Furnishing & Decoration

- Cabinet Making
- Furniture Design
- Finishing & Polishing
- Joinery & Machining
- Leadlighting
- Upholstery
- Interior Decoration & Design
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.
Furniture & Decoration at Holmesglen?

The Furnishing & Decoration Career Hub includes the areas of:

- Furniture Production
- Furniture Design
- Glass & Glazing
- Interior Decoration
- Joinery & Machining
- Upholstery
- Apprenticeships in off site construction.

The choice is yours
Courses of study range from an Advanced Diploma of Furniture Design, a Diploma of Interior Decoration and Design, to Certificates in Furniture Design and Technology, Leadlighting and Stained Glass, Cabinet Making, Wood Machining, Joinery and Machinery, Finishing and Polishing and Upholstery.

We invest in you
You will benefit from excellence in teaching and hands on experience with state-of-the-art equipment. Our excellent facilities and up to date industry equipment include the latest computer controlled wood working machinery and Computer Aided Design programs.

Our furnishing department is the only one in Australia to offer courses in all the furniture trades and our teaching staff are practiseing professionals who bring real world experience into the classroom.

We collaborate with industry experts to keep our courses up to date with the latest work place practices and employment requirements.

Our partners
Our partner include leading furniture manufacturers, associations and retailers including Silverlynx furniture, Kidman furniture, Maton guitars, the Cabinet Makers Association (Victoria), the University of Melbourne and the Furnishing Industry Association of Australia. Furniture designed and prototyped at Holmesglen is sold through Bevmarks retail outlets.

You will be in demand
Trades included under the Holmesglen Furnishing & Decoration Career Hub are on the National Skills Needs List, produced by the Federal Department of Education, Employment and Workplace Relations. This national list shows the trades that Australia needs now. These are the trades that are experiencing persistent skill shortages, where there is an even better opportunity for successful employment and career advancement.
About qualifications and pathways

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

- Early school leavers (Years 10, 11, 12)
- Holmesglen Vocational College
- VCE
- Mature age

- Certificates I, II, III
- Apprenticeships
- Pre-apprenticeships

- Certificate IV
- Diploma
- Advanced Diploma

- Graduate Certificate
- Degree

WORK
Cabinet Making

Certificate III in Cabinet Making – Furniture

Course Code LMF32109
Apprenticeship

Course Length
4 years.

Location
Chadstone campus

Course Description
This course provides comprehensive training for apprentices in cabinet and furniture production. Students will learn to assemble furnishing components, fabricate custom furniture and communicate in the workplace. Where possible, work is undertaken on full sized projects in Holmesglen’s specially designed and industry recognised facilities.

Career Opportunities
• Cabinet Maker
• Various positions in furnishing and joinery

Prerequisites
Training agreement. Preference will be given to students who have completed a pre-apprenticeship program in a related field.

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 Furnishing Industry Design & Innovation Centre for further information.

Course Enquiries
Furnishing Industry Design & Innovation Centre
Chadstone: 03 9564 2669
Email: info.furnishing@holmesglen.edu.au

Certificate III in Cabinet Making – Kitchen and Bathroom

Course Code LMF32109
Apprenticeship

Course Length
4 years.

Location
Chadstone campus

Course Description
This course provides comprehensive training for apprentices in cabinet making, specialising in kitchens and bathrooms. Students will learn to prepare for cabinet installation, fabricate custom furniture and communicate in the workplace.

Where possible, work is undertaken on full sized projects in Holmesglen’s specially designed and industry recognised facilities.

Career Opportunities
• Cabinet Maker
• Various positions in furnishing and joinery

Prerequisites
Training agreement. Preference will be given to students who have completed a pre-apprenticeship program in a related field.

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 Furnishing Industry Design & Innovation Centre for further information.

**Course Enquiries**
Furnishing Industry Design & Innovation Centre
Chadstone: 03 9564 2669
Email: info.furnishing@holmesglen.edu.au

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**Furniture Design**

**Advanced Diploma of Furniture Design and Technology**

**Course Code** LMF60308

**Course Length**
Full time: 2 year.

**Location**
Chadstone campus

**Course Description**
This course focuses on the design of furniture for volume production in the domestic and international market, and develops skills and knowledge in the use of production processes and machinery including computer controlled equipment. A distinct benefit of this course is the synergy between Holmesglen and the retail (furniture) sector as furniture designed at Holmesglen is currently sold in retail outlets. Students learn how to solve problems, research furniture styles and make original furniture pieces. Design, drawing skills and CAD drawing are taught as basic skills along with knowledge of furniture design, ergonomics, materials and technology and sustainable manufacturing.

You will be admitted into the Advanced Diploma and can choose to exit at Certificate IV or Diploma levels, upon the successful completion of the required subjects.

**Career Opportunities**
- Furniture Maker
- Furniture Designer
- Production Manager

**Prerequisites**
- VCE or equivalent and preferably some work experience in cabinet or furniture making, or
- Mature age (at least 18 years of age and away from formal study for at least one year),
- good communication and presentation skills

**Selection Process**
Interview

**How to Apply**
Apply directly to Holmesglen or through VTAC. The VTAC code for this course is 61681.

**Commencement Date**
February

**Course Enquiries**
Furnishing Industry Design & Innovation Centre
Chadstone: 03 9564 2669
Email: info.furnishing@holmesglen.edu.au

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**Finishing & Polishing**

**Certificate III in Furniture Finishing**

**Course Code** LMF30202

**Apprenticeship**

**Course Length**
4 years.

**Location**
Chadstone campus

**Course Description**
This course provides comprehensive training for apprentices in furniture finishing. Students will learn to prepare surfaces, apply stains and finishes, restore furniture and operate finishing equipment.

Where possible, work is undertaken on full sized projects in Holmesglen’s specially designed and industry recognised facilities.
Patrick

Certificate III in Furniture Making (Wood Machining)

It’s no surprise that Patrick chose a career within Wood Machining because his father has run the family a furniture business for many years.

Patrick excelled in his studies and completed the three year course within two years.

Patrick is often in charge of a team of seven, and now enjoys liaising with customers and offering advice. Patrick plans on completing further studies in business management to further expand his skills.

“My training was the cornerstone of my skills development.”
**Career Opportunities**
- Furniture Polisher
- Various positions in furnishing and joinery

**Prerequisites**
Training agreement. Preference will be given to students who have completed a pre-apprenticeship program in a related field.

**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 Furnishing Industry Design & Innovation Centre for further information.

**Course Enquiries**
Furnishing Industry Design & Innovation Centre
Chadstone: 03 9564 2669
Email: info.furnishing@holmesglen.edu.au

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**Location**
Chadstone campus

**Course Description**
This course provides comprehensive training for apprentices in furniture making and wood machining. Students will learn to operate and maintain sawing machines, assemble furnishing components and communicate in the workplace. Where possible, work is undertaken on full sized projects in Holmesglen’s specially designed and industry recognised facilities.

**Career Opportunities**
- Furniture Producer
- Various positions in furnishing and joinery

**Prerequisites**
Training agreement. Preference will be given to students who have completed a pre-apprenticeship program in a related field.

**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 Furnishing Industry Design & Innovation Centre for further information.

**Course Enquiries**
Furnishing Industry Design & Innovation Centre
Chadstone: 03 9564 2669
Email: info.furnishing@holmesglen.edu.au

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**Joinery & Machining**

**Certificate III in Furniture Making (Wood Machining)**

**Course Code** LMF30502
Apprenticeship

**Course Length**
4 years.
Certificate III in Joinery

Course Code CPC31908
Apprenticeship

Course Length 4 years.

Location Chadstone campus
This course provides comprehensive training for apprentices in all practical and theoretical aspects of joinery. Students will learn to manufacture joinery components, handle carpentry materials and work sustainably in the construction industry.

Where possible, work is undertaken on full sized projects in Holmesglen’s specially designed and industry recognised facilities.

Career Opportunities
• Carpenter
• Various positions in furnishing and joinery

Prerequisites
Training agreement. Preference will be given to students who have completed a pre-apprenticeship program in a related field.

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 Furnishing Industry Design & Innovation Centre for further information.

Course Enquiries
Furnishing Industry Design & Innovation Centre Chadstone: 03 9564 2669
Email: info.furnishing@holmesglen.edu.au

Certificate III in Joinery – Stairs

Course Code CPC31908
Apprenticeship

Course Length 4 years.

Location Chadstone campus
This course provides comprehensive training for apprentices in all practical and theoretical aspects of joinery and stairbuilding. Students will learn to work safely at heights, use explosive power tools and work sustainably in the construction industry.

Where possible, work is undertaken on full sized projects in Holmesglen’s specially designed and industry recognised facilities.

Career Opportunities
• Carpenter
• Various positions in furnishing and joinery

Prerequisites
Training agreement. Preference will be given to students who have completed a pre-apprenticeship program in a related field.

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 Furnishing Industry Design & Innovation Centre for further information.

Course Enquiries
Furnishing Industry Design & Innovation Centre Chadstone: 03 9564 2669
Email: info.furnishing@holmesglen.edu.au

Certificate III in Shopfitting

Course Code CPC31808
Apprenticeship

Course Length
4 years.

Location
Chadstone campus

Course Description
This course provides comprehensive training for apprentices in all practical and theoretical aspects of shopfitting. Students will learn to assemble cabinets and showcases, install windows and doors, and work sustainably in the construction industry.

Where possible, work is undertaken on full sized projects in Holmesglen’s specially designed and industry recognised facilities.

Career Opportunities
  • Carpenter
  • Various roles in furnishing and joinery

Prerequisites
Training agreement. Preference will be given to students who have completed a pre-apprenticeship program in a related field.

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 Furnishing Industry Design & Innovation Centre for further information.

Course Enquiries
Furnishing Industry Design & Innovation Centre Chadstone: 03 9564 2669
Email: info.furnishing@holmesglen.edu.au

Leadlighting

Certificate III in Stained Glass and Leadlighting

Course Code LMF31708
Apprenticeship

Course Length
3 years.

Location
Chadstone campus

Course Description
This course provides comprehensive training for leadlighting and stained glass students in all practical and theoretical aspects of the industry. The program is delivered with an emphasis on providing hands-on, practical training wherever possible.

Career Opportunities
Various positions in architectural glass work.
Prerequisites
Adequate literacy and numeracy skills.

Selection Process
Interview

How to Apply
Apply directly to Holmesglen.

Commencement Dates
Courses commence at various times throughout the year. Contact the Building Industry Training Centre for more information.

Course Enquiries
Building Industry Training Centre
Chadstone: 03 9564 1794
Email: glass@holmesglen.edu.au

Interior Decoration & Design

Certificate IV in Interior Decoration

Course Code LMF40408

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

Location
Chadstone campus

Course Description
This course is an introduction to the interior decoration and design industry. Students gain a range of skills that will allow them to assist in the selection of interior finishes, furniture, fabrics and colours, and to produce drawings enabling them to communicate their ideas.

Career Opportunities
Various retail or consultant positions.

Prerequisites
- VCE or equivalent;
- 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 61051
Part time: Apply directly to Holmesglen

Commencement Dates
Full time: February
Part time: February and July

Course Enquiries
Diploma of Interior Design & Decoration

Course Code LMF50408

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

Location
Chadstone campus

Course Description
This course develops a comprehensive range of skills and underpinning knowledge used within the interior design and decoration industry. Students will develop the visual communication and documentation skills used in designing residential, commercial and institutional interiors.

Career Opportunities
Various positions in architectural and interior design practices, or retail environments.

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

Entry is also possible via successful completion of the Certificate IV in Interior Decoration.

How to Apply
Full time: Apply through VTAC. The VTAC code for this course is 60151
Part time: Apply directly to Holmesglen

Commencement Dates
Full time: February
Part time: February and July
**Advanced Diploma of Interior Design**

**Course Code** LMF60208

**Course Length**
Full time: 2 years.

**Location**
Chadstone campus

**Course Description**
This course is developed for those producing detailed and complex residential, commercial and institutional design and decoration projects. The design process features research, analysis and integration of knowledge into the creative process, producing designs that meet efficiency, comfort, safety and aesthetic requirements.

**Career Opportunities**
Graduates work within architectural and interior design practices.

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

Entry is also available via successful completion of the Diploma of Interior Design & Decoration.

**How to Apply**
Apply through VTAC. The VTAC code for this course is 61051

**Commencement Date**
February

**Course Enquiries**
Furnishing Industry Design & Innovation Centre Chadstone: 03 9564 2669 Email: info.furnishing@holmesglen.edu.au

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**Upholstery**

**Certificate III in Production Upholstery**

**Course Code** LMF31102

**Apprenticeship**

**Course Length**
4 years.

**Location**
Chadstone campus

**Course Description**
This course provides comprehensive training for apprentices in all practical and theoretical aspects of contemporary upholstery. Students will learn to apply finishing techniques to upholstered furniture, apply leather to furniture and communicate in the workplace. Where possible, work is undertaken on full sized projects in Holmesglen’s specially designed and industry recognised facilities.

**Career Opportunities**
- Upholsterer
- Various positions in furnishing and joinery

**Prerequisites**
Training agreement. Preference will be given to students who have completed a pre-apprenticeship program in a related field.

**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 Furnishing Industry Design & Innovation Centre for further information.

**Course Enquiries**
Furnishing Industry Design & Innovation Centre
Chadstone: 03 9564 2669
Email: info.furnishing@holmesglen.edu.au

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**Certificate III in Upholstery**

**Course Code** LMF31002
Apprenticeship

**Course Length**
4 years.

**Location**
Chadstone campus

**Course Description**
This course provides comprehensive training for apprentices in all practical and theoretical aspects of the upholstery trade. Students will learn to apply contemporary foundations to upholstered furniture, fit upholstery components and communicate in the workplace.

Where possible, work is undertaken on full sized projects in Holmesglen’s specially designed and industry recognised facilities.

**Career Opportunities**
- Upholsterer
- Various positions in furnishing and joinery

**Prerequisites**
Training agreement. Preference will be given to students who have completed a pre-apprenticeship program in a related field.

**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 australianapprenticeships.gov.au for more information.
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</td>
<td>$57</td>
<td>$903</td>
<td>Up to $135</td>
</tr>
<tr>
<td>and traineeships</td>
<td></td>
<td></td>
<td></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>$2000</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

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