



**tafesa**



Government of  
South Australia



# 2019 SHORT COURSES FOR SCHOOL STUDENTS

# OVERVIEW

This booklet provides a selection of the courses available for school students to attend at TAFE SA campuses across SA. Should your school wish to register students to participate in any of the courses in this document, register directly with the TAFE SA program area, and note the terms and conditions.

Individual program contacts can also provide further details of specific courses.

We value your feedback. Please see the link at the bottom of each course page to provide feedback either before or after the course is run.

Alternatively, should you wish to provide any other feedback at any time please do so through the following link: [surveymonkey.com/r/schoolshortcoursesfeedback](https://surveymonkey.com/r/schoolshortcoursesfeedback)

Your feedback is welcome and will assist us to continuously improve.

## **CUSTOMISATION**

If the course you want is not listed within this document, talk to us about customising something for your students.

Email [schoolshortcourses@tafesa.edu.au](mailto:schoolshortcourses@tafesa.edu.au)

## **TERMS AND CONDITIONS**

### **REGISTRATION OF STUDENTS IN A COURSE**

- > Registration is essential.
- > School VET coordinators should register students directly with the program contact.
- > Selection details are listed where relevant.
- > Minimum and maximum numbers for each course apply. The program contact will be able to provide more details.

### **DELIVERY AND ASSESSMENT METHODOLOGIES**

- > Delivery and assessment methodologies differ for each course.
- > Generally, delivery and assessment will involve a combination of attendance, practical and theoretical activities, and home assignments.
- > Further information about specific course delivery and assessment can be obtained from the program contacts listed.

## **COURSE OUTCOMES AND PATHWAYS**

- > General information about course outcome and pathways is included on the relevant courses page. Further details can be obtained from the program contact listed.

## **RESULTS**

- > Students will be informed of results.
- > Results will be issued to the school through the VET coordinator at the designated resulting times published on the web.

## **FEES AND PAYMENT**

- > Fees for each course are listed.
- > Invoices for the full fee amount will be issued to the student's school and sent to the school VET coordinator.
- > School VET coordinators will be required to authorise an "Agreement for Payment of Student Fees" form to confirm enrolment. This form will be sent to the school by the program contact upon registration.
- > An invoice will not be generated until minimum numbers for the course are confirmed.
- > Generally, once the course has commenced there is no refund of course fees. Further details can be obtained from the program contact listed.

# OVERVIEW cont.

## DUTY OF CARE

- > Students who participate in any of these courses remain under the duty of care of the school.
- > Where possible, the program contact will liaise with the school regarding absentee students.
- > For any other specific queries or concerns, liaise with the program contact listed on the relevant course page.
- > Students rights and responsibilities:
  - > Students and staff at TAFE SA have a right to work and study in an environment free from harassment, discrimination or threatening behaviour.
  - > Students that enrol at TAFE SA must agree to accept and abide by the policies and procedures, follow the rules and regulations and participate in studies as directed by the program area.

Further details about student rights and responsibilities are available on the TAFE SA website including:

- > access and equity
- > child protection
- > complaints
- > copyright
- > discrimination
- > harassment
- > health and safety
- > internet user agreement
- > participation
- > plagiarism and cheating
- > racism
- > sexual harassment
- > student code of behaviour
- > student records and
- > vehicle regulations.

## SACE CREDITS

- > Some courses may attract SACE credits. Please check the SACE website for further details.

# CONTENT PAGE

## **BUSINESS, JUSTICE AND IT**

1. Pathways to Business and Administration
2. Start Your Own Business – Legal, Compliance and Risk
3. Start Your Own Business – Resources and Finance
4. Start Your Own Business – Marketing
5. Introduction to C# Programming
6. Microsoft Excel Intermediate
7. Web Design Taster

## **PRIMARY INDUSTRIES, ANIMAL AND LABORATORY SCIENCES**

8. Introductory Shearing and Wool-Handling Schools
9. Working with Animals (off campus)
10. Working with Animals (on campus)
11. Caring for Animals
12. Beekeeping for Beginners

## **FASHION**

13. Introduction to Fashion Styling 1
14. Introduction to Fashion Styling 2

## **HAIR AND BEAUTY**

15. Introduction to Hair and Beauty
16. Hair and Make-up Directions
17. Nail It
18. Barbering Shorts
19. Make-up
20. Make-up for Photography
21. Spray Tanning
22. Hair and Beauty Holiday Course
23. Instagram Make-up Looks
24. Zombie and Halloween Make-up
25. Beach Waves and Hot Tools

## **MINING, ENGINEERING AND TRANSPORT**

26. Intro to Computer Aided Design (CAD) – Defence focus
27. Work Zone Traffic Management
28. Conduct Front End Loader Operations
29. Conduct Skid Steer Operations
30. Operate a Forklift
31. Basic Mineral Exploration Techniques
32. Basic Field Geology
33. Remote Area Navigation
34. Introduction to Fitting and Machining
35. Introduction to Welding

## **BUILDING AND CONSTRUCTION**

36. National White Card
37. Elevated Work Platform – Yellow Card
38. Work Safely at Heights and Confined Space Awareness
39. Introduction to Interior Decoration
40. Colour Studies
41. Draw to Communicate
42. 2D and 3D Design
43. Painting and Decorating

## **HOSPITALITY, COOKERY AND FOOD PROCESSING**

44. Responsible Services of Alcohol
45. Cafe Culture
46. Espresso Coffee Making
47. World of Bartending
48. Introduction to Breadmaking – Royal Adelaide Show
49. Intro to Bread Baking
50. Intro to Cake Making
51. Hot Cross Bun Making
52. Intro to Biscuit Making
53. Intro to Pastry Making (Sweet – Short)
54. Intro to Pastry Making (Savoury – Puff)
55. Intro to Creative Cupcakes
56. Intro to Cake Decoration
57. Intro to Chocolate Making

## **COMMUNITY SERVICES, HEALTH AND LIFESTYLE**

58. Leadership – High Ropes
59. Provide First Aid
60. Cardiopulmonary Resuscitation (CPR)

## Pathways to Business and Administration

Would you like to work as an administrative support person?

Want to gain the administrative skills and knowledge to work in a wide range of industry areas?

Are you keen to commence a pathway to further study in a range of business, business administration or health administration qualifications?

Are you keen to commence a pathway to a university degree and gain SACE points?

If so, you can study a single course or multiple courses concurrently offered at various locations around SA. You will learn Microsoft Office skills (computing), business recordkeeping, work health safety, customer service, communication and more.

### COURSE DATES

Negotiable – as arranged with schools.

### COURSE COMPETENCIES

Competencies delivered from Certificate II in Business (BSB20115) and Certificate II in Health Support Services (HLT23215).

National Code	Unit Name	Nominal Hours
BSBWHS201	Contribute to health and safety of self and others	20
BSBIND201	Work effectively in a business environment	30
BSBINM201	Process and maintain workplace information	30
BSBINM202	Handle mail	15
BSBCMM201	Communicate in the workplace	40
BSBITU201	Produce simple word processed documents	60
BSBITU203	Communicate electronically	20
BSBSUS201	Participate in environmentally sustainable work practices	20
BSBWOR202	Organise and complete daily work activities	20
BSBWOR203	Work effectively with others	15
BSBWOR204	Use business technology	20

### TRAINING FORMAT

Blended

### FEES

\$130 per unit per student

### SELECTION CRITERIA

Students in year 11 and 12

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### OTHER DETAILS

- > Access to computer and appropriate software essential if studying online
- > Students will be required to have their own USB and stationery (note pads/pens)

### COURSE LOCATION

Various

### CONTACT

E [bjit\\_shortcourse@tafesa.edu.au](mailto:bjit_shortcourse@tafesa.edu.au)

## Start Your Own Business – Legal, Compliance and Risk

Students in this course would be interested in starting up their own business at some point in the future. This could entail taking over a family business, buying a business or working for themselves after completion of a traineeship, apprenticeship or further training. This block looks at the legal and risk requirements and restrictions involved in starting up a small business.

The areas that are covered in this block are:

- > your preferred legal structure.
- > the legal and regulatory constraints for your structure and business idea.
- > setting up at home.
- > taxation and insurance.
- > compliance and risk minimisation procedures.

This course is one building block of the five that make up the full Certificate III in Micro Business Operations (BSB30315).

### COURSE DATES

Negotiable – as arranged with schools.

### COURSE COMPETENCIES

Competencies delivered from Certificate III in Micro Business Operations (BSB30315).

National Code	Unit Name	Nominal Hours
BSBSMB305	Comply with regulatory, taxation and insurance requirements for the micro business	45
BSBSMB306	Plan a home-based business	25
<b>Total hours</b>		<b>70</b>

### TRAINING FORMAT

Blended

### FEES

\$270 per student  
 Minimum 10 – maximum 15 students  
 Additional lecturer travel costs may apply

### SELECTION CRITERIA

Students in year 11 and 12

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### OTHER DETAILS

Access to computer and appropriate software essential

### COURSE DURATION

Three full days or six three hour sessions

### COURSE LOCATION

Various

### CONTACT

E [bjit\\_shortcourse@tafesa.edu.au](mailto:bjit_shortcourse@tafesa.edu.au)

## Start Your Own Business – Resources and Finance

Students in this course would be interested in starting up their own business at some point in the future. This could entail taking over a family business, buying a business or working for themselves after completion of a traineeship, apprenticeship or further training. This block looks at the financial planning and requirements involved in starting up a small business.

The areas that are covered in this block are:

- > how much will you need and where will you get it.
- > estimating costs.
- > setting prices, forecasting sales and projecting profit.
- > controlling cash flow.

This course is one building block of the five that make up the full Certificate III in Micro Business Operations (BSB30315).

### COURSE DATES

Negotiable – as arranged with schools.

### COURSE COMPETENCIES

Competencies delivered from Certificate III in Micro Business Operations (BSB30315).

National Code	Unit Name	Nominal Hours
BSBSMB303	Organise finances for the micro business	50
BSBSMB304	Determine resource requirements for the micro business	30
<b>Total hours</b>		80

### TRAINING FORMAT

Blended

### FEES

\$270 per student  
 Minimum 10 – maximum 15 students  
 Additional lecturer travel costs may apply

### SELECTION CRITERIA

Students in year 11 and 12

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### OTHER DETAILS

Access to computer and appropriate software essential

### COURSE DURATION

Three full days or six three hour sessions

### COURSE LOCATION

Various

### CONTACT

E [bjit\\_shortcourse@tafesa.edu.au](mailto:bjit_shortcourse@tafesa.edu.au)

## Start Your Own Business – Marketing

Students in this course would be interested in starting up their own business at some point in the future. This could entail taking over a family business, buying a business or working for themselves after completion of a traineeship, apprenticeship or further training. This block looks at the market research and promotional aspects involved in starting up a small business.

The areas that are covered in this block are:

- > understanding your customers.
- > developing and maintaining business networks and relationships.
- > fundamental marketing lessons everyone needs to learn.
- > marketing mix – appealing to your most profitable customers.
- > writing a practical promotions plan.

This course is one building block of the five that make up the full Certificate III in Micro Business Operations (BSB30315).

### COURSE DATES

Negotiable – as arranged with schools.

### COURSE COMPETENCIES

Competencies delivered from Certificate III in Micro Business Operations (BSB30315).

National Code	Unit Name	Nominal Hours
BSBREL401	Establish networks	35
BSBSMB403	Market the small business	50
<b>Total hours</b>		<b>85</b>

### TRAINING FORMAT

Blended

### FEES

\$360 per student  
 Minimum 10 – maximum 15 students  
 Additional lecturer travel costs may apply

### SELECTION CRITERIA

Students in year 11 and 12

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### OTHER DETAILS

Access to computer essential

### COURSE DURATION

Four full days or eight three hours sessions

### COURSE LOCATION

Various campuses

### CONTACT

E [bjit\\_shortcourse@tafesa.edu.au](mailto:bjit_shortcourse@tafesa.edu.au)



## **Introduction to C# Programming**

An introduction to Microsoft Visual Studio C#.NET programming language. Develop small console based programs, covering array processing and file handling including reading and writing text data files.

### **COURSE COMPETENCIES**

This course is non accredited

### **TRAINING FORMAT**

On campus

### **FEES**

\$299 per student

### **SELECTION CRITERIA**

Students in year 11 or 12

### **OTHER DETAILS**

Computer skills required

### **COURSE DURATION**

Two days per week, 9.00am – 4.00pm

### **COURSE DATES**

February 2019

### **COURSE LOCATION**

TAFE SA Barossa Valley, Tea Tree Gully and Noarlunga

### **CONTACT**

E [it.studies@tafesa.edu.au](mailto:it.studies@tafesa.edu.au)

## **Microsoft Excel Intermediate**

Be exposed to the added features of Microsoft Excel spreadsheets. You will develop a yearly budget and create scenarios depending on specific data and protect data/worksheets using formulas, absolute referencing, range naming, 'what if' scenarios, data validation, display formulas, display comments, filter data, import data from a database (Microsoft Access).

### **COURSE COMPETENCIES**

This course is non accredited

### **TRAINING FORMAT**

On campus

### **FEES**

\$199 per student

### **OTHER DETAILS**

Computer skills required

### **COURSE DURATION**

One day, 9.30am – 4.30pm

### **COURSE DATES**

February 2019

### **COURSE LOCATION**

TAFE SA Barossa Valley, Elizabeth, Tea Tree Gully and Noarlunga

### **CONTACT**

E [it.studies@tafesa.edu.au](mailto:it.studies@tafesa.edu.au)

## **Web Design Taster**

An introductory course to expose you to Hypertext Markup language (4HTML5). You will develop a 3-page website using Notepad++, 4HTML5 code – Hyperlinks, tables, lists, HTML Validation. CSS code (Cascading stylesheets) – containers, headers/footers, navigation bars, content sections, website formatting, image placement and sizing, CSS validation.

### **COURSE COMPETENCIES**

This course is non accredited

### **TRAINING FORMAT**

On campus

### **FEES**

\$299 per student

### **OTHER DETAILS**

Computer skills required

### **COURSE DURATION**

Two days, 9.30am – 4.30pm

### **COURSE DATES**

February 2019

### **COURSE LOCATION**

TAFE SA Elizabeth and Noarlunga

### **CONTACT**

E [it.studies@tafesa.edu.au](mailto:it.studies@tafesa.edu.au)

## Introductory Shearing and Wool-Handling Schools

This is an introductory course which provides highly sought-after practical skills for the shearing environment, enabling you to become employable as a learners in commercial wool harvesting operations throughout Australia. You will learn about a range of skills such as penning up of sheep for shearing, requirements specific to shearing and wool handling, and using equipment such as grinding combs, cutters and setting up a handpiece.

### COURSE COMPETENCIES

Competencies delivered from Certificate II in Shearing (AHC21316) and Certificate II in Wool Handling (AHC21416).

National Code	Unit Name	Nominal Hours
AHCWHS201	Participate in Work Health and Safety processes	20
AHCSHG210	Undertake basic shearing and crutching	20
AHCSHG206	Prepare handpiece and downtube for machine shearing	20
AHCSHG203	Shear sheep to novice level	160
AHCSHG205	Grind combs and cutters for machine shearing	20
AHCWOL201	Pen sheep	10
AHCWOL202	Perform board duties	80
AHCLSK217	Apply animal welfare principles to handling and husbandry of livestock	40

### COURSE LOCATION AND DATES

- > Nadda (via Loxton) – February
- > Willalooka – February
- > Marrabel – February/March
- > Penong – March
- > North Shields (near Port Lincoln) – April
- > Pinnaroo / Lameroo – May
- > Roseworthy – May
- > Willalooka (Pinindi) – July
- > Elliston – July
- > Karoonda – July/August
- > Langhorne Creek – August
- > Ki Ki – August
- > Maro Creek (via Snowtown) – August
- > Wudinna – August
- > Curramulka (Yorke Peninsula) – September
- > Furner – October/November

### TRAINING FORMAT

Off-site workplace

### FEES

- > Approximately \$450 per student, subject to change
- > Students must supply meals and accommodation at own expense

### SELECTION CRITERIA

Students must be 16 years of age

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### OTHER DETAILS

- > Participating students to wear comfortable clothing, long trousers and closed-in shoes
- > No prior experience with animals required

### COURSE DURATION

Five day workshop.  
Monday – Friday 8.00am – 5.00pm

### CONTACT

E wool@tafesa.edu.au

## Working with Animals (off campus)

This course is designed to provide students with general animal care information, whilst also providing pathways to further training.

Practical activities will include companion animal handling, basic first aid for animals and simulated work activities.

### COURSE COMPETENCIES

Competencies delivered from Certificate II in Animal Studies (ACM20117).

National Code	Unit Name	Nominal Hours
ACMGAS201	Work in the animal care industry	30
ACMGAS202	Participate in workplace communications	20
ACMGAS203	Complete animal care hygiene routines	30
ACMGAS204	Feed and water animals	40
ACMGAS205	Assist in the health care of animals	40
ACMGAS206	Provide basic first aid for animals	30
ACMGAS207	Provide reception services for an animal care facility	30
ACMGAS209	Provide information on companion animals, products and services	40
ACMWS201	Participate in workplace health and safety processes	40
ACMGAS208	Source information for animal care needs	40
ACMSUS201	Participate in environmentally sustainable work practices	20
SIRRRTF001	Balance and secure point-of-sale terminal	20
<b>Total hours</b>		<b>380</b>

### COURSE DATES

- > Semester 1 (February – June)
- > Semester 2 (July – November)

### TRAINING FORMAT

Off campus and online

### FEES

Approximately \$1440 per student, subject to change.

### SELECTION CRITERIA

Students in year 11 and 12

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### OTHER DETAILS

- > Participating students must wear comfortable clothing and closed-in shoes.
- > Nails must be short and hair tied back.
- > Disposable laboratory gowns will be provided.
- > No prior experience with animals is required.
- > Handling of animals is included, therefore TAFE SA must be informed of phobias and/or allergies.

### COURSE DURATION

16 weeks

### COURSE LOCATION

TAFE SA Gilles Plains

### CONTACT

E [vascgen@tafesa.edu.au](mailto:vascgen@tafesa.edu.au)

## Working with Animals (on campus)

This course is designed to provide students with general animal care information, whilst also providing pathways to further training.

Practical activities will include companion animal handling, basic first aid for animals and simulated work activities.

### COURSE COMPETENCIES

Competencies delivered from Certificate II in Animal Studies (ACM20117).

National Code	Unit Name	Nominal Hours
ACMGAS201	Work in the animal care industry	30
ACMGAS202	Participate in workplace communications	20
ACMGAS203	Complete animal care hygiene routines	30
ACMGAS204	Feed and water animals	40
ACMGAS205	Assist in the health care of animals	40
ACMGAS206	Provide basic first aid for animals	30
ACMGAS207	Provide reception services for an animal care facility	30
ACMGAS209	Provide information on companion animals, products and services	40
ACMWS201	Participate in workplace health and safety processes	40
ACMGAS208	Source information for animal care needs	40
ACMSUS201	Participate in environmentally sustainable work practices	20
SIRRRTF001	Balance and secure point-of-sale terminal	20
<b>Total hours</b>		<b>380</b>

### COURSE DATES

- > Semester 1 (February – June)
- > Semester 2 (July – November)

### TRAINING FORMAT

On campus

### FEES

Approximately \$1440 per student, subject to change.

### SELECTION CRITERIA

Students in year 11 and 12

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### OTHER DETAILS

- > Participating students must wear comfortable clothing and closed-in shoes.
- > Nails must be short and hair tied back.
- > Disposable laboratory gowns will be provided.
- > No prior experience with animals is required.
- > Handling of animals is included, therefore TAFE SA must be informed of phobias and/or allergies.

### COURSE DURATION

16 weeks

### COURSE LOCATION

TAFE SA Gilles Plains

### CONTACT

E [vascgen@tafesa.edu.au](mailto:vascgen@tafesa.edu.au)

## Caring for Animals

This course is designed to provide students with general animal care information, whilst also providing pathways to further training.

Practical activities will include companion animal handling, cleaning and feeding.

### COURSE COMPETENCIES

Competencies delivered from Certificate I in Animal Studies (ACM10117).

National Code	Unit Name	Nominal Hours
ACMGAS101	Investigate job opportunities in animal care and related industries	10
ACMGAS202	Participate in workplace communications	20
ACMGAS102	Catch and handle a range of quiet animals	40
ACMGAS103	Assist in the care of animals	40
ACMWHS201	Participate in workplace health and safety processes	40
ACMGAS210	Prepare for and conduct a tour or presentation	30
ACMSUS201	Participate in environmentally sustainable work practices	20
<b>Total hours</b>		<b>200</b>

### TRAINING FORMAT

On campus

### FEES

\$810 per student

### SELECTION CRITERIA

Students in year 10, 11 or 12

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### OTHER DETAILS

- > Participating students must wear comfortable clothing and closed-in shoes.
- > Nails must be short and hair tied back.
- > Disposable laboratory gowns will be provided.
- > No prior experience with animals is required.
- > Handling of animals is included, therefore TAFE SA must be informed of phobias and/or allergies.

### COURSE DURATION

Nine weeks, one/two days per week  
Monday and Thursday, 9.15am – 4.30pm

### COURSE DATES

14 October to 18 November 2019

### COURSE LOCATION

TAFE SA Gilles Plains

### CONTACT

E [vascgen@tafesa.edu.au](mailto:vascgen@tafesa.edu.au)

## Beekeeping for Beginners

Did you know that bees are some of the most hard working and important creatures on earth? Bees pollinate our plants and play a vital role in sustaining our planet's eco systems, and backyard beekeeping is an exciting way to help our bee populations thrive.

If you're looking to get into beekeeping this short course is just for you.

The course will cover a range of topics including:

- > introducing new hives.
- > potential pests and diseases.
- > honey extraction.
- > the legal requirements of keeping bees.

### COURSE COMPETENCIES

This course is non accredited

### TRAINING FORMAT

On campus

### FEES

\$176 per student

Per student price based on a group of 15 students. Group prices can be negotiated.

### SELECTION CRITERIA

Students in year 11 or 12

### OTHER DETAILS

We will supply all required equipment, including beekeeping suits and gloves.

### COURSE DURATION

Two days, Thursday and Friday  
9.00am – 3.00pm

### COURSE DATES

Term 1, February – April  
Term 4, October – December

### COURSE LOCATION

TAFE SA Urrbrae

### CONTACT

E [vascgen@tafesa.edu.au](mailto:vascgen@tafesa.edu.au)



## Introduction to Fashion Styling 1

This course introduces you to the creative world of fashion.

You will learn some fashion design and colour theory before exploring photography, styling for individuals and catwalk, use computer technology to create fashion storyboards and participating in the coordination of a fashion event.

### COURSE COMPETENCIES

Competencies delivered from Advanced Diploma of Applied Fashion Design and Merchandising (MST60116).

National Code	Unit Name	Nominal Hours
MSTFD2005	Identify design process for fashion designs	40
LMTGN2009B	Operate computing technology in a textiles, clothing and footwear workplace	50
SIRRMER516	Style merchandise for photography	45
MSTFD5003	Analyse fit model	40
SITXEVT401	Plan in-house events or functions	40
<b>Total hours</b>		<b>215</b>

### TRAINING FORMAT

On campus

### FEES

\$1550 per student

### SELECTION CRITERIA

Open to students in year 10, 11 and 12

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

16 weeks, one day per week for one full semester, 9.00am – 3.30pm

### COURSE DATES

- > Semester 1, February – June
- > Semester 2, July – November

### COURSE LOCATION

TAFE SA Adelaide City

### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

## Introduction to Fashion Styling 2

This course follows on from **Introduction to Fashion Styling 1** and continues your fashion styling journey.

You will learn how to promote yourself as a fashion stylist, exploring the major influences of contemporary fashion design and styling and includes an insight into social media and styling.

Learn the basics of professional digital photography and hair and make-up design and delve into the world of fibre and fabric knowledge.

### COURSE COMPETENCIES

Competencies delivered from Advanced Diploma of Applied Fashion Design and Merchandising (MST60116).

National Code	Unit Name	Nominal Hours
BSBMKG413	Promote products and services	40
CUAPHI302	Capture photographic images	50
MSTFD4014	Identify influences on contemporary fashion designs and construction techniques	40
SIBXFAS202A	Design and apply make-up for photography	30
MSTGN2011	Identify fibres, fabrics and textiles used in the TCF industry	50
<b>Total hours</b>		210

### TRAINING FORMAT

On campus

### FEES

\$1550 per student

### SELECTION CRITERIA

Open to students in year 10, 11 and 12

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

16 weeks, one day per week for one full semester, 9.00am – 3.30pm

### COURSE DATES

Semester 1, February – June

### COURSE LOCATION

TAFE SA Adelaide City

### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

## Introduction to Hair and Beauty

This course is for those of you who would like a look at what it is to be a hairdresser or beauty therapist and the career options available.

This is a hands-on approach to an exciting career and precursor to Certificate II in Salon Assistant (SHB20216) or Certificate II in Retail Cosmetics (SHB20116).

### COURSE COMPETENCIES

Competencies delivered from Certificate II in Salon Assistant (SHB20216).

National Code	Unit Name	Nominal Hours
SIRRMER001	Produce visual merchandising displays	35
<b>Total hours</b>		35

### TRAINING FORMAT

On and off campus options available by negotiation

### FEES

\$300 per student

### SELECTION CRITERIA

Students in year 10, 11 or 12

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

Four weeks, one day per week

### COURSE DATES

- > Term 1, February – April
- > Term 2, May – July
- > Term 3, July – September
- > Term 4, October – December

### COURSE LOCATION

TAFE SA Adelaide City, Elizabeth, Mount Barker, Noarlunga, Tea Tree Gully and various locations across regional SA

### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

## Hair and Make-up Directions

A course to introduce you to the hair, beauty and make-up industry. This course will explore skin care, make-up, nails, blow-drying, braiding, long hair styling, basin services and salon skills.

From this course you can further your studies in Certificate II in Salon Assistant (SHB20216), Certificate II in Retail Cosmetics (SHB20116) or Certificate III in Make-Up (SHB30215).

### COURSE COMPETENCIES

Competencies delivered from Certificate II in Salon Assistant (SHB20216).

National Code	Unit Name	Nominal Hours
SIRRMER001	Produce visual merchandise displays	35
SIRRINV001	Receive and handle retail stock	35
<b>Total hours</b>		<b>70</b>

### TRAINING FORMAT

On and off campus options available by negotiation

### FEES

\$600 per student

### SELECTION CRITERIA

Students in year 10, 11 or 12

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

10 weeks, one day per week  
9.00am – 3.30pm

### COURSE DATES

- > Term 1, February – April
- > Term 2, May – July
- > Term 3, July – September
- > Term 4, October – December

### COURSE LOCATION

TAFE SA Adelaide City, Elizabeth, Mount Barker, Noarlunga, Tea Tree Gully and various locations across regional SA

### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

## Nail It

An introduction for those who have a passion for nails.

You will learn manicure, pedicure and how to advise on beauty services. From this course you can move into Certificate III in Nail Technology (SHB30315) where you will learn nail art, gel and acrylic nails and electric file.

### COURSE COMPETENCIES

Competencies delivered from Certificate III in Nail Technology (SHB30315).

National Code	Unit Name	Nominal Hours
SHBBNLS001	Provide manicure and pedicure services	50
SHBBCCS001	Advise on beauty products and services	30
<b>Total hours</b>		80

### TRAINING FORMAT

Off campus

### FEES

\$600 per student

### SELECTION CRITERIA

Students in year 10, 11 or 12

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

10 weeks, one day per week  
9.00am – 3.30pm

### COURSE DATES

- > Term 1, February – April
- > Term 2, May – July
- > Term 3, July – September
- > Term 4, October – December

### COURSE LOCATION

TAFE SA Adelaide City and various locations across regional SA (by negotiation)

### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

## Barbering Shorts

Want to be a barber? Come and find out about what a career in Barbering is all about from industry experts.

A hands-on course and precursor to Certificate III in Barbering (SHB30516).

### COURSE COMPETENCIES

Competencies delivered from Certificate II in Salon Assistant (SHB20216).

National Code	Unit Name	Nominal Hours
SIRRINV001	Receive and handle retail stock	35
<b>Total hours</b>		35

### TRAINING FORMAT

On campus

### FEES

\$300 per student

### SELECTION CRITERIA

Students in year 10, 11 or 12

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

10 weeks, one day per week  
9.00am – 3.30pm

### COURSE DATES

Courses starting in February, May, July, October, April, July and October

### COURSE LOCATION

TAFE SA Adelaide City and various locations across regional SA (by negotiation)

### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

## Make-up

A course for those with a passion for make-up. You will learn how to apply make-up ready for day to evening.

From this course you can further your studies by undertaking another short course or move onto Certificate III in Make-up (SHB30215).

### COURSE COMPETENCIES

Competencies delivered from Certificate II in Retail Cosmetics (SHB20116).

National Code	Unit Name	Nominal Hours
SHBBMUP002	Design and apply make-up	45
SHBBCCS001	Advise on beauty products and services	30
<b>Total hours</b>		75

### TRAINING FORMAT

On and off campus options available via negotiation

### FEES

\$600 per student

### SELECTION CRITERIA

Students in year 10, 11 or 12

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

10 weeks, one day per week  
9.00am – 3.30pm

### COURSE DATES

- > Term 1, February – April
- > Term 2, May – July
- > Term 3, July – September
- > Term 4, October – December

### COURSE LOCATION

TAFE SA Adelaide City and various locations across regional SA (by negotiation)

### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

## Make-up for Photography

A course for those who have successfully completed design and apply make-up or the makeup short course.

You will learn the skills needed to work with photographers, fashion stylists, hairdressers and media production teams. You will learn to master fashion forward techniques such as glamour and smoky eyes, as well as make-up for special events and catwalk.

From this course you can further your studies by undertaking another short course or move into Certificate III in Make-up (SHB30215).

### COURSE COMPETENCIES

Competencies delivered from Certificate III in Make-up (SHB30215).

National Code	Unit Name	Nominal Hours
SHBBMUP003	Design and apply make-up for photography	30
SHBXIND001	Comply with organisational requirements within a personal services environment	45
<b>Total hours</b>		75

### TRAINING FORMAT

On and off campus options available by negotiation

### FEES

\$600 per student

### SELECTION CRITERIA

- > Completion of the Make-Up or Design and Apply Make-up short course required
- > Open to students in year 10, 11 and 12

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

Ten weeks

### COURSE DATES

- > Term 1, February – April
- > Term 2, May – July
- > Term 3, July – September
- > Term 4, October – December

### COURSE LOCATION

TAFE SA Adelaide City and various locations across regional SA (by negotiation)

### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)



## Spray Tanning

Would you like to become fully qualified at spray tanning?

This can be the start of building your beauty skill sets allowing you to work in a beauty salon, or start your own mobile business.

From this course you can further your studies by undertaking another short course or move onto Certificate III in Beauty Services (SHB30115).

### COURSE COMPETENCIES

Competencies delivered from Certificate III in Make-up (SHB30215).

National Code	Unit Name	Nominal Hours
SHBBBOS001	Apply cosmetic tanning products	16
SHBXIND002	Communicate as part of a salon team	30
SHBXCCS001	Conduct salon financial transactions	25
<b>Total hours</b>		<b>71</b>

### TRAINING FORMAT

On campus

### FEES

\$600 per student

### SELECTION CRITERIA

Open to students in year 10, 11 and 12

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

10 weeks, one day per week  
9.00am – 3.30pm

### COURSE DATES

- > Term 1, February – April
- > Term 2, May – July
- > Term 3, July – September
- > Term 4, October – December

### COURSE LOCATION

TAFE SA Adelaide City and various locations across regional SA (by negotiation)

### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

### Hair and Beauty Holiday Course

An introduction course to expose you to the hair and beauty industry.

We will look at skin care, make-up, blow-drying, braiding, long hair styling and basin services.

#### **COURSE COMPETENCIES**

This course is non accredited

#### **TRAINING FORMAT**

On campus

#### **FEES**

\$150 per student

#### **SELECTION CRITERIA**

Open to students in year 10, 11 and 12

#### **COURSE DURATION**

Two day workshop  
9.30am – 3.30pm

#### **COURSE DATES**

July 2019

#### **COURSE LOCATION**

TAFE SA Adelaide City

#### **CONTACT**

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

### Instagram Make-up Looks

No filter needed in this course.

Learn all about modern make-up trends and how to create that perfect night time instagram worthy make-up look.

We'll take you through make-up tailored to your skin type, as well as your eye and face shape, to ensure that you achieve those perfect glam results every time.

This hands-on course will help you to use advanced highlighting and contouring techniques, make your eyes pop through specialised eye make-up skills, and get those perfectly defined brows every time.

#### **COURSE COMPETENCIES**

This course is non accredited

#### **TRAINING FORMAT**

On campus

#### **FEES**

\$125 per student

#### **SELECTION CRITERIA**

Open to students in year 10, 11 and 12

#### **COURSE DURATION**

One day workshop  
9.30am – 12.30pm

#### **COURSE DATES**

Tuesdays in July

#### **COURSE LOCATION**

TAFE SA Adelaide City

#### **CONTACT**

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

### Zombie and Halloween Make-up

Halloween is near.

Dare to be different and create your own zombie or Halloween make-up. Learn from the masters how to achieve just the thing for that special event.

#### **COURSE COMPETENCIES**

This course is non accredited

#### **TRAINING FORMAT**

On campus

#### **FEES**

\$250 per student

#### **SELECTION CRITERIA**

Open to students in year 10, 11 and 12

#### **COURSE DURATION**

One day workshop  
9.30am – 4.30pm

#### **COURSE DATES**

Thursdays in July

#### **COURSE LOCATION**

TAFE SA Adelaide City

#### **CONTACT**

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

## Beach Waves and Hot tools

Summer Hair

Ever wondered how to get beach hair? Come along to see the latest techniques using hot tools by industry experts.

### COURSE COMPETENCIES

This course is non accredited

### TRAINING FORMAT

On campus

### FEES

\$125 per student

### SELECTION CRITERIA

Open to students in year 10, 11 and 12

### COURSE DURATION

One day workshop  
9.30am – 12.30pm

### COURSE DATES

Wednesdays in July

### COURSE LOCATION

TAFE SA Adelaide City

### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

## Intro to Computer Aided Design (CAD) – Defence focus

An introduction course exposing students to Computer Aided Design. This is designed to be a taster for those students wishing to pursue a career in this field especially in the future with the Shipbuilding Industry in Adelaide, SA.

This is a hands on course where students will learn how to operate 3DCAD software.

On completion of this course students will have developed the skills to:

- > produce individual 3D parts.
- > create working assemblies.
- > animate/simulate assembly motion.
- > prepare 2D detailed drawings.
- > prepare 3D models for 3D Printing.

### COURSE COMPETENCIES

This course is non accredited

### TRAINING FORMAT

On campus

### FEES

\$200 per student

### COURSE DURATION

Two days

10.00am – 4.00pm

### COURSE DATES

Workshop dates to be negotiated

### COURSE LOCATION

TAFE SA Regency

### CONTACT

E [met@tafesa.edu.au](mailto:met@tafesa.edu.au)

## Work Zone Traffic Management

Become accredited to place and use traffic control devices by undertaking this structured short course.

### COURSE COMPETENCIES

Competencies delivered from Certificate III in Civil Construction Plant Operations (RII30815).

National Code	Unit Name	Nominal Hours
RIIWH302D	Implement traffic management plan	20
RIIWH205D	Control traffic and stop-slow bat	20
<b>Total hours</b>		40

### TRAINING FORMAT

On campus

### FEES

\$375 per student

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

Three day workshop

### COURSE DATES

Workshop dates to be negotiated

### COURSE LOCATION

TAFE SA Tonsley, Mount Barker, Murray Bridge, Port Augusta, Port Pirie, Whyalla and Port Lincoln

### CONTACT

E met@tafesa.edu.au

## Conduct Front End Loader operations

Become accredited in the operation of a front end loader in the civil construction industry.

### COURSE COMPETENCIES

Competencies delivered from Certificate III in Civil Construction Plant Operations (RII30815).

National Code	Unit Name	Nominal Hours
RIIMPO304D	Conduct wheel loader operations	40
<b>Total hours</b>		40

### TRAINING FORMAT

On campus

### FEES

\$525 per student

### SELECTION CRITERIA

- > Students in year 11 and 12.
- > Students must be 18 years of age and over.

### OTHER DETAILS

Require current drivers licence (minimum provisional), steel capped boots, hi-visibility shirt.

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

Three day workshop

### COURSE DATES

Workshop dates to be negotiated

### COURSE LOCATION

TAFE SA Mount Barker, Port Pirie, Whyalla, Port Augusta

### CONTACT

E met@tafesa.edu.au



## Conduct Skid Steer Operations

This structured course will provide students with the opportunity to achieve accreditation in the operation of a skid steer loader.

### COURSE COMPETENCIES

Competencies delivered from Certificate III in Civil Construction Plant Operations (RII30815).

National Code	Unit Name	Nominal Hours
RIIMPO335D	Conduct Skid Steer Loader Operations without Attachments	60
<b>Total hours</b>		60

### TRAINING FORMAT

On campus

### FEES

\$525 per student

### SELECTION CRITERIA

- > Students in year 11 and 12.
- > Students must be 18 years of age and over.

### OTHER DETAILS

Steel capped boots, hi-visibility shirt required.

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

Three day workshop

### COURSE DATES

Workshop dates to be negotiated

### COURSE LOCATION

TAFE SA Tonsley

### CONTACT

E met@tafesa.edu.au

## Operate a Forklift

Obtain a forklift licence and gain the essential skills and knowledge required to safely and effectively operate a forklift through completing this short course.

### COURSE COMPETENCIES

Competencies delivered from Certificate III in Civil Construction Plant Operations (RII30815).

National Code	Unit Name	Nominal Hours
TLILIC2001	Licence to operate a forklift truck	40
<b>Total hours</b>		40

### TRAINING FORMAT

On campus

### FEES

- > \$395 per student
- > Maximum for five students for the two day workshop and 10 students for three day workshop.

### SELECTION CRITERIA

Students must be 18 years of age and over and hold a current drivers licence (minimum provisional licence).

### OTHER DETAILS

Long sleeved shirt, long pants and steel capped boots are required.

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

Two or three day workshop

### COURSE DATES

Workshop dates to be negotiated

### COURSE LOCATION

TAFE SA Barossa Valley, Berri, Kangaroo Island, Mount Barker, Mount Gambier, Murray Bridge, Port Augusta, Port Lincoln, Port Pirie, Regency, Tonsley and Whyalla

### CONTACT

E met@tafesa.edu.au

## Basic Mineral Exploration Techniques

This short course teaches basic techniques in a variety of mineral exploration methods. Exploration equipment is used to conduct practical gridding, geochemical sampling and geophysical surveys.

All practical exercises are performed at a disused mine site in the Adelaide Hills.

### COURSE COMPETENCIES

Competencies delivered from Certificate II in Resources and Infrastructure Work Preparation (RII20115) and Certificate III in Mining Exploration (RII30515).

National Code	Unit Name	Nominal Hours
RIIEGS301D	Operate and maintain instruments and field equipment	40
<b>Total hours</b>		40

### TRAINING FORMAT

On campus

### FEES

- > \$550 per student
- > Field trip included
- > Maximum of 10 students

### SELECTION CRITERIA

Students must be 16 years of age and over.

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

Three day workshop

### COURSE DATES

Workshop dates to be negotiated

### COURSE LOCATION

TAFE SA Regency and Tonsley

### CONTACT

E met@tafesa.edu.au

## Basic Field Geology

Want to know how to recognise geological rocks and landforms?

This short courses will provide you with the basic skills to identify minerals and rocks, by providing hands-on experience with a wide variety of specimens. It will also introduce geological maps and discuss simple geological structures.

An optional geological field trip can be arranged, subject to demand.

### COURSE COMPETENCIES

Competencies delivered from Certificate II in Resources and Infrastructure Work Preparation (RII20115) and Certificate III in Mining Exploration (RII30515).

National Code	Unit Name	Nominal Hours
RIIEGS303D	Provide geological field assistance	40
<b>Total hours</b>		40

### TRAINING FORMAT

On campus

### FEES

- > \$420 per student
- > Field trip included (Own transport required)
- > Maximum of 10 students

### SELECTION CRITERIA

Students must be 16 years of age and over.

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

Three day workshop plus one day optional field trip.

### COURSE DATES

Workshop dates to be negotiated

### COURSE LOCATION

TAFE SA Regency and Tonsley

### CONTACT

E met@tafesa.edu.au

## Remote Area Navigation

Do you know how to read a GPS? What about following a map? Perhaps being a navigator interests you?

This short course will provide you with basic map reading and GPS skills, enabling safe navigation in remote areas.

By learning how to read topographic maps, use a compass and operate/download a GPS unit, you will feel confident travelling anywhere in the world.

### COURSE COMPETENCIES

Competencies delivered from Certificate II in Resources and Infrastructure Work Preparation (RII20115) and Certificate III in Mining Exploration (RII30515).

National Code	Unit Name	Nominal Hours
RIISTD201D	Read and interpret maps	40
<b>Total hours</b>		40

### TRAINING FORMAT

On campus

### FEES

- > \$340 per student
- > Maximum of 10 students

### SELECTION CRITERIA

Students must be 16 years of age and over

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

Three day workshop

### COURSE DATES

Workshop dates to be negotiated

### COURSE LOCATION

TAFE SA Regency and Tonsley

### CONTACT

E met@tafesa.edu.au

## Introduction to Fitting and Machining

Try your hand at a range of tools and machinery that is used within the mechanical engineering field. This short course will allow you to develop basic skills safely.

### COURSE COMPETENCIES

This course is non accredited

### TRAINING FORMAT

On campus

### FEES

\$500 per student

### OTHER DETAILS

Safety glasses, steel capped safety boots, long sleeved shirt and long pants or overalls required

### COURSE DURATION

Five day block, Monday to Friday

### COURSE DATES

Workshop dates to be negotiated

### COURSE LOCATION

TAFE SA Berri, Mount Gambier, Murray Bridge, Noarlunga, Port Augusta, Port Pirie, Regency, Whyalla

### CONTACT

E [met@tafesa.edu.au](mailto:met@tafesa.edu.au)

## Introduction to Welding

Gain basic welding skills with this short course and safely try your hand at gas metal arc welding, manual metal arc welding, oxy acetylene welding, gas tungsten arc welding and thermal cutting.

### COURSE COMPETENCIES

This course is non accredited

### TRAINING FORMAT

On campus

### FEES

\$500 per student

### OTHER DETAILS

Safety glasses, steel capped safety boots, long sleeved shirt and long pants or overalls (natural fibres) required

### COURSE DURATION

Five day block, Monday to Friday

### COURSE DATES

Workshop dates to be negotiated

### COURSE LOCATION

TAFE SA Barossa Valley, Berri, Elizabeth, Kadina, Mount Gambier, Murray Bridge, Noarlunga, Port Augusta, Port Lincoln, Port Pirie, Regency, Roxby Downs, Whyalla

### CONTACT

E [met@tafesa.edu.au](mailto:met@tafesa.edu.au)

## National White Card

This course will provide participants with the outcomes required to undertake occupational health and safety induction training within the construction industry.

A white card is required to work on any construction site.

### COURSE COMPETENCIES

Competencies delivered from Certificate I in Construction (CPC10111).

National Code	Unit Name	Nominal Hours
CPCCWHS1001	Prepare to work safely in the construction industry	6
<b>Total hours</b>		<b>6</b>

### TRAINING FORMAT

On campus

### FEES

- > \$110 per student
- > Maximum of 10 students
- > Price may increase depending on equipment hire and location

### OTHER DETAILS

Fully enclosed footwear required

### COURSE DURATION

One day workshop, 9.00am – 4.30pm

### COURSE DATES

Workshop dates to be negotiated

### COURSE LOCATION

TAFE SA Berri, Elizabeth, Mount Gambier, Murray Bridge, Noarlunga, Port Augusta, Port Pirie, Tonsley, Whyalla

### CONTACT

E [met@tafesa.edu.au](mailto:met@tafesa.edu.au)



## Elevated Work Platform – Yellow Card

Obtain your yellow card through our structured elevated work platform short course.

You will gain the practical skills needed to operate scissor lift under 11 metres.

### COURSE COMPETENCIES

Competencies delivered from Certificate III in Civil Construction Plant Operations (RII30815).

National Code	Unit Name	Nominal Hours
RIIHAN301D	Operate elevating work platform	40
<b>Total hours</b>		40

### TRAINING FORMAT

On campus

### FEES

- > \$450 per student
- > Maximum of 10 students
- > Price may increase depending on equipment hire and location

### OTHER DETAILS

- > Restricted licence – under 18
- > Full licence – 18 and over
- > Steel-capped safety boots required

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

Two day workshop, 8.00am – 4.00pm

### COURSE DATES

Workshop dates to be negotiated

### COURSE LOCATION

TAFE SA Mount Barker, Murray Bridge, Tonsley

### CONTACT

E met@tafesa.edu.au

## Work Safely at Heights and Confined Space Awareness

This short course aims to enhance your understanding and knowledge for general workplace safety, and provide understanding of principles relating to the building, construction, civil and road transport industry.

### COURSE COMPETENCIES

Competencies delivered from Certificate II in Resources and Infrastructure Work Preparation (RII20115).

National Code	Unit Name	Nominal Hours
RIIWHS204D	Work safely at heights	20
RIIWHS202D	Enter and work in confined spaces	30
<b>Total hours</b>		<b>50</b>

### TRAINING FORMAT

On campus

### FEES

- > \$500 per student
- > Maximum of 12 students
- > Price may increase depending on equipment hire and location

### OTHER DETAILS

Long sleeve shirt, long pants (not loose fitting), steel-capped safety boots required

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

Three day workshop

### COURSE DATES

Workshop dates to be negotiated

### COURSE LOCATION

TAFE SA Barossa Valley, Berri, Mount Barker, Murray Bridge, Mount Gambier, Port Augusta, Tonsley

### CONTACT

E met@tafesa.edu.au

## Introduction to Interior Decoration

Do you have a flare for making a room look impressive? Want to learn more about interior Decoration? If you answered yes, this course may be the pathway for you.

This course will provide students with an insight into the exciting career of interior Decoration. It will provide a basic understanding of the approach to Decoration.

Students will follow a concept based on their inspiration and then plan and present their ideas on paper. They will look at a range of materials and learn how to communicate their ideas on matters such as colour coordination and selection of fabrics, furniture and accessories.

### COURSE COMPETENCIES

Competencies delivered from Certificate IV in Interior Decoration (MSF40113).

National Code	Unit Name	Nominal Hours
MSFSF3010	Advise customers on interior Decoration	50
MSFID3001	Source and specify Decoration products	50
<b>Total hours</b>		<b>100</b>

### TRAINING FORMAT

On campus

### FEES

\$575 per student

### SELECTION CRITERIA

Students in year 10, 11 and 12

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

14 weeks, two hours per week

### COURSE DATES

- > Semester 1 (February – June)
- > Semester 2 (July – November)

### COURSE LOCATION

TAFE SA Tonsley

### CONTACT

E [buildfurn@tafesa.edu.au](mailto:buildfurn@tafesa.edu.au)

## Colour Studies

Do you love colour? Want to know how to use it like a professional?

If you answered yes, this course could be for you.

This unit offers an insight into the historical and cultural characteristics of colour, how it can change our moods, affect the way we see space and how to put different schemes together.

Students learn how to follow a brief as well as put together material boards.

Practical exercises are designed to simulate real life work place scenarios.

### COURSE COMPETENCIES

Competencies delivered from Certificate IV in Interior Decoration (MSF40113).

National Code	Unit Name	Nominal Hours
MSFID4001	Research, Analyse and Apply Colour for Interior Spaces	80
<b>Total hours</b>		80

### TRAINING FORMAT

On campus

### FEES

\$480 per student

### SELECTION CRITERIA

- > Students in year 10, 11 and 12
- > Completion of **Introduction to Interior Decoration** short course is recommended

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

One semester (15 weeks), one day per week, two hours per day

### COURSE DATES

- > Semester 1 (February – June)
- > Semester 2 (July – November)

### COURSE LOCATION

TAFE SA Tonsley

### CONTACT

E [buildfurn@tafesa.edu.au](mailto:buildfurn@tafesa.edu.au)

## Draw to Communicate

Are you creative and want to know how to show others your interior design ideas?

This could be just the course for you.

This unit looks at a variety of interior schemes and how they are communicated to clients.

Students learn the technique of rendering and presenting 3D objects in a 2D format. They are also shown ways to present a portfolio of work.

This is a hands on subject including practical application of water colour paints, coloured pencils and computer rendering.

### COURSE COMPETENCIES

Competencies delivered from Certificate IV in Interior Decoration (MSF40113).

National Code	Unit Name	Nominal Hours
CUAACD301	Produce drawings to communicate ideas	80
<b>Total hours</b>		80

### TRAINING FORMAT

On campus

### FEES

\$480 per student

### SELECTION CRITERIA

- > Students in year 10, 11 and 12
- > Completion of **Introduction to Interior Decoration** short course is recommended

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

One semester (15 weeks), one day per week, two hours per day

### COURSE DATES

- > Semester 1 (February – June)
- > Semester 2 (July – November)

### COURSE LOCATION

TAFE SA Tonsley

### CONTACT

E [buildfurn@tafesa.edu.au](mailto:buildfurn@tafesa.edu.au)

## 2D and 3D Design

2D and 3D designs are the building blocks of all design.

Within this semester we will introduce you to the key elements and principles of design, create an abstract rug design as well as make models of furniture and light fittings based on incredible modern architecture.

Practical exercises are designed to simulate real life work place scenarios.

### COURSE COMPETENCIES

Competencies delivered from Certificate IV in Interior Decoration (MSF40113).

National Code	Unit Name	Nominal Hours
BSBDES302	Explore and apply the creative design process to 2D forms	50
BSBDES303	Explore and apply the creative design process to 3D forms	50
<b>Total hours</b>		100

### TRAINING FORMAT

On campus

### FEES

\$450 per student

### SELECTION CRITERIA

- > Students in year 10, 11 and 12
- > Completion of Introduction to Interior Decoration short course is recommended

### SACE CREDITS

#### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

One semester (15 weeks), one day per week, two hours per day

### COURSE DATES

- > Semester 1 (February – June)
- > Semester 2 (July – November)

### COURSE LOCATION

TAFE SA Tonsley

### CONTACT

E [buildfurn@tafesa.edu.au](mailto:buildfurn@tafesa.edu.au)

## Painting and Decorating Taster

An introductory course to expose you to the painting and decorating industry.

This course is ideal for individuals who want to gain an insight into painting and decorating, with a view to progressing further and achieving qualifications.

You will look at how to:

- > build plasterboard wall
- > use materials and tools
- > design and apply stencil to a wall
- > apply WHS requirements.

### COURSE COMPETENCIES

Competencies delivered from Certificate III in Painting and Decorating (CPC30611).

National Code	Unit Name	Nominal Hours
CPCCPD2012A	Use painting and Decorating tools and equipment	80
CPCCOHS2001A	Apply OHS requirements, policies and procedures in the construction industry	20
<b>Total hours</b>		100

### TRAINING FORMAT

On campus

### FEES

\$1550 per student

### SELECTION CRITERIA

- > Students in year 10, 11 and 12
- > Students must be 18 year of age and over

### OTHER DETAILS

- > Minimum of 12 students
- > Students require closed-in shoes

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

- > Term 1 (February – April)
- > Term 2 (May – July)
- > Term 3 (July – September)
- > Term 4 (October – December)

Tuesdays and Thursdays each week for 10 weeks, 8.00am – 4.30pm

### COURSE DATES

Workshop dates to be negotiated

### COURSE LOCATION

TAFE SA Elizabeth

### CONTACT

E james.mclean@tafesa.edu.au

## Responsible Service of Alcohol

Do you want to work in pubs, clubs or cafes that serve alcohol?

Responsible Service of Alcohol is an essential course for all hospitality staff to provide an understanding of the responsibilities in the sale and supply of liquor

### COURSE COMPETENCIES

Competencies delivered from Certificate III in Hospitality (SIT30616).

National Code	Unit Name	Nominal Hours
SITHFAB002	Provide responsible service of alcohol	10
<b>Total hours</b>		<b>10</b>

### TRAINING FORMAT

On campus

### FEES

\$110 per student

### SELECTION CRITERIA

Students must be at least 17 and a half

### OTHER DETAILS

Access to the internet is required as there are components of the course that must be completed online

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

One day workshop

- > Daytime 9.00am – 3.30pm
- > Evening 4.00pm – 10.00pm

### COURSE DATES

Courses being run during March, April, May, June, July, August, September, October and November

### COURSE LOCATION

TAFE SA Adelaide City, Noarlunga and Regency

### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)



## Cafe Culture

It's all about coffee and food. Learn how to make the perfect espresso and gain some skills in the kitchen while preparing dishes including canapes, gourmet sandwiches and stylish, yet simple dishes.

These skills will support you in gaining employment within the coffee making and hospitality industry.

### COURSE COMPETENCIES

Competencies delivered from Certificate III in Hospitality (SIT30616).

National Code	Unit Name	Nominal Hours
SITHFAB005	Prepare and serve espresso coffee	30
SITXFSA001	Use hygienic practices for food safety	15
SITHCCC003	Prepare and present sandwiches	10
<b>Total hours</b>		<b>55</b>

### TRAINING FORMAT

On campus and online

### FEES

\$450 per student

### SELECTION CRITERIA

Students must be at least 16

### OTHER DETAILS

Access to the internet is required as there are components of the course that must be completed online

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

Five full days held over one week  
Monday to Friday

### COURSE DATES

July, October and December

### COURSE LOCATION

TAFE SA Regency

### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

## Espresso Coffee Making

Learn to make the perfect espresso coffee with our passionate and qualified lecturers who will inspire you to make coffee with enthusiasm and confidence.

These skills will support you in gaining employment within the coffee making and hospitality industry.

### COURSE COMPETENCIES

Competencies delivered from Certificate III in Hospitality (SIT30616).

National Code	Unit Name	Nominal Hours
SITHFAB005	Prepare and serve espresso coffee	30
SITXFSA001	Use hygienic practices for food safety	15
<b>Total hours</b>		45

### TRAINING FORMAT

On campus and online

### FEES

\$335 per student

### SELECTION CRITERIA

Students must be at least 16

### OTHER DETAILS

Access to the internet is required as there are components of the course that must be completed online

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

- > Four day workshop, 9.30am – 4.30pm or
- > Six weeks, one evening per week  
6.00pm – 9.00pm

### COURSE DATES

March, April, May, July, August, October and November

### COURSE LOCATION

TAFE SA Noarlunga and Regency

### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

## World of Bartending

Bartending can take you all over the world. During this course you will be taken through every aspect of the bartending profession.

Learn essential skills required to work in the industry from experienced and qualified bartenders. This course also includes Responsible Service of Alcohol.

### COURSE COMPETENCIES

Competencies delivered from Certificate III in Hospitality (SIT30616).

National Code	Unit Name	Nominal Hours
SITHFAB001	Clean and tidy bar areas	15
SITHFAB002	Provide responsible service of alcohol	10
SITXFSA001	Use hygienic practices for food safety	15
<b>Total hours</b>		40

### TRAINING FORMAT

On campus and online

### FEES

\$450 per student

### SELECTION CRITERIA

Students must be at least 17 and a half

### OTHER DETAILS

Access to the internet is required as there are components of the course that must be completed online

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

Either:

- > Standard – Two nights per week over four weeks, 6.00pm – 10.00pm
- > Intensive – Four day workshop, Mon – Thurs 9.00am – 5.00pm

### COURSE DATES

Standard sessions  
March, April, June, July, September and November

Intensive sessions  
April, July, October and December

### COURSE LOCATION

TAFE SA Noarlunga and Regency

### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

## Introduction to Breadmaking – Royal Adelaide Show special

Do you love the smell of fresh bread straight from the oven? Want to be part of the Royal Adelaide Show?

This course covers the skills and knowledge required to provide assistance in the preparing, mixing, and baking of dough to produce bread products, including:

- > basic principles of bread baking, including processes such as mixing and producing, dividing and shaping and moulding dough to final shape, final proving dough, and baking bread
- > characteristics of ingredients and storage requirements
- > settings, operating requirements, and safety features of equipment used
- > methods used to confirm accuracy of measuring equipment used
- > time, temperature and humidity on the bread baking processes and required characteristics of dough
- > waste handling, cleaning, and procedures

### COURSE COMPETENCIES

Competencies delivered from Certificate II in Food Processing (FDF20111).

National Code	Unit Name	Nominal Hours
FDFRB2004A	Provide production assistance for bread products	60
FDFRB1001A	Finish products	20
<b>Total hours</b>		<b>80</b>

### FEES

- > \$375 per student
- > TGSS subsidies may be available

### SELECTION CRITERIA

Students in year 11 and 12

### OTHER DETAILS

Students to provide: white trousers, white polo shirt with short sleeves, white bib apron, black fully enclosed sneakers

### SACE CREDITS

- > Some courses may attract SACE credits
- > Please check the SACE website for further details

### COURSE DURATION

Two workshop options, five days, six hours per day, 9.00am – 3.00pm

### COURSE DATES

- > Option 1: Fri – Tues, 30 Aug to 3 Sept
- > Option 2: Wed – Sun, 4 to 8 Sept

### COURSE LOCATION

Workshop on location at Royal Adelaide Show Grounds

### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

## Intro to Bread Baking

Everything you need to know to making awesome bread. This workshop aims to break down some of the basics techniques and science behind great bread, and make the whole idea of getting your hands in some dough a little less intimidating.

### COURSE COMPETENCIES

This course is non accredited

### TRAINING FORMAT

On campus

### FEES

- > \$105 per student
- > \$1100 for a group of 12 students

### COURSE DURATION

One day workshop

### COURSE DATES

Workshops held in March and August

### COURSE LOCATION

TAFE SA Regency

### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

## Intro to Cake Making

Do you enjoy being in the kitchen and making sweet treasures?

This course will enable you to explore commonly produced cake and meringue products such as muffins, fruit cake, lamingtons, tea cakes, mudcakes and cupcakes.

### COURSE COMPETENCIES

This course is non accredited

### TRAINING FORMAT

On campus

### FEES

- > \$105 per student
- > \$1100 for a group of 12 students

### COURSE DURATION

One day workshop

### COURSE DATES

Workshops held in March and August

### COURSE LOCATION

TAFE SA Regency

### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

### Hot Cross Bun Making

This workshop will be focussing on hot cross bun cooking and includes making the dough, allowing it to rise, cutting it to shape, 'crossing', baking and glazing.

The finished product has a reputation for being one of the tastiest buns around and is made from a secret recipe that has been used by the bakery studies for many years.

#### COURSE COMPETENCIES

This course is non accredited

#### TRAINING FORMAT

On campus

#### FEES

- > \$105 per student
- > \$1100 for a group of 12 students

#### COURSE DURATION

One day workshop

#### COURSE DATES

Workshop held in April

#### COURSE LOCATION

TAFE SA Regency

#### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

## Intro to Biscuit Making

These workshops are all about creating beautiful biscuits on the day but they are very much about giving you all of the information and resources you need to be able to create delicious trouble free biscuits in the workplace or at home.

### COURSE COMPETENCIES

This course is non accredited

### TRAINING FORMAT

On campus

### FEES

- > \$105 per student
- > \$1100 for a group of 12 students

### COURSE DURATION

One day workshop

### COURSE DATES

Workshops held in April and September

### COURSE LOCATION

TAFE SA Regency

### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)



## Intro to Pastry Making (Sweet – Short)

This workshop will make sure you're never short of a 'crust'.

For those who seriously want to learn how to make their own beautiful pastry from scratch. At this six to seven hour hands-on workshop you will make some amazing, sweet shortcrust pastry, and choux pastry (profiteroles).

### COURSE COMPETENCIES

This course is non accredited

### TRAINING FORMAT

On campus

### FEES

- > \$105 per student
- > \$1100 for a group of 12 students

### COURSE DURATION

One day workshop

### COURSE DATES

Workshops held in May and October

### COURSE LOCATION

TAFE SA Regency

### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

## Intro to Pastry Making (Savoury – Puff)

Learn the basic techniques of puff or flaky pastry. This workshop familiarises students with the recipes and concepts used by professional bakers and pastry chefs, which form the basis of every competent pastry cook's repertoire.

### COURSE COMPETENCIES

This course is non accredited

### TRAINING FORMAT

On campus

### FEES

- > \$105 per student
- > \$1100 for a group of 12 students

### COURSE DURATION

One day workshop

### COURSE DATES

Workshops held in June and November

### COURSE LOCATION

TAFE SA Regency

### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

## Intro to Creative Cupcakes

Cupcake workshop is suited for anyone and especially for those who love tasty, fluffy, indulgent and gorgeous looking cupcakes because it makes people happy.

Learn the secrets on how to bake cupcakes and decorate them like a professional for your next party, social gathering or even just for yourself. We promise that you'll be walking away from the class just a little bit chuffed on how well you've done.

### COURSE COMPETENCIES

This course is non accredited

### TRAINING FORMAT

On campus

### FEES

- > \$105 per student
- > \$1100 for a group of 12 students

### COURSE DURATION

One day workshop

### COURSE DATES

Workshops held in May and October

### COURSE LOCATION

TAFE SA Regency

### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

## Intro to Cake Decoration

This workshop is designed to offer you the skills and knowledge required to use cream, chocolate, fruit and ganache for Decorating cakes.

You will learn different techniques which can be applied to both traditional and modern cake designs. You will develop basic piping techniques, and at the end of the class, you get to take home your own mini cakes.

### COURSE COMPETENCIES

This course is non accredited

### TRAINING FORMAT

On campus

### FEES

- > \$105 per student
- > \$1100 for a group of 12 students

### COURSE DURATION

One day workshop

### COURSE DATES

Workshops held in June and November

### COURSE LOCATION

TAFE SA Regency

### CONTACT

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

### Intro to Chocolate Making

This is an intensive workshop for those wanting to learn a broad range of skills in chocolate. Work with compound chocolate creating chocolate cigars, making filigrees and making a birthday plaque.

Discover the art of tempering and learn both traditional and modern techniques whilst making moulded chocolates.

#### **COURSE COMPETENCIES**

This course is non accredited

#### **TRAINING FORMAT**

On campus

#### **FEES**

- > \$105 per student
- > \$1100 for a group of 12 students

#### **COURSE DURATION**

One day workshop

#### **COURSE DATES**

Workshops held in June and November

#### **COURSE LOCATION**

TAFE SA Regency

#### **CONTACT**

E [thcavfschools@tafesa.edu.au](mailto:thcavfschools@tafesa.edu.au)

## Leadership – High Ropes

An introduction to climbing – utilising high ropes activity.

Build skill and capacity in your team through the challenges presented through the high rope course.

This course will provide an environment that will enhance teamwork, co-operation, communication, trust and enjoyment.

### COURSE COMPETENCIES

This course is non accredited

### TRAINING FORMAT

On campus

### FEES

- > \$100 per student
- > Minimum of 14 students required to a maximum of 20 students

### SELECTION CRITERIA

Students in year 10, 11 and 12

### OTHER DETAILS

Appropriate dress for outside activity required

### COURSE DURATION

One day workshop, 9.30am – 3.00pm

### COURSE DATES

- > Any Monday, 30 January to 8 February
- > Daily Monday – Friday, 15 – 19 April

Further workshop dates by negotiation

### COURSE LOCATION

TAFE SA Regency

### CONTACT

E [sportrec@tafesa.edu.au](mailto:sportrec@tafesa.edu.au)

## Provide First Aid

Provide First Aid (formerly Apply First Aid or Senior First Aid) is a comprehensive first aid course suitable for everyday emergency situations. This qualification meets the requirement, set out in the code of practice, for a senior first aider.

Gain skills in managing an unconscious, breathing patient, CPR (Cardiopulmonary Resuscitation), choking, wounds and bleeding, burns, medical emergencies including chest pain, asthma, anaphylaxis, shock, infection control, and trauma including fractures, head, neck and spinal injuries.

### COURSE COMPETENCIES

On successful completion of the course you will receive a statement of attainment.

National Code	Unit Name	Nominal Hours
HLTAID003	Provide First Aid	18
<b>Total hours</b>		18

### TRAINING FORMAT

Off campus

### FEES

\$155 per student

### SELECTION CRITERIA

Students under 14 years of age will require parental consent

### COURSE DURATION

One day workshop, 9.00am – 5.00pm

### COURSE DATES

Workshop dates can be negotiated

### COURSE LOCATION

Various locations by negotiation

### CONTACT

E [firstaidservices@tafesa.edu.au](mailto:firstaidservices@tafesa.edu.au)

## Cardiopulmonary Resuscitation (CPR)

This course will provide you with the knowledge and skills necessary to maintain breathing and circulation in an adult, child or infant following cardiac arrest.

It is recommended that the CPR training is re-certified annually.

### COURSE COMPETENCIES

On successful completion of the course you will receive a statement of attainment.

National Code	Unit Name	Nominal Hours
HLTAID001	Provide cardiopulmonary resuscitation (CPR)	4
<b>Total hours</b>		4

### TRAINING FORMAT

Off campus

### FEES

\$55 per student

### SELECTION CRITERIA

Students under 14 years of age will require parental consent

### COURSE DURATION

One day workshop, 9.00am – 12.00pm

### COURSE DATES

Workshop dates can be negotiated

### COURSE LOCATION

Various locations by negotiation

### CONTACT

E [firstaidservices@tafesa.edu.au](mailto:firstaidservices@tafesa.edu.au)





**tafeSA**



Government of  
South Australia

**tafesa.edu.au**

**1800 882 661**

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