



# Course Guide 2020







# About UED

## Our Mission

At Unity School of Education, we love what we do! Rather than taking a single, defined approach to VET Education, we strive to nurture and empower each individual: Our Mission as an education provider is to treat every individual according to their specific needs, so that they are better able to recognize their own power through education and successfully incorporate skills into their jobs and daily lives.

## Our Vision

The Vision of Unity School of Education is to create a caring environment, a safe haven where every individual is treated with respect. We strive to achieve optimum results for successful job outcomes. Background Unity School has a long history of about 10 years in training students successfully with desirable employment outcomes.

Today's world is a challenging and moving environment. The fundamental key to success in today's business culture is firm concentration, professional training and a strong belief in yourself as well as the achievement of your goals. Our dedication ensures that you feel at home in Australia, with a safe, secure and supportive environment. Unity's commitment will allow you the opportunity to take on this life changing journey and take full advantage of the experience we have to offer you. The main focus of Unity is that you succeed in achieving your goals and enter the industry culture equipped with the knowledge, the confidence and the ability to perform at your best.

Our goal is to provide the guidance you need during your journey to allow you to become professional and productive contributor's to today's society. Together with our highly qualified, experienced and professional teaching staff, UED looks forward to pursuing academic excellence, value based education, and providing an environment that is overall beneficial to your academic and professional development. We have a well established campus facility at 245 Main Road, Derwent Park, Tasmania 7009. We acknowledge that the educational aspect of life is essential to developing skills needed to enter a productive society and vital in promoting an individual sense of worth, values and high ethical standards. We personally look forward to playing a fundamental role in student's journey as our educational relationship continues, as we work towards defining your educational and professional goals.

# Living in Australia

Up-to-date and more detailed information about overseas students studying and living in Australia is available at the following websites <http://www.studyinaustralia.gov.au> & <https://www.discovertasmania.com.au>. This website is established and maintained by the Australian government

## Australia

Australia is a land of contrasts: sweeping golden beaches, coral reefs rich with marine life, tropical rainforests, mountain ranges, vast grazing lands and sparse deserts.

One of the oldest continents, Australia is the only country to occupy an entire continent.

Surrounded by the Indian and Pacific Oceans, Australia has many animals and plants, which are unique on the planet. The surface geology is typically old and flat with a major mountain range stretching down the eastern coast and another mountain range in the north west of the continent.

## Hobart and South Tasmania

Hobart, Tasmania's capital city, offers a blend of heritage and lifestyle with world class activities and attractions nearby.

In Hobart, explore the converted colonial warehouses of Salamanca and on Saturdays there's Salamanca Market, Tasmania's most visited attraction.

From here it's a short walk to the Tasmanian Museum and Art Gallery or a short ferry ride takes you to Mona, one of the world's largest private collections of art and antiquities.

South of Hobart are the clear waters and stunning coastline of Bruny Island and the beauty of the D'Entrecasteaux Channel. An alternative route passes through the Huon Valley alongside the tranquil Huon River and on to the rugged Hartz Mountains National Park.

To the east are the wineries of the Coal River Valley and further on is Tasman National Park, with its spectacular coastline and historic convict sites.

Heading west, the road follows the beautiful River Derwent through the Derwent Valley and on to the grandeur of Lake St Clair in the Tasmanian Wilderness World Heritage Area.

And if you're travelling north to Launceston, the Midland Highway, dubbed the Heritage Highway, offers many opportunities to learn of Tasmania's heritage past, with homesteads and country cottages revealing the state's early colonial history along the way.

## NATIONAL PARKS AND WILDERNESS

Tasmania's national parks cover a diversity of unspoiled habitats and ecosystems with plants and animals found nowhere else on Earth.

Around forty per cent of Tasmania is protected in national parks and reserves. Most of them are stunningly beautiful and within easy reach of our major cities - and all of them are safe to visit.

So special are our national parks that a large proportion has been included in the Tasmanian Wilderness World Heritage area in recognition of their unique natural and cultural values.

Our well know iconic places are located in or near our national parks, like Cradle Mountain in Cradle Mountain-Lake St Clair National Park, Wineglass Bay in Freycinet National Park and the Franklin River in the Gordon-Franklin Wild Rivers National Park - not to mention the Port Arthur Historic Site near the Tasman National Park.

Tasmania also has significant marine reserves where a delicate and beautiful underwater environment is protected for the benefit of future generations.

Tasmania's national parks and reserves are managed by the Tasmanian Parks and Wildlife Service. Many have visitor centres where you can find out about the park's wildlife, history and geology, as well as buy parks passes, books, maps and refreshments. Parks passes are required to visit Tasmania's national parks.







# BSB50215 Diploma of Business

CRICOS Course Code:098201C

- Duration : 52 weeks
- Mode of study: Full-time
- Core Units: 8
- Campus: TAS - Tasmania Campus
- Delivery Mode: Face-to-Face
- Tuition Fees: AUD \$6000
- Application Fees: AUD \$350
- Resource Fees: AUD \$250
- English proficiency: IELTS exam result of a total band of 5.5 or equivalent.
- Intake dates Every month on the 15th

**Course Description:** This qualification would apply to individuals with various job titles including executive officers, program consultants, and program coordinators. Individuals in these roles may possess substantial experience in a range of settings, but seek to further develop their skills across a wide range of business functions.

**Recognition:** This course holds national accreditation under the Australian Qualification Framework (AQF). International Student Campus:

**Assessments:** This course includes written projects/assignments, as well as observation of practical tasks. Group tasks or assignments may occur as a type of assessment.

**Career Opportunities:** Executive Officer, Program consultant, Program Coordinator.

**Pathway:** Upon completion of this qualification, students can continue their studies with a BSB61015 Advanced Diploma of Leadership and Management or pursue a qualification in another related field.

**Reassessment:** Students can have three reassessments of NYC (Not Yet Competent) free of charge provided that the submission of assessments has been done on time. Further, if a student fails more than three times in the unit, the student will have to repeat that unit and charges will be AUD\$350.00 per unit (GST will not be charged). Entry

**Requirements:** Successful completion of studies equivalent to Australian Year 12 education or relevant employment experience.

**English proficiency:** IELTS exam result of a total band of 5.5 or equivalent.

**Apply:** To apply for this course as an international student, please complete the international student application for enrolment form together with the required supportive documents.

For further information about the enrolment procedure, please visit our website: [www.ued.edu.au](http://www.ued.edu.au)

**Credit Transfer:** Applicants who wish to apply for credit transfer, please visit our website for further information: [www.ued.edu.au](http://www.ued.edu.au)

## **Unit Lisitng**

*Diploma of Business requires the successful completion of 8 Units.*

### **CORE UNITS**

BSBADM502	Manage meetings
BSBADM506	Manage business document design and development
BSBMKG514	Implement and monitor marketing activities
BSBHRM506	Manage recruitment, selection and induction processes
BSBWOR501	Manage personal work priorities and professional development
BSBRSK501	Manage risk
BSBADV509	Create mass print media advertisements
BSBADV507	Develop a media plan

# BSB61015 Advanced Diploma of Leadership & Management

CRICOS Course Code:098202B

- Duration : 52 weeks
- Mode of study: Full-time
- Core Units: 4
- Elective Units: 8
- Campus: TAS - Tasmania Campus
- Delivery Mode: Face-to-Face
- Tuition Fees: AUD \$6000
- Application Fees: AUD \$350
- Resource Fees: AUD \$250
- English proficiency: IELTS exam result of a total band of 5.5 or equivalent.
- Intake dates Every month on the 15th

**Course Description:** This qualification reflects the role of individuals who apply specialised knowledge and skills, together with experience in leadership and management, across a range of enterprise and industry contexts. Individuals at this level use initiative and judgement to plan and implement a range of leadership and management functions, with accountability for personal and team outcomes within broad parameters. They use cognitive and communication skills to identify, analyse and synthesise information from a variety of sources and transfer their knowledge to others, and creative or conceptual skills to express ideas and perspectives or respond to complex problems.

**Recognition:** This course holds national accreditation under the Australian Qualification Framework (AQF).

**Assessments:** This course includes written projects/assignments, as well as observation of practical tasks. Group tasks or assignments may occur as a type of assessment.

**Career Opportunities:** Area Manager, Department Manager, Regional Manager.

**Pathway:** Students could continue studies with BSB80215 Graduate Diploma of Strategic Leadership or BSB80315 Graduate Certificate in Leadership Diversity

**Reassessment:** Students can have three reassessments of NYC (Not Yet Competent) free of charge provided that the submission of assessments has been done on time. Further, if a student fails more than three times in the unit, the student will have to repeat that unit and charges will be AUD\$350.00 per unit (GST will not be charged).

**Requirements:** Successful completion of studies equivalent to Australian Year 12 education or relevant employment experience.

**English proficiency:** IELTS exam result of a total band of 5.5 or equivalent.

**Apply:** To apply for this course as an international student, please complete the international student application for enrolment form together with the required supportive documents.

For further information about the enrolment procedure, please visit our website: [www.ued.edu.au](http://www.ued.edu.au)

**Credit Transfer:** Applicants who wish to apply for credit transfer, please visit our website for further information: [www.ued.edu.au](http://www.ued.edu.au)



## **Unit Lisitng**

*Diploma of Business requires the successful completion of 8 Units.*

### **CORE UNITS**

BSBFIM601 Manage finances  
BSBINN601 Lead and manage organisational change  
BSBMGT605 Provide leadership across the organisation  
BSBMGT617 Develop and implement a business plan

### **ELECTIVE UNITS**

BSBHRM602 Manage human resources strategic planning  
BSBPMG522 Undertake project work  
BSBMGT608 Manage innovation and continuous improvement  
BSBMGT616 Develop and implement strategic plans  
BSBMKG609 Develop a marketing plan  
BSBRISK501 Manage Risk  
BSBSUS501 Develop workplace policy and procedures for sustainability  
BSBMKG608 Develop organisational marketing objectives

# CPC40110 – Certificate IV in Building and Construction (Building)

CRICOS Course Code: 0101113

- Duration : 52 weeks
- Mode of study: Full-time
- Core Units: 13
- Elective Units: 3
- Campus: TAS - Tasmania Campus
- Delivery Mode: Face-to-Face
- Tuition Fees: AUD \$11,000
- Application Fees: AUD \$350
- Resource Fees: AUD \$680\* (card and materials)
- English proficiency: IELTS exam result of a total band of 5.5 or equivalent.
- Intake dates Every month on the 15th

**Course Description:** This qualification is designed to meet the needs of builders and managers of small to medium-sized building businesses. The builder may also be the appropriately licensed person with responsibility under the relevant building licensing authority in the State or Territory. Builder licensing varies across States and Territories and additional requirements to attainment of this qualification may be required.

**Occupational titles may include:** Builder, Construction manager.

The qualification has core unit of competency requirements that cover common skills for the construction industry. The construction industry strongly affirms that training and assessment leading to recognition of skills must be undertaken in a real or very closely simulated workplace environment and this qualification requires all units of competency to be delivered in this context. Completion of the general induction training program specified by the National Code of Practice for Induction Training for Construction Work (ASCC 2007) is required before entering a construction work site. Achievement of unit CPCCOHS1001A covers this requirement. Additional units of competency may be required to meet builder registration requirements in various States and Territories.

**Assessment:** A range of assessment strategies is employed for this qualification and the choice of strategy is dependent on the nature of the unit of competency. Strategies may include but not limit demonstrations, observation, projects, presentations, knowledge tests, reports and interviews.

**Recognition of prior learning:** Students are able to apply for recognition of prior learning for individual units of competency.

**Credit transfer:** There are no formal articulation arrangements in place. Pathways to degrees in architecture are available but arrangements must be made with individual universities.

As the course includes imported units from a nationally endorsed Training Package and a state accredited course, credit transfer is available in relation to any qualifications or courses that include the imported units

**Delivery Mode:** The program will be delivered on campus and will be face-to-face delivery. UED provides students with learning support assistance through access to resources such as the library and learning materials.

**Entry/ Exit points:** A student may exit from this qualification at any time with a Statement of Attainment for any units of competency completed successfully up to that point.

## Career pathways:

### Training Pathway

Diploma Level: CPC50210 Diploma of Building and Construction (Building)

Advanced Diploma Level: CPC60212 Advanced Diploma of Building and Construction (Management)

### Employment Pathway

Employment outcomes resulting from the completion of this course may include the following roles: Construction Manager, Building Supervisor, Project Manager (Construction)

**Eligibility/ Entry requirements:** The Training Package does not specify any entry requirements. However, Unity School of Education requires learners to be a minimum of 16 years of age and have at least a Certificate III level trade qualification preferably from CPC Training Package or have at least 2 – 3 years of trade/industry experience. It also requires learners to demonstrate they have sound Language, Literacy and Numeracy skills (LLN).

International Students will require to demonstrate their English Language proficiency to the minimum level of 5.5 in IELTS or equivalent. A successful completion of Certificate III level qualification in Australia during last 12 months will be considered equivalent to the IELTS requirements.

**Program Content:** The training program covers 16 units of competency taken from the Qualification. There are 13 core units and 3 elective units.

**Resources:** Students are issued with learning materials and handouts relevant to each unit.

## UNIT LISTINGS

### Core Units

BSBSMB406	Manage small business finances
CPCCB4001A	Apply building codes and standards to the construction process for low rise building projects
CPCCB4002A	Manage occupational health and safety in the building and construction workplace
CPCCB4003A	Select and prepare a construction contract
CPCCB4004A	Identify and produce estimated costs for building and construction projects
CPCCB4005A	Produce labour and material schedules for ordering
CPCCB4006B	Select, procure and store construction materials for low rise projects
CPCCB4007A	Plan building or construction work
CPCCB4008B	Conduct on-site supervision of building and construction projects
CPCCB4009B	Apply legal requirements to building and construction projects
CPCCB4010B	Apply structural principles to residential low rise constructions
CPCCB4011B	Apply structural principles to commercial low rise constructions
CPCCB4012B	Read and interpret plans and specifications

### Elective Units

CPCCB4013A	Prepare and evaluate tender documentation
CPCCB4026A	Arrange building applications and approvals
BSBITU202	Create and use spreadsheets



# CPC31311 Certificate III in Wall and Floor Tiling

CRICOS Course Code: 0101114

- Duration : 52 weeks
- Mode of study: Full-time
- Core Units: 16
- Elective Units: 3
- Campus: TAS - Tasmania Campus
- Delivery Mode: Face-to-Face
- Tuition Fees: AUD \$12000
- Application Fees: AUD \$350
- Resource Fees: AUD \$680\* (card and materials)
- English proficiency: IELTS exam result of a total band of 5.5 or equivalent.
- Intake dates Every month on the 15th

**Course Description:** This course provides you with hands-on skills and knowledge that enables you to carry out a wide range of tasks in the tiling industry. This specific training and Assessment Strategy is targeted towards learners who are seeking to further their skills and knowledge practical and theoretical aspects of working in the wall and floor Industry. The target audience for this Training and Assessment Strategy are individuals who are working as apprentice tilers or have some relevant work experience within the industry either as a tiler or in the construction industry.

This qualification supports the attainment of the skills and knowledge required to work as a tiler. The training and assessment strategy focuses to enhancing individual's knowledge required to enter the various roles within the tiling industry such as, apprentice tiler, general labourer specific to tiling, consultant and business owner.

This course includes written projects assignments, as well as observation of practical tasks. Group tasks or assignments may occur as a type of assessment.

**Assessment:** A range of assessment strategies is employed for this qualification and the choice of strategy is dependent on the nature of the unit of competency. Strategies may include but not limit practical application and demonstration of skills, oral presentations, written assignments, tests and projects, work-based projects including the maintenance of log books.

**Recognition of prior learning:** Students are able to apply for recognition of prior learning for individual units of competency.

**Credit transfer:** There are no formal articulation arrangements in place. Pathways to degrees in architecture are available but arrangements must be made with individual universities. As the course includes imported units from a nationally endorsed Training Package and a state accredited course, credit transfer is available in relation to any qualifications or courses that include the imported units.

**Delivery Mode:** The program will be delivered on campus and will be face-to-face delivery. UED provides students with learning support assistance through access to resources such as the library and learning materials. The learner is required to achieve competency in 19 units in order to complete the course and be awarded the qualification of CPC31311 – Certificate III in Wall and Floor Tiling. The learner will undergo: An introduction process explaining the units of competency and the training and assessment program. A review of the available units of competency that have been selected. The units of competency to be included in a participant's training program have been determined through discussions with Industry Consultants who have knowledge of the requirements to supervise a team of employees within a business environment. Various business representatives review the program and sample of learning materials and assessments. The format for delivery/assessment has been designed around a program involving a combination of review of existing skills, gap training as appropriate, theory sessions as appropriate, classroom sessions and practical assessments and assessment in a suitably equipped simulated or virtual workplace environment

**Entry/ Exit points:** A student may exit from this qualification at any time with a Statement of Attainment for any units of competency completed successfully up to that point.

**Career pathways:** Training Pathway: CPC31311 – Certificate III in Wall and Floor Tiling to CPC40110 – Certificate IV in Building and Construction (Building) to CPC50308 Diploma of Building and Construction (Management) or CPC50210 – Diploma of Building and Construction (Building)

**Employment Pathway:** Employment outcomes resulting from the completion of this course may include: Tiler, Wall and floor tiler.

**Eligibility/ Entry requirements:** This qualification requires a minimum of year 10 completion or equivalent. Unity School of Education requires students to be a minimum of 16 years of age and to demonstrate that they have sufficient English Language, Literacy and Numeracy (LLN) through satisfactory completion of UED's pre-enrolment LLN test. International students may be required to provide evidence of their English Language Proficiency to the minimum level of 5.5 in IELTS or equivalent. (Exceptions exist, please discuss with the admissions department).

**Program Content:** The training program covers 19 units of competency taken from the Qualification. It has total Core units of 16 and 3 Elective Units, participants are required to successfully complete all 16 core units.

**Assessment & Resources:** In addition to learner workbooks and assessment instructions, additional resources will be made available to learners. Students are issued with learning materials and handouts relevant to each unit. Students are encouraged to bring their own laptops.

**Learning Resources:** Learners will be provided with the mix of in-house developed and commercially prepared training and assessment resources that have been contextualised for the use at Unity School of Education and for specific learner needs when required.

**Physical Resources:** Unity School of Education will ensure that a suitably equipped training room and workshop environment is available for training and assessment processes, as required. This includes mandatory attendance of learners at the campuses.

## **Unit Listings**

### **Core Units**

CPCCCM1013A	Work effectively and sustainably in the construction industry
CPCCCM1014A	Plan and organise work
CPCCCM1015A	Conduct workplace communication
CPCCCM2001A	Carry out measurements and calculations
CPCCCM2006B	Read and interpret plans and specifications
CPCCOHS2001A	Apply basic levelling procedures
CPCCWF2001A	Apply OHS requirements, policies and procedures in the construction industry
CPCCWF2001A	Handle wall and floor tiling materials
CPCCWF2002A	Use wall and floor tiling tools and equipment
CPCCWF3001A	Prepare surfaces for tiling application
CPCCWF3002A	Fix floor tiles
CPCCWF3003A	Fix wall tiles
CPCCWF3004A	Repair wall and floor tiles
CPCCWF3006A	Carry out mosaic tiling
CPCCWF3007A	Tile curved surfaces
CPCCWP3002A	Apply waterproofing process to internal wet areas

### **Elective Units**

BSBSMB301	Investigate micro business opportunities
BSBSMB406	Manage small business finances
CPCCCM2008B	Erect and dismantle restricted height scaffolding





**For further enquiries, please contact us at:**

**Address: 245 Main Road, Derwent Park, Tasmania 7009**  
**Phone: (03) 6200 0430 | E-mail: [info@ued.edu.au](mailto:info@ued.edu.au)**

**Address: 245 Main Road, Derwent Park, Tasmania 7009**  
**Phone: (03) 6200 0430 | E-mail: [info@ued.edu.au](mailto:info@ued.edu.au)**

**CRICOS Provider Code: 03579K**

**ABN: 31 603 252 259 | ACN: 603 252 259**

UED-courseguide-2019-V1.1-NOV19 - To be reviewed NOV20 - Approved by CEO