start dates: See website for details or contact admissions

COURSE DESCRIPTION

The SIT60322 Advanced Diploma of Hospitality Management qualification reflects the role of highly skilled senior managers who use a broad range of hospitality skills combined with specialised managerial skills and substantial knowledge of industry to coordinate hospitality operations. They operate with significant autonomy and are responsible for making strategic business management decisions.

This qualification provides a pathway to work in any hospitality industry sector and for a diversity of employers including restaurants, hotels, motels, catering operations, clubs, pubs, cafés, and coffee shops. This qualification allows for multi-skilling and for specialisation in accommodation services, cookery, food and beverage and gaming.

STUDY AND ENJOY MULTICULTURAL BURWOOD

Skyline International College, Burwood campus is just 12 minutes by train from the heart of the city of Sydney. The campus is in the center of Burwood and is just 2 minutes of walk from the Burwood train station or bus stop. Burwood is multicultural and is a destination for international students to live and work.

ENTRY REQUIREMENTS

Skyline International College (SIC) follows the SIT Training package guidance for the entry requirements for this qualification. There are no entry requirements for this qualification and direct entry is accepted.

Academic Requirements:

Minimum completion of Australian Year 12 secondary school education equivalent or above. This requirement will vary by country of origin and information is provided on the SIC website and SIC marketing materials.

English Language Requirements:

Academic IELTS 6.0 overall, no less than 5.5 in each band, or upper intermediate, or EAP from approved ELICOS/ESL centre.

Any AQF qualification at the Certificate III level or above in any discipline area delivered and assessed in English only will be deemed as meeting both the academic and English language entry requirements.

Physical requirements
Students should be aware that this course requires physical tasks including manual handling such as inventory and using commercial cooking equipment in a commercial kitchen setting.

RESOURCES REQUIREMENTS
We provide access to your course materials through SIC eSpace online platform and course handouts. We have computers and student access at College, required software (e.g. IT software and Microsoft suite) are installed on college computers for students to use.

The course materials fee for the course is $1,000.

VOCATIONAL OUTCOME
Occupational titles suited to our choice of electives may include:

• area manager or operations manager • café owner or manager • club secretary or manager	• executive chef • executive housekeeper • executive sous chef	• food and beverage manager • head chef • motel owner or manager • rooms division manager.

COURSE STRUCTURE

Our course has been designed to meet the requirements for the SIT60322 Advanced Diploma of Hospitality Management. It contains 33 units of competency as follows:
- 14 core units
- 19 elective units

Unit Codes	Unit Name	Core/Elective	Delivered in SIT40521 or SIT50422 at SIC
BSBFIN601	Manage organisational finances	Core	
BSBOPS601	Develop and implement business plans	Core	
SITXCCS016	Develop and manage quality customer service practices	Core	X
SITXFIN009	Manage finances within a budget	Core	X
SITXFIN010	Prepare and monitor budgets	Core	X
SITXFIN011	Manage physical assets	Core	
SITXGLC002	Identify and manage legal risks and comply with law	Core	X
SITXHRM009	Lead and manage people	Core	X
SITXHRM010	Recruit, select and induct staff	Core	X
SITXHRM012	Monitor staff performance	Core	
SITXMGT004	Monitor work operations	Core	X
SITXMGT005	Establish and conduct business relationships	Core	X
SITXMPR014	Develop and implement marketing strategies	Core	
SITXWHS008	Establish and maintain a work health and safety	Core	

	system		
SITXFSA005	Use hygienic practices for food safety	Elective	X
SITHKOP013*	Plan cooking operations	Elective	X
SITXCCS010	Provide visitor information	Elective	
SITXCCS012	Provide lost and found services	Elective	
SITHIND008	Work effectively in hospitality service	Elective	
SITEEVT023	Plan in-house events	Elective	
SITEEVT029	Research event industry trends and practice	Elective	
SIRXOSM007	Manage risk to organisational reputation in an online setting	Elective	
SIRXOSM002	Maintain ethical and professional standards when using social media and online platforms	Elective	
SITTTVL004	Sell tourism products and services	Elective	
SITXINV007	Purchase goods	Elective	
SITXINV008	Control stock	Elective	
SITTTVL001	Access and interpret product information	Elective	
SITXWHS006	Identify hazards, assess and control safety risks	Elective	
BSBINS401	Analyse and present research information	Elective	
BSBTWK501	Lead diversity and inclusion	Elective	X
SITXCOM009	Address protocol requirements	Elective	
BSBOPS504	Manage business risk	Elective	
BSBSUS511	Develop workplace policies and procedures for sustainability	Elective	

DELIVERY METHODS

The course is delivered across 90 weeks over 10 terms.
The delivery mode is a blended delivery mode combining classroom and online delivery.

Classroom learning This blended mode means we conduct face-to-face delivery for 15 hours per week supplemented by structured eSpace online learning for 5 hours per week. Once you start the course, the trainers will explain how the classes will run 15 hours per week in the classroom. Classroom learning includes lectures supported by powerpoint plus visual topic content, with practice time and lots of group and oral work.

Structured eSpace online learning There is an extra 5 hours per week programmed outside class time when you revise and practice to reinforce classroom learning. The eSpace online learning is set up by unit and topics so it is easy for you to explore and then work through each unit of study. Some people will move more quickly through the material and others may take a bit more time depending on your confidence in the topics.

Work Placement:
Work placement is in a hospitality environment in Term 2.

We have referred to the SIT Training Package implementation guides for work placement. There is a unit that requires mandatory work placement in a Hospitality environment.The placement is completed in Term 2 Block B The unit is:

SITHKOP013* Plan cooking operations– Up to 100 hours timetabled
This unit's performance evidence requires the supervision of food production processes & monitoring and reporting on the quality of kitchen outputs.

SAMPLE TIMETABLE	Face to Face (15 hours/week)	Online (5 hours/week)
Day option 2 days 8.00 am - 4.00 pm	Lectures, group work, oral work, case studies, business simulation, practical demonstration	Self-Study (in your own time). Revise and practice classroom learning.
Evening option 3 evenings 4.00pm – 9.30pm		

ASSESSMENTS

Students are required to complete a range of tasks as part of the assessment requirements for each unit. Each unit assessment takes about 5-10 hours outside of class hours. Assessment methods may include:

1. Short Answer Questions / Knowledge Assessment
2. Practical Demonstration (Simulation or Real Workplace) Project
3. Project / Case Study
4. Workplace evidence Supervisor reports and interviews

Within the Projects, there may be a number of tasks and methods used to gather evidence of competency such as:

- Web-based research and reports

- Scenarios and case studies
- Practical demonstrations observed by the Assessor
- Business simulations
- Presentations observed by the Assessor

RECOGNITION OF PRIOR LEARNING (RPL) AND CREDIT TRANSFER (CT)

RPL and credit transfer (CT) can be applied for at the time of enrolment or during orientation and the original or certified copy must be provided. A fee is payable for assessing your RPL status or processing your credit transfer, please refer to our price lists in the handbook and website. If credit is granted, international students may have their course and visa shortened.

PACKAGING OF SIT QUALIFICATIONS

Students who have completed the SIT40521 and SIT50422 will be offered credit transfer. This will reduce the duration of study in the Advanced Diploma of Hospitality Management from 10 terms (direct entry) to 8 terms at Skyline International College.

COURSE COMPLETION

Upon successful completion of all the required units of this course, you will receive a nationally recognised qualification in SIT60322 Advanced Diploma of Hospitality Management. Students who do notcomplete all required units may be eligible for a Statement of Attainment in partial completion of a SIT60322 Advanced Diploma of Hospitality Management.

PATHWAYS

Under mutual recognition, the Qualification or Statement of Attainment awarded by Skyline International College will be recognized by other RTOs Australia-wide. Upon successful completion of this course, students may choose to study:

- Study Hotel Management, Event Management courses at a higher education provider.

TRAINING AND OTHER FACILITIES

Skyline International College campus is fully equipped with required facilities including modern computer lab with internet access and required IT software, data projector and resources borrowing facility, printing and photocopying facility and a student common area.
 Practical kitchen– a custom-built space that is used for commercial cookery training and can be adapted to suit restaurant management and customer service practice and simulations.

SKYLINE INTERNATIONAL COLLEGE CONTACT DETAILS

Suite 701, Level 7, and Suite 508, Level 5, 11-15 Deane Street, Burwood, NSW 2134, Australia
Tel: 1300 807 383
Email: info@sic.edu.au   Website: www.sic.edu.au
MG Australia Group Pty Ltd t/a Skyline International College
ABN: 15 614 078 232
RTO ID: 45233
CRICOS Provider Code: 03639C