SACRED HEART
INTERNATIONAL COLLEGE

Course Outline

SIT30821 - Certificate III in Commercial Cookery

CRICOS Course Code: 114160C

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Qualification	SIT30821 - Certificate III in Commercial Cookery
CRICOS Course Code	114160C
Purpose	This qualification reflects the role of cooks who use a wide range of well-developed cookery skills and sound knowledge of kitchen operations to prepare food and menu items. Using discretion and judgement, they work with some independence and under limited supervision using plans, policies and procedures to guide work activities. Completion of this qualification contributes to recognition as a trade cook. This qualification provides a pathway to work as a cook in organisations such as restaurants, hotels, clubs, pubs, cafes, and coffee shops. The skills in this qualification must be applied in accordance with Commonwealth and State or Territory legislation, Australian standards and industry codes of practice. No occupational licensing, certification or specific legislative requirements apply to this qualification at the time of publication.
Course Provider	Angel Investments Group Pty Ltd T/A Sacred Heart International College RTO ID: 45168 CRIICOS ID: 03606A Phone: 03 9453 8330 Email: bhallinder@shic.vic.edu.au
Delivery Mode	Face-to-face - Classroom, Kitchen and Workplace Based Training
Delivery Site/Location	Classroom: 62 NewQuay Promenande, Docklands, Vic 3008 Kitchen: 62 NewQuay Promenande, Docklands, Vic 3008
Course Duration	**56 weeks (52 weeks training and 4 weeks break)**
Career Outcomes	Once you have successfully completed the SIT30821 - Certificate III in Commercial Cookery you'll be eligible for entry-level positions in commercial kitchens, restaurants, hotels, catering companies, and more. You can apply for roles such as line cook, prep cook, or kitchen assistant.
Education Pathways	The further study pathways available to students who undertake this qualification include: | SIT30821 Certificate III in Commercial Cookery	SIT40521 - Certificate IV in Kitchen Management
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Units of Competency	The SIT30821 Certificate III in Commercial Cookery requires the completion of the following 25 units (including 20 core and 5 electives).

CODE	Unit Title	Type
SITXFSA005	Use hygienic practices for food safety	Core (Pre-requisite 1)
SITHCCC027	Prepare dishes using basic methods of cookery	Core (Pre-requisite 2)
SITHCCC035	Prepare poultry dishes	Core
SITHCCC036	Prepare meat dishes	Core
SITHCCC037	Prepare seafood dishes	Core
SITHCCC041	Produce cakes, pastries and breads	Core
SITHCCC042	Prepare food to meet special dietary requirements	Core
SITHCCC043	Work effectively as a cook	Core
SITHKOP009	Clean kitchen premises and equipment	Core
SITHKOP010	Plan and cost recipes	Core
SITHPAT016	Produce desserts	Core
SITXFSA006	Participate in safe food handling practices	Core
SITXHRM007	Coach others in job skills	Core
SITXINV006	Receive, store and maintain stock	Core
SITXWHS005	Participate in safe work practices	Core
SITHCCC023	Use food preparation equipment	Core
SITHCCC028	Prepare appetisers and salads	Core
SITHCCC029	Prepare stocks, sauces and soups	Core
SITHCCC030	Prepare vegetable, fruit, eggs and farinaceous dishes	Core
SITHCCC031	Prepare vegetarian and vegan dishes	Core
SITXCOM006	Source and present information	Elective – Group C
SITXFSA007	Transport and store food	Elective – Group A
BSBSUS211	Participate in sustainable work practices	Elective – Group C
SITHCCC026	Package prepared foodstuffs	Elective –

			Group A
	SITHCCC040	Prepare and serve cheese	Elective – Group A

Pre-requisites	Certain units have pre-requisites listed in the training package which are also core units of the course. They are Pre-requisite 1: SITXFSA005 Use hygienic practices for food safety Pre-requisite 2: SITHCCC027 Prepare dishes using basic methods of cookery
Entry Requirements	**Age Requirements** Sacred Heart International College requires that all students must be 18 years of age or above at the commencement of course. **Prior Achievement Requirements:** Completed Year 12 in Australia /secondary education in the student's home country equivalent to an Australian Year 12 qualification. **LLN Requirements** ● The qualification has been analysed to determine the Australian Core Skills Framework (ACSF) levels of Learning, Reading, Writing, Oral Communication and Numeracy. This is detailed in the Certificate III in Commercial Cookery ACSF Profile. ● Students entering this qualification will have their LLN skills compared to the ACSF levels of the course to determine if there are specific support requirements needed, and make a recommendation about the suitability of the student to enroll. ● See the student and learning support policy **English Language Requirements** ● All students entering this qualification must have the following minimum score of an internationally recognized English Language proficiency tests or equivalent in line with DHA recommendations ● IELTS overall band of 5.5 or ● TOEFL IBT test score band of 54-56 equivalents or ● PTE Academic band score 42 equivalent or ● Satisfactory completion of General English – Upper intermediate level or ● Successful completion of Certificate III in Spoken and Written English (10725NAT) or equivalent course or

	● Successful completion of Senior Secondary certificate of education in Australia conducted in English or ● Completion of full-time studies in Australia towards a Certificate IV or above or a foundation course or ● Student's first language is English or ● Student was educated for 5 years in an English-speaking country. If there are doubts about the student's English language skills to cope in an academic environment and if he/she cannot provide a satisfactory IELTS score or equivalent, the student will undergo the college English placement test and be required to complete it with a satisfactory result.
Holiday Breaks/ Course Calendar	● Course Calendars which detail the start and end dates of Course/s, Units, Holiday Breaks are advised at the time of enrolment in the form of course calendar for the starting course. ● It is further confirmed and explained at the time of student induction and at the start of the course by the trainer. ● Calendars also displayed on the notice board and in classroom ● It can be also requested by the students from their trainers and student support at any time in between the duration of their respective course/s. SHIC has rolling calendars and have multiple start dates for the convenience of students to accommodate students in packaged courses in order to have minimum study gaps between the courses.
Monitoring Course Progress	At the end of each study period students will be assessed as having met or not met the course progress requirements. At the end of each monitoring period students will be assessed for being at risk of not meeting course progress requirements, and an individual intervention plan will be implemented so that SHIC can support those who are 'at risk'. This course consists of 5 study periods or 'terms' of 7-19 weeks each. Without counting holiday weeks this is a total of 52 weeks. Each of these study periods is broken to form monitoring periods, therefore course progress is monitored. **Reasonable adjustment:** Students who have special needs such as physical or mental impairment will be assisted through the learning via training and assessment resources. Reasonable adjustment will be applied and recorded on the assessment resources.
Training Arrangements	Class sessions are planned to ensure that you have a mixture of practical and theoretical components and those classes cater for a wide variety of learning styles. Additionally, workplace practices and environments will be regularly simulated and used to conduct skills-based assessments in accordance with unit requirements. Students must attend 20 hours per week in the classroom The students are required to complete an additional of 200 hours/10 weeks of work-based training to complete the requirements of the unit SITHCCC043.

	Homework tasks may include research, readings from related course material and continuing to work on assessment tasks. Students are provided with course material such as Student Assessments which comprises of Knowledge and Skill assessment. Additionally, learner guides, PowerPoint presentations, self-study Guide, session plan and various class activities. Classroom settings will ensure full access to computers, internet, whiteboards and trainer and assessor
Additional Support	All students will complete a language literacy and numeracy assessment upon enrolment to determine their learning support needs. All students will be provided with a range of learning support options and resources to help you achieve competency. Where additional support needs have been identified an *Individual Support Plan* will be developed which may include: ● Mentoring from trainers ● Additional classes, tutorials and workshops ● Online support and exercises for some courses ● Computer and technology support ● Referral to external support services ● Reasonable adjustment to assessments Provision of additional support services will be provided where necessary to enable students to participate in the same way as any other person regardless of whether support services have been required.
Assessment Arrangements	Assessment will be conducted individually/in groups. You will be provided with a Student Assessment Booklet for each unit of competency which includes: ● A full description of all assessment tasks for the unit of competency ● Assessment instructions for each unit of competency ● Assessment resources for each unit of competency ● Details about when assessment will occur ● Details about assessment submission There are a variety of assessment methods used for this qualification including: ● Written questions ● Projects ● Case studies ● Role Plays ● Research ● Reports You will be required to complete assessments in class and this is not expected to exceed 20 hours per week. There may be a need for some work to be done as homework. You will be advised by your trainer and assessor about the assessment requirements for each unit at the commencement of delivery for that unit. Submission of assessment tasks will be in person to the trainer/assessor.
Course Credit	SHIC can grant you credit towards your course for units of competency that you have already completed with another RTO or authorised issuing organisation. We can also grant you Credit for subjects or units you have completed where equivalence can be established between the unit in your course, and the subject or unit you have completed. There is no charge to apply for Credit. To apply, fill in the Credit Application Form and submit it as part of your enrolment.

	*Please refer to your Student Handbook for more information on Course Credit. As an international student you should note that where you are granted credit this will reduce your course duration and you will be informed of this in writing.
Recognition of Prior Learning (RPL)	Recognition of Prior Learning (RPL) is a process where skills and knowledge that you have gained through work and life experience and other unrecognised training can be formally recognised. SHIC has a process that has been structured to minimise the time and cost to applicants and provides a supportive approach to students wishing to take up this option. You should ideally apply for RPL at the time of enrolment but you may also apply up to 2 weeks into your course. During the entry process and interview stage SHIC will discuss with you the process and options for RPL. Suitability is often determined on how much experience you have in a certain area, your work history and previous training. If RPL is determined as a possibility for you, you will be provided with a kit that will guide you in working through each unit to determine relevant skills and experience and identify whether you would be able to provide the required evidence. A trainer/assessor will be available to assist you throughout this process. *Please refer to your Student Handbook for more information on RPL. As an international student you should note that where you are granted RPL this will reduce your course duration and you will be informed of this in writing. **RPL:** **RPL Costs**: Application Fee ($AU): 250 Charge per unit of competency ($AU): 500
Costs	Fees As per Below: Total Tuition Fees ($AU): 12,000 Material Fee ($AU):1500 Payment Plan- As per the student written agreement ● Non-refundable enrolment deposit (prior to commencement) $250 Nationally Recognised Training does not occur under GST. SHIC's material fees include cost of perishable, required for practical in the kitchen as well as any supplementary material required for the course. Students will only be eligible to receive their qualification if fees have been paid in full and all course requirements have been met. *Please refer to your Student Handbook for our Fees and Refunds Policy.
Re-assessment	Course fees include up to two (2) attempts at assessment per task. If after the second attempt, additional training and assessment is required, this will incur the following cost per unit required to be re-assessed. Reassessment Fee: $350 Repeat Unit Fees: $350
Inclusions	Unless otherwise specified, tuition fees include all the training and assessment as well as required resources and textbooks for students to achieve the qualification or course in which they are enrolling. **Additional charges apply if students require:**

	● Additional copies of a student's qualification/record of results and/or statement of attainment. A cost of $50 per document applies and $10 if express post is required.
	FEES INFORMATION RELEVANT TO EACH COURSE IS OUTLINED IN DETAIL ON THE STUDENT AGREEMENT.
	OTHER COSTS (NOT INCLUDED) TO BE AWARE OF:
	Please refer to the student handbook for guidance in relation to budgeting and planning
	● Notebooks/pens/laptops* or other general stationary required for students to complete their work.
	A note about computers: Many homework and assessment tasks require access to a computer and the internet and therefore it is recommended students bring or purchase a laptop if possible.
	If students don't have their own, they can use nearby public facilities that are listed for their convenience in the Student Handbook. It is optional for students to bring a laptop to class – some students may choose to do so to keep their notes organized, but where a computer is required for class activities the trainer/assessor will arrange to book the college computers for class sessions.
Selection Process	You will be required to complete a language, literacy and numeracy (LLN) assessment prior to finalising your enrolment to ensure that the course is suitable for you and that SHIC is able to meet your individual needs. The assessment includes a written test and an interview to complete the verbal component of the test.
	If you do not achieve the required level in your LLN assessment SHIC will (where possible) provide student support measures. Where this is not possible your enrolment application will not be accepted in this instance and you will be referred to an appropriate external services or courses. You may reapply in the future once you have undertaken further language, literacy and numeracy skills training.
How to apply	If you would like to inquire about SIT30821 - Certificate III in Commercial Cookery, please contact our office to obtain a Student Enrolment Form or go on our website at www.shic.vic.edu.au
	Phone: 03 9453 8330
	Email: apply@shic.vic.edu.au
	Once we receive your completed forms, we will contact you to arrange an entry interview.
Education Agents	SHIC uses education agents to assist us in recruiting students. We have agreements with all of our Education Agents that ensure that all agents act in an ethical and honest manner, in the best interests of our key target group, international students, and to ensure that the reputation of the Australian international education sector is upheld. A list of the education agents with whom we have an agreement is included on our website: www.shic.vic.edu.au

If you would like to discuss this course in more detail, please call us for a confidential discussion on 03 9453 8330. Course outline should be read in conjunction with SHIC's Student Handbook.