Engineering & Technology

- Computing & IT
- Air-conditioning
- Electrical
- Engineering Technology & Manufacturing
- Fitting & Machining
- Fabrication
Holmesglen is one of the largest providers of vocational and higher education in Victoria.

Since 1982, Holmesglen has grown from a delivery of 90 programs to 7,000 students, to a unique multi sectoral provider offering over 600 programs to more than 50,000 students. Holmesglen delivers internationally and nationally across three campuses: Chadstone, Moorabbin and Waverley.

Holmesglen invests to ensure that students have access to the best possible education and training facilities available. In 2009 Holmesglen committed $60 million to capital works programs across all campuses, an amount unmatched by any other TAFE in Australia.

Our programs are highly regarded within industry and include:

- degree and graduate certificate courses
- apprenticeships and pre-apprenticeships in engineering, hospitality, horticulture, furnishing and building and construction trades
- over 200 nationally endorsed certificates, diplomas and advanced diplomas
- pathways to Holmesglen degrees or other higher education streams
- adult short courses
- bridging and preparatory courses and adult VCE
- language programs
- trade accreditation and testing
- corporate and industry programs.

Study can be undertaken at Holmesglen within the following areas:

- Arts & Design
- Building & Construction
- Business & Management
- Education & Languages
- Engineering & Technology
- Furnishing & Decoration
- Health & Social Sciences
- Hospitality & Tourism
- Fitness & Wellbeing
- Safety & Security
- Horticulture & Environment

Students can also benefit from flexible delivery with many courses offered part time, full time, weekend, evening and off campus.
The information contained in this brochure was current at the time of printing and is subject to change without notice. Availability of courses is dependent upon Government funding or student demand. Due to re-accreditation changes may occur to the content and/or names of certain courses. Prospective students are advised to confirm details with Holmesglen prior to enrolment. It is recommended that information be verified prior to being acted upon. June 2010.
Holmesglen takes seriously the responsibility of providing students with access to affordable, quality education services and facilities. Careful to ensure out of pocket study expenses are kept to a minimum, Holmesglen offers you real savings by providing:

- **free car parking**
- **subsidised student activities and amenities**
- **free internet and email access via 350 open access computers**

As a student at Holmesglen, you are supported with comprehensive services and amenities including:

- careers and vocational counselling
- counselling for study, welfare and personal challenges
- student accommodation service
- employment services
- disability support
- literacy, numeracy and communication skills support through the Centre for Language Studies
- student sport and social activities
- gym and fitness centres (Chadstone and Moorabbin campuses)
- child care facilities (Chadstone and Moorabbin campuses)
- medical centres
- other on campus services including campus bookshops, cafeterias, Learning Commons and great value for money student training restaurants and retail bakery.
The Engineering & Technology Career Hub offers courses including a number of apprenticeships and pre-apprenticeships in the areas of:

- Electrical Technology
- Engineering
- Information Technology

The choice is yours
Courses in Engineering range from an Advanced Diploma in Engineering Technology, to Certificate courses in specialised vocational areas such as Renewable Energy, Refrigeration, Air-conditioning, Fitting & Machining, Fabrication and Welding.

We offer a clear pathway in Information Technology from certificate to degree level courses at Holmesglen or other leading Universities.

We invest in you
You will benefit from industry experienced teachers and outstanding contemporary facilities. You will learn in workshops equipped with leading edge computer-aided machinery, an industry supported renewable energy centre, purpose-built air conditioning & refrigeration workshop, and computer laboratories with current industry software.

Mix with the industry
Throughout your course you will get a valuable taste of what’s ahead in your career through our guest speaker program, where students meet employers, recruiters and key industry representatives.

To ensure you graduate with current industry knowledge and work-ready skills we work together with our industry partners to inform and guide the content of our courses.

Our partners
Our comprehensive and collaborative industry partnerships ensure our courses are up to date with emerging skills areas, especially renewable energy. Our engineering partners include Telecommunications & Renewable Energy Contractors Association (ETREC), Electrical Electronic Industry Training (EEIT), John Hart and Flexi Cut Engineering.
Find the right pathway
A pathway is the sequence of studies you choose to gain a qualification and your career outcome.

There are many different ways you can go about achieving the same career goal and it’s a good idea to explore your options and decide on the one that best suits you.

If you don’t get the ATAR you were hoping for, you are looking to change jobs or upgrade your skills, Holmesglen can help you plan a pathway that will help you achieve your career goal.

The course you choose will depend on the career you are working towards, and where you start your pathway will depend on your age, prior qualifications and experience.

Qualification levels explained

Certificate I
An entry level qualification where you learn basic skills and do routine tasks that get you job ready. Entry is normally successful completion of Year 10 or similar. Study duration is usually six months.

Certificate II
Another entry level qualification. You will develop your skills and gain operational knowledge to solve a range of common problems. Study duration is usually six months.

Certificate III
This qualification allows you to develop additional skills and knowledge to solve a range of problems and is usually required for recognition as a tradesperson. You may find employment at junior to intermediate levels and it can be a re-entry point for those wanting to return to study or work.

Certificate IV
This certificate gives you a broad knowledge in your chosen industry and prepares you to take on added responsibility. Study duration is commonly six to 12 months. This certificate level is the minimum requirement for entry into university level courses.

Diploma
This prepares you to work independently and solve practical issues in technical or management situations. Study duration is usually an additional six to 12 months after completion of the certificate IV. Many diplomas can lead to university study.

Advanced diploma
This qualification develops a broad range and depth of practical, theoretical and creative skills. Study duration is commonly six to 12 months after completion of a diploma.

Graduate certificate
Graduate certificates have a vocational focus and are designed for working professionals who wish to specialise and develop specific skills to meet employment requirements and gain a competitive edge in the job market. Study duration is usually six to 12 months full time.

Bachelor degree
Holmesglen degree programs provide an innovative delivery methodology with a distinct difference over the delivery of degrees at universities. The main advantage of the delivery is the applied nature of teaching. Courses are structured to include lectures, tutorials, a simulated work environment and an opportunity for practical placement within several of the degrees.
Recognition of Prior Learning and Credit Transfer
You may be able to shorten the length of the course or improve your chances of being accepted by taking advantage of your skills or qualifications gained through current, or previous study, and through work or life experience. This is called Recognition of Prior Learning.

Once you are enrolled you can apply for assessment and recognition of current competencies, skills and knowledge.

Through Recognition of Prior Learning (RPL) and Credit Transfer (CT) you may:
• finish your course earlier
• reduce study load
• take on additional modules leading to a second qualification.

RPL is available to all students in courses for which RPL is appropriate. CT is available for AQF qualifications and Statements of Attainment issued by Registered Training Organisations.

For further information
W: www.holmesglen.edu.au/RPL

Express Lane
Holmesglen guarantees its students express lane entry into any Holmesglen vocational or higher education course.

Many students undertake more than one vocational course while studying at Holmesglen. As a currently enrolled student, we believe you should have preferred entry into subsequent Holmesglen courses.

If you are a currently enrolled student and successfully complete your course, you are guaranteed a place in any Holmesglen course provided you meet the entry requirements.

As a Holmesglen student you enrol into your next course using one simple application form, and on approval your application will be processed ahead of regular student applications, putting you in the express lane and ready to continue your pathway.

For further information
W: www.holmesglen.edu.au/publications

Finding the right pathway
Certificate I in Information Technology

Course Code ICA10105

Course Length
Full time: 8 weeks.

Location
Moorabbin campus

Course Description
This introductory level course will enable students to learn computer fundamentals, such as navigating file systems and menus, using a mouse, typing on a keyboard and efficiently saving files. A variety of computing packages, including Microsoft Word, will be covered.

Essential internet skills such as emailing, web browsing and searching will be taught. Students will also develop knowledge in how to avoid viruses and spam, and other security issues involved in modern computing.

Career Opportunities
This qualification provides knowledge of several commonly used software applications, internet fundamentals and a sound understanding of basic computer operation and navigation. These skills are relevant to an IT environment in any industry.

Prerequisites
Basic English literacy and numeracy skills equivalent to Level I Certificate in General Education for Adults.

How to Apply
Apply directly to Holmesglen. Visit this course page on the Holmesglen website to download the application form.

Commencement Dates
February, April, July and October

Certificate II in Information Technology

Course Code ICA20105

Course Length
Full time: 6 months.

Location
Moorabbin campus

Course Description
This course is designed to help students gain the IT skills necessary for entry into the workforce or as a stepping stone to further study. Students will learn to work effectively in an IT environment, exploring a variety of computer applications and workplace safety procedures.

Microsoft Office programs will be explored, with particular attention to Word, Excel and PowerPoint. An introduction to multimedia will incorporate capturing and editing digital images, using Adobe Photoshop, as well as creating visual design components.

Career Opportunities
This qualification provides foundation general computing and employment skills, and knowledge of several Microsoft Office programs. Together with training in basic multimedia, these skills are relevant to an IT environment in any industry.

Prerequisites
Basic English literacy and numeracy skills equivalent to Level I Certificate in General Education for Adults.

How to Apply
Apply directly to Holmesglen. Visit this course page on the Holmesglen website to download the application form.

Commencement Dates
February and July
After VCE Andrew began studying civil engineering at university, but after two and half years he began to lose interest. He decided to follow his passion for programming and enrolled in the Diploma because it sounded like the perfect match – despite the long commute. When he finishes his course, he is looking forward to developing websites and/or applications for businesses, and is hoping to one day gain his dream job in the games industry.

“I have had a chance to meet and make friends with a great range of people.”
Certificate III in Information Technology - Multimedia Stream

Course Code ICA30105

Course Length
Full time: 6 months.

Location
Moorabbin campus

Course Description
Certificate III in Information Technology provides students with the skills and knowledge to be confident in the use of introductory web and multimedia applications. Students will learn computer hardware fundamentals, HTML, basic web page design, digital imaging, animation and IT communication skills.

With skills in applications such as Adobe Dreamweaver, Flash, Illustrator and Photoshop, students will graduate with a basic portfolio of web design and multimedia work. The course is also ideal as a pathway to further website and multimedia studies.

Career Opportunities
• Archival Media Technician
• Editing Assistant
• Graphic / Media Design Assistant
• Web Design Assistant
• Introductory web design or multimedia support within small to medium enterprises

Prerequisites
None

How to Apply
Apply directly to Holmesglen.

Commencement Dates
February and July

Course Enquiries
Centre for Applied Technology
Moorabbin: 03 9209 5690
Email: Applied.Technology@holmesglen.edu.au

Certificate III in Information Technology - Support Stream

Course Code ICA30105

Course Length
Full time: 6 months.

Location
Chadstone campus

Course Description
This course provides skills and training in introductory information and communications technology (ICT) technical functions. These include assisting in equipment fault finding and installation of hardware and software, as well as first level diagnostic support to ICT users.

The course is designed to support ICT activities in the workplace, and allows students to gain some self-sufficiency as an advanced ICT user.

Career Opportunities
This qualification provides introductory ITC support skills relevant to an IT environment in any industry.

Prerequisites
None

How to Apply
Apply directly to Holmesglen.

Commencement Dates
February and July

Course Enquiries
Centre for Applied Technology
Chadstone: 03 9564 1796
Email: Applied.Technology@holmesglen.edu.au
Certificate IV in Information Technology (Websites)

Course Code ICA40305

Course Length
Full time: 1 year.

Location
Moorabbin campus

Course Description
This course is the ideal pathway into the web development and multimedia industry. Learning the tools and techniques required to use industry standard web and multimedia applications, students will work on individual and team projects, simulating tasks performed in the workplace.

Students will be involved in designing and constructing web pages and creating the look and feel of the site. The designer’s role is to create, in consultation with the client, the flow or ‘story’ of the website and how information will be displayed. Designers will make use of graphical knowledge, knowledge of specific technologies and various platforms, creative flair and ability to put down an image, layout and design skills, and technical knowledge of hardware, software and specific web languages.

Career Opportunities
- Internet Webmaster
- Multimedia Content Author or Graphic Designer
- Online Producer
- Web Developer or Technical Writer
- Web Graphic Designer
- Website Coordinator

Prerequisites
None

How to Apply
February intake: Apply through VTAC. The VTAC code for this course is 66391.
July intake: Apply directly to Holmesglen.

Commencement Dates
February and July

Course Enquiries
Centre for Applied Technology
Moorabbin: 03 9209 5690
Email: Applied.Technology@holmesglen.edu.au

Certificate IV in Information Technology (General)

Course Code ICA40105

Incorporating the specialist streams for networking and programming

Course Length
Full time: 1 year.  
Part time: 2 years.

Location
Chadstone campus

Course Description
Information and communication technologies (ICT) have become an integral part of business both small and large, irrespective of industry. This qualification provides the skills and knowledge necessary for an individual to pursue employment opportunities wherever ICT is incorporated or applied. Following the completion of a common first semester, students will have the opportunity to specialise in one of the following streams: Programming or Networking.

Career Opportunities
Graduates of Certificate IV in Information Technology (General) are well positioned to pursue employment opportunities within the ‘generalist’ roles of ICT. Students will be equipped with useful skills and knowledge across several of the specialist streams, which can increase their adaptability in the workplace. Students who choose to continue to the Diploma level will further their career opportunities within a range of ICT fields, including networking and software development.

Prerequisites
- VCE or equivalent; or
- Mature age (at least 18 years of age and away from formal study for at least one year).

How to Apply
Full time: Apply through VTAC. The VTAC code for the Networking stream is 61191. The VTAC code for the Programming stream is 61251.  
Part time and July intake: Apply directly to Holmesglen.
Diploma of Information Technology (Multimedia)

Course Code ICA50905

Incorporating Certificate IV in Information Technology (Websites)

Course Code ICA40305

Course Length
Full time: 1.5 years.

Location
Moorabbin campus

Course Description
These two qualifications are the ideal preparation for a career as a multimedia specialist, providing work-ready skills. Students will develop the tools and techniques to use industry standard web and multimedia applications. Working in a team environment, students will work with a real client on a live project, producing an industry standard product.

Career Opportunities
• web design
• multimedia design
• digital media
• multimedia development
• file server and software support for multimedia applications
• graphic/media design
• project management

Prerequisites
• VCE or equivalent; or
• Mature age (at least 18 years of age and away from formal study for at least one year).

Diploma of Information Technology (Networking)

Course Code ICA50405

Incorporating Certificate IV in Information Technology (General) - Networking Stream

Course Length
Full time: 1.5 years.
Part time: 3 years.

Location
Chadstone campus

Course Description
Graduates of this program will be equipped to pursue career opportunities in high level network management and network engineering roles. This qualification has been developed to support the requirements of the information and communications technology (ICT) industries. The first stage of this program incorporates some foundation training in the broader ICT areas, and then allows students to specialise in Networking from Stage Two.

Career Opportunities
• Network Engineer
• Systems Engineer
• Intranet Engineer
• Network Management
• Solutions Architect
• Integration Analyst
**Prerequisites**
- VCE or equivalent; or
- Mature age (at least 18 years of age and away from formal study for at least one year).

**How to Apply**
Full time: Apply through VTAC. The VTAC code for this course is 61191.
Part time and July intake: Apply directly to Holmesglen.

**Commencement Dates**
February and July

**Course Enquiries**
Centre for Applied Technology
Chadstone: 03 9564 1796
Email: Applied.Technology@holmesglen.edu.au

**Diploma of Information Technology (Software Development)**

**Course Code** ICA50705

**Incorporating**
Certificate IV in Information Technology (General) - Programming Stream

**Course Length**
Full time: 1.5 years.
Part time: 3 years.

**Location**
Chadstone campus

**Course Description**
Graduates of this program will be equipped to pursue career opportunities in roles requiring a programming specialist. This qualification has been developed to support the requirements of the information and communications technology (ICT) industries. The first stage of this program incorporates some foundation training in the broader ICT areas, and then allows students to specialise in software development from Stage Two.

**Career Opportunities**
- Dynamic Website Developer
- Middleware or Games Developer/Programmer
- Programming Engineer
- Software Applications Specialist
- Software Architect
- Design Engineer
- Developer/Programmer

**Prerequisites**
- VCE or equivalent; or
- Mature age (at least 18 years of age and away from formal study for at least one year).
- relevant work or voluntary experience

**How to Apply**
Full time: Apply through VTAC. The VTAC code for this course is 61251.
Part time and July intake: Apply directly to Holmesglen.

**Commencement Dates**
February and July

**Course Enquiries**
Centre for Applied Technology
Chadstone: 03 9564 1796
Email: Applied.Technology@holmesglen.edu.au

**Advanced Diploma of Information Technology (Network Security)**

**Course Code** ICA60208

**Course Length**
On completion of the Diploma of Information Technology (Networking)
Full time: 6 months.
Incorporating the Diploma of Information Technology (Networking)
Full time: 2 years.

**Location**
Chadstone campus

**Course Description**
This qualification provides high level information and communications technology (ICT), e-security, and business skills and knowledge. Graduates will be well equipped to pursue opportunities in senior roles responsible for the review, maintenance and implementation of security systems applied to computer networks and information technology systems of large organisations.
Career Opportunities
Graduates of this program are well positioned to pursue senior level roles involving the design, implementation, maintenance and review of security systems applied to the information technology networks of organisations, both large and small.

Prerequisites
- VCE or equivalent; or
- Mature age (at least 18 years of age and away from formal study for at least one year).
- Diploma of Information Technology (Networking)

How to Apply
Apply directly to Holmesglen.

Commencement Dates
February, April and July

Course Enquiries
Centre for Applied Technology
Chadstone: 03 9564 1796
Email: Applied.Technology@holmesglen.edu.au

Bachelor of Information Technology (Programmer/Analyst)

Course Code BITPA10

Course Length
Full time: 3.5 years.

Location
Chadstone campus

Course Description
The Bachelor of Information Technology (Programmer/Analyst) provides students with a thorough understanding of the key IT business functions, including programming, database management, and systems analysis and design. An important feature of the degree is that the program is built around SAP enterprise software which is widely used in large enterprises throughout Australia and internationally. An industry placement within a SAP environment will enable students to integrate multiple disciplines during the second semester of Year 3.

Students will gain essential vocational skills throughout the program, as emphasis is placed on professionalism at all times. Most subjects have an element of assessment that requires students to present orally to an audience. Many subject areas also require students to work in teams, where they will develop 'soft skills' that are crucial when undertaking business dealings, and project work.

Career Opportunities
- Programmer
- Trainee Analyst/Programmer
- SAP Business Analyst
- SAP Developer

Prerequisites
A prerequisite to this course is the Diploma of Information Technology (Software Development). Upon successful completion of this qualification, students articulate into Semester 4, second year subjects of the Bachelor of Information Technology (Programmer/Analyst). Depending upon units studied at the Diploma level, bridging subjects may be required to be completed.

How to Apply
Full time: Apply through VTAC (Course code: 61612).
Part time: Apply directly to Holmesglen. Study options may be available, depending on enrolments.
Mid year: Apply directly to Holmesglen.

Commencement Dates
February and July

Course Enquiries
Higher Education Programs
Chadstone: 03 9564 1648
Email: Applied.Technology@holmesglen.edu.au
Air Conditioning

Certificate II in Engineering Studies

Course Code 22019VIC

Air-conditioning – Pre-apprenticeship

Course Length
Full time: 20 weeks.

Location
Moorabbin campus

Course Description
Air-conditioning is an integral part of the modern day construction industry, with the commercial sector of the industry having two components - air-conditioning (treatment of air in buildings) and mechanical services (installation, replacement and servicing a wide range of industrial components and computer based control systems). This nationally accredited course runs for six months. It combines training at Holmesglen with site experience offered within an approved commercial level air-conditioning company.

Career Opportunities
Students successfully completing this program will have opportunities to gain apprenticeships in the dynamic air-conditioning servicing industry. Individuals qualified as air-conditioning technicians may gain work servicing the cooling and ventilation systems incorporated in a range of commercial projects, from domestic to large-scale.

Prerequisites
Minimum of Year 11 level education is recommended, with Maths and English an advantage.

How to Apply
Apply directly to Holmesglen.

Commencement Dates
February and July

Certificate III in Engineering

Course Code MEM30205

Refrigeration Air-conditioning – Apprenticeship

Course Length
3 years.

Location
Moorabbin campus

Course Description
This course provides broad based training in the skills and knowledge required for employment as an air-conditioning and refrigeration service technician. The commercial sector of this industry has three components: air-conditioning (the treatment of air-conditioning systems within buildings); mechanical services (installation, replacement and servicing of a wide range of refrigeration equipment and computer based control systems); and refrigeration.

Career Opportunities
At present, employer demand for air-conditioning service technician apprentices is very strong. The importance of this industry sector is increasing as design, installation and servicing of air-conditioning systems become more complex. Completing an apprenticeship is the pathway to pursuing a highly rewarding career in an industry with both strong demand and increasingly sophisticated technology.

Prerequisites
Training agreement with a registered employer from the engineering industry.

How to Apply
A training contract must be completed by the employer and apprentice within the first two weeks of employment. An Australian Apprenticeship Centre (AAC) representative will visit the workplace to complete the
training contract with the employer and the apprentice. Contact the AAC on 13 38 73 or www.australianapprenticeships.gov.au for more information.

On signing the apprentice will be asked to nominate the registered training organisation (RTO), such as Holmesglen, which will automatically be notified of their intention to start training. The apprentice will then be placed on the notification list at the RTO to be contacted when the next apprenticeship group is starting.

**Commencement Dates**
Courses commence at various times throughout the year. Contact the Engineering Department for further information.

**Course Enquiries**
Centre for Applied Technology
Moorabbin: 03 9209 5690
Email: Applied.Technology@holmesglen.edu.au

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**Electrical**

**Certificate II in Automotive Electrical Technology**

**Course Code** AUR20408

**Incorporating the training program for Certificate I in Automotive**

**Course Code** AUR10105

**Course Length**
Full time: 6 months.

**Location**
Moorabbin campus

**Course Description**
This course provides training in the installation and service of automotive sound systems, security systems, cellular phones and CB (citizen band) radios. Offered as a six month package, the course combines work experience at an approved automotive electronics outlet, such as Strathfield Car Radios, with study at Holmesglen, to a total of 455 hours.

**Career Opportunities**
The skills developed at this level, when combined with the enterprise specific, on-the-job component of this course, will enable the student to acquire full time employment in this field. Leading automotive accessory companies like Strathfield Car Radios, Autobarn and Gary’s Car Sound have previously employed students of this course.

**Prerequisites**
Minimum of Year 10 level education is recommended, with Mathematics an advantage.

**How to Apply**
Apply directly to Holmesglen.

**Commencement Dates**
February and July

**Course Enquiries**
Centre for Applied Technology
Moorabbin: 03 9209 5690
Email: Applied.Technology@holmesglen.edu.au

**Certificate II in Electrotechnology (Pre-vocational)**

**Course Code** 21887VIC

**Pre-apprenticeship for the Electrical Industry**

**Course Length**
Full time: 20 weeks.

**Location**
Moorabbin campus

**Course Description**
This course gives prospective apprentices entry into various electrical trades, and insight into the type of work expected.

**Career Opportunities**
Students will be prepared for a range of electrical professions, including:
- Electrician
- Electrical Engineering Technician
- Electrical Fitter
- Engineering Tradesperson – Electrical
At 23 years of age Michael has achieved many things. After completing his Certificate II in Automotive Electrical Technology Michael started his own automotive accessory business, contracting to various Victorian stores.

Michael is also heavily involved with the CFA and labels himself as a walking advocate for vocational hands on training. So much so that he completed the Certificate IV in Training & Assessment at Holmesglen and is now teaching the same subjects he learned!

“Holmesglen offers a great combination of work placement, theory and practical study.”
• Electronics Engineering Technician
• Refrigeration and air-conditioning Mechanic
• Engineer

Prerequisites
• Year 10 level Mathematics and English, and adequate literacy and numeracy skills

Selection Process
• numeracy and literacy test may be required

How to Apply
Apply directly to Holmesglen.

Commencement Dates
February and July

Course Enquiries
Centre for Applied Technology
Moorabbin: 03 9209 5690
Email: Applied.Technology@holmesglen.edu.au

Certificate III in Electrotechnology (Electrician)

Course Code UEE30807

Apprenticeship for the Electrical Industry

Course Length
3 years.
Apprentices attend training one day per week.

Location
Moorabbin campus

Course Description
This course is a pre-requisite for the unrestricted Electrical Wiring Licence exam and provides the background knowledge and skills required for successful work in the electrical industry.

Career Opportunities
A licensed electrician is able to work on all types of electrical installations, including the wiring of all commercial, residential and industrial installations. They also have the responsibility for the maintenance of electrical equipment throughout the industry.

Prerequisites
• training agreement with a registered employer from the engineering industry
• minimum of Year 11 level education is recommended

How to Apply
A training contract must be completed by the employer and apprentice within the first two weeks of employment. An Australian Apprenticeship Centre (AAC) representative will visit the workplace to complete the training contract with the employer and the apprentice. Contact the AAC on 13 38 73 or www.australianapprenticeships.gov.au for more information.

On signing the apprentice will be asked to nominate the registered training organisation (RTO), such as Holmesglen, which will automatically be notified of their intention to start training. The apprentice will then be placed on the notification list at the RTO to be contacted when the next apprenticeship group is starting.

Commencement Dates
February and July

Course Enquiries
Centre for Applied Technology
Moorabbin: 03 9209 5690
Email: Applied.Technology@holmesglen.edu.au

Engineering Technology & Manufacturing

Diploma of Engineering Technology

Course Code 21621VIC

Course Length
Non-trade applicants: at least 200 hours of study from Stage One and at least 600 hours from Stage Two competencies.
Trade entry applicants: at least 600 hours from Stage Two competencies.
Location
Moorabbin campus

Course Description
The Diploma of Engineering has been developed as a customised program of study in the manufacture, design, maintenance, modification and installation of mechanical equipment and systems, including Computer Aided Design and Drafting. Students are able to construct their own program by completing the competencies most relevant to their course direction and career aspirations.

Career Opportunities
The manufacturing and engineering area is one of the largest employment sectors in Australia. Completion of this program provides a rewarding range of opportunities within higher technician and engineering management.

Prerequisites
Trade Entry Program
• prior training in engineering
Non-trade Entry Program
• minimum of Year 11 level education is preferred, with Further Maths, Maths Methods and Physics an advantage
• interview

How to Apply
Apply directly to Holmesglen.

Commencement Dates
February and July

Course Enquiries
Centre for Applied Technology
Moorabbin: 03 9209 5690
Email: Applied.Technology@holmesglen.edu.au

Advanced Diploma of Engineering Technology

Course Code 21622VIC

Course Length
• 600 hours of study for students who have successfully completed the Diploma of Engineering Technology
• 1200 hours of study for students without the Diploma of Engineering Technology
Non-Trade students are required to complete approximately 200 hours of additional study to complete this course

Location
Moorabbin campus

Course Description
The Advanced Diploma of Engineering Technology forms a comprehensive program of study in the manufacture, design, maintenance, modification and installation of mechanical equipment and systems. Computer Aided Design and Drafting is an important part of the program and Computer Aided Manufacture allows students to machine products, utilising specialised computer controlled machinery.

Career Opportunities
The manufacturing and engineering area is the largest employment sector in Australia. Currently, employer demand for engineering graduates is high, with over a third of all job vacancies associated with this field. Completion of this program also provides a rewarding range of opportunities within higher technician and engineering management.

Prerequisites
Non-trade applicants
• VCE (ATAR) or equivalent; or
• Mature age (at least 18 years of age and away from formal study for at least one year)
600 hours & trade entry
• Diploma of Engineering Technology
Completion of units of study through VCE in Further Maths, Maths Methods or Physics will be an advantage.

How to Apply
Full time: Apply through VTAC. The VTAC code for this course is 66361.
Part time: Apply directly to Holmesglen.

Commencement Dates
February and July

Course Enquiries
Centre for Applied Technology
Moorabbin: 03 9209 5690
Email: Applied.Technology@holmesglen.edu.au
Fabrication

**Certificate III in Engineering**

**Course Code** MEM30305

**Apprenticeship – Fabrication Trade**

**Course Length**
3 years.
Apprentices attend training one day per week.

**Location**
Moorabbin campus

**Course Description**
The Certificate III in Engineering – Fabrication Trade is suitable for students currently employed as apprentice sheetmetal workers or boilermakers. Students must have entered into a contract of training with an employer before commencing this course.

**Career Opportunities**
At present, employer demand for engineering apprentices exceeds supply. The manufacturing and engineering area is the largest employment sector in Australia, with over one third of all job vacancies for trade qualified people. Completing an apprenticeship is the pathway to pursuing a highly rewarding career in these industries.

**Prerequisites**
Training agreement with a registered employer from the engineering industry.

**How to Apply**
A training contract must be completed by the employer and apprentice within the first two weeks of employment. An Australian Apprenticeship Centre (AAC) representative will visit the workplace to complete the training contract with the employer and the apprentice. Contact the AAC on 13 38 73 or www.australianapprenticeships.gov.au for more information.

On signing the apprentice will be asked to nominate the registered training organisation (RTO), such as Holmesglen, which will automatically be notified of their intention to start training. The apprentice will then be placed on the notification list at the RTO to be contacted when the next apprenticeship group is starting.

**Commencement Dates**
Courses commence at various times throughout the year. Contact the Engineering Department for further information.

**Course Enquiries**
Centre for Applied Technology
Moorabbin: 03 9209 5690
Email: Applied.Technology@holmesglen.edu.au

**Certificate IV in Engineering**

**Course Code** MEM40105

**Incorporating Specialisations in Fabrication**

**Course Length**
This program is separated into units. Students must select the unit sequence necessary for their required qualification. Course length will vary depending on the number of units selected, and the time required to complete each unit.

**Location**
Moorabbin campus

**Course Description**
The Certificate IV in Engineering provides a more extensive trade base and is designed for existing tradespeople at the Certificate III Level.

**Career Opportunities**
Graduates of this program will benefit from enhanced career opportunities in fields associated with fabrication and welding. Graduates will be equipped to pursue opportunities in the metals industry, post trade and associated areas.

**Prerequisites**
Trade Entry Program
- successful completion of an apprenticeship program within engineering. Trade entry applicants will receive advanced standing and be required to complete only the sequence of units necessary to advance their skills to the Certificate IV level.
Danni
Certificate III in Electrotechnology

Danni has excelled in her training, earning perfect scores for many parts of her practical assessments and acted as a mentor to other students. She says the best part of the apprenticeship is applying classroom learnt work in a practical way to “help the information stay in my head.”

It must be working because her teachers describe her as “the best student they’ve had in a number of years.”

Danni is also part way through completing an online accounting degree, and has plans to enrol in a renewable energies course at Holmesglen to stay on top of emerging industry trends.
Non-trade Entry Program
- interview. Non-trade entry applicants are required to complete all Certificate IV units.

How to Apply
Apply directly to Holmesglen.

Commencement Dates
Students may start any time for elective competencies except WTIA welding streams which commence at the start of each semester (February and July).

Course Enquiries
Centre for Applied Technology
Moorabbin: 03 9209 5690
Email: Applied.Technology@holmesglen.edu.au

Fitting & Machining

Certificate II in Engineering Studies

Course Code 21566VIC

Pre-apprenticeship

Course Length
Full time: 20 weeks.

Location
Moorabbin campus

Course Description
This course provides entry level training for students interested in pursuing a career in engineering. It is designed for direct entry to Certificate III in Engineering.

Career Opportunities
This course is intended to lead to an engineering apprenticeship in fitting and machining, production planning, supervising or mechanical engineering.

Prerequisites
Minimum of Year 10 level education is recommended.

How to Apply
Apply directly to Holmesglen.

Certificate III in Engineering

Course Code MEM30205

Apprenticeship – Mechanical Trade

Course Length
3 years.
Apprentices attend training 1 day per week, or 1 week’s attendance every 4 weeks.

Location
Moorabbin campus

Course Description
This course provides broad based training in the skills and knowledge required for employment as a mechanical tradesperson in the metals and engineering industry. Specialist areas include toolmaking, maintenance, CNC, fluid power and Computer Aided Drafting and Design. A mechanical engineering apprentice will use a variety of machines, drills, lathes, grinding and milling machines in the manufacture and repair of parts and machinery.

Career Opportunities
At present, employer demand for engineering apprentices exceeds supply. The manufacturing and engineering area is the largest employment sector in Australia, with over one third of all job vacancies for trade qualified people. Completing an apprenticeship is the pathway to pursuing a highly rewarding career in these industries.

Prerequisites
Training agreement with a registered employer from the engineering industry.
How to Apply
A training contract must be completed by the employer and apprentice within the first two weeks of employment. An Australian Apprenticeship Centre (AAC) representative will visit the workplace to complete the training contract with the employer and the apprentice. Contact the AAC on 13 38 73 or www.australianapprenticeships.gov.au for more information.

On signing the apprentice will be asked to nominate the registered training organisation (RTO), such as Holmesglen, which will automatically be notified of their intention to start training. The apprentice will then be placed on the notification list at the RTO to be contacted when the next apprenticeship group is starting.

Commencement Dates
Courses commence at various times throughout the year. Contact the Engineering Department for further information.

Course Enquiries
Centre for Applied Technology
Moorabbin: 03 9209 5690
Email: Applied.Technology@holmesglen.edu.au

Certificate IV in Engineering

Course Code MEM40105

Incorporating Specialisations in Mechanical Engineering

Course Length
Trade Entry Program
  • Full time: 1 year. Students attend training 2 evenings per week.
  • Part time: 2 years. Students attend training 1 evening per week.
Non-Trade Entry Program
  • Full time: 4 years. Students attend training 2 evenings per week.
  • Part time: 8 years. Students attend training 1 evening per week.

Location
Moorabbin campus

Course Description
The Certificate IV in Engineering is a trade program developed for individuals wanting to obtain specialised skills within the engineering industry. With all training delivered in Holmesglen’s specially designed facilities, this program provides skills advancement opportunities relevant to students’ career development.

Career Opportunities
The manufacturing and engineering area is the largest employment sector in Australia. Currently, employer demand for engineering graduates is high, with over a third of all job vacancies associated with this field. Completion of this program also provides rewarding career opportunities within the industry, including higher technician and engineering management careers.

Prerequisites
Trade Entry Program
  • successful completion of an apprenticeship program within engineering. Trade entry applicants will receive advanced standing and be required to complete only the sequence of units necessary to advance their skills to the Certificate IV level.
Non-trade Entry Program
  • interview. Non-trade entry applicants are required to complete all Certificate IV units.

How to Apply
Apply directly to Holmesglen.

Commencement Dates
Courses commence at various times throughout the year. Contact the Engineering Department for further information.

Course Enquiries
Centre for Applied Technology
Moorabbin: 03 9209 5690
Email: Applied.Technology@holmesglen.edu.au
About Fees

Skills Reform and fees
Studying at TAFE is still one of the most affordable ways of getting your qualification.

The Victorian Government’s “Securing Jobs for Your Future: Skills for Victoria” which took effect from 1 July 2009 has meant changes to TAFE VET education and fees.

Under Skills Reform, the Victorian Government guarantees that wherever there is demand from eligible students for accredited training, it will subsidise that training or help pay the fees.

Under Skills Reform, fees are charged according to the skill level of your course. In most cases, the Government will pay most of the cost of your course and you will pay some fees.

At the time of printing, final tuition rates for 2011 were not available, however updated fee information will be available at www.holmesglen.edu.au/fees.

As a guide, tuition rates for Holmesglen government funded courses commencing 2010 were as follows:

<table>
<thead>
<tr>
<th>Skill level category</th>
<th>Types of courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foundation</td>
<td>Basic general education, English language and preparatory courses, VCAL (Foundation)</td>
</tr>
<tr>
<td>Skills creation</td>
<td>Certificate I and II, VCAL (Intermediate and Senior)</td>
</tr>
<tr>
<td>Apprenticeships and traineeships</td>
<td>Any course taken as part of a training contract, at any level</td>
</tr>
<tr>
<td>Skills building</td>
<td>Certificate III and IV</td>
</tr>
<tr>
<td>Skills deepening</td>
<td>Diploma, advanced diploma, graduate certificate, graduate diploma</td>
</tr>
</tbody>
</table>

2010 fees summary
Your tuition fee is calculated according to the number of hours you are enrolling in, multiplied by the rate for your course’s skill level as shown in the table below.

<table>
<thead>
<tr>
<th>Skill level</th>
<th>Minimum and concession fee (1 year)</th>
<th>Maximum tuition fee (1 year)</th>
<th>GSF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foundation studies</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Skills creation</td>
<td>$105</td>
<td>$875</td>
<td>Up to $131</td>
</tr>
<tr>
<td>All apprenticeships and traineeships</td>
<td>$57</td>
<td>$903</td>
<td>Up to $135</td>
</tr>
<tr>
<td>Skills building</td>
<td>$120</td>
<td>$1,000</td>
<td>Up to $150</td>
</tr>
<tr>
<td>Skills deepening</td>
<td>$225</td>
<td>$2,000</td>
<td>Up to $300</td>
</tr>
</tbody>
</table>
General Services Fee (GSF)
In addition all students pay a General Services Fee which is 15% of their tuition fee at the time of enrolment. The GSF is a non-academic fee used to provide facilities, services and activities for Holmesglen students. There are no concessions on the GSF.

New students
Tuition fees will vary according to the course you want to do and will be based on the current hourly tuition fee.

In addition, all students pay a General Services Fee which is 15% of the tuition fee.

Material Fees cover the materials and incidentals supplied to students for use in their course. They are paid at the time of enrolment and vary between courses. Some courses have no Material Fees.

Government Subsidised Place (GSP) eligibility
You may be eligible for a GSP at skills deepening level if you are aged between 16 and 20 on 1 January in the year that you enrol in your course.

If you are aged over 20 and do not hold a prior qualification at the same or higher level which was completed in Australia, then you will be eligible for a GSP.

If you are assessed as being not eligible for a Government Subsidised Place, you will be required to pay full fees. Full fees are charged in bands according to funding requirements of your course.

Please contact the Information Office for information about individual course fees. Fees information for skills deepening courses can also be found on the website at www.holmesglen.edu.au/start/fees_and_charges/vet_fee-help or refer to specific course information on the website for degree courses.

Fee concessions
Students at all skill levels except skills deepening will be eligible for a tuition fee concession if they hold or are listed as a dependant on a:
- Commonwealth Health Care Card
- Pensioner Card
- Veteran’s Gold Card
- Or are of Aboriginal or Torres Strait Islander descent.

Students eligible for tuition fee concession pay the minimum fee as listed in the fees table.

Students who are determined to be fees maintenance are also entitled to a tuition fee concession regardless of the skill level of their course.

FEE-HELP
At Holmesglen there is assistance to help you pay your fees.

Holmesglen is an approved VET provider and can offer VET FEE-HELP, a government contingent loan similar to HECS-HELP at university. More information about VET FEE-HELP can be found at www.deewr.gov.au/vetfeehelp.

If you are experiencing temporary financial difficulties a payment plan is also available to assist you by allowing you to pay your fees by instalment. You should seek advice from the staff in the Information Office regarding your eligibility.

Holmesglen Payment Plan
A payment Plan is available to assist with your fee payment. You should seek advice from the staff in the Information Office regarding your eligibility. You will be charged an establishment fee to set up the Payment Plan.

Further information
T: 03 9564 1555
W: www.holmesglen.edu.au/fees
Getting here

Chadstone campus

Train
Chadstone campus is located on the Glen Waverley train line and is adjacent to Holmesglen Station.

Bus
The Chadstone campus is accessible via the following bus routes:
- 612 Box Hill to Chadstone via Surrey Hills, Camberwell, Glen Iris
- 623 Glen Waverley to St Kilda via Mount Waverley, Chadstone, Carnegie
- 624 Kew to Oakleigh via Caulfield, Carnegie, Darling or Chadstone
- 627 Elsternwick to Brighton East via Oakleigh, Chadstone, McKinnon
- 742 Eastland to Chadstone via Vermont South, Glen Waverley, Oakleigh
- 767 Southland to Box Hill via Chadstone
- 800 Dandenong to Chadstone via Princes Highway, Oakleigh
- 802 Dandenong to Chadstone via Mulgrave, Oakleigh
- 804 Dandenong to Chadstone via Wheelers Hill, Oakleigh
- 862 Dandenong to Chadstone via Dandenong North, Oakleigh
- 903 Altona to Mordialloc (SMARTBUS Service)

Moorabbin campus

Train
Moorabbin campus is a short walk from the Moorabbin train station, located on the Frankston Line.

Bus
The Moorabbin campus is accessible via the following bus routes:
- 823 North Brighton to Southland via Moorabbin
- 824 Moorabbin to Keysborough via Clayton, Westall
- 825 Moorabbin to Southland via Black Rock, Mentone

Waverley campus

Train
Travel on the Glen Waverley train line to Glen Waverley station. The campus is approximately a 15 minute walk. The 623 bus travels from Glen Waverley station along Waverley Road to the Waverley campus.

Bus
The Waverley campus is accessible via the following bus routes:
- 623 Glen Waverley to St Kilda via Mount Waverley, Chadstone, Carnegie
- 734 Glen Iris to Glen Waverley
- 742 Eastland to Chadstone via Vermont South, Glen Waverley, Oakleigh
- 753 Bayswater to Glen Waverley
- 754 Rowville to Glen Waverley
- 850 Dandenong to Glen Waverley
- 885 Springvale to Glen Waverley
- 888 Nunawading to Chelsea
Get set for life

**Chadstone campus**
Batesford Road, Chadstone
(PO Box 42 Holmesglen 3148)
Telephone 03 9564 1555

**Moorabbin campus**
488 South Road, Moorabbin
(PO Box 42 Holmesglen 3148)
Telephone 03 9564 1555

**Waverley campus**
585 Waverley Road, Glen Waverley
(PO Box 42 Holmesglen 3148)
Telephone 03 9564 1555

[www.holmesglen.edu.au](http://www.holmesglen.edu.au)

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