

Harbour College

Where Seekers Become Achievers

RTO CODE: 41338 | CRICOS PROVIDER CODE: 03449J



WHERE SEEKERS
BECOME ACHIEVERS>>>

WELCOME TO SYDNEY, AUSTRALIA

Australian Harbour International College is located in Sydney CBD, which provides one of the best environments for unique learning and social experiences.

Further information about living in Sydney, can be found at www.cityofsydney.nsw.gov.au

MESSAGE FROM THE PRINCIPAL

As the Australian Harbour International College Principal, I am proud to have established a quality college that offers our students and partners wide-ranging experience and industry connections that allow students a pathway into fulfilling careers. I started as an international student myself, and have a profound understanding of what it means to leave home, to strive, work and study overseas, with all the hope and ambition of a young person who is willing and able to make a success of life. Australian Harbour International College has a great multinational team and industry connected teachers.

As students, you may trust in our pledge that each and every team member will offer you all the support you need to achieve your goals. To our partners, I offer a college team that works to continually improve how we teach and learn, by placing students and the Business and Health industry's needs at the centre of what we do. We will strive to thrive, and grow with you, to become one of the best providers of vocational education and training in Sydney, and indeed in Australia.

I am positive that Australian Harbour International College will be a haven for students to become achievers.

Sincerely, Matrika Bimoli, PEO

Unique learning techniques and student support

Driven by industry trends, industry contacts and continuous quality improvement

Opens pathways into the Australian Job Market and Universities

DISCLAIMER: The information contained in this brochure is correct at the time of printing. Printed on September 2020. Australian Harbour International College reserves the right to amend information contained in the brochure at any time. Please contact the College for the latest information or visit our website: **www.ahic.edu.au**Australian Harbour International College reserves the right to amend course structure without notice.

WHY STUDY IN AHIC?

Location

Centrally located in Sydney CBD making transportation easier.

Facilities and

Equipment

AHIC is maintained

with lecture rooms

facilities and

equipment are set up.

Recognition

AHIC is a renowned VET provider that complies with the Vocational Quality Framework (VQF), the National Code of Practice 2018 and other requirements specified by the Australian Skills Quality Authority

(ASQA).

Study Method

The courses hours are 20 hours per week with 13.5 hours in college and 6.5 hours online.

Welfare Management

AHIC arranges homestay services and airport pickup services for its under 18 students.

Be your own Master

Multicultural

Environment

AHIC hosts students

from more than 45+

different countries and

trainers from more

than 13 countries.

The Courses in AHIC are skill-oriented and practical based which are in most demand in today's global market.



STUDENTS' TESTIMONIALS

My initial plan was to study some general business in English so that I can improve my skills in English. Based on my work experience, the admission team recommended me to consider this program, and I think will assist me to promote in the future. Experience trainer and in house tutorial class help to understand the course.

I recommend this program and to study at Harbour College

As a student in Ageing Support of Health Sciences

faculty, I gained both skills and confidence to thoughtfully

use a variety of practical approaches in my placement

and work. The trainers in each subjects were patient,

I would highly recommend this course and college to

Located at Centre of Sydney CBD has great access

state of art facilities in campus premises.

anyone wanting to expand their horizon in health sciences and aged care industry in Australia. Harbour College

location wise, trained and experiences trainers also good

Smriti Gurung (Nepal)

Ageing Support

Due to lockdown and learning via online, I needed to make sure how much support school provides. Harbour

Student of Certificate IV in

understanding, and highly skilled.

I am proud to be part of AHIC.



Marcela Guri (Italy) Student of **Project Management**







Narantuya Ulziisaikhan (Mongolia) Student of Advanced Diploma of

With spread of pandemic corona virus, government has applied the concept of social distancing to prevent from mass spreading. I have been staying at home following the protocol of social physical distancing.

are now asking questions and interacting well in the virtual class. The assignments and assessments are conducted as per the routine. There is no disturbance in my studies. I am actually enjoying my classes and it saves a lot of my time. Like it takes me around 30



Arun Parajuli (Nepal) Student of Information Technology

College's Online Learning System is really outstanding compared to another institutes where I have studied Enough resources, visual and reading materials for self-

study, there are zoom session and recorded sesssion that I can re-watch if I get confused to understand the subject. Face to Face tutorial with small group gives me less headache to complete my study. Very good school, and I recommend you to join us!



Jaeryun KIM (South Korea) Student of Certificate IV in



I used to study another school for Hospitality Management, but I was struggling to understand the course without full knowledge of the business principle. Therefore, I went back to my education agent and decided to change my subject to Business or Management. Harbour College is very different than I used to learn from another. They provide tutorial session for each units, also given another chance to attend another session if a student fails the assessment. Furthermore, there are many video materials relevant what I learn.

Very kind staff member, and give me warm greetings when I visited the campus. Due to the pandemic, they keep following my study progress, and give nice advice what I have to do in order to process my assessment.



Rusiness

The best part of this online class is that some of my shy

friends who did not interact commonly with the teachers minutes to reach my college but this time is saved which I have been using to do productive work. Also, AHIC student support team has been providing its continuous services to make our online classes more convenient and fruitful.



I am currently studying BSB60215 Advanced Diploma of Business. I like the trainers and staff here. They take the time to explain course subjects and are very supportive to student who needs additional help.

They have good interaction skills, make me feel happy and comfortable. I feel,I am taken care by them.



Chey Shay Tay (Malaysia) Student of Advanced Diploma of

OUR COURSES

HEALTH SCIENCES

CHC33015 Certificate III in Individual Support CRICOS Course Code: 093675J

CHC43015 Certificate IV in Ageing Support CRICOS Course Code: 093674K

CHC52021 Diploma of Community Services CRICOS Course Code: 112590H

CIVIL CONSTRUCTION DESIGN

RII60520 Advanced Diploma of Civil Construction Design CRICOS Course Code: 114336F

EARLY CHILDHOOD EDUCATION AND CARE

CHC30121 Certificate III in Early Childhood Education and Care CRICOS Course Code: 110270G

CHC50121 Diploma of Early Childhood Education and Care CRICOS Course Code: 110271F

KITCHEN AND HOSPITALITY MANAGEMENT

SIT40521 Certificate IV in Kitchen Management CRICOS Course Code: 110417D

SIT50422 Diploma of Hospitality Management CRICOS Course Code: 110701M

SIT60322 Advanced Diploma of Hospitality Management

CRICOS Course Code: 110702K

INFORMATION TECHNOLOGY

ICT40120 Certificate IV in Information Technology CRICOS Course Code: 102744M

ICT50220 Diploma of Information Technology CRICOS Course Code: 105161K

ICT60220 Advanced Diploma of Information **Technology**

CRICOS Course Code: 1105160M

ACCOUNTING

FNS40222 Certificate IV in Accounting and Bookkeeping
CRICOS Course Code: 109995B

FNS50222 Diploma of Accounting CRICOS Course Code: 110453M

FNS60222 Advanced Diploma of Accounting CRICOS Course Code: 110454K

BUSINESS

BSB40120 Certificate IV in Business CRICOS Course Code: 103683M

BSB50120 Diploma of Business CRICOS Course Code: 103684K

BSB60120 Advanced Diploma of Business CRICOS Course Code: 103685J

LEADERSHIP AND MANAGEMENT

BSB50420 Diploma of Leadership and Management CRICOS Course Code: 104276G

BSB80120 Graduate Diploma of Management (Learning)

CRICOS Course Code: 110272E

PROJECT MANAGEMENT

BSB50820 Diploma of Project Management CRICOS Course Code: 104067E

BSB60720 Advanced Diploma of Program Management

CRICOS Course Code: 104455D







CHC33015 CERTIFICATE III IN INDIVIDUAL SUPPORT

CRICOS Course Code: 093675J | Duration: 52 Weeks (Study Period: 36 Weeks) including 120 hrs Work Placement

Entry Requirement

- Be at least 18 years of age and have completed the equivalent of Year 12.
- Have an IELTS* score of 5.5 overall, no less than 5.0. English language competence can also be demonstrated through documented evidence of any of the following: Successfully completed a Certificate IV level course in an Australian RTO; or Successful completion of AHIC's English Placement Test; or Upper-Intermediate level of English completed in Australia.
- * Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.
- For Packaged courses, the student cannot progress to the higher qualification unless the student has (successfully) completed the lower qualification.

Career Opportunities

- Personal Care Worker
- Residential Community House Worker
- Assistant in Nursing
- Home Care Assistant
- Community Care Worker

Unit of Competence

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

Elective Units	
CHCAGE005	Provide support to people living with dementia
CHCAGE001	Facilitate the empowerment of older people
CHCCCS011	Meet personal support needs
HLTAID011	Provide first aid
CHCCCS025	Support relationships with carers and families
CHCHCS001	Provide home and community support services

CHC43015 CERTIFICATE IV IN AGEING SUPPORT

CRICOS Course Code: 093674K | Duration: 78 Weeks (Study Period: 54 Weeks) including 120 hrs Work Placement

Entry Requirement

- Be at least 18 years of age and have completed the equivalent of Year 12.
- Have an IELTS* score of 5.5 overall, no less than 5.0. English language competence can also be demonstrated through documented evidence of any of the following: Successfully completed a Certificate IV level course in an Australian RTO; or Successful completion of AHIC's English Placement Test; or Upper-Intermediate level of English completed in Australia.
- * Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.
- For Packaged courses, the student cannot progress to the higher qualification unless the student has (successfully) completed the lower qualification.

Career Opportunities

- Home Care Assistant
- Community Care Worker
- Residential Community House Worker
- Personal Care Worker
- Assistant in Nursing

Unit of Competence

Core Units	
OOIC OIIIG	
CHCADV001	Facilitate the interests and rights of clients
CHCAGE003	Coordinate services for older people
CHCAGE004	Implement interventions with older people at risk
CHCCCS006	Facilitate individual service planning and delivery
CHCCCS025	Support relationships with carers and families
CHCLEG003	Manage legal and ethical compliance
CHCPRP001	Develop and maintain networks and collaborative partnerships
CHCAGE001	Facilitate the empowerment of older people
CHCAGE005	Provide support to people living with dementia
CHCCCS011	Meet personal support needs
CHCCCS023	Support independence and well being
CHCDIV001	Work with diverse people
CHCPAL001	Deliver care services using a palliative approach
HLTAAP001	Recognise healthy body systems
HLTWHS002	Follow safe work practices for direct client care

Elective Units	
HLTAID011	Provide first aid
HLTAAP002	Confirm physical health status
HLTHPS007	Administer and Monitor medications



CHC52021 DIPLOMA OF COMMUNITY SERVICES

CRICOS Course Code: 112590H | Duration: 78 Weeks (Study Period: 60 Weeks) including 240 hrs Work Placement

Entry Requirement

- Be at least 18 years of age and have completed the equivalent of Year 12.
- Have an IELTS* score of 5.5 overall, no less than 5.0. English language competence can also be demonstrated through documented evidence of any of the following: Successfully completed a Certificate IV level course in an Australian RTO; or Successful completion of AHIC's English Placement Test; or Upper-Intermediate level of English completed in Australia.
- * Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.
- For Packaging courses, student cannot progress to the higher qualification unless the student has successfully completed lower qualification.

Career Opportunities

- Community Care Manager
- Coordinator of Volunteer Work
- Team Leader
- Family Services Coordinator
- Support Facilitator in Community Services

Unit of Competence

Core Units	
CHCCCS004	Assess co-existing needs
CHCCCS007	Develop and implement service programs
CHCCCS019	Recognise and respond to crisis situations
CHCCSM013	Facilitate and review case management
CHCDEV005	Analyse impacts of sociological factors on clients in community work and services
CHCDFV001	Recognise and respond appropriately to domestic and family violence
CHCDIV001	Work with diverse people
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety
CHCLEG003	Manage legal and ethical compliance
CHCMGT005	Facilitate workplace debriefing and support processes
CHCPRP003	Reflect on and improve own professional practice
HLTWHS003	Maintain work health and safety

Elective Units	
CHCCOM003	Develop workplace communication strategies
CHCDIV003	Manage and promote diversity
CHCPOL003	Research and apply evidence to practice
CHCINM001	Meet statutory and organisation information requirements
CHCMHS011	Assess and promote social, emotional and physical wellbeing
CHCEDU002	Plan health promotion and community intervention
CHCMGT006	Coordinate client directed services
HLTWHS002	Follow safe work practice for direct client care

RII60520 ADVANCED DIPLOMA OF CIVIL CONSTRUCTION DESIGN

CRICOS Course Code: 114336F | Duration: 101 Weeks (Study Period: 80 Weeks)

Entry Requirement

CIVIL CONSTRUCTION DESIGN

- Be at least 18 years of age and have completed the equivalent of Year 12.
- Have an IELTS* score of 5.5 overall, no less than 5.0. English language competence can also be demonstrated through documented evidence of any of the following: Successfully completed a Certificate IV level course in an Australian RTO; or Successful completion of AHIC's English Placement Test; or Upper-Intermediate level of English completed in Australia.
- * Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.

Career Opportunities

- Civil Engineering Draftsperson.
- Civil Engineering Technician.
- Road Design Draftsperson.
- Site Manager.
- Estimator.
- Contract Administrator.

Unit of Competence

Core Units	
BSBPMG632	Manage program risk
BSBTWK502	Manage team effectiveness
BSBWHS616	Apply safe design principles to control WHS risks
RIICWD601E	Manage civil works design processes
RIIQUA601E	Establish and maintain a quality system

Elective Units		
BSBSTR601	Manage innovation and continuous improvement	
BSBOPS601	Develop and implement business plans	
RIICWD526E	Prepare detailed traffic analysis	
RIILAT402E	Provide leadership in the supervision of diverse work teams	
BSBPMG530	Manage project scope	
MEM30031	Operate computer-aided design (CAD) system to produce basic drawing elements	



CHC30121 CERTIFICATE III IN EARLY CHILDHOOD EDUCATION AND CARE

CRICOS Course Code: 110270G | Duration: 52 Weeks (40 Weeks Study) including 160hrs work placement.

Core Units

Entry Requirement

- Be at least 18 years of age and have completed the equivalent of Year 12.
- Have an IELTS* score of 5.5 overall, no less than 5.0. English language competence can also be demonstrated through documented evidence of any of the following: Successfully completed a Certificate IV level course in an Australian RTO; or Successful completion of AHIC's English Placement Test; or Upper-Intermediate level of English completed in Australia.
- * Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.
- For Packaging courses, student cannot progress to the higher qualification unless the student has successfully completed lower qualification

Career Opportunities

- Early Childhood Educator
- Playgroup Supervisor
- Home-based Care Worker

Unit of Competence

Core Units	
CHCECE030	Support inclusion and diversity
CHCECE031	Support children's health, safety and wellbeing
CHCECE032	Nurture babies and toddlers
CHCECE033	Develop positive and respectful relationships with children
CHCECE034	Use an approved learning framework to guide practice
CHCECE035	Support the holistic learning and development of children
CHCECE036	Provide experiences to support children's play and learning
CHCECE037	Support children to connect with the natural environment
CHCECE038	Observe children to inform practice
CHCECE054	Encourage understanding of Aboriginal and/or Torres Strait Islander peoples' cultures
CHCECE055	Meet legal and ethical obligations in children's education and care
CHCECE056	Work effectively in children's education and care
CHCPRT001	Identify and respond to children and young people at risk
HLTWHS001	Participate in work health and safety
HLTAID012	Provide First Aid in an education and care setting
HLTWHS001	Participate in workplace health and safety

BSBSTR401 Promote innovation in team environments CHCDIV001 Work with diverse people

CHC50121 DIPLOMA OF EARLY CHILDHOOD EDUCATION AND CARE

CRICOS Course Code: 110271F | Duration: 52 Weeks (36 Weeks Study) including 300 hours work placement.

Entry Requirement

- Be at least 18 years of age and have completed the equivalent of Year 12.
- Have an IELTS* score of 5.5 overall, no less than 5.0. English language competence can also be demonstrated through documented evidence of any of the following: Successfully completed a Certificate IV level course in an Australian RTO; or Successful completion of AHIC's English Placement Test; or Upper-Intermediate level of English completed in Australia.
- * Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.
- For Packaged courses, the student cannot progress to the higher qualification unless the student has (successfully) completed the lower qualification.

Career Opportunities

- Childcare Assistant
- Room Leader
- Early Childhood Educator
- Early Childhood Coordinator

Unit of Competence

Core Units	
BSBTWK502	Manage team effectiveness
CHCECE041	Maintain a safe and healthy environment for children
CHCECE042	Foster holistic early childhood learning, development and wellbeing
CHCECE043	Nurture creativity in children
CHCECE044	Facilitate compliance in a children's education and care service
CHCECE045	Foster positive and respectful interactions and behaviour in children
CHCECE046	Implement strategies for the inclusion of all children
CHCECE047	Analyse information to inform children's learning
CHCECE048	Plan and implement children's education and care curriculum
CHCECE049	Embed environmental responsibility in service operations
CHCECE050	Embed environmental responsibility in service operations
CHCPRP003	Reflect on and improve own professional practice
CHCECE045	Foster positive and respectful interactions and behaviour in children
CHCECE049	Embed environmental responsibility in service operations

Elective Units	
BSBHRM413	Support the learning and development of teams and individuals
CHCDIV003	Manage and promote diversity
BSBPEF502	Develop and use emotional intelligence



SIT40521 CERTIFICATE IV IN KITCHEN MANAGEMENT

CRICOS Course Code: 110417D | Duration: 78 Weeks (60 Weeks Study) including 256 hours work placement.

Core Units

Entry Requirement

- Be at least 18 years of age and have completed the equivalent of Year 12.
- Have an IELTS* score of 5.5 overall, no less than 5.0. English language competence can also be demonstrated through documented evidence of any of the following: Successfully completed a Certificate IV level course in an Australian RTO; or Successful completion of AHIC's English Placement Test; or Upper-Intermediate level of English completed in Australia.
- * Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.
- For Packaging courses, student cannot progress to the higher qualification unless the student has successfully completed lower qualification

Career Opportunities

This qualification provides a pathway to work in organisations such as restaurants, hotels, clubs, pubs, cafes and coffee shops, or to run a small business in these sectors.

Unit of Competence

Core onits	
SITHCCC023*	Use food preparation equipment
SITHCCC027*	Prepare dishes using basic methods of cookery
SITHCCC028*	Prepare appetisers and salads
SITHCCC029*	Prepare stocks, sauces and soups
SITHCCC030*	Prepare vegetable, fruit, eggs and farinaceous dishes
SITHCCC031*	Prepare vegetarian and vegan dishes
SITHCCC035*	Prepare poultry dishes
SITHCCC036*	Prepare meat dishes
SITHCCC037*	Prepare seafood dishes
SITHCCC041*	Produce cakes, pastries and breads
SITHCCC042*	Prepare food to meet special dietary requirements
SITHCCC043*	Work effectively as a cook
SITHKOP010	Plan and cost recipes
SITHKOP012*	Develop recipes for special dietary requirements
SITHKOP013*	Plan cooking operations
SITHKOP015*	Design and cost menus
SITHPAT016*	Produce desserts
SITXCOM010	Manage conflict
SITXFIN009	Manage finances within a budget
SITXFSA005	Use hygienic practices for food safety
SITXFSA006	Participate in safe food handling practices
SITXFSA008*	Develop and implement a food safety program
SITXHRM008	Roster staff
SITXHRM009	Lead and manage people
SITXINV006*	Receive, store and maintain stock
SITXMGT004	Monitor work operations
SITXWHS007	Implement and monitor work health and safety practices

Elective Units	
SITHCCC026*	Package prepared foodstuffs
SITHCCC038*	Produce and serve food for buffets
SITHCCC040*	Prepare and serve cheese
SITXCCS015	Enhance customer service experiences
SITXHRM010	Recruit, select and induct staff
SITXWHS006	Identify hazards, assess and control safety risks

SIT50422 DIPLOMA OF HOSPITALITY MANAGEMENT

CRICOS Course Code: 110701M | Duration: 78 Weeks (Study Period: 60 Weeks) including 192 hours of work placement.

Entry Requirement

- Be at least 18 years of age and have completed the equivalent of Year 12.
- Have an IELTS* score of 5.5 overall, no less than 5.0. English language competence can also be demonstrated through documented evidence of any of the following: Successfully completed a Certificate IV level course in an Australian RTO; or Successful completion of AHIC's English Placement Test; or Upper-Intermediate level of English completed in Australia.
- * Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.
- For Packaged courses, the student cannot progress to the higher qualification unless the student has (successfully) completed the lower qualification.

Career Opportunities

- Bar Manager
- Cafe Manager
- Banquet or Function Manager
- Chef de Cuisine
- Club Manager
- Executive Housekeepe

Unit of Competence

Core Units	
SITXCCS015	Enhance customer service experiences
SITXCCS016	Develop and manage quality customer service practices
SITXCOM010	Manage conflict
SITXFIN009	Manage finances within a budget
SITXFIN010	Prepare and monitor budgets
SITXGLC002	Identify and manage legal risks and comply with law
SITXHRM008	Roster staff
SITXHRM009	Lead and manage people
SITXMGT004	Monitor work operations
SITXMGT005	Establish and conduct business relationships
SITXWHS007	Implement and monitor work health and safety practices
SITXMGT002	Establish and conduct business relationships
SITXWHS003	Implement and monitor work health and safety practices

Elective Units	
SITXFSA005	Use hygienic practices for food safety
SITHKOP005	Coordinate cooking operations
SITHCCC013	Prepare seafood dishes*
SITHCCC014	Prepare meat dishes*
SITHPAT006	Produce desserts*
BSBPEF501	Manage Personal and Professional Development
SITHCCC019	Produce cakes, pastries and breads*
BSBCMM401	Make a presentation
BSBITU306	Design and produce business documents
SITXWHS002	Identify hazards, assess and control safety risks
BSBXCM501	Lead Communication in the Workplace
SITXHRM001	Coach others in job skills
SITHIND002	Source and use information on the hospitality industry
BSBSUS411	Implement and monitor environmentally sustainable work practices
BSBFIA401	Prepare financial reports

Units marked with an * have one or more requisitions refer to individual units for details.

14 SITXWHS006 Identify hazards, assess and control safety risks



SIT60322 ADVANCED DIPLOMA OF HOSPITALITY MANAGEMENT

CRICOS Course Code: 110702K | Duration: 104 Weeks (Study Period: 80 Weeks) including 192 hours of work placement.

Entry Requirement

- Be at least 18 years of age and have completed the equivalent of Year 12.
- Have an IELTS* score of 5.5 overall, no less than 5.0. English language competence can also be demonstrated through documented evidence of any of the following:

 Successfully completed a Certificate IV level course in an Australian RTO; or Successful completion of AHIC's English Placement Test; or Upper-Intermediate level of English completed in Australia.
- *Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.
- For Packaged courses, the student cannot progress to the higher qualification unless the student has (successfully) completed the lower qualification.

Career Opportunities

- Area Manager or Operations Manager
- Café Owner or Manager
- Club Secretary or Manager
- Executive Chef

Unit of Competence

Core Units	
BSBDIV501	Manage diversity in the workplace
BSBFIM601	Manage finances
BSBMGT517	Manage operational plan
BSBMGT617	Develop and implement a business plan
SITXCCS008	Develop and manage quality customer service practices
SITXFIN003	Manage finances within a budget
SITXFIN004	Prepare and monitor budgets
SITXFIN005	Manage physical assets
SITXGLC001	Research and comply with regulatory requirements
SITXHRM003	Lead and manage people
SITXHRM004	Recruit, select and induct staff
SITXHRM006	Monitor staff performance
SITXMGT001	Monitor work operations
SITXMGT002	Establish and conduct business relationships
SITXMPR007	Develop and implement marketing strategies
SITXWHS004	Establish and maintain a work health and safety system

Elective Units	
SITHIND001	Use hygienic practices for hospitality service
SITHIND004	Work effectively in hospitality service
BSBADM502	Manage meetings
BSBRES411	Analyse and present research information
BSBSUS501	Develop workplace policy and procedures for sustainability
BSBFIA401	Prepare financial reports
BSBCRT611	Apply critical thinking for complex problem solving
BSBRSK501	Manage risk
BSBITU306	Design and produce business documents
BSBITU402	Develop and use complex spreadsheets
BSBCMM401	Make a presentation
BSBHRM513	Manage workforce planning
BSBINN601	Lead and manage organisational change
BSBMGT605	Provide leadership across the organisation
BSBHRM602	Manage human resources strategic planning
SITHIND002	Source and use information on the hospitality industry
SITXCCS002	Provide visitor information

ICT40120 CERTIFICATE IV IN INFORMATION TECHNOLOGY

CRICOS Course Code: 102744M | Duration: 78 Weeks (Study Period: 54 Weeks)

Entry Requirement

INFORMATION TECHNOLOGY

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- Be at least 18 years of age and have completed the equivalent of Year 12.
- Have an IELTS* score of 5.5 overall, no less than 5.0. English language competence can also be demonstrated through documented evidence of any of the following: Successfully completed a Certificate IV level course in an Australian RTO; or Successful completion of AHIC's English Placement Test; or Upper-Intermediate level of English completed in Australia.
- * Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.
- For Packaging courses, student cannot progress to the higher qualification unless the student has successfully completed lower qualification

Career Opportunities

- Network Support
- Network Operations Support
- Network Technician
- Network Support Technician
- Help Desk Support

Unit of Competence

Core Units	
BSBCRT404	Apply advanced critical thinking to work processes
BSBXCS404	Contribute to cyber security risk management
ICTICT426	Identify and evaluate emerging technologies and practices
ICTICT451	Comply with IP, ethics and privacy policies in ICT environments
ICTPRG302	Apply introductory programming techniques
ICTSAS432	Identify and resolve client ICT problems
ICTICT443	Work collaboratively in the ICT industry

Elective Units	
ICTICT429	Determine and confirm client business requirements
BSBWOR404	Develop work priorities
ICTNWK420	Install and configure virtual machines
ICTNWK421	Install, configure and test network security
ICTNWK422	Install and manage servers
ICTNWK429	Install hardware to networks
ICTTEN434	Install, configure and test internet protocol networks
ICTICT435	Create technical documentation
ICTSAS441	Support ICT system software
ICTSAS442	Provide first-level remote help desk support
ICTSAS436	Evaluate ICT system status
ICTSAD509	Produce ICT feasibility reports
ICTICT518	Research and review hardware technology options for organisations



ICT50220 DIPLOMA OF INFORMATION TECHNOLOGY

CRICOS Course Code: 105161K | Duration: 78 Weeks (Study Period: 54 Weeks)

Entry Requirement

- Be at least 18 years of age and have completed the equivalent of Year 12.
- Have an IELTS* score of 5.5 overall, no less than 5.0. English language competence can also be demonstrated through documented evidence of any of the following: Successfully completed a Certificate IV level course in an Australian RTO; or Successful completion of AHIC's English Placement Test; or Upper-Intermediate level of English completed in Australia.
- * Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.
- For Packaged courses, the student cannot progress to the higher qualification unless the student has (successfully) completed the lower qualification.

Career Opportunities

- Network / IT administrator
- IT Operations Administrator
- Network Services Administrator
- Network Support Coordinator

Unit of Competence

Core Units	
BSBXCS402	Promote workplace cyber security awareness and best practices
BSBXTW401	Lead and facilitate a team
ICTICT517	Match ICT needs with the strategic direction of the organ-isation
ICTSAS527	Manage client problems
ICTICT532	Apply IP, ethics and privacy policies in ICT environments
BSBCRT512	Originate and develop concepts

Elective Units	
ICTSAD509	Produce ICT feasibility reports
ICTNWK559	Install an enterprise virtual computing environment
ICTNWK540	Design, build and test network servers
ICTNWK546	Manage network security
ICTSAS530	Use network tools
ICTICT518	Research and review hardware technology options for organisations
ICTWK562	Configure an internet gateway
ICTNWK537	Implement secure encryption technologies
ICTICT443	Work collaboratively in the ICT industry
ICTICT435	Create technical documentation
ICTNWK542	Install, operate and troubleshoot medium enterprise routers
ICTNWK543	Install, operate and troubleshoot medium enterprise switches
ICTSAS502	Establish and maintain client user liaison
ICTICT523	Gather data to identify business requirements

ICT60220 ADVANCED DIPLOMA OF INFORMATION TECHNOLOGY

CRICOS Course Code: 1105160M | Duration: 78 Weeks (Study Period: 54 Weeks)

Entry Requirement

- Be at least 18 years of age and have completed the equivalent of Year 12.
- Have an IELTS* score of 5.5 overall, no less than 5.0. English language competence can also be demonstrated through documented evidence of any of the following: Successfully completed a Certificate IV level course in an Australian RTO; or Successful completion of AHIC's English Placement Test; or Upper-Intermediate level of English completed in Australia.
- *Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.
- For Packaged courses, the student cannot progress to the higher qualification unless the student has (successfully) completed the lower qualification.

Career Opportunities

- e-Security Specialist
- ICT Security specialist/Administrator
- IT Security Analyst/Specialist
- Systems/Network administrator
- Network Security Analyst

Unit of Competence

Core Units	
ICTICT608	Interact with clients on a business level
ICTICT618	Manage IP, ethics and privacy in ICT environments
ICTSAD609	Plan and monitor business analysis activities in an ICT environment
BSBXCS402	Promote workplace cyber security awareness and best practices
BSBCRT611	Apply critical thinking for complex problem solving
BSBTWK502	Manage team effectiveness

Elective Units	
ICTNWK556	Identify and resolve network problems
ICTICT617	Lead the evaluation and implementation of current indus-try specific technologies
ICTNWK615	Design and configure desktop virtualisation
ICTSAD508	Develop technical requirements for business solutions
ICTNWK537	Implement secure encryption technologies
ICTNWK540	Design, build and test network servers
ICTNWK542	Install, operate and troubleshoot medium enterprise routers
ICTNWK543	Install, operate and troubleshoot medium enterprise switches
ICTSAS530	Use network tools
ICTICT522	Evaluate vendor products and equipment



FNS40222 CERTIFICATE IV IN ACCOUNTING AND BOOKKEEPING

CRICOS Course Code: 109995B | Duration: 52 Weeks (Study Period: 36 Weeks)

Entry Requirement:

- Be at least 18 years of age and have completed the equivalent of Year 12.
- Have an IELTS* score of 5.5 overall, no less than 5.0. English language competence can also be demonstrated through documented evidence of any of the following:
- a. Successfully completed a Certificate IV level course in an Australian RTO; orb. Successful completion of an English
- b. Successful completion of an English Placement Test.
- * Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.

Career Opportunities:

- Payroll Clerk
- General Accounts Assistant
- Accounts Receivable Clerk
- Accounts Payable
- Clerk and BAS Agent (Study Requirements)

Unit of Competence

Core Units	
FNSACC311	Process financial transactions and extract interim reports
FNSACC312	Administer subsidiary accounts and ledgers
FNSTPB402	Establish and maintain payroll systems
BSBSMB412	Introduce cloud computing into business operations
FNSACC408	Work effectively in the accounting and bookkeeping industry
BSBFIA401	Prepare financial reports
FNSTPB401	Complete business activity and instalment activity statements
FNSACC416	Set up and operate a computerized accounting system

Elective Units	
BSBITU402	Develop and use complex spreadsheets
BSBITU306	Design and produce business documents
FNSACC313	Perform financial calculations
BSBWHS201	Contribute to health & safety of others
FNSACC412	Perform operational budgets

FNS50222 DIPLOMA OF ACCOUNTING

CRICOS Course Code: 110453M | Duration: 65 Weeks (Study Period: 45 Weeks)

Entry Requirement

- Be at least 18 years of age and have completed the equivalent of Year 12(HSC) or other relevant qualification/s; or experience in a financial environment.
- Prior to commencing this qualification an individual must have completed the following units of competency (or equivalent).

FNSACC321 Process financial transactions and extract interim reports.

FNSACC322 Administer subsidiary accounts and ledgers.

FNSACC418 Work effectively in the accounting and bookkeeping industry.

FNSACC421 Prepare financial reports (this unit is the equivalent version of BSBFIA401 Prepare financial reports).

- These competencies may have been achieved through completion of the following (or their equivalent): FNSSS00014 Accounting Principles Skill Set or FNS40222 Certificate IV in Accounting and Bookkeeping.
- Have an IELTS* score of 5.5 (test results must be no more than 2 years old). English language competence can also be demonstrated through documented evidence of any of the following: a) Successfully completed a Certificate IV level course in an Australian RTO; or b) Successful completion of an English Placement Test.
- * Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IFLTS 5.5.

Career Opportunities:

- Accounts Receivable/Payable
- BAS Agent / Tax AgentAssistant Accountant
- Assistant Accoun
- Bookkeeper

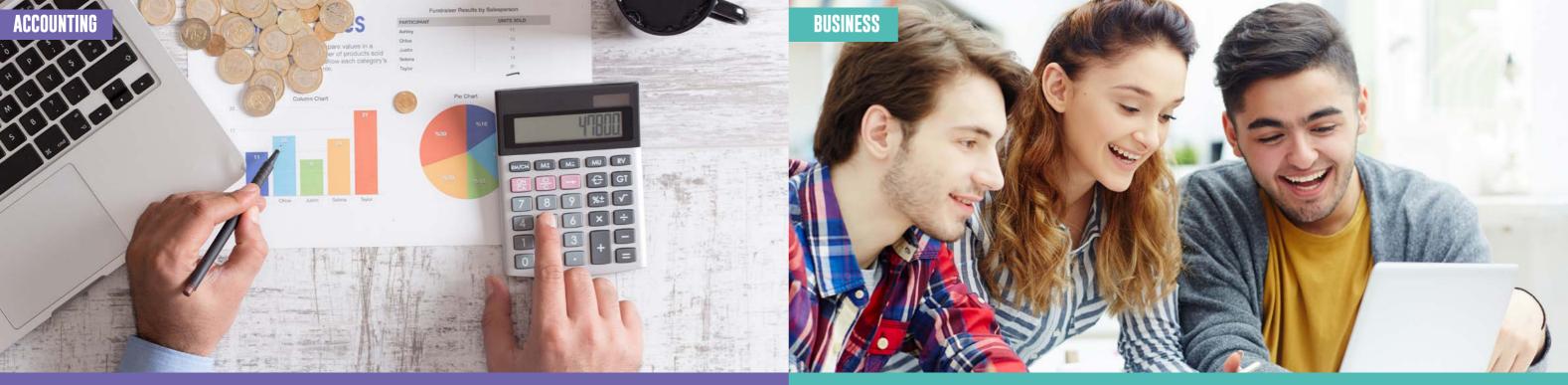
■ Senior Financial Clerk

Unit of Competence:

Core Units	
FNSACC511	Provide financial and business performance information
FNSACC512	Prepare tax documentation for individuals
FNSACC513	Manage budgets and forecasts
FNSACC514	Prepare financial reports for corporate entities
FNSACC516	Implement and maintain internal control procedures
FNSACC517	Provide management accounting information

Elective Units	
BSBITU402	Develop and use complex spreadsheets
FNSACC311	Process financial transactions and extract interim reports
FNSACC505	Establish & maintain accounting information systems
FNSACC408	Work effectively in the accounting and bookkeeping industry
FNSORG506	Prepare financial reports and projections

equivalent to IELTS 5.5.



FNS60222 ADVANCED DIPLOMA OF ACCOUNTING

CRICOS Course Code: 110454K | Duration: 78 Weeks (Study Period: 54 Weeks)

Entry Requirement

- Be at least 18 years of age and have completed the equivalent of Year 12(HSC) or other relevant qualification/s; or experience in a financial environment.
- Prior to commencing this qualification an individual must have completed the following qualifications (or equivalent).
- FNS50222 Diploma of Accounting; or its superseded version FNS50217 Diploma of Accounting or equivalent, provided the listed elective unit BSBTEC402 Design and produce complex spreadsheets (or equivalent) has been completed by those seeking to enrol.
- Have an IELTS* score of 5.5 (test results must be no more than 2 years old). English language competence can also be demonstrated through documented evidence of any of the following: a) Successfully completed a Certificate IV level course in an Australian RTO; or b) Successful completion of an English Placement Test.

*Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.

Career Opportunities:

- Assistant Accountant
- Finance and Accounts Manager
- Senior Financial Officers
- Accounts Receivable and Payable Manager

Unit of Competence

Core Units	
FNSACC624	Monitor corporate governance activities
FNSINC601	Apply economic principles to work in the financial services industry
FNSINC601	Interpret and use financial statistics and tools

Elective Units	
FNSACC601	Prepare and administer tax documentation for legal entities*
FNSFMK505	Comply with financial services legislation and industry codes of practice
FNSACC511	Provide financial and business performance information
FNSACC512	Prepare tax documentation for individuals
FNSORG506	Prepare financial reports and projections
FNSACC514	Prepare financial reports for corporate entities
FNSRSK602	Determine and manage risk exposure strategies
BSBLDR402	Lead effective workplace relationships
FNSACC405	Maintain inventory records
FNSINC503	Identify situations requiring complex ethical decision making
FNSACC603	Implement tax plans and evaluate tax obligations

BSB40120 CERTIFICATE IV IN BUSINESS

CRICOS Course Code: 103683M | Duration: 52 Weeks (Study Period: 36 Weeks)

Entry Requirement

- Be at least 18 years of age and have completed the equivalent of Year 12.
- Have an IELTS* score of 5.5 overall, no less than 5.0. English language competence can also be demonstrated through documented evidence of any of the following: Successfully completed a Certificate IV level course in an Australian RTO; or Successful completion of AHIC's English Placement Test; or Upper-Intermediate level of English completed in Australia
- *Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.
- For Packaged courses, the student cannot progress to the higher qualification unless the student has (successfully) completed the lower qualification.

Career Opportunities

- Office Administrator
- Project Officer
- Team Leader and Personal Assistant

Unit of Competence

Core Units	
BSBCRT411	Apply critical thinking to work practices
BSBTEC404	Use digital technologies to collaborate in a work environment
BSBTWK401	Build and maintain business relationships
BSBWHS411	Implement and monitor WHS policies, procedures and programs
BSBWRT411	Write complex documents
BSBXCM401	Apply communication strategies in the workplace

Elective Units	
BSBPEF402	Develop personal work priorities
BSBPEF403	Lead personal development
BSBMKG434	Promote product and services
BSBOPS405	Organise business meetings
BSBTEC402	Design and produce complex spreadsheets
BSBCMM411	Make presentations



BSB50120 DIPLOMA OF BUSINESS

CRICOS Course Code: 103684K | Duration: 78 Weeks (Study Period: 54 Weeks)

Entry Requirement

- Be at least 18 years of age and have completed the equivalent of Year 12.
- Have an IELTS* score of 5.5 overall, no less than 5.0. English language competence can also be demonstrated through documented evidence of any of the following: Successfully completed a Certificate IV level course in an Australian RTO; or Successful completion of AHIC's English Placement Test; or Upper-Intermediate level of English completed in Australia.
- *Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.
- For Packaging courses, student cannot progress to the higher qualification unless the student has successfully completed lower qualification

Career Opportunities

- Manager
- Team Leader

Unit of Competence

Core Units	
BSBCRT511	Develop critical thinking in others
BSBFIN501	Manage budgets and financial plans
BSBOPS501	Manage business resources
BSBSUS511	Develop workplace policies and procedures for sustainability
BSBXCM501	Lead communication in the workplace

Elective Units	
BSBHRM525	Manage recruitment and onboarding
BSBXDB501	Support staff members with disability in the workplace
BSBTWK503	Manage meetings
BSBPEF501	Manage personal and professional development
BSBPEF502	Develop and use emotional intelligence
BSBWHS521	Ensure a safe workplace for a work area
BSBOPS504	Manage business risk

BSB60120 ADVANCED DIPLOMA OF BUSINESS

CRICOS Course Code: 103685J | Duration: 65 Weeks (Study Period: 45 Weeks)

Entry Requirement

- Be at least 18 years of age and have completed the equivalent of Year 12.
- Have an IELTS* score of 5.5 overall, no less than 5.0. English language competence can also be demonstrated through documented evidence of any of the following: Successfully completed a Certificate IV level course in an Australian RTO; or Successful completion of AHIC's English Placement Test; or Upper-Intermediate level of English completed in Australia.
- *Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.
- Have completed a Diploma or Advanced Diploma from the BSB Training Package (current or superseded equivalent versions) or Have two years equivalent full-time relevant workplace experience in an operational or leadership role in an enterprise
- For Packaged courses, the student cannot progress to the higher qualification unless the student has (successfully) completed the lower qualification.

Career Opportunities

- Senior Administrator
- Senior Executive
- Marketing Manager
- Business Consultant
- Business Development Manager
- Small Business Owner/Manager

Unit of Competence

Core Units	
BSBCRT611	Apply critical thinking for complex problem solving
BSBFIN601	Manage organisational finances
BSBOPS601	Develop and implement business plans
BSBSUS601	Lead corporate social responsibility
BSBTEC601	Review organisational digital strategy

Elective Units	
BSBLDR601	Lead and manage organisational change
BSBWHS521	Ensure a safe workplace for a work area
BSBXDB501	Support staff members with disability in the workplace
BSBPEF501	Manage personal and professional development
BSBSUS511	Develop workplace policies and procedures for sustainability



BSB50420 DIPLOMA OF LEADERSHIP AND MANAGEMENT

CRICOS Course Code: 104276G | Duration: 78 Weeks (Study Period: 54 Weeks)

Entry Requirement

- Be at least 18 years of age and have completed the equivalent of Year 12.
- Have an IELTS* score of 5.5 overall, no less than 5.0. English language competence can also be demonstrated through documented evidence of any of the following: Successfully completed a Certificate IV level course in an Australian RTO; or Successful completion of AHIC's English Placement Test; or Upper-Intermediate level of English completed in Australia.
- *Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.
- For Packaged courses, the student cannot progress to the higher qualification unless the student has (successfully) completed the lower qualification.

Career Opportunities

- Manager
- Project Manager
- Team Manager

Unit of Competence

Core Units	
BSBCMM511	Communicate with influence
BSBCRT511	Develop critical thinking in others
BSBLDR523	Lead and manage effective workplace relationships
BSBOPS502	Manage business operational plans
BSBPEF502	Develop and use emotional intelligence
BSBTWK502	Manage team effectiveness

Elective Units	
BSBLDR521	Lead the development of diverse workforces
BSBPEF501	Manage personal and professional development
BSBSUS511	Develop workplace policies and procedures for sustainability
BSBTWK503	Manage meetings
BSBWHS521	Ensure a safe workplace for a work area
BSBXDB501	Support staff members with disability in the workplace

BSB80120 GRADUATE DIPLOMA OF MANAGEMENT (LEARNING)

CRICOS Course Code: 110272E | Duration: 104 Weeks (Study Period: 72 Weeks)

Entry Requirement

- Be at least 18 years of age and have completed the equivalent of Year 12.
- Have an IELTS* score of 5.5 overall, no less than 5.0. English language competence can also be demonstrated through documented evidence of any of the following: Successfully completed a Certificate IV level course in an Australian RTO; or Successful completion of AHIC's English Placement Test; or Upper-Intermediate level of English completed in Australia.
- *Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.
- Have completed a Diploma of Project Management qualification. or Have completed two years equivalent fulltime relevant workplace experience at a significant level within a project or program environment within an enterprise.
- For Packaged courses, the student cannot progress to the higher qualification unless the student has (successfully) completed the lower qualification.

Career Opportunities

- RTO Manager
- RTO Director

Unit of Competence

Core Units	Core Units	
BSBHRM613	Contribute to the development of learning and development strategies	
BSBLDR811	Lead strategic transformation	
TAELED803	Implement improved learning practice	

Elective Units		
BSBLDR601	Lead and manage organisational change	
BSBOPS601	Develop and implement business plans	
BSBINS603	Initiate and lead applied research	
BSBSTR801	Lead innovative thinking and practice	
BSBCRT611	Apply critical thinking for complex problem solving	



BSB50820 DIPLOMA OF PROJECT MANAGEMENT

CRICOS Course Code: 104067E | Duration: 78 Weeks (Study Period: 54 Weeks)

Entry Requirement

- Be at least 18 years of age and have completed the equivalent of Year 12.
- Have an IELTS* score of 5.5 overall, no less than 5.0. English language competence can also be demonstrated through documented evidence of any of the following: Successfully completed a Certificate IV level course in an Australian RTO; or Successful completion of AHIC's English Placement Test; or Upper-Intermediate level of English completed in Australia.
- *Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.
- For Packaged courses, the student cannot progress to the higher qualification unless the student has (successfully) completed the lower qualification.

Career Opportunities

- Project Coordinator
- Project Management Officer
- Project Team Member
- Project or Program Administrator

Unit of Competence

Core Units	
BSBPMG530	Manage project scope
BSBPMG531	Manage project time
BSBPMG532	Manage project quality
BSBPMG533	Manage project cost
BSBPMG534	Manage project human resources
BSBPMG535	Manage project information and communication
BSBPMG536	Manage project risk
BSBPMG540	Manage project integration

Elective Units	
BSBSUS511	Develop workplace policy and procedures for sustainability
ICTICT526	Verify client business requirements
ICTICT517	Match ICT needs with the strategic direction of the organisation
BSBPEF502	Develop and use emotional intelligence

BSB60720 ADVANCED DIPLOMA OF PROGRAM MANAGEMENT

CRICOS Course Code: 104455D | Duration: 78 Weeks (Study Period: 54 Weeks)

Entry Requirement

- Be at least 18 years of age and have completed the equivalent of Year 12.
- Have an IELTS* score of 5.5 overall, no less than 5.0. English language competence can also be demonstrated through documented evidence of any of the following: Successfully completed a Certificate IV level course in an Australian RTO; or Successful completion of AHIC's English Placement Test; or Upper-Intermediate level of English completed in Australia.
- *Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5
- Have completed a Diploma of Project Management qualification. or Have completed two years equivalent full-time relevant workplace experience at a significant level within a project or program environment within an enterprise.
- For Packaged courses, the student cannot progress to the higher qualification unless the student has (successfully) completed the lower qualification.

Career Opportunities

- Contracts Officer
- Project Administrator
- Project Manager
- Program Manager

Unit of Competence

Core Units	Core Units	
BSBPMG630	Enable program execution	
BSBPMG634	Facilitate stakeholder engagement	
BSBPMG635	Implement program governance	
BSBPMG636	Manage benefits	

Elective Units	
BSBSUS601	Lead corporate social responsibility
BSBLDR601	Lead and manage organisational change
BSBPEF502	Develop and use emotional intelligence
BSBPMG632	Manage program risk
BSBPMG633	Provide leadership for the program
BSBFIN601	Manage organisational finances
BSBSUS511	Develop workplace policy and procedures for sustainability
BSBCRT611	Apply critical thinking for complex problem solving



HOW TO APPLY

FILLING OUT FORMS

International students applying from overseas* must fill out: Streamline Student Visa Framework (SSVF) Questionnaire, Australian Harbour International College Enrolment Form.

SSVF Assessment Form, Statutory Declaration Form Statement of Purpose of studying at Australian Harbour International College must be forwarded to the College Admission department together with the above filled out forms.

*Please contact Australian Harbour International College Marketing/ Admission Department

APPLICATION ASSESSMENT

Once we receive your application we will assess whether you meet the English Language and academic entry requirements for your chosen programme.

LETTER OF OFFER

If your application is approved, we will send you a letter of Offer. This will include payment details, airport arrival and accommodation information.

FEE PAYMENT

Fee payment details are included in your letter of Offer. Ensure you have read and understood the Australian Harbour International College refund policy before you make payment to Australian Harbour International College.

APPLY FOR A STUDENT VISA

Once we receive your fee payment, we will issue you with a fee receipt to support your student visa application.

Visit: http://www.border.gov.au/Trav/Stud for visa requirements and processes.

PLANNING FOR ARRIVAL

Plan to arrive at Australian Harbour International College in time to attend the International Student Orientation. Once you have booked your flights, organise your airport pick up and accommodation at least 10 working days before you arrive.

AHIC ORIENTATION PROGRAM

Join other international students for the Australian Harbour International College Orientation program, finalise your enrolment, and commence your studies.

CHECKLIST

	www.ahic.edu.au/downloads
	Certified copy of PASSPORT
	Copy of VISA (onshore students only)
	Certified copies of previous QUALIFICATIONS
	Certified copies of ENGLISH LANGUAGE PROFICIENCY
	DECLARATION read and ticked/signed

ENTRY REQUIREMENTS

- Year 12 (HSC) or equivalent
- Academic IELTS 5.5 overall, no less than 5.0 in each band, or upper intermediate, or EAP from approved ELICOS/ESL centre or Successfully completed a Certificate IV level course in an Australian RTO or Successful completion of Australian Harbour International College 's Placement Test.
- ✓ Enrollment Fee \$200
- ✓ At least 17 years or above

PAYMENT OPTIONS

BY MAIL

Level 1, 84 – 86 Mary Street, Surry Hills NSW 2010 Australia

DIRECT DEPOSIT/ TELEGRAPHIC TRANSFER

Please quote student name and number for each transaction, Otherwise, AHIC may not be able to trace the payment, which could mean that enrolment may be delayed.

BANK PAYMENT

Bank: Commonwealth Bank

Branch Name: Cnr of George & Market St, Sydney

NSW. 2000 Australia

Account Name: Australian Harvard International

College

BSB: 062 005 Account No: 1116 1515

Swift Code: CTBAAU2S (for international transfer)

CREDIT CARD/ CASH PAYMENT

Credit Cards are accepted and surcharges apply according to the type of card. We accept Bankcards, MasterCard & Visa Card. Cash payment is not accepted.

PAYMENT ADVICE

Contact AHIC Accounts for details accounts@ahic.edu.au

USEFUL LINKS

Study in Australia: www.studyinaustralia.gov.au

DoHA: www.homeaffairs.gov.au

City of Sydney: www.cityofsydney.nsw.gov.au

Job search: www.seek.com.au

Homestay Services: www.meridianhomestay.com.au

ASQA: www.asqa.gov.au

NSW Ombudsman: www.ombo.nsw.gov.au

Fairwork: www.fairwork.gov.au





AUSTRALIAN HARBOUR INTERNATIONAL COLLEGE ABN: 74 603 036 102 | RTO NO: 41338 | CRICOS Provider Code: 03449J

Level 1, 84 – 86 Mary Street, Surry Hills NSW 2010 +61 2 9268 0085 | admissions@ahic.edu.au | www.ahic.edu.au