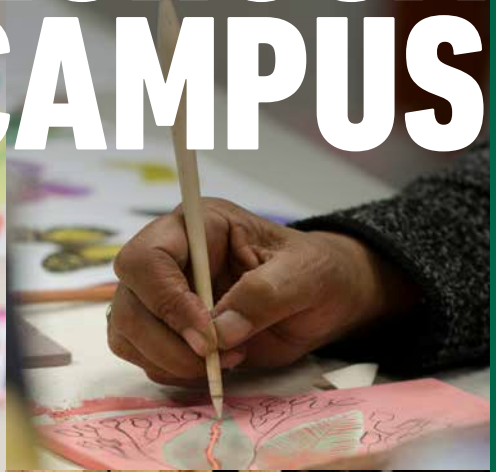


ECHUCA CAMPUS



30

**FREE TAFE
COURSES***

See more on p.24

COURSE GUIDE 2020

ANIMAL STUDIES | CULINARY | COMMUNITY SERVICES | HEALTH | PLUMBING
ELECTRICAL | ENGINEERING | CARPENTRY | VCAL | INDIGENOUS EDUCATION
TEACHER TRAINING | ENGLISH LANGUAGE | SHORT COURSES

1300 976 977 ■ bendigotafe.edu.au/echuca

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Bendigo TAFE acknowledges that their Echuca campus is located on the ancestral lands of the Wollithiga people of the Yorta Yorta Nation. The institute respects traditional custodians, elders and their cultural heritage.



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bound to industry bound to succeed

Bendigo TAFE is one of the largest and most trusted education and training providers in Victoria. With more than 80 years of educational excellence backed by industry connections, our graduates learn real skills and gain the confidence to succeed in life.

BOUND TO INDUSTRY

With an established network of industry partners and a strong reputation with employers across Victoria, our courses are developed to respond to their employment needs. We ensure our training is relevant and will provide you with the skills and knowledge you need to match the demands.

BOUND TO SUCCEED

We focus on providing you with work-ready training including practical, hands-on experience, industry projects and work placements.

We are bound to industry so that you are bound to succeed.

Free TAFE for priority courses

Eligibility criteria apply.
Other fees and charges may apply.



Find out more: freetafe.vic.gov.au

STAND OUT FROM THE CROWD



At our Echuca campus we offer professional training courses in health and community services, commercial cookery, Indigenous cultural arts, VCAL and more. We also run short courses and offer tailored training to suit local business needs.

Our teaching faculty boast teams of highly skilled and qualified teachers who remain current with industry trends and have a vast wealth of experience to share with you. Our industry based learning initiatives provide students with work placements in local businesses, often leading to on-going employment upon graduation.

Our state-of-the-art purpose built training facilities, complete with the latest equipment provides a real world training experience.

VCAL

If you want an alternative to secondary schooling with a pathway to employment or further study, then VCAL is for you.

INDIGENOUS STUDIES

We offer a range of courses and training pathways for Indigenous people and communities through the development of culturally appropriate and supportive measures.

We work with Aboriginal Industry to deliver and tailor programs for Indigenous Australian specific cohorts. This approach ensures that students complete courses with support and positive prospects for their future.

LEARN FROM INDUSTRY EXPERTS

Our world-class teaching faculty come with extensive industry experience and connections. Our personalised approach means you get one-on-one attention in classes. You also have access to the latest industry standard software as well as state-of-the-art computer labs and commercial kitchens.

GAIN HANDS-ON PRACTICAL SKILLS

Our focus is all about getting you work ready. With an emphasis on practical training, industry projects and work placements, you will gain real experience and the latest industry knowledge. Hands-on practical training and classroom learning combine to ensure that when you graduate, you will have the skills that employers are looking for.

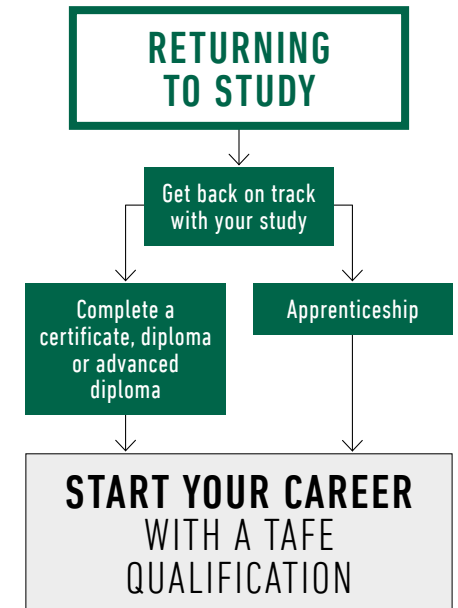
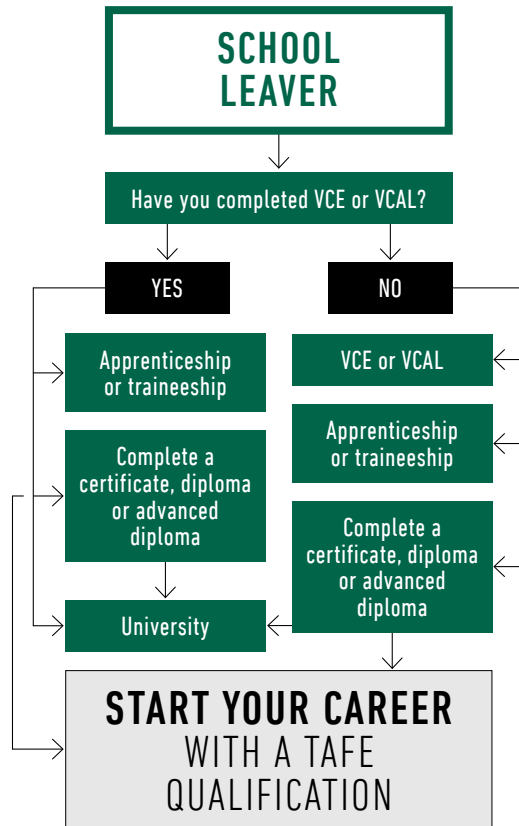
ACCESS OUR INDUSTRY PARTNER NETWORK

Bendigo TAFE has established a vast network of industry partners and a strong reputation with employers across regional Victoria. By developing our courses in consultation with industry partners, we make sure that you gain the most current and up-to-date skills. Our Skills and Jobs Centre experts also provide support and connect students to jobs each year.

WHY CHOOSE TAFE

With hands-on practical learning, high levels of student support and opportunities to work with our key industry partners, TAFE gives you the skills you need to achieve your future career goals.

Whether you have recently finished school or university, have decided to change careers or further develop your skills, TAFE can support you to achieve the skills that you require to gain employment.



WHERE DO I START?

PREREQUISITES

You may need to meet some entry requirements in order to enrol in one of our programs. These requirements vary for each course, but may include:

- A minimum age (some courses require that you are over 18 so that you can legally work in the industry)
- Satisfactory language, literacy and numeracy skills
- A Police Check or a Working with Children Check (if you are working in an industry that has contact with children or the public)
- Evidence of immunisations (if you are working in a health care environment)

The prerequisites are not designed to be a blocker to entry in the course, but to ensure that you are compliant and ready to be employed in the industry once you complete your training with us.

To find out more about our prerequisites, please contact us on **13 TAFE (13 8233)**.

RPL AND SKILLS RECOGNITION

If you have acquired relevant skills and knowledge in your workplace, through previous training, or even via volunteer work, you may not need to complete further study to obtain a qualification.

With our skills recognition program you can save time and get an accredited qualification to improve your career prospects.

Find out more at **bendigotafe.edu.au/adult** or contact us on **13 TAFE (13 8233)**.


INTERNATIONAL STUDENTS

Bendigo TAFE provides all international students with a supportive learning environment and staff committed to meeting your needs.

Your training will be practical and relevant to industry and takes place in our high quality facilities, helping you gain rewarding employment wherever you choose to work and live.

You can study a CRICOS registered course at certificate, diploma and advanced diploma levels, as well as courses designed to improve your English language skills.

Bendigo is a safe and relaxing place to study. Located around 150km north of Melbourne, it is a 90 minute trip by car or train. It has a rich history and is surrounded by national and regional parks. Bendigo is a thriving city boasting art, food, wine and heritage attractions.

Our courses available to international students have been identified with this icon: 

For more information about our courses available to international students please visit **bendigotafe.edu.au/international** or call **1300 175 176** to discuss your options.



WHAT SHOULD I EXPECT?

STUDENT EXPERIENCE

There's a reason more than 8,000 students choose Bendigo TAFE each year. We pride ourselves on providing students with a safe and supportive environment with passionate teaching and support staff committed to your success. We provide a range of free and confidential student support services including counselling, welfare and disability support.

STUDENT ORIENTATION

We understand that it can be daunting being a new student, so we have developed a student orientation program to support you through your transition into TAFE.

Take the opportunity to discover what services and support we offer each and every Bendigo TAFE student, meet new people and make new friends.

If you have any questions about our Student Orientation program, please contact our Student Engagement and Retention team on **13 TAFE (13 8233)**.

To give you a perfect start to your time with us, we offer a Student Orientation program and a number of on-campus events and activities, such as cultural diversity celebrations and mental health awareness during the year. We also offer a Student Volunteering Program to get you involved in supporting Bendigo TAFE and the wider community.

STUDENT GRADUATION

The Graduation and Awards ceremony is a yearly event that celebrates the achievements of students who have completed their studies with Bendigo TAFE. The ceremony also recognises our most outstanding students from the previous year who will be awarded on stage.

The most outstanding students from our apprentice areas will be invited to attend our Apprentice and Industry awards night along with their employers. It is a hosted industry networking event.

Check out our YouTube channel to see highlights from our most recent Graduation and Apprentice and Industry awards nights!

[youtube.com/user/bendigotafe](https://www.youtube.com/user/bendigotafe)



HOW TO BECOME AN APPRENTICE



An apprenticeship is a great way to combine structured training and paid employment.

You can begin while you're still at school or if you are older than 15 years of age. You don't need a secondary school certificate to start an apprenticeship, although this is highly regarded by most employers.

As an apprentice you will earn an income while you are learning your trade. Your apprenticeship will combine study on the job or at Bendigo TAFE, along with hands-on practical training in the workplace. When you finish your apprenticeship, you will have a nationally recognised qualification and skills that can take you anywhere in Australia and to many overseas countries as well.

GROUP TRAINING ORGANISATIONS (GTOS)

GTOs partner with a range of businesses and offer you expert advice and assistance to find you the right apprenticeship. GTOs can place you with the right business and also monitor your progress and support you as you need it. Find out more at

www.naen.com.au

AUSTRALIAN APPRENTICESHIP SUPPORT NETWORK (AASN)

AASNs are contracted by the Government to support and facilitate the apprenticeship process for employers and individuals. AASNs can also help you with the recruitment process and provide mentoring and career advice. Visit australianapprenticeships.gov.au for more information or call them on **13 38 73**.

PRE-APPRENTICESHIPS

A pre-apprenticeship with Bendigo TAFE can get you in the fast lane and give you the skills and confidence to start your apprenticeship. Whether you are currently doing your VCE, VCAL or you've left school early, a pre-apprenticeship will get you on your way to working and further study in a specific industry. Pre-apprenticeships also combine literacy and numeracy skills units to give you extra support to get employed and into an apprenticeship.

STEPS TO BECOME AN APPRENTICE

1 Preparation and research

Figure out what trade you are interested in, research job opportunities and write or update your resume.

You can also speak to one of our friendly Skills and Job representatives on **1300 100 606** who can advise on job opportunities or vocational training.

A pre-apprenticeship is a great way to get a taste of a trade and the confidence to get a job.

2 Job hunting

Start looking for jobs by networking with people you know, applying online or by contacting JobActive providers.

3 Sign up

Once you've found an employer, you both must contact an AASN to sign a training apprenticeship contract. Select Bendigo TAFE as your preferred training provider to get started. If you are eligible for a Health Care Card, make sure you apply for one prior to enrolling so you are eligible for concession fees.

WHY BE AN APPRENTICE OR TRAINEE WITH US?

Apprenticeships and Traineeships are customised training programs that are developed in consultation with your employer.

They give you the latest industry skills, knowledge and practical training to succeed in your job.

Led by our passionate and experienced teaching staff, our purpose built training facilities create a real working environment. An apprenticeship provides you the opportunity to earn as you learn and gain on the job industry experience.

We offer a range of flexible delivery options including workplace based, online, at Bendigo TAFE or our trainers can tailor a program to suit your needs.

WHY SEND YOUR APPRENTICE TO US?



We know that a successful business is built on delivering exceptional levels of service to create lasting relationships with your clients.

WORKPLACE DELIVERY

To help your business grow, we work closely with you and your apprentices to develop individualised training plans and

deliver high quality training to improve staff satisfaction and productivity in your business. Led by our passionate and experienced teaching staff, our purpose-built training facility creates a real working environment for your apprentices.

Your apprentices learn the latest and most relevant skills from industry experts with extensive experience.



INDIGENOUS EDUCATION CENTRE

The Indigenous Education Centres (IEC) at our Bendigo and Echuca campuses are innovative environments that foster and promote Indigenous learning, while supporting Indigenous students undertaking study and training in a wide array of courses across the institute.

Honouring the traditional landowners of the area across Bendigo and Echuca which include the Djaara people of the Dja Dja Wurrung and the Wollithiga people of the Yorta Yorta Nation, the centre merges the cultural heritage and values of these landowners with contemporary Aboriginal culture and strong networks with key Aboriginal organisations to ensure that our students are supported through their time with us.

As one of the state's largest providers of training and education, Bendigo TAFE delivers a range of courses and programs. Our courses are designed in consultation with communities and employers which means that Aboriginal students gain skills and knowledge while improving their networks and employment options.

The Indigenous Education Centre plays an important role in supporting Aboriginal students at Bendigo TAFE, providing them with a welcoming environment at all times and assisting them where required to find the course of their choice, getting enrolled and starting their training.

OUR STUDENTS

The IEC welcomes all Indigenous Australians. Our students come from many different backgrounds ranging from early school leavers to people over 50. We support students engaged in a variety of courses across the TAFE, from foundation to entry level courses which include language, literacy, numeracy and computer skills, cultural education and advanced courses from the Certificate I level all the way to diplomas and advanced diplomas.

Students learn through a combination of classroom, practical, flexible and online learning techniques. A majority of the students engage in the course of their choice at the TAFE and use the IEC for social activities or for support (if required). We also conduct a number of events through the year, celebrating Aboriginal culture and key milestones to which all the students are invited to along with their friends and family.

Most importantly, we have dedicated Indigenous Engagement and Capacity Building Officers (male and female) based at the IEC to assist students in accessing the full range of support services through the institute, as well as helping them navigate their way in dealing with government agencies and other relevant organisations.

**To speak with one of our Indigenous Engagement and Capacity Building Officers please contact us on:
Bendigo: 5434 1462 | Echuca: 5483 1340**

OUR PARTNERSHIPS

The IEC has forged strong relationships with key Aboriginal organisations across Victoria. We work closely with these organisations to ensure that our students have access to all the resources they require throughout their time with us. We also encourage our students to form and establish their own relationships with these organisations and support facilities in order to continue working with them as they move from their TAFE course into a career.

INDIGENOUS CULTURAL AWARENESS TRAINING (ICAT)

We are committed to supporting your organisation in gaining a greater understanding of Aboriginal and Torres Strait Islander History and Culture. This program will enable your workforce to build successful working relationships with Aboriginal and Torres Strait Islander communities.

The ICAT program is designed to provide participants with a practical understanding required for successfully working with the Victorian Indigenous Community. It also builds awareness of Indigenous issues and aims to eradicate apprehension or misconception about Indigenous people.

The program is tailored to not only provide a historical perspective but to also provide learning which can be applied in every day situations. We focus on developing improvement of strategies targeted at Indigenous recruitment and employment. We also offer follow-up support and ongoing consultation.

**For more information, please contact:
9279 2357**

WE SUPPORT YOU THROUGH YOUR JOURNEY

TUTORS SPACE

TutorSpace is a free study session with experienced tutors to help our students write an assessment, begin a project, learn basic IT skills or just to build your confidence in areas you need help with. These sessions run at various times and days during the week throughout the school year and are located at the Bendigo TAFE City campus library. Visit our friendly library staff for more information.

STUDENT SUPPORT SERVICES TEAM

Bendigo TAFE offers a range of support services to help students keep up with and successfully complete their course work. Our counsellors facilitate a variety of workshops throughout the year, providing strategies to help you overcome challenges, no matter how big or small.

To make an appointment, call **13 TAFE (13 8233)**.

DISABILITY SUPPORT

Our disability support team is available to assist, support and provide resources to students who have a disability that affects their learning. The team is here to help you enjoy your studies, giving you the tools to be independent.

To make an appointment, call **13 TAFE (13 8233)**.

LEARNING SUPPORT

The Learning Support Unit offers courses that will help you achieve your education and career goals. You can access help with language, literacy and numeracy to ensure you are able to meet the requirements of the course you are enrolled in, whilst building on what you already know.

Our specialised teachers will assist you to reach your full potential. They will work with you in units that encompass general education and work skills principles that are important for success in your career and education journey.

To find out how we can help you, contact us on **13 TAFE (13 8233)**.

EMPLOYMENT CENTRE

One of our primary goals is to strengthen the employability of our students and help them find real jobs in their chosen industry. Our Employment Centre is specifically dedicated to helping you develop your employability skills. Our experts can help you with job search, one-on-one coaching and access to the weekly vacancy listing and other useful resources. Over 1,000 employers advertise jobs with the centre every year and we have a strong track record in successfully placing our students.

You can contact the centre on **1300 484 335** or email employmentcentre@bendigotafe.edu.au

RECONNECT

Reconnect is a free service that can provide personalised support and course related financial assistance to people who haven't completed Year 12 or equivalent (certificate II or higher). This service works with your strengths and your individual learning goals to help you successfully return to education and training.

To be eligible for the Reconnect program you must be:

- Aged between 17 and 64 years
- Out of school for at least 14 weeks
- Not in full time employment for at least 12 months
- Not enrolled in other education or training
- Have not completed year 12 or equivalent
- Need extra support to succeed in education and training.

With locations in Echuca, Bendigo and Castlemaine, contact us on **1300 327 328** to find out how we can help you or go to info.bendigotafe.edu.au/reconnectprogram

SKILLS AND JOB CENTRE

Our Skills and Jobs Centre provides students and the wider community with free advice on job opportunities, vocational training, career planning and employability skills whilst assisting individuals to prepare for their future.

Our friendly consultants provide personalised advice and can assist you to answer questions such as:

- Do I need training or a qualification?
- How can I start a career or make a career change?
- Where do I start to look for a new job?
- What type of job may be good for me?

To make an appointment, register for our workshops or to find out more:

Visit skillsandjobs.com.au

Call **1300 100 606**

Email skills&jobscentre@bendigotafe.edu.au



FACILITIES

Bendigo TAFE is spread over four regional campuses across central Victoria and is home to over 9,000 students from diverse backgrounds, ages and interests each year.

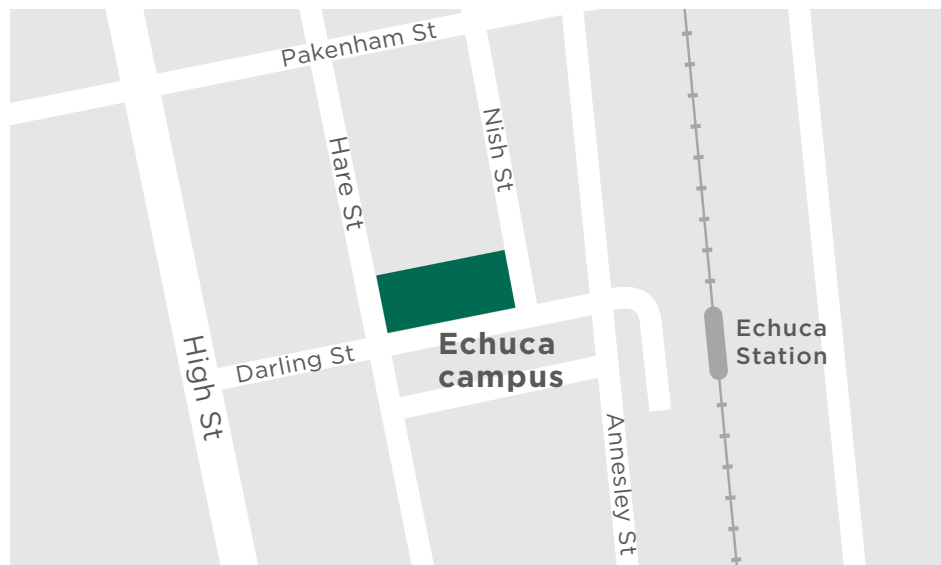
You have access to the latest industry standard software as well as state-of-the-art computer labs and commercial kitchens. Our courses are designed to specifically meet industry standards and our graduates learn real skills and gain the confidence to succeed in life.

BENDIGO TAFE'S ECHUCA CAMPUS

Corner Hare and Darling Streets, Echuca

The Echuca campus is a modern facility on the corner of Hare and Darling Street and is the hub of community based industry partnerships and activities, aimed at providing a skilled workforce for the local community.

education.bendigotafe.edu.au/echuca



LIBRARY AND LEARNING CENTRE (LLC)

Our Library services are available to you across all Bendigo TAFE campuses.

Our City campus Library has an extensive range of books, magazines and DVDs. Open access computers are available for you to use internet, email, Microsoft Office and more. A CAVAL card enabling you to borrow from a range of Victorian universities and colleges is available from the loans and help desk. The Library catalogue is available at bendigotafe.edu.au/students

For further information students can contact the City campus Library by phoning **5434 1516**.

City campus Library opening hours:

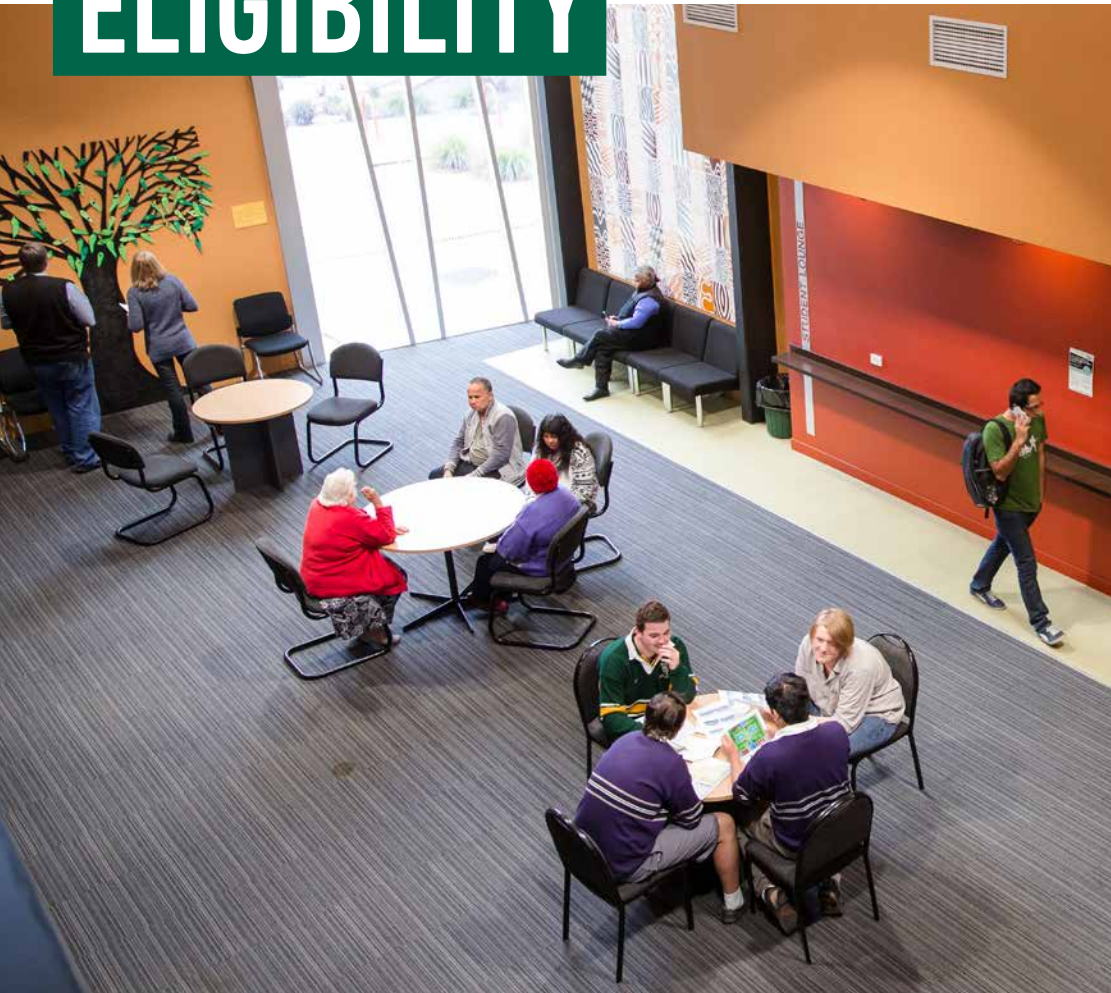
Monday to Thursday: 8am-4.30pm
Friday: 8am-4pm
Closed public holidays.

CAFETERIA

There are cafeterias at our Bendigo City Campus, Bendigo Charleston Road Campus and BTEC. They offer a range of food and beverages for all tastes and budgets. There are also a number of vending machines on our campuses offering confectionery and cold and hot beverages.

Vahland's Bistro at Bendigo City Campus and BTEC cafe are open to the public and offer catering at competitive prices.

ELIGIBILITY



How much you pay is determined by the course you enrol in, the scheduled hours you commit to undertake, your eligibility for a government-funded place and any concession entitlements you might be eligible for.

GOVERNMENT SUBSIDIES

You may be eligible for government subsidised training if you are:

- An Australian citizen
- An Australian permanent resident (holder of a permanent visa)
- A New Zealand citizen

And are any of the following:

- Under 20 years of age
- Seeking to enrol in a Foundation Skills List course (and do not hold a Diploma or above qualification or are receiving core skills training in other sectors)
- Seeking to enrol in VCE or VCAL
- Seeking to enrol in an apprenticeship
- 20 years and older and 'upskilling' by seeking to enrol in a course at a higher level than your existing qualification.

There are further restrictions on the number of courses you can undertake in a year or at a level, as well as a limit to one Free TAFE course per eligible student.

CONCESSION

You may be entitled to a concession on your tuition fees if you are in a government funded place and you meet the below eligibility criteria:

- Are enrolled in a Certificate I to Certificate IV course
- Hold a valid Concession / Pension card issued by Centrelink or are named on a Concession / Pension card as a dependent child / spouse

If your tuition fee concession application is successful, your concession fee will be charged at 20% of the government funded tuition rate for your program.

FULL FEE

If you are not eligible for government-subsidised training you will pay the full fee listed on the respective course page.

To find out more about our eligibility requirements refer to bendigotafe.edu.au/courses/fees-and-charges or call **13 TAFE (8233)**

ADDITIONAL FEES

In addition to the tuition fee you will need to pay the Student Services Fee of up to \$200 and any applicable materials and consumables fees.

To find out more about our eligibility requirements refer to bendigotafe.edu.au/courses/fees-and-charges/pages/default.aspx or call **13 TAFE (8233)**

FREE TAFE COURSES

More than ever, the skills we need to build our state are learned at TAFE and Free TAFE for Priority Courses will give more Victorians the chance to study. Free TAFE for Priority Courses will cover tuition fees for students who are eligible for government-subsidised training. Find out more at freetafe.vic.gov.au

**Eligibility criteria apply. Other fees and charges may apply.*

Enrol now at **1300 976 977** | bendigotafe.edu.au/echuca

PAYMENT OPTIONS

HEALTH CARE CARD

If you are eligible for a Health Care Card you may be eligible to pay concession fees. Make sure you apply for one through Centrelink prior to enrolling as you will need to present your card to get the discounted fee at the time of enrolment.

FLEXIBLE PAYMENT PLAN

Payment plans are available to anyone enrolling into a certificate I, II, III and IV course. Bendigo TAFE offers eligible students the option of paying their course fees over time by setting up either weekly or fortnightly instalment payments to cover their tuition, materials and consumables.

SCHOLARSHIPS AND GRANTS

At Bendigo TAFE, we believe in rewarding hard work and achievement. We offer a number of scholarships and grants to help pay for your course.

Find out more on what you can apply for at bendigotafe.edu.au/scholarships/pages/default.aspx

VET STUDENT LOANS

A student loan scheme is available for eligible students and courses to assist in the payment of tuition fees whilst studying at TAFE. These are called VET Student Loans and replaced the VET FEE-HELP scheme from 1 January 2017.

Loans are capped according to the course you are studying. These loans are income contingent and interest free and repaid via the Australian Taxation Office when your income reaches a certain threshold. For 2018-2019 income year this threshold is \$51,957. The loan will continue to be a debt to the government until it is repaid.

For further information visit studyassist.gov.au

You will still have to pay the student services fee, materials and consumables fee (if studying a government funded course) and other non-tuition fees (if applicable) at the time of enrolment. To be eligible for a VET Student Loan, you must be an Australian citizen; holder of a permanent humanitarian visa who will be residing in Australia for the duration of study; or a qualifying New Zealand citizen.

VET student loans will not be granted to students who do not meet the above criteria.



APPRENTICESHIPS INCENTIVES PROGRAMME

The Australian government has established the Australian Apprenticeships Incentives Programme to encourage genuine opportunities for skills based training and people to enter into skills based training through Australian Apprenticeships.

Apprentices may be eligible for a range of payments to assist them with the initial set up costs and completion of their apprenticeship.

For more information about the different incentives available to you, please refer to: australianapprenticeships.gov.au or your local Australian Apprenticeship Support Network provider.

Enrol now at 1300 976 977 | bendigotafe.edu.au/echuca

PATHWAYS TO YOUR CAREER

Building and Construction

Career opportunities:

- > Labourer
- > Carpentry Apprenticeship

Course to get you there:

Certificate II in Building and Construction Pre-apprenticeship (22338VIC)

Plumbing

Career opportunities:

- > Plumbing Apprenticeship

Course to get you there:

Certificate II in Plumbing (pre-apprenticeship) (22304VIC)

Engineering

Career opportunities:

- > Engineering Apprenticeship

Course to get you there:

Certificate II in Engineering Studies (22470VIC)

Electrical

Career opportunities:

- > Electrical Apprenticeship

Course to get you there:

Certificate II in Electrotechnology Studies (Pre-vocational) (22261VIC)

Animal Studies

Career opportunities:

- > Animal Care Attendant
- > Animal Shelter Attendant or Manager
- > Kennel Hand or Cattery Attendant
- > Pet Shop Attendant
- > Assistant Dog Groomer
- > Companion Animal Trainer or Breeder

Course to get you there:

Certificate II in Animal Studies (ACM20117)

Health & Dental

Career opportunities:

- > Care Assistant
- > Community Care Worker
- > Nursing Assistant

Courses to get you there:

Certificate III in Individual Support (Ageing, Home and Community) (CHC33015)

Career opportunities:

- > Dental Assistant
- > Dental Nurse

Courses to get you there:

Certificate III in Dental Assisting (HLT35015)
Certificate IV in Dental Assisting (HLT45015)

VCAL

> VCAL - Foundation (VCALFND001)

Pathway VCAL - Intermediate

> VCAL - Intermediate (VCALINT001)

Pathway VCAL - Senior

> VCAL - Senior (VCALSEN001)

Study further in TAFE or uni in your chosen field

Get a job or complete an apprenticeship



Community Services

Career opportunities:

- > Community Health Worker
- > Family Support Worker
- > Tenants Advisory Worker
- > Welfare Rights Worker
- > Case Support Worker

Course to get you there:

Certificate IV in Community Services (CHC42015)

Early Childhood Education and Care

Career opportunities:

- > Long Day Care Educator
- > Inclusion Support Educator
- > Family Day Care Educator
- > Early Childhood Educator
- > Kindergarten Educator
- > After School Care
- > Au Pair

Courses to get you there:

Certificate III in Early Childhood Education and Care (CHC30113)
Diploma of Early Childhood Education and Care (CHC50113)

Disability

Career opportunities:

- > Disability Support Worker
- > Care Assistant

Course to get you there:

Certificate IV in Disability (CHC43115)
Certificate III in Individual Support (Disability) (CHC33015)

Culinary

Career opportunities:

- > Chef or Assistant Chef in Cafés, Restaurants, Hotels, Clubs, Pubs, Cafeterias and Coffee Shops

Courses to get you there:

Certificate III in Commercial Cookery (SIT30816)

HOW WE CAN HELP YOUR BUSINESS

At Bendigo TAFE, we bring together the latest in industry education to give our students a complete learning experience. Our purpose built facilities, campus grounds and experienced teachers provide a real world learning environment. What sets our graduates apart is the well-rounded skill-sets they learn during their study. Our focus is on graduating students who are work-ready.

CUSTOMISED TRAINING PACKAGES

We know that a successful business is built on delivering exceptional levels of service to create lasting relationships with your clients. To help your business grow, we work closely with you and your employees to develop individual training plans to improve staff satisfaction and productivity. Our graduates are competent in the real world as we focus on and welcome employer input on what we teach in our courses.



SCHOOLS INFORMATION

Our schools engagement team provide schools with a single point of contact when dealing with us, to help you get the best value from our services. Our resources and support for schools ensure that you and your students are well equipped with information about career paths and further study options.

The schools engagement team can assist your school to create career pathways for your students through:

CAREER ADVISORS SEMINARS

Our seminars for career advisors (and other school staff) provide opportunities to network with our teaching areas and find out how our range of study options, support services and facilities can help you and your students.

SCHOOLS NEWSLETTER

Our regular newsletter for career advisors and practitioners will help you stay abreast of upcoming events, new and updated courses and other relevant information about our organisation.

SCHOOL VISITS

We can visit your school and talk to your students about our training programs via a presentation or at a careers expo. We are able to tailor presentations to focus on specific course areas if your students have a key area of interest.

EXPERIENCE DAYS

Our experience days provide secondary school students with the opportunity to visit our facilities and gain an insight into vocational education through a series of interactive workshops.

COURSE GUIDES

We've designed our course guides as a helpful reference tool for you and your students. They provide an overview of the wide range of courses we offer, study pathways and possible career outcomes. The guides may be downloaded in PDF format from our website or you can order printed versions online.

CAMPUS TOURS

Our campus tours provide school groups with the opportunity to get a glimpse of campus life. These events give students an overview of what vocational and higher education is all about, and the chance to see our state-of-the-art facilities.



TASTER PROGRAMS

Our taster programs are a terrific alternative for students who want to explore their career options or do not want to commit to a full VET Delivered to Secondary School Students certificate (formally VET in Schools).

For more information:

bendigotafe.edu.au/course-guide

1300 423 883

bendigoschoolspartners@bendigotafe.edu.au

Short Courses

A short course is a great way to update your current skills, start a new hobby or learn something totally new!



With our short courses ranging from Police Exam Preparation and Construction Induction to Testing and Tagging and our Occupational Health and Safety – you can be sure to learn something valuable to help you grow professionally or personally.

When you choose Bendigo TAFE you also have access to our expert teachers, state-of-the-art facilities and convenient campus locations.

FIND OUT MORE ONLINE

bendigotafe.edu.au/short-courses

ICONS IN THIS GUIDE

COURSE TYPE

-  Traineeships
-  Pre-apprenticeship
-  Apprenticeship
-  Certificate
-  Diploma
-  International Course







STUDY PERIOD

-  Full-time
-  Part-time

STUDY MODE

-  Flexible

CAMPUS LOCATIONS

-  Echuca
-  Bendigo City
-  Charleston Road
-  Broadmeadows
-  Essendon
-  Docklands

PATHWAYS

-  University Credits

ANIMAL STUDIES

CERTIFICATE II IN ANIMAL STUDIES



Course code: ACM20117

Direct Entry / January and July intakes

Have you always cared for your pets and had an interest in being able to give more to animals in general? This entry level course into the animal care and management industry is highly recommended to coincide with work placement or work experience in an animal care environment and/or workplace.

DURATION

Full-time: 6 months

PREREQUISITES

You will need to have satisfactory language, literacy and numeracy skills.

SELECTION PROCESS

Individual interview and a Language, Literacy and Numeracy (LLN) assessment.

CAREER OPPORTUNITIES

On completion of the course, you may find employment as a:

- Animal Care Attendant
- Animal Shelter Attendant
- Kennel Hand
- Cattery Attendant
- Pet Shop Attendant
- Assistant Dog Groomer

FURTHER STUDY OPTIONS

On successful completion of this course you may want to continue on to a Certificate III in Animal Studies (ACM30110), or further studies in animal technology, companion animal services, pet grooming or veterinary nursing.

Core Units

Work in the animal care industry	ACMGAS201
Participate in workplace communications	ACMGAS202
Complete animal care hygiene routines	ACMGAS203
Feed and water animals	ACMGAS204
Assist in health care of animals	ACMGAS205
Provide basic first aid for animals	ACMGAS206
Participate in environmentally sustainable work practices	ACMSUS201
Participate in workplace health and safety processes	ACMWS201

Information about elective units can be found online.

ENROL NOW



CULINARY

CERTIFICATE III IN COMMERCIAL COOKERY



Course code: SIT30816

Direct entry / Rolling enrolments.

This program is the industry qualification for a cook. You will learn to use a wide range of cookery skills, develop a sound knowledge of kitchen operations and build on your discretion and judgement.

DURATION

Non-apprenticeship/college based:

Part-time: 2 years*

*This course is delivered over two days a week

Apprenticeship: 3 years

SELECTION PROCESS

Language, literacy and numeracy test.

Individual interview.

CAREER OPPORTUNITIES

- Manager
- Cook
- Hospitality Worker

FURTHER STUDY OPTIONS

After completion of the Certificate III in Commercial Cookery (SIT30816), you could progress into the Certificate IV in Commercial Cookery (SIT40516), and the Diploma of Hospitality Management (SIT50416).

Free TAFE priority course*

PREREQUISITES

Apprenticeships: You must be employed as an apprentice and have a signed training agreement with your employer in order to enrol in this course. You need to have satisfactory language, literacy and numeracy skills and be at least 15 years of age.

Core Units

Participate in environmentally sustainable work practices	BSBSUS201
Work effectively with others	BSBWOR203
Use food preparation equipment	SITHCCC001
Prepare dishes using basic methods of cookery	SITHCCC005
Prepare appetisers and salads	SITHCCC006
Prepare stocks, sauces and soups	SITHCCC007
Prepare vegetable, fruit, egg and farinaceous dishes	SITHCCC008
Prepare poultry dishes	SITHCCC012
Prepare seafood dishes	SITHCCC013
Prepare meat dishes	SITHCCC014
Prepare food to meet special dietary requirements	SITHCCC018
Produce cakes, pastries and breads	SITHCCC019
Work effectively as a cook	SITHCCC020
Clean kitchen premises and equipment	SITHKOP001
Plan and cost basic menus	SITHKOP002
Produce desserts	SITHPAT006
Use hygienic practices for food safety	SITXFSA001
Participate in safe food handling practices	SITXFSA002
Coach others in job skills	SITXHRM001
Maintain the quality of perishable items	SITXINV002
Participate in safe work practices	SITXWHS001

ENROL NOW



EARLY CHILDHOOD EDUCATION & CARE

CERTIFICATE III IN EARLY CHILDHOOD EDUCATION AND CARE



Course code: CHC30113

Traineeship / Direct entry / Rolling enrolments / February and July intake

This course prepares you to plan and provide activities, education and care for young children. Topics include supporting children's wellbeing, learning and development, as well as legal and ethical requirements. All students will engage in practical placement.

DURATION

The traineeship duration varies from 6-12 months depending on individual trainees course progress.

Full-time/Flexible: 6 months

PREREQUISITES

To apply for this traineeship course you must be currently employed as a trainee in an early childhood centre as an educator and signed up to a contract of training by an Australian Apprenticeship Support Network (AASN).

SELECTION PROCESS

Pre-training interview and Language, Literacy and Numeracy (LLN) assessment.

CAREER OPPORTUNITIES

You will be able to seek employment in a range of early learning settings, caring for children aged up to 12 years.

- Family Day Care Educator
- Early Childhood Educator
- Kindergarten Educator
- Afterschool Care
- Au Pair
- Playgroup Educator

FURTHER STUDY OPTIONS

Students completing this course can undertake further studies with a Diploma of Early Childhood Education and Care (CHC50113) or Bachelor of Education specialising in primary or early childhood.

Core Units

Promote Aboriginal and/or Torres Strait Islander cultural safety	CHCDIV002
Develop cultural competence	CHCECE001
Ensure the health and safety of children	CHCECE002
Provide care for children	CHCECE003
Promote and provide healthy food and drinks	CHCECE004
Provide care for babies and toddlers	CHCECE005
Develop positive and respectful relationships with children	CHCECE007
Use an approved learning framework to guide practice	CHCECE009
Support the holistic development of children in early childhood	CHCECE010
Provide experiences to support children's play and learning	CHCECE011
Use information about children to inform practice	CHCECE013
Work legally and ethically	CHCLEG001
Identify and respond to children and young people at risk	CHCPRT001
Provide an emergency first aid response in an education and care setting	HLTAID004
Participate in workplace health and safety	HLTWHS001

ENROL NOW



COMMUNITY SERVICES

CERTIFICATE III IN INDIVIDUAL SUPPORT (DISABILITY)



Course code: CHC33015

Direct entry / February and July intakes

Designed for people who wish to work as a personal care worker, you will learn how to support and care for older people in a range of aged care facilities; and clients in a home and community setting. You will apply theory to practice during industry placement.

DURATION

Full-time: 2 days on campus per week over 6 months.

Course includes 120 hours of mandatory work placement.

PREREQUISITES

A Police check and a Commonwealth of Australia Statutory Declaration must be obtained prior to undertaking work placement.

NOTE: Venues reserve the right to refuse you for placement based on the results of the above mentioned declarations.

SELECTION PROCESS

Aged at least 18 years, Pre-training interview and Language, Literacy and Numeracy (LLN) assessment.

CAREER OPPORTUNITIES

This course can lead to employment as a Personal Care Assistant or Personal Care Worker.

FURTHER STUDY OPTIONS

Students completing the Certificate III in Individual Support (Disability) can undertake further study with the Certificate IV in Disability (CHC43115).

Core Units

Provide individualised support	CHCCCS015
Support independence and well being	CHCCCS023
Communicate and work in health or community services	CHCCOM005
Work with diverse people	CHCDIV001
Work legally and ethically	CHCLEG001
Recognise healthy body systems	HLTAAP001
Follow safe work practices for direct client care	HLTWHS002

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CERTIFICATE IV IN COMMUNITY SERVICES



Course code: CHC42015

Direct entry / February and July intakes

This qualification reflects the role of community service workers who design and deliver person centred services to individuals and/or groups. Workers may provide support, advocacy or interventions to individual clients, groups or communities across a range of services.

DURATION

Part-time: 2.5 days per week for 6 months.

PREREQUISITES

High level language, literacy and numeracy as reflected in the assessment as part of the selection process. You also need to have a clear police record and Working with Children Check (WWCC).

SELECTION PROCESS

Pre-training Interview and Language, Literacy and Numeracy (LLN) assessment.

CAREER OPPORTUNITIES

You can find employment as a Community Health Worker, Family Support Worker, Tenants Advisory Worker, Welfare Rights Worker or Case Support Worker.

FURTHER STUDY OPTIONS

Further your study with a Diploma of Community Services (CHC52015).

Core Units

Facilitate the interests and rights of clients	CHCADV001
Assess co-existing needs	CHCCCS004
Use communication to build relationships	CHCCOM002
Work with diverse people	CHCDIV001
Work legally and ethically	CHCLEG001
Develop and maintain networks and collaborative partnerships	CHCPRP001
Maintain work health and safety	HLTWHS003

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*Eligibility criteria apply. Free TAFE on selected courses only. Other fees and charges may apply. See freetafe.vic.gov.au

COMMUNITY SERVICES

CERTIFICATE IV IN DISABILITY



Course code CHC43115

Direct entry / February and July intakes

This qualification will allow you to work effectively with people with disabilities, their families and carers. You will get the opportunity to develop values, knowledge and skills to provide high quality, person centred support. You will also get practical work placement.

DURATION

Full-time: 2 days on campus over six months. Includes 120 hours mandatory work placement.

SELECTION PROCESS

Pre-training interview and successful completion of a Language, Literacy and Numeracy (LLN) assessment.

CAREER OPPORTUNITIES

This qualification may lead to employment opportunities in the following roles:

- Lifestyle Support Officer
- Residential Care Officer or Development Officer
- Disability Officer (Day Support), Disability Support Officer / Worker
- Employment Coordinator (Disability) or Project Officer
- Life Enhancement Team

FURTHER STUDY OPTIONS

Further your studies with a Diploma of Community Services (CHC52015) or Advanced Diploma of Community Sector Management (CHC62015). Our partnerships with leading Australian universities entitle many of our graduates to earn credits towards a degree and some courses offer a guaranteed pathway to university.

Find out how this course can lead to a university degree by visiting bendigotafe.edu.au/Pathways/Pages/default.aspx

Core Units

Provide individualised support	CHCCCS015
Follow established person-centred behaviour supports	CHCDIS002
Develop and provide person-centred service responses	CHCDIS005
Facilitate the empowerment of people with disability	CHCDIS007
Facilitate community participation and social inclusion	CHCDIS008
Facilitate ongoing skills development using a person-centred approach	CHCDIS009
Provide person-centred services to people with disability with complex needs	CHCDIS010
Work with diverse people	CHCDIV001
Manage legal and ethical compliance	CHCLEG003
Recognise healthy body systems	HLTAAP001
Follow safe work practices for direct client care	HLTWHS002

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HEALTH

CERTIFICATE III IN INDIVIDUAL SUPPORT (AGEING, HOME AND COMMUNITY)



Course code CHC33015

Direct entry / March intake

Designed for people who wish to work as a personal care worker, you will learn how to support and care for older people in a range of aged care facilities; and clients in a home and community setting. You will apply theory to practice during industry placement.

DURATION

Full-time: 2 days on campus per week over 6 months.

Course includes 120 hours of mandatory work placement.

PREREQUISITES

A police check and Commonwealth of Australia Statutory Declaration must be obtained prior to undertaking work placement.

NOTE: Venues reserve the right to refuse you for placement based on the results of the above mentioned declarations

SELECTION PROCESS

Aged at least 18 years, Pre-Training interview and Language, Literacy and Numeracy (LLN) assessment.

CAREER OPPORTUNITIES

This course can lead to employment as a Personal Care Assistant or Personal Care Worker.

FURTHER STUDY OPTIONS

Students completing the Ageing, Home and Community stream can undertake further study with the Disability Skill Set (CHCSS00098) or the Certificate IV in Disability (CHC43115).

Core Units

Provide individualised support	CHCCCS015
Support independence and well being	CHCCCS023
Communicate and work in health or community services	CHCCOM005
Work with diverse people	CHCDIV001
Work legally and ethically	CHCLEG001
Recognise healthy body systems	HLTAAP001
Follow safe work practices for direct client care	HLTWHS002

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DENTAL ASSISTING

CERTIFICATE III IN DENTAL ASSISTING



Course code HLT35015

Traineeship / Rolling enrolments

This qualification provides the knowledge and skills needed to assist a Dentist, Dental Hygienist or Dental Therapist during all dental care procedures. Delivery combines work experience and structured training to competently and safely assist the dental professional during oral health care procedures. This qualification may also be undertaken as a traineeship.

DURATION

Full-time: 1 year
Part-time: 2 years

PREREQUISITES

Must be employed in a dental practice.

SELECTION PROCESS

Pre-Training interview and Language, Literacy and Numeracy (LLN) assessment.

CAREER OPPORTUNITIES

Dental Assistant

FURTHER STUDY OPTIONS

You can further your study with a Certificate IV in Dental Assisting (HLT45015).

Core Units

Communicate and work in health or community services	CHCCOM005
Work with diverse people	CHCDIV001
Provide first aid	HLTAID003
Prepare for and assist with oral health care procedures	HLTDEN001
Assist with dental radiography	HLTDEN002
Assist with administration in dental practice	HLTDEN003
Comply with infection prevention and control policies and procedures	HLTINF001
Process reusable medical devices and equipment	HLTINF002
Participate in workplace health and safety	HLTWHS001

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CERTIFICATE IV IN DENTAL ASSISTING



Course code HLT45015

Traineeship / Rolling enrolments

This qualification provides the knowledge and skills needed to provide an advanced level of assistance to a Dentist, Dental Hygienist, Dental Prosthetist, Dental Therapist or Oral Health Therapist, which contributes to the quality of oral health care. Delivery combines work experience and structured training to competently and safely assist the dental professional during oral health care procedures. This qualification may also be undertaken as a traineeship.

DURATION

Full-time: 1 year
Part-time: 2 years

PREREQUISITES

Must be employed in a dental practice.

SELECTION PROCESS

Pre-Training interview and Language, Literacy and Numeracy (LLN) assessment.

CAREER OPPORTUNITIES

Dental Assistant

FURTHER STUDY OPTIONS

Our partnerships with leading Australian universities entitle many of our graduates to earn credits towards a degree, and some courses offer a guaranteed pathway to university. Find out how this course can lead to a university degree on **page 28**.

Core Units

Communicate and work in health or community services	CHCCOM005
Work with diverse people	CHCDIV001
Provide first aid	HLTAID003
Prepare for and assist with oral health care procedures	HLTDEN001
Assist with dental radiography	HLTDEN002
Assist with administration in dental practice	HLTDEN003
Comply with infection prevention and control policies and procedures	HLTINF001
Process reusable medical devices and equipment	HLTINF002
Implement and monitor infection prevention and control policies and procedures	HLTINF003
Maintain work health and safety	HLTWHS003

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course*

*Eligibility criteria apply. Free TAFE on selected courses only. Other fees and charges may apply. See freetafe.vic.gov.au

PLUMBING

CERTIFICATE II IN PLUMBING PRE-APPRENTICESHIP



Course code: 22304VIC

Direct entry / February and July intake

This course will prepare you for an apprenticeship in plumbing. It introduces all areas of the plumbing industry: water, gas, sanitary, drainage, mechanical services (heating/cooling) and roofing. You may also have the opportunity to undertake some work experience, which will give you the opportunity to observe how tasks are undertaken in the workplace.

DURATION

Full-time: 16 weeks

PREREQUISITES

You need to have satisfactory language, literacy and numeracy skills and be at least 15 years old.

SELECTION PROCESS

You will need to attend an interview and undertake a Language, Literacy and Numeracy (LLN) assessment.

CAREER OPPORTUNITIES

Upon successful completion, you may wish to undertake a plumbing apprenticeship.

FURTHER STUDY OPTIONS

Apprenticeship, Certificate III in Plumbing (CPC32413).

Free TAFE priority course*

Core Units	
Write simple documents	BSBWR301
Carry out measurements and calculations	CPCCCM1015A
Read and interpret plans and specifications	CPCCCM2001A
Work safely in the construction industry	CPCCOHS1001A
Apply OHS requirements, policies and procedures in the construction industry	CPCCOHS2001A
Carry out interactive workplace communication	CPCPCM2039A
Produce technical drawings	CUVACD303A
Provide basic emergency life support	HLTAID002
Apply basic sheet metal practices	VU21789
Cut and penetrate building materials and structures	VU21790
Fabricate simple plumbing pipe systems	VU21791
Identify career pathways in the plumbing industry	VU21792
Perform basic oxy-acetylene welding and cutting	VU21793
Prepare to work in the plumbing industry	VU21794
Use and apply basic levelling equipment for plumbing	VU21795
Use basic electric welding equipment and techniques	VU21796
Use basic plumbing hand tools	VU21797
Use basic power tools	VU21798
Use plumbing pipes, fittings and fixtures to simulate plumbing installations	VU21799
Fabricate simple plumbing pipe systems	VU21791
Identify career pathways in the plumbing industry	VU21792
Perform basic oxy-acetylene welding and cutting	VU21793
Prepare to work in the plumbing industry	VU21794
Use and apply basic levelling equipment for plumbing	VU21795
Use basic electric welding equipment and techniques	VU21796
Use basic plumbing hand tools	VU21797
Use basic power tools	VU21798
Use plumbing pipes, fittings and fixtures to simulate plumbing installations	VU21799

Information about elective units can be found online.

ENROL NOW

ELECTRICAL

CERTIFICATE II IN ELECTROTECHNOLOGY STUDIES PRE-VOCATIONAL



Course code: 22261VIC

Direct entry / February and July intake

This course provides an introduction to working in the electrical/electronics industries. You will learn the basics of electrical theory and maths, and gain practical skills to help you gain an apprenticeship as an Electrician, Data Communications Tradesperson or similar electrotechnology related career.

DURATION

Full-time: 16 weeks

PREREQUISITES

You need to have satisfactory language, literacy and numeracy skills and be at least 15 years old when you apply.

SELECTION PROCESS

You will need to attend an interview and undertake a language, literacy and numeracy (LLN) assessment.

CAREER OPPORTUNITIES

Employment in the electrical field.

FURTHER STUDY OPTIONS

Apprenticeship, Certificate III in Electrotechnology (UEE30811).

Core Units	
Work safely in the construction industry	CPCCOHS1001A
Provide basic emergency life support	HLTAID002
Apply occupational health and safety regulations, codes and practices in the workplace	UEENEEE101A
Fabricate, assemble and dismantle utilities industry components	UEENEEE102A
Solve problems in ELV single path circuits	UEENEEE103A
Fix and secure electrotechnology equipment	UEENEEE105A
Provide solutions and report on routine electrotechnology problems	UEENEEE130A
Use of routine equipment/plant/technologies in an energy sector environment	EEENEEE141A
Produce products for carrying out energy sector work activities	UEENEEE142A
Identify and select components, accessories and materials for energy sector work activities	UEENEEE179A

Information about elective units can be found online.

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*Eligibility criteria apply. Free TAFE on selected courses only. Other fees and charges may apply. See freetafe.vic.gov.au

ENGINEERING

CERTIFICATE II IN ENGINEERING STUDIES



Course code: 22470VIC

Direct entry / February and July intake

This pre-apprenticeship course is designed for those wishing to enter the engineering industry. You will gain hands on practical experience, work skills and a broad understanding of engineering competencies, enabling you to make a better informed choice in the selection of engineering career paths.

DURATION

Full-time: 15 weeks

SELECTION PROCESS

You will need to attend an interview and undertake a Language, Literacy and Numeracy (LLN) assessment.

CAREER OPPORTUNITIES

Employers regularly contact Bendigo TAFE seeking successful pre-apprentices to fill apprenticeship roles within their organisations.

FURTHER STUDY OPTIONS

You may wish to continue your studies in the Certificate III in Engineering – Mechanical Trade (MEM30205), Fabrication Trade (MEM30305) and Technical Trade (MEM30505).

PREREQUISITES

You need to have satisfactory language, literacy and numeracy skills and be at least 15 years old when you apply.

Core Units

Perform computations	MEM12024A
Apply principles of Occupational Health & Safety in work environment	MEM13014A
Organise and communicate information	MEM16006A
Interact with computing technology	MEM16008A
Use hand tools	MEM18001C
Use power tools/hand held operations	MEM18002B
Participate in environmentally sustainable work practices	MSAENV272B
Develop an individual career plan for the engineering industry	VU20909
Produce basic engineering sketches and drawings	VU20910
Handle engineering materials	VU20911
Apply 5S procedures	MSS402040A

Information about elective units can be found online.

ENROL NOW

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CARPENTRY

CERTIFICATE II IN BUILDING AND CONSTRUCTION PRE-APPRENTICESHIP



Course code: 22338VIC

Direct entry / February and July intake

This course is ideal for school leavers or those who wish to gain an apprenticeship or otherwise obtain valuable skills in the construction industry. You will gain the skills necessary to start a carpentry apprenticeship, including learning methods of construction, scaffolding, hand and power tools and workplace communication.

DURATION

Full-time: 16 weeks

PREREQUISITES

You need to have satisfactory language, literacy and numeracy skills and be at least 15 years old when you apply. You may also apply if you have satisfactorily completed VCE or an approved equivalent course. You must also be comfortable working at heights.

SELECTION PROCESS

You will need to attend an interview and undertake a Language, Literacy and Numeracy (LLN) assessment.

CAREER OPPORTUNITIES

Labourer, Carpentry Apprenticeship.

FURTHER STUDY OPTIONS

On successful completion of the course you will be ideally placed to enter into a training agreement with an employer for an apprenticeship Certificate III in Carpentry (CPC30211).

Core Units

Work effectively and sustainably in the construction industry	CPCCCM1012A
Conduct workplace communication	CPCCCM1014A
Carry out measurements and calculations	CPCCCM1015A
Apply basic levelling procedures	CPCCCM2006
Apply OHS requirements, policies and procedures in the construction industry	CPCCOHS2001A
Prepare to work safely in the construction industry	CPCCWHS1001
Provide basic emergency life support	HLTAID002
Prepare for work in the building and construction industry	VU22014
Interpret and apply basic plans and drawings	VU22015
Erect and safely use working platforms	VU22016

Information about elective units can be found online.

ENROL NOW

Free TAFE priority course*



VCAL - VICTORIAN CERTIFICATE OF APPLIED LEARNING – FOUNDATION



Course code: VCALFND001

Direct entry / Rolling enrolments

VCAL is a recognised senior secondary certificate of education. You will develop knowledge and employability skills, with a strong emphasis on literacy and numeracy. It also gives you the relevant preparatory skills to develop and extend meaningful pathways for employment and/or further education.

DURATION

Full-time: 1 year

Part-time: 2 years

SELECTION PROCESS

Individual interview.

Minimum 15 years of age.

Attendance at an information session.

CAREER OPPORTUNITIES

The skills developed in this course are aimed at assisting with further study options or employment.

FURTHER STUDY OPTIONS

Victorian Certificate of Applied Learning (VCAL) Intermediate (VCALINT001).

ENROL NOW

VCAL - VICTORIAN CERTIFICATE OF APPLIED LEARNING - INTERMEDIATE



Course code: VCALINT001

Direct entry / Rolling enrolments

This course provides independent, autonomous learning and work planning (under supervision). It teaches you confidence and a high level of transferable skills to develop and extend meaningful pathways for employment and/or further education for young people, aged 15 and above.

DURATION

Full-time: 1 year

Part-time: 2 years

SELECTION PROCESS

Individual interview.

Attendance at an information session.

CAREER OPPORTUNITIES

The skills developed in this course are aimed at assisting with further study options or employment.

FURTHER STUDY OPTIONS

Victorian Certificate of Applied Learning (VCAL) Senior (VCALSEN001). You may also enrol in other courses of interest such as a VETiS course or a Certificate II level course to fast track your VCAL program.

ENROL NOW

VCAL - VICTORIAN CERTIFICATE OF APPLIED LEARNING – SENIOR



Course code: VCALSEN001

Direct entry / Rolling enrolments

At senior level, learning is considered to be independent with regard to planning and work activities, whilst under supervision. Development of knowledge and employability skills lead to independent learning, confidence and a high level of transferable skills to extend meaningful employment pathways and/or further education for young people aged 15 and above.

DURATION

Full-time: 1 year

Part-time: 2 years

SELECTION PROCESS

Individual interview.

Attendance at an information session.

CAREER OPPORTUNITIES

The skills developed in this course are aimed at assisting with further study options or employment.

FURTHER STUDY OPTIONS

Students completing VCAL Senior can take their studies further with Certificate level vocational training courses, or enrol into a pre-apprenticeship or apprenticeship.

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INDIGENOUS STUDIES

CERTIFICATE II IN ABORIGINAL AND TORRES STRAIT ISLANDER CULTURAL ARTS



Course code **CUA20415**

Direct entry

This course builds on basic knowledge and skills gained in the certificate I and extends knowledge to develop an understanding of your own Aboriginal and Torres Strait Islander identity.

DURATION

Full-time: 1 year

Part-time: 2 years

PREREQUISITES

You must be at least 15 years old to apply.

Core Units

Contribute to health and safety of self and others	BSBWHS201
Use basic drawing techniques	CUAACD101
Develop understanding of own Aboriginal or Torres Strait Islander identity	CUAATS101
Make simple creative work	CUAPPR201
Source and use information relevant to own arts practice	CUARES202

ENROL NOW



The Indigenous Education Centre at Bendigo TAFE is a cultural and spiritual centre bringing together Indigenous cultures from across Victoria. Our award winning and nationally accredited indigenous courses are a culmination of our commitment to the integration of the indigenous culture in everything we do. Our teachers and staff have created a safe and nurturing environment where you can study a variety of courses. From our dedicated facilities and industry recognised courses to the flexibility and delivery of our programs, when you study at Bendigo TAFE your needs are at the forefront of everything we do.

TEACHER TRAINING

CERTIFICATE IV IN TRAINING AND ASSESSMENT



Course code TAE40116

Direct entry / February, April, July and September intakes

If you love interacting with people and you're passionate about what you do, why not take the next step in your career and become a professional trainer. This training and assessment course is designed to develop your skills and knowledge to perform the role of trainer, facilitator or assessor in the workplace and in Registered Training Organisations (RTOs).

Achievement of this qualification or an equivalent by trainers and assessors is a requirement of the Standards for Registered Training Organisations (RTOs) 2015.

DURATION

Part-time: 9 months

SELECTION PROCESS

Apply online.

To be selected for this course, you will need to attend a course information session, submit a pre-course interview document and undertake a Pre-training Review including Language, Literacy and Numeracy (LLN) assessment to ensure that this training is suitable and appropriate for you.

ENTRANCE REQUIREMENTS

Those entering this program must be able to demonstrate vocational competency in their proposed teaching and assessing area. Vocational competency is defined as broad industry knowledge and experience, and may include, but is not limited to, holding a relevant unit of competency or qualification. To enable successful completion of the program, students are advised prior to enrolment to have:

- At least 3 years' experience in a vocational area they intend to teach.
- Sufficient language and literacy skills to write a range of documentation - ASCF level 4.
- Good communication and interpersonal skills - ASCF level 4.
- A good working knowledge of computer programs eg: MS Office, Email and Internet research.

For those potential students wanting to enrol in this course, you will need to:

- Complete a pre-training review to determine your level in reading, writing, oral communication and numeracy skills. An ACSF level 4 is required to be achieved by students wishing to undertake the course.
- Have access to a training environment or simulated training environment in which to conduct your workplace projects.
- Have access to the internet and a knowledge of search engines.
- Have a minimum of three years vocational experience in your area of expertise.
- Applicants will also need to complete a 'Pre Course Interview' document and provide their current CV at the Certificate IV in Training and Assessment (TAE40116) Information session.

People with prior experience in training and assessment should enquire about Recognition of Prior Learning (RPL).

CAREER OPPORTUNITIES

This qualification provides the skills for workplace trainers in the delivery and assessment of a variety of courses including short courses.

Possible job titles and roles relevant to this qualification include:

- Enterprise Trainer
- Enterprise Assessor
- Registered Training Organisation (RTO) Trainer
- RTO Assessor
- Training Adviser or Training Needs Analyst
- Vocational Education Teacher.

FURTHER STUDY OPPORTUNITIES

After completion of the Certificate IV in Training and Assessment (TAE40116) qualification, students willing to further their studies, can move onto the level 5 Diploma of Vocational Education and Training (TAE50116) qualification.

Core Units

Plan assessment activities and processes	TAEASS401
Assess competence	TAEASS402
Participate in assessment validation	TAEASS403
Design and develop assessment tools	TAEASS502
Plan, organise and deliver group-based learning	TAEDEL401
Plan, organise and facilitate learning in the workplace	TAEDEL402
Design and develop learning programs	TAEDES401
Use training packages and accredited courses to meet client needs	TAEDES402
Address Adult Language, Literacy and Numeracy Skills	TAEELN411

ENROL NOW



ENGLISH LANGUAGE

We offer a range of English language courses to help build upon the student's skills to explore work options and access pathways for further studies. You may be eligible for AMEP funding for these courses.

The AMEP is a settlement and employment program funded by the Australian Governments Department of Education and Training under which eligible migrants can receive up to 510 hours of free English classes to help them successfully and confidently participate socially and economically in Australian society.

SELECTION PROCESS

Interview and assessment.

PREREQUISITES

You will need to attend an interview to determine that the course is suitable and appropriate for you.

CAREER OPPORTUNITIES

These courses aim to prepare you with the English language skills needed to continue to other ESL or vocational courses at a higher level or to find work.

FURTHER STUDY OPPORTUNITIES

On successful completion, you may continue to other English language courses at a higher level. Certificate III prepares you for entry to vocational education and training in TAFE or tertiary institutions and the Certificate IV prepares you for study at a tertiary level.

COURSE IN PRELIMINARY SPOKEN & WRITTEN ENGLISH



Course code 10725NAT

Direct Entry / Rolling enrolments

DURATION

Full-time: 6 months

Eligible for the Adult Migrant English Program (AMEP) funding.

Core Units

Develop preliminary English vocabulary for settlement	SWEDEV001
Engage in very short dialogues	SWEESD001
Read a very limited range of words and very simple texts	SWERST001
Begin to read and write the English alphabet	SWERWA001
Write a limited range of words and very simple sentences	SWEWWS001

CERTIFICATE I IN SPOKEN & WRITTEN ENGLISH



Course code 10727NAT

Direct Entry / Rolling enrolments

DURATION

Full-time: 6 months

Eligible for the Adult Migrant English Program (AMEP) funding.

Youth specific classes available at our Broadmeadows campus.

Core Units

Listen to and engage in short simple social conversations	SWEELC001
Listen to and engage in short simple spoken transactions	SWEELT001
Read and write simple personal information	SWERWIO01
Read and write simple social texts	SWERWT001
Read and write simple transactional texts	SWERWT002

CERTIFICATE II IN SPOKEN & WRITTEN ENGLISH



Course code 10728NAT

Direct Entry / Rolling enrolments

DURATION

Full-time: 6 months

Part-time night: 1 year

Eligible for the Adult Migrant English Program (AMEP) funding.

Youth specific classes available at our Broadmeadows campus.

Core Units

Deliver and comprehend basic procedural spoken texts	SWEDCT001
Develop basic English vocabulary for Work, Health and Safety	SWEDVW001
Engage in and listen to basic spoken dialogues	SWEELD001
Read and write basic story texts	SWERWT005
Read and write basic factual texts	SWERWT007

CERTIFICATE III IN SPOKEN & WRITTEN ENGLISH



Course code 10729NAT

Direct Entry / Rolling enrolments

DURATION

Full-time: 6 months

Eligible for the Adult Migrant English Program (AMEP) funding.

Youth specific classes available at our Broadmeadows campus.

Core Units

Comprehend and participate in routine formal spoken exchanges	SWELPE001
Comprehend and participate in routine informal spoken exchanges	SWELPE002
Read and listen to the news	SWERLN001
Read and write routine social texts	SWERWT008
Read and write routine further study texts	SWERWT011

CERTIFICATE IV IN SPOKEN & WRITTEN ENGLISH – FURTHER STUDIES



Course code 10730NAT

Direct Entry / Rolling enrolments

DURATION

Full-time: 6 months

Eligible for the Adult Migrant English Program (AMEP) funding.

Core Units

Apply grammar skills for further study writing	SWEAGS001
Apply and modify pronunciation skills	SWEAMP001
Apply summarising and paraphrasing skills for further study	SWEASP001
Listen and take notes in presentations for further study	SWELNP001
Participate in a tutorial	SWEPAT001
Write reports for further study	SWEWFS001

Enrol now at bendigotafe.edu.au



SHORT COURSES

CONSTRUCTION INDUCTION (WHITE CARD)



Course code: B43C101

BUILDING AND CONSTRUCTION

All people performing construction work in Victoria require proof that they have completed an OHS Construction Induction Course. This Bendigo TAFE course allows successful students to receive a WorkSafe Construction Induction Card, the cost of which is included in the price of the course.

ACCREDITATION

This course contains nationally or state accredited units.

DESCRIPTION

The course covers personal awareness of OHS legislative requirements and the basic principles of risk management and prevention of injury and illness in the construction industry.

HOW TO APPLY

Online application direct to Bendigo TAFE.

FURTHER STUDY OPPORTUNITIES

Bendigo TAFE offers a wide range of further study options across the construction trades.

ENROL NOW

TESTING AND TAGGING



Course code: B340ELO5

ELECTRICAL AND REFRIGERATION

This program enables owners of approved testing and tagging devices or equipment to become competent to test and tag their own and other peoples electrical equipment. It enables holders to comply with the Australian Standard applying to the carrying out of mandatory routine testing and tagging of portable electrical items and leads.

ACCREDITATION

This course is internally accredited by Bendigo TAFE.

DESCRIPTION

Ideal for people in the following situations: Owner/operators of motels, hotels, caravan parks, office administrators, maintenance personnel at hospitals, aged care facilities, schools, clubs, office-based, light industrial electrical items. People wishing to test in-house portable electrical equipment and people wishing to set up an electrical appliance testing business. The program satisfies the Australian Standard for testing and tagging of electrical equipment and leads (AS/NZS 3760) requiring regular equipment testing and tagging.

HOW TO APPLY

Online application direct to Bendigo TAFE.

KEY STUDY AREAS

Occupational Health and Safety principles and testing procedures, basic electrical terminology, understanding electrical values, surge arrestors, flexible cords and power boards the ability to identify common cable types and develop basic skills in testing and tagging using portable appliance testers. For upcoming courses call **1300 554 248**.

ENROL NOW



Prepare to become A POLICE OFFICER



Victoria Police are currently recruiting for over 3,000 new officers over the next four years. Want to be one of them?

Our preparation course will give you the confidence to take the test successfully the first time!

- Improve your English, maths, reasoning and digital skills with our small interactive classes as well as helpful and experienced instructors.
- Extra sessions to help improve your maths in the areas needed for the exam.
- Courses finish in the week leading up to scheduled Police exams so the study and preparation is fresh in your mind.

APPLY NOW

9098 2336 | bendigotafe.edu.au/police-exam

We want you to succeed

PREPARE YOURSELF FOR THE AUSTRALIAN DEFENCE FORCE



Didn't finish year 10 or don't have the grades required for joining The Australian Defence Force? Complete our Certificate II in General Education for Adults (22473VIC) in just 24 weeks and get the confidence for your Australian Defence Force Application.

APPLY NOW

bendigotafe.edu.au/armyready

YOUR LOCAL TAFE *in the heart of Echuca*



EXPERIENCE DAYS: GET A TASTE OF THE TAFE LIFESTYLE



KANGAN INSTITUTE

Thursday 16 May	Richmond
Thursday 30 May	Broadmeadows
Thursday 13 June	Docklands
Thursday 27 June	Moonee Ponds
Thursday 1 August	Docklands
Tuesday 6 August	Broadmeadows
Thursday 29 August	Richmond

BENDIGO TAFE

Thursday 23 May	Bendigo City
Thursday 23 May	Charleston Road
Friday 24 May	Echuca
Thursday 22 August	Bendigo City
Thursday 22 August	Charleston Road

The information printed in this publication is correct at the time of printing (April 2019).

Every effort has been made to ensure details are correct and accurate, however Bendigo TAFE reserves the right to change information with respect to course costs, timing and selection criteria without notice. Conduct of courses is dependent on student numbers and sufficient funding.

PROUDLY TAFE

Registered Training Organisation No. 3077.
CRICOS Provider No. 01218G.

Some or all of this training is delivered with Victorian and Commonwealth Government funding.

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REGISTER ONLINE

events.kangan.edu.au/experience-days-2019

events.bendigotafe.edu.au/experience-days-2019

1300 976 977 ■ bendigotafe.edu.au/echuca