



AUSTRALIAN SCHOOL *of* TOURISM AND HOTEL MANAGEMENT

in association with
★ ★ ★ ★
**Southern Cross
UNIVERSITY**
A new way to think

QUALIFY AS A CHEF
or PASTRY CHEF
Pathways to a University Degree

Certificate II in Hospitality (Kitchen Operations)
Certificate III in Hospitality (Commercial Cookery)
Certificate III in Hospitality (Patisserie)
Diploma of Hospitality Management
Bachelor of Business in Hotel and Resort Management

FOREWORD



A career as a chef is as equally challenging as it is rewarding.

The key to becoming a successful chef is passion - an inner passion and desire that drives apprentices and chefs all around the world to pursue their love of cooking, to develop an understanding and appreciation of the importance of the elements of food including; nutrition, flavour, texture and colour.

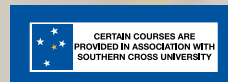
Cooking is not simply about using fresh ingredients and being able to follow recipes, but for the more serious an art. Being able to properly grill, roast, bake, poach, sauté and master many other fundamental skills are all lessons, which must be learned and continually developed by aspiring chefs.

Mastering these basic skills and others, along with a motivation and commitment to continually develop, no matter what you attempt, will start you on a journey that begins as an apprentice or unqualified cook, progresses to qualifying as a chef and finally culminates into a lifelong learning experience.

It is always rewarding to know that people from around the world will visit a myriad of different types of eating establishments to sample the local produce and recipes of the region or a combination of flavours from around the world, and that a chef's knowledge and skill is the key ingredient to ensuring their experience is a culinary delight. It is these simple rewards and the pleasure of knowing that you are doing what you love most - cooking, that drives us to excel.

I encourage all those who dream of a career as a chef, to follow that dream by starting with quality training and education and a genuine desire to achieve success.

Neal Jackson
Chef and Proprietor
Jacksons Restaurant



The key to success is

Passion





The Future is Bright!



Dylan Willshire and Joel Bertucci, Mt Lawley Golf Course



Casey Wynaden, 1907 Restaurant

The Future is Bright

The catering industry, as we know it today, encompasses a myriad of employment opportunities at hotels, resorts, restaurants, cafes, hospitals, industrial caterers, non commercial caterers, tourism venues, theme parks, sports grounds and the number of opportunities are increasing all the time.

In fact, for just about every situation you consider, whether it be social, business, travel or simply to eat, there is and always will be a demand for catering and therefore a need for qualified chefs.

For the aspiring chef, the challenge of growing from an unqualified cook or apprentice chef to a qualified chef is a process that requires commitment and dedication, passion and flare, a drive to achieve technical excellence, a wealth of knowledge and motivation to continue learning throughout your career. Remember, the youngest cook or the most skilled master chef alike, are at their best only if they aspire to continually improve their knowledge and skills!

At the Australian School of Tourism and Hotel Management we believe firmly that the correct attitude is fundamental to success and the school goes to great lengths to instill in our students the values of self-discipline, respectful countenance and a positive attitude. To underline these values, it is insisted, from the very first day, that all students should dress as they normally would in actual employment. It is no exaggeration to suggest that these very qualities are the hallmarks of all ASTHM graduates.

Award Winning Training

The Australian School of Tourism and Hotel Management is a Multi - Award Winning school in all areas, however in the area of culinary arts, we are one of the most awarded Schools in Australia, having been awarded the Training Provider of the Year in the Salon Olympia Culinary WA competition 6 times in the past 9 years.

Australian and International Qualifications

It is our commitment to excellence that goes a long way to ensuring you have the very best start to a successful career as a chef. As further evidence of our commitment, we have gone beyond simply offering students the highly recognised Australian Commercial Cookery and Patisserie Qualifications we also offer a direct pathway to highly recognised management qualifications by way of the Diploma of Hospitality Management, the *Associate Degree of Business in Hotel and Resort Management and the *Bachelor of Business in Hotel and Resort Management.

Australian Qualifications

Certificate II in Hospitality (Kitchen Operations)
Certificate III in Hospitality (Commercial Cookery)
Certificate III in Hospitality (Patisserie)
Diploma of Hospitality Management
Associate Degree of Business in Hotel and Resort Management
Bachelor of Business in Hotel and Resort Management

Lovena Unoruth, Baby Cakes Tuart Hill

*Offered under license

THREE WAYS TO QUALIFY AS A CHEF

There are three Recognised Pathways to Qualifying as a Chef

The Australian School of Tourism and Hotel Management offers three structured career paths enabling you to qualify as a chef. Each of these pathways are formally recognised ways on which you are able to achieve your Trade Qualifications in Australia.

These are:

- 1a) Certificate III in Hospitality (Commercial Cookery) and Trade Skills Recognition
- 1b) Certificate III in Hospitality (Patisserie) and Trade Recognition Australia (TRA)
- 2) Chef Apprenticeship - 3 year employment and Trade Agreement
- 3) Trade Skills Recognition (TSR) - enabling unqualified cooks who have gained their skills informally on the job to achieve their Trade Qualification through this formal skills recognition process.

1A

CERTIFICATE III IN HOSPITALITY COMMERCIAL COOKERY

1a) Certificate III in Hospitality (Commercial Cookery)

Qualifying as a chef has never been as accessible or flexible. Today you are able to gain your Trade Chef Qualification by completing the Certificate III in Hospitality (Commercial Cookery). This qualification includes two (2) internships requiring you to complete a minimum of 226 hours of employment.

Following completion of the Certificate III in Hospitality (Commercial Cookery) you are required to gain a further year of employment in a commercial kitchen or at least 906 hours of valid employment.

Following this you will then be able to apply for a formal Trade Skills Recognition for Chefs to gain your Trade Qualification.

The benefits of this pathway are;

- you will have completed the equivalent of all the off-the-job training required for the Trade Chef Qualification, this enables you to complete the two internships and to gain meaningful employment to achieve the necessary workplace experience required for you to be eligible to apply for Trade Skills Recognition. This entire process may take up to 3 years however you are generally employed throughout this time as an unqualified cook.
- you gain significant experience and employment while you study.

1B

CERTIFICATE III IN HOSPITALITY PATISSERIE

1b) Certificate III in Hospitality (Patisserie)

Qualifying as a Pastry Chef has never been as accessible or flexible. You are able to gain your Trade Qualification in Pastry Cooking by completing a Trade Recognition Australia application. This qualification includes one internship requiring you to complete a minimum of 90 hours of employment.

Following completion of the Certificate III in Hospitality (Patisserie) you are required to gain a further year of employment in a pastry kitchen or at least 906 hours of valid employment.

Following this you will then be able to apply to Trade Recognition Australia to gain your Trade Qualification.

The benefits of this pathway are;

- you will have completed the equivalent of all the off-the-job training required for the Trade Pastry Cook Qualification, this assists you in gaining meaningful employment to achieve the necessary workplace experience required for you to be eligible to apply for Trade Recognition Australia. This entire process may take up to 3 years but you are employed throughout this time as unqualified pastry cook.
- you gain significant experience and employment while you study.



2

CHEF APPRENTICESHIP

2) Chef Apprenticeship

The cooking apprenticeship is available to permanent residents or citizens of Australia. The apprenticeship is usually undertaken once you have gained employment as a kitchen hand or unqualified cook and you and your employer agree to sign a formal training agreement with a selected Australian Apprentice Centre to be indentured as an apprentice chef.

Once you are employed as an apprentice chef you are able to nominate to complete the required off-the-job training with the Australian School of Tourism and Hotel Management while you continue your training in the workplace.

Within this pathway another very popular option may be to complete a Pre-Apprenticeship, that is the Certificate II in Hospitality (Kitchen Operations), and then following this enter into your apprenticeship. This pathway is now proving to be one of the more popular ways in which to qualify as it provides you with significant cooking skills and knowledge, enabling you to gain the type of employment you seek, and then complete your apprenticeship with the employer of your choice. It is also likely that you may be able to apply for term reduction at the completion of your apprenticeship.

3

TRADE SKILLS RECOGNITION FOR CHEFS (TSR)

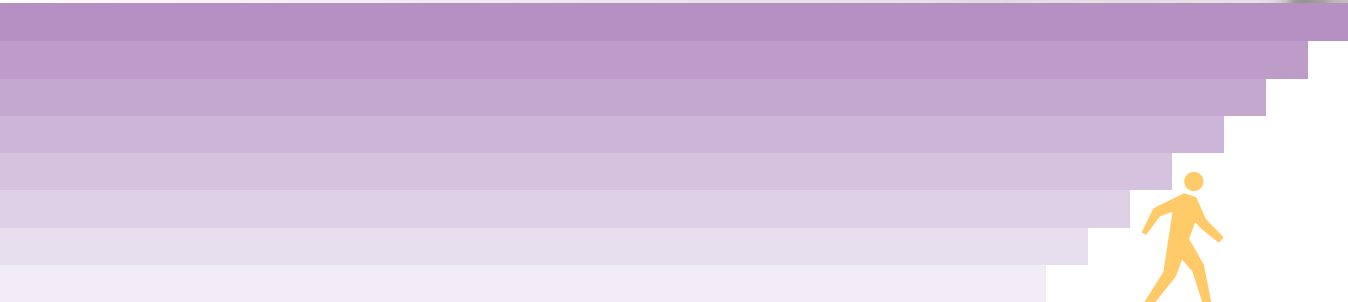
3) Trade Skills Recognition (TSR) for Chefs

The Trade Skills Recognition for Chefs program enables unqualified cooks who have gained their skills informally on the job to qualify for a Chef Trade Qualification. The TSR program assesses your existing skills against industry standards and provides trade recognition to you in the areas where you can successfully demonstrate your competency against the nationally determined competency standards for qualified cooks.

Generally speaking if you are a cook who has significant industry experience but no formal qualification, the Australian School of Tourism and Hotel Management offers you an opportunity to apply for TSR and complete the Trade Skills Assessment in order to be awarded with the Trade Chef Qualification.

EDUCATIONAL PATHWAYS AND EXIT POINTS



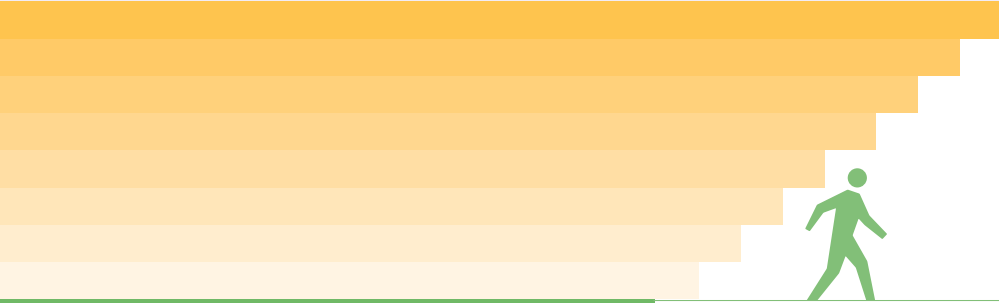


EXIT POINT 4

BACHELOR OF BUSINESS IN
HOTEL AND RESORT MANAGEMENT

EXECUTIVE CHEF

BACHELOR DEGREE AWARDED BY:



EXIT POINT 3

ASSOCIATE DEGREE OF BUSINESS IN
HOTEL AND RESORT MANAGEMENT

EXECUTIVE SOUS CHEF

ASSOCIATE DEGREE AWARDED BY:



EXIT POINT 2

DIPLOMA OF HOSPITALITY MANAGEMENT

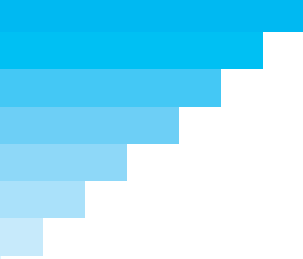
SOUS CHEF

Diploma of Hospitality Management provides
8 units of advanced standing into the
Bachelor Degree.

DIPLOMA AWARDED BY:



AUSTRALIAN SCHOOL
of TOURISM AND
HOTEL MANAGEMENT



EXIT POINT 1

CERTIFICATE III IN HOSPITALITY (Commercial Cookery) or
CERTIFICATE III IN HOSPITALITY (Patisserie)

COMMIS CHEF / CHEF DE PARTIE

CERTIFICATE AWARDED BY:



AUSTRALIAN SCHOOL
of TOURISM AND
HOTEL MANAGEMENT

CERTIFICATE II in HOSPITALITY

KITCHEN OPERATIONS

The key to success is firstly to love cooking, followed by a burning desire to learn a broad range of cookery skills and use a wide range of products and ingredients. ASTHM gave me exactly what I wanted, the skills and confidence to prepare me well for my career as a chef.

Dedication

DURATION

6 months (Semester 1) Full Time

This pre-apprenticeship course provides a broad foundation of practical cooking skills and product knowledge. The course includes a number of food preparation and presentation techniques using a large range of food and commodities resulting in a vast range of skills and knowledge being developed through a high degree of practical training.

EMPLOYMENT OPPORTUNITIES

The course includes Internship 1, a practical employment based placement in a commercial kitchen ensuring you gain the necessary on the job experience to meet course requirements. Upon course completion graduates will have the skills and knowledge in order to gain employment as a cook - non tradesperson or apprentice.

Australian citizens or Permanent Residents are also provided a guaranteed employment placement into a Chef Apprenticeship at successful course completion.

COURSE SUBJECTS

SIT20307

COR001 Introduction to Cookery

- SITHCCC001A Organise and prepare food
- SITHCCC002A Present food
- SITHCCC003A Receive and store kitchen supplies
- SITHCCC004A Clean and maintain kitchen premises
- SITHCCC005A Use basic methods of cookery
- SITXOHS002A Follow workplace hygiene procedures
- SITHCCC027A Prepare, cook and serve food for food service

COR002 Pastries and Desserts

- SITHCCC013A Prepare hot and cold desserts
- SITHCCC014A Prepare pastries, cakes and yeast goods
- SITXFSA001A Implement food safety procedures

COR003 Cold Larder

- SITHCCC006A Prepare appetisers and salads
- SITHCCC007A Prepare sandwiches
- SITHCCC008A Prepare stocks, sauces and soups

COR004 Hospitality Operations

- SITHIND001A Develop and update hospitality industry knowledge
- SITXCOM001A Work with colleagues and customers
- SITXCOM002A Work in a socially diverse environment
- SITXOHS001A Follow health, safety and security procedures

Notes:

The course is not suitable for persons unable to handle meat, seafood, poultry or dairy products.

This qualification is not available to International Students.



Commitment

DURATION

1 year (Semesters 1 and 2) Full Time

This comprehensive course is designed to provide students with all of the skills and knowledge required to qualify for a Trade Chef Qualification. Students develop extensive practical food preparation, cooking and presentation skills. Following completion students are required to complete a further 1 year of employment and complete a Trade Skills Recognition (TSR) in order to qualify for the Trade Qualification.

EMPLOYMENT OPPORTUNITIES

The course includes Internship 1 and 2, a practical employment based placement in a commercial kitchen ensuring you gain the necessary on the job experience to meet course requirements. This employment placement is organised by the school and ensures all students are employed as a non-qualified cook.

Australian citizens or Permanent Residents are also provided a guaranteed employment placement or an apprenticeship at successful course completion.



COURSE SUBJECTS

SIT30807

COR001 Introduction to Cookery

SITHCCC001A Organise and prepare food
 SITHCCC002A Present food
 SITHCCC003A Receive and store kitchen supplies
 SITHCCC004A Clean and maintain kitchen premises
 SITHCCC005A Use basic methods of cookery
 SITXOHS002A Follow workplace hygiene procedures
 SITHCCC027A Prepare, cook and serve food for food service

COR002 Pastries and Desserts

SITHCCC013A Prepare hot and cold desserts
 SITHCCC014A Prepare pastries, cakes and yeast goods
 SITXFSA001A Implement food safety procedures

COR003 Cold Larder

SITHCCC006A Prepare appetisers and salads
 SITHCCC007A Prepare sandwiches
 SITHCCC008A Prepare stocks, sauces and soups

COR004 Hospitality Operations

SITHIND001A Develop and update hospitality industry knowledge
 SITXCOM001A Work with colleagues and customers
 SITXCOM002A Work in a socially diverse environment
 SITXOHS001A Follow health, safety and security procedures

COR005 Kitchen Essentials

SITXCOM003A Deal with conflict situations
 SITXCOM004A Communicate on the telephone
 SITXHRM001A Coach others in job skills
 HLTFA301B Apply first aid

CC001 Hot Kitchen and Food Service I

SITHCCC009A Prepare vegetables, fruit, eggs and farinaceous dishes
 SITHCCC011A Select, prepare and cook seafood

CC002 Hot Kitchen and Food Service II

SITHCCC010A Select, prepare and cook poultry
 SITHCCC012A Select, prepare and cook meat

CC003 A la Carte, Buffet and Dietary Cooking

SITHCCC015A Plan and prepare food for buffets
 SITHCCC016A Develop cost effective menus
 SITHCCC029A Prepare foods according to dietary and cultural needs
 SITHCCC028A Prepare, cook and serve food for menus

Note: The course is not suitable for persons unable to handle meat, seafood, poultry or dairy products.



CERTIFICATE III in HOSPITALITY

PÂTISSERIE

Small classes, excellent training facilities, professionally qualified and friendly lecturers with international experience and organised on-the-job training will help secure your success in the industry

DURATION

1 year (Semesters 1 and 2) Full Time

This specialised course is designed to provide students with a broad range of pastry skills and knowledge. Students will develop a range of preparation and presentation skills synonymous with all of the fine skills required of a pastry chef. Students are also required to complete the necessary period of employment and workplace assessment in order to apply for Trade Recognition through Trade Recognition Australia.

EMPLOYMENT OPPORTUNITIES

The course includes Internship 1, a practical employment based placement in a commercial kitchen ensuring you gain the necessary on the job experience to meet course requirements. This employment placement is organised by the school and ensures all students are employed as a non-qualified pastry cook.

Australian citizens or Permanent Residents are also provided a guaranteed employment placement at successful course completion.

Excellence

COURSE SUBJECTS

SIT31107

COR001 Introduction to Cookery

- SITHCCC001A Organise and prepare food
- SITHCCC002A Present food
- SITHCCC003A Receive and store kitchen supplies
- SITHCCC004A Clean and maintain kitchen premises
- SITHCCC005A Use basic methods of cookery
- SITXOHS002A Follow workplace hygiene procedures
- SITHCCC027A Prepare, cook and serve food for food service

COR002 Pastries and Desserts

- SITHCCC013A Prepare hot and cold desserts
- SITHCCC014A Prepare pastries, cakes and yeast goods
- SITXFSA001A Implement food safety procedures

COR003 Cold Larder

- SITHCCC006A Prepare appetisers and salads
- SITHCCC007A Prepare sandwiches
- SITHCCC008A Prepare stocks, sauces and soups

COR004 Hospitality Operations

- SITHIND001A Develop and update hospitality industry knowledge
- SITXCOM001A Work with colleagues and customers
- SITXCOM002A Work in a socially diverse environment
- SITXOHS001A Follow health, safety and security procedures

COR005 Kitchen Essentials

- SITXCOM003A Deal with conflict situations
- SITXCOM004A Communicate on the telephone
- SITXHRM001A Coach others in job skills
- HLTFA301B Apply first aid

PAT001 Specialist Pastries and Cakes

- SITHPAT001A Prepare and produce pastries
- SITHPAT002A Prepare and produce cakes
- SITHPAT003A Prepare and produce yeast goods
- SITHPAT009A Prepare desserts to meet special dietary requirements

PAT002 Advanced Tortes and Gateaux

- SITHPAT004A Prepare bakery products for patisseries
- SITHPAT005A Prepare and present gateaux, tortes and cakes

PAT003 Advanced Confectionary

- SITHPAT007A Prepare and display petits fours
- SITHPAT008A Prepare and model marzipan
- SITHPAT010A Prepare and display sugar work

Note: The course is not suitable for persons unable to handle meat, seafood, poultry or dairy products.



TRADE SKILLS RECOGNITION

TSR

The Australian School of Tourism and Hotel Management is approved by the Department of Education and Training (WA) to offer Trade Skills Recognition Services (TSR) to applicants who have accumulated industry based skills and experience and who now seek to have their skills assessed and formally recognised in order to gain the Trade Chef Qualification.

Who can apply?

Trade Skills Recognition is available to any applicant who has experience working in a commercial kitchen and who does not have formal Trade Chef qualifications. Applicants who meet this criteria can apply to have his/her trade skills assessed and formally recognised by the Australian School of Tourism and Hotel Management and receive Trade Chef Recognition.

Qualifying criteria includes:

- have worked in the commercial cookery trade either in Australia or Overseas, or
- have completed an apprenticeship or other trade training overseas which is not automatically recognised by Australia.

The Process

The Australian School of Tourism and Hotel Management has a simple 5 stage process for Trade Skills Recognition. The process has been carefully developed to ensure a fast and efficient turnaround time from the original application to recommendation and referral and normally takes between four and six months to complete.

STAGE 1 – APPLICANT SELF ASSESSMENT

- Applicants are invited to attend a Chef Trade Skills Information Session and are provided a Chef Trade Skills Starter Kit.
- For applicants unable to attend the Information Sessions they are directed to the TSR website at www.asthm.com.au/trade/tsr.php
- The Chef Trade Skills Starter Kit comprises;
 - Information about Chef Trade Skills Recognition process
 - A copy of the Chef Trade Skills Self Assessment
 - A copy of the Chef Trade Skills Checklist
- Applicants are required to complete the Chef Trade Skills Self Assessment, enabling them to determine their level of skill and knowledge prior to completing a full application.
- Applicants who wish to proceed to Stage 2 are required to submit the Chef Trade Skills Checklist.

STAGE 2 – APPLICANT SUITABILITY INTERVIEW

- The interview is a face to face, online or telephone interview in which the applicant is required to substantiate each of the claims made for the skills and knowledge as documented in the Chef Trade Skills Checklist.
- During the suitability interview the assessor will provide the applicant with the Chef Trade Skills Application Kit containing; Application Form, Instruction sheet and examples of evidence that can be submitted to demonstrate existing skills and knowledge.

STAGE 3 – TSR APPLICATION

- Applicants are required to complete the Chef Trade Skills Application and submit this to “Co-ordinator, Chef Trade Skills Recognition Services”.
- The Application will be assessed against all criteria to be addressed as outlined in the application form.
- If;
 - the Application meets all criteria, the applicant will be deemed “Approved” and provided with written feedback. The applicant will also be invited to undertake the “Chef Trade Skills Assessment”.
 - the Application does not meet all criteria, the applicant is provided with written feedback and offered assistance in addressing the skills shortfall.



Success

STAGE 4 – PRACTICAL SKILLS ASSESSMENT

- All “Approved” applicants must undertake a one day Practical Skills Assessment with a member of our Trade Advisory Board and a workplace assessor.
- If;
 - all requirements of the Practical Skills Assessment are met, the applicant will be recommended to the full Trade Advisory Board for issuing of the Trade Chef Qualification.
 - all requirements of the Practical Skills Assessment are not met, applicants will be provided with written feedback and further training opportunities will be negotiated.

STAGE 5 – RECOMMENDATION FOR TRADE CHEF QUALIFICATION

- The full Trade Advisory Board reviews each application and signs off recommendations for issuing the Trade Chef Qualification.
- All recommendations are forwarded to the Office of Training Accreditation Council, who issues the Trade Chef Qualification.

DIPLOMA OF HOSPITALITY MANAGEMENT

DURATION

2 years (Semesters 1 to 4) Full Time

The Diploma of Hospitality Management is designed for students who wish to develop a range of management skills and knowledge for kitchens or hospitality enterprises. The course includes human resource management, business administration, marketing, quality management systems, financial management and managing quality customer service.

Year 1 Subjects

This year includes all subjects from either the Certificate III in Hospitality (Commercial Cookery) or all subjects from the Certificate III in Hospitality (Patisserie).

Year 2 Subjects

- DIP0011 Communication in Organisations
- DIP0002 Introduction to Tourism and Hospitality Management
- DIP0003 Introduction to Tourism and Hospitality Marketing
- DIP0004 Tourism Theories and Practices
- DIP0005 Human Resource Management in the Tourism and Hospitality Industry
- DIP0012 Financial Information for Decision Making
- DIP0007 Hospitality Services Management
- DIP0008 Food and Beverage Management



Achieve

BACHELOR OF BUSINESS

HOTEL AND RESORT MANAGEMENT

DURATION

4 years (Semesters 1 to 8) Full Time

Delivered in collaboration with Southern Cross University's School of Tourism and Hospitality Management, the Bachelor of Business in Hotel and Resort Management is designed to create hospitality industry leaders who will one day manage an international hotel or resort operation or a hospitality business of their own including restaurants, boutique hotels, nightclubs or bars.

Planning and execution are paramount in the business of hotel and resort management and the program provides a strong focus on management skills and a services oriented approach to the work environment. Students are offered a degree structured to incorporate integration of University Studies and Nationally Registered Vocational Units enabling them to become familiar with all the practical aspects of the hospitality industry from food service and preparation right up to the strategic management of international resorts and hotels.

During the past three years more than 90% of our graduates have been offered employment opportunities by the time they have finished their degree. Our highly successful internship program has been instrumental in securing these positions. The stimulating learning environment offered within the program builds on the individual's commitment to lead the industry into the future.

The Bachelor of Business in Hotel and Resort Management via the Commercial Cookery or Patisserie pathways is a 4 Year program as follows:

Year 1 Subjects

This year includes all subjects from either the Certificate III in Hospitality (Commercial Cookery) or all subjects from the Certificate III in Hospitality (Patisserie).



Year 2 Subjects

COM00207	Communication in Organisations
DIP0002	Introduction to Tourism and Hospitality Management
DIP0003	Introduction to Tourism and Hospitality Marketing
DIP0004	Tourism Theories and Practices
DIP0005	Human Resource Management in the Tourism and Hospitality Industry
ACC10249	Financial Information for Decision Making
DIP0007	Hospitality Services Management
DIP0008	Food and Beverage Management

Year 3 and 4 Units

LAW00203	Business Law and Ethics for Tourism and Hospitality
DIP0001	Food Service Operations
MKT01420	Conventions, Meetings and Exhibitions Management
MNG10476	Professional Development for the Workplace
MNG00415	Tourism and Hospitality Research and Analysis
MNG00418	Information Systems for Tourism, Hotel and Event Management
MKT00128	Tourism and Hospitality Sales and Promotions
DIP0006	Managing Rooms Division Operations
ECO00424	Economic Analysis for Tourism and Hospitality
MNG00417	Strategic Management for Tourism and Hospitality Enterprises
MNG01222	Facility and Risk Management for Hospitality Operations
MNG00427	Entrepreneurship for Tourism and Hospitality
MKT01221	Intern Study I
MKT01222	Intern Study II
MKT01223	Intern Study III
MKT01224	Intern Study IV

Note: Students enrolled in the 4 Year SCU Bachelor Degree program listed above who elect to exit after Year 2 will not qualify for the ASTHM award of Diploma. Students wishing to obtain the ASTHM award of Diploma must enrol in this program.

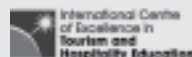
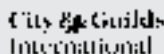
MEMBERSHIPS & AWARDS

REGISTRATION & MEMBERSHIPS

- Registered by the Office of Higher Education in Western Australia to teach approved Southern Cross University Degrees (Undergraduate and Postgraduate) contained in this brochure
- Registered by the Training Accreditation Council to offer Hospitality courses to Advanced Diploma Level
- Accredited Tourism Business - Australia
- Programs Accredited by Tourism and Hospitality Education, International Centre of Excellence (THE-ICE)
- Member of Australian Association of Hotel Schools (AAHS)
- Member of Australian Culinary Federation (ACF)
- Member of Australian Council of Independent Vocational Colleges (ACIVC)
- Corporate Member of Australian Hotels Association (AHA)
- Member of Registered City & Guilds International Examination Centre (City & Guilds International)
- Member of Restaurant & Catering Industry Association (RCI)
- Member of Western Australian Private Education & Training Industry Association (WAPETIA)
- Member of Perth Education City

AWARDS

- Silver Award, Western Australian Tourism Awards 2007 for Industry Education
- Silver Award, Western Australian Tourism Awards 2006 for Industry Education
- Winner, Western Australian Tourism Awards 2003 for Education and Training
- Winner, Tourism Training Australia Award 2001, 2002 Best Practice in Training and Education for the Tourism and Hospitality Industry
- Winner, 1998, 1999, 2000, 2001, 2003, 2004 Australian Culinary Foundation Training Provider of the Year
- Winner, 2001 Industry Training Council Awards Most outstanding contribution to the Hospitality and Tourism Industry
- Winner, 2001 Restaurant & Catering Industry Association Best Service Provider Award
- Finalist, 2001, 2002, 2004 Telstra Small Business Awards



COMMENDATIONS



To ensure your business's success, it is vital to have access to the best possible people and training available. I have worked with many students graduating from the Cookery courses at the Australian School of Tourism and Hotel Management and believe that it is a prime source of well trained professionals who understand the need for providing great food and quality service.

Hans Lang - Chef and Proprietor - The Gala Restaurant, Applecross



It is a delight to work with graduating students from the Australian School of Tourism and Hotel Management, who continually display strong work ethics, commitment to the industry and a positive attitude. All students are a credit to both the school and the industry.

Tim Leech - Chef and Proprietor - White Salt, Sorrento

FACILITIES

The Australian School of Tourism and Hotel Management world class training facilities include:

- 4 fully equipped commercial Kitchens
- 1 fully equipped commercial Pastry Kitchen
- 12 lecture rooms equipped with digital projectors, DVDs and large-screen TVs
- Access to MyASTHM and MyWebmail providing extensive online student services and a personal email address
- 2 computer laboratories
- 1 restaurant/bar fully equipped, coffee machine, glass washer, beer reticulation (4 head), touch screen point of sale
- 1 rooms division/hotel reception area with 2 x purpose built reception desks, 4 x inset computers (Fidelio, marketing and yield management software)
- 1 reference library with 3 x Intel Dual Core SFF computers
- 1 student recreation room including 9 x Intel Dual Core SFF computers
- 4 x A3 Canon networked colour/b&w printer/copiers
- 1 x Hewlett Packard Large Format A1 colour printer
- Student common room, refreshments, hot/cold drinks
- 1.5 megabite high speed broadband internet access
- Wireless Internet access throughout the campus
- Student access to all Australian public university libraries with a SCU student card *
- Access to MySCU providing extensive online student services and support including an extensive e-library *

* Southern Cross University students only



Perth

The perfect place to live and study



Perth, Western Australia

As the capital city of Australia's largest state, Western Australia, Perth is one of the world's most liveable modern cities. With vast and diverse natural beauty and boasting a warm temperate climate, Perth is also the heart of a thriving business and trade culture. A robust economy and its proximity to Asia makes it a significantly important gateway to these important markets.

Perth has a growing reputation as an education city. It is home to several prestigious, internationally recognised universities and leading colleges that offer higher education opportunities.

A culture of scholarship and learning is evident in the city and Perth is attracting increasing numbers of students from around Australia and the world.

Lifestyle

With blue skies, pristine beaches fringed by the warm blue waters of the Indian Ocean, Perth is set on the majestic Swan River. The outdoor lifestyle is friendly and relaxed. Residents enjoy walks and picnics in lush parklands, golf, surfing sailing and watersports. World class shopping precincts, restaurants, cafes, clubs and night life, as well as theatre, music, art galleries, festivals, and sports events and an enviable public transport system.

Climate

Perth enjoys a mild Mediterranean climate, with warm dry summers and cool, rainy winters.

Perth Temperatures

Summer	Dec – Feb	Dry and Hot	25 – 35 C
Autumn	Mar – May	Moderate	14 – 25 C
Winter	Jun – Aug	Cool and Rainy	8 – 19 C
Spring	Sep – Nov	Moderate	10 – 25 C

Transport

The city is served by a substantial network of international airlines. The Australia School of Tourism and Hotel Management is centrally located in the heart of the city, just a five minute walk from the central bus and train station.

Accommodation

There are a number of accommodation options available. For students wishing assistance in arranging suitable accommodation please view our webpage www.asthm.com.au/international/perth.php

Living Costs

Student rental accommodation and daily living costs are comparative with other Australian capital cities. Perth's climate is extremely pleasant, making it the first choice city of study for thousands of local and international students each year.

Overseas Student Health Cover (OSHC)

It is an Australian Government requirement that all international students have Overseas Student Health Cover (OSHC) for the entire duration of their studies in Australia. International students are required to pay a minimum of one year OSHC with their tuition fees once accepted onto a course. Medibank Private is the provider and up to date fees may be viewed at www.medibank.com.au

Employment Opportunities

If you were granted a Student visa on or after 26 April 2008, you and your dependent family members will already have Permission to Work automatically included with your visa. This permits you to work up to 20 hours per week throughout each semester. Students should not rely on work related income to support themselves while they are in Australia nor will this income be permitted as proof of sufficient selfsupport funds when you apply for your Student Visa.





Rewarding

At ASTHM we pride ourselves on commitment to excellence in education and training. Our graduates are our ambassadors and can be viewed in many rewarding careers around the world.

Student Orientation

Before beginning their studies, all new students are required to attend the orientation week (Week 0). This week, which takes place the week immediately prior to each semester commencement, is designed to enable students to meet academic staff and to familiarize themselves with the location and our comprehensive facilities. It is also an opportunity to find out about the professional and academic expectations that ASTHM has of students. Student course materials, handbooks and instruction on MyASTHM are also provided during this important week. It is also a great opportunity to meet with other students who will be completing their studies during the same times.

Student Services

The ongoing pastoral care and personal safety of students is an important focus of ASTHM. During study hours, Student Services staff and a qualified Counsellor are on hand to assist students with practical and professional advice on personal, educational or career matters. Senior staff are also available for personal one-to-one consultations regarding student progress and career decisions.

Student Uniforms

Students are required to wear the correct uniform throughout their studies. The official Australian School of Tourism and Hotel Management uniform is available from our uniform supplier in Perth, and students are advised to ensure their uniform orders are completed at least 14 days prior to course commencement. A chef's uniform must also be worn for all practical sessions. Please refer to the uniform/tools insert in this prospectus.

Knife and Tool Set

A basic set of kitchen tools comprise the minimum requirements for the course. These tools are required by week two of the commercial cooking and patisserie course programmes. Please refer to the uniform/tools insert in this prospectus.

Text Books

Students must purchase the required text books for each semester of their course. A book list is published prior to the commencement of each semester.

For your convenience text books are supplied for semester 1 only and are included in the course fees. Text books required for each semester thereafter are available during Orientation.

Internships Placement

Prior to being provided with either work experience or paid industry placements all students are required to meet the minimum standards required by the school. The standards and criteria upon which students are assessed for this placement are:

- Have a satisfactory attendance record
- Demonstrated high standards of personal grooming and appearance as appropriate for the industry and as identified in the Student Handbook.
- Display and demonstrate the required level of skill and knowledge to capably complete the Internship placement

International students are permitted to work 20 hours per week throughout the school term, however you may work full time during the school term breaks. It is important to note that the wages you receive will generally assist you with some of your living expenses, but these will not be sufficient enough to cover the cost of tuition and living while studying in Australia.

Skills Recognition and Advanced Standing

Recognition of Prior Learning (RPL) is recognised and given great emphasis throughout the enrolment stage. Students who wish to apply for credit transfer or recognition of prior learning need to ensure all applications are completed prior to course commencement. A fee of AU\$70 per unit applies to all RPL applications. Credit Transfer is provided free of charge.

Advanced standing is recognition which may be granted to you as an enrolled student for other study at an appropriate institution (normally completed within the last ten years) or experience at a professional level in an area relevant to the current course. If you wish to apply for advanced standing towards your course, you should complete and return the Advanced Standing Application form available at: www.asthm.com.au/news/usefuldocuments.php

Further information maybe obtained from our website www.asthm.com.au/student_services/a-z.php

APPLICATIONS & ENROLMENT

Applications

Selection for study is based on individual merit. For most applications an interview will be arranged to assist in assessing your personality, character, attitude to the service industry and previous work experience in hospitality or related fields. The application process is;

- 1) Submit the completed Application for Admission included in this brochure with the Application Fee
- 2) Include a copy of your resume using the template provided on our website at www.asthm.com.au
- 3) Include copies of your school reports and academic transcripts (certified translations to English)
- 4) Applicants may also be required to attend a selection interview either at ASTHM or at the office of one of our appointed education agents. Mature age applicants with satisfactory levels of industry experience will be assessed on an individual basis.

International Applicants

Applicants with English as a second language are required to demonstrate either one of the following levels of language requirement in order to be offered a place;

- IELTS 5.5 overall (minimum 5.5 in each band), or
- TOEFL 525, or
- 195 (Computer Based Score), or
- CEFR B2, or
- Eurocentres Level 6, or
- General English Upper Intermediate or higher

For students who do not meet the required level of English, the Australian School of Tourism and Hotel Management will arrange enrolment into a suitable intensive English course at Eurocentres Perth:



For more information go to www.eurocentres.com

Course Fees

All course fees include a number of elements, which contribute positively to every student's learning. The current course fees can also be viewed online at: www.asthm.com.au/international/fees.php

Fees include;

- All course tuition and assessment
- Student Uniforms *
- Knife and Tool Set *
- Semester 1 Text Books
- Student Handbook and Subject Guides
- Student ID / Printing and Concession Card
- Login access to MyASTHM and MyWebmail
- Student file
- English language support sessions
- Remedial support lessons (weekly)
- Student academic support sessions (weekly)
- Course excursions and educational trips
- Printing allowance
- Wireless network access and broadband internet access
- A broad range of Student Support Services – see www.asthm.com.au/student_services/a-z.php

* Please refer to the uniform/tools insert in this prospectus

How to Apply

1) Certificate or Diploma Admissions Requirements

ASTHM welcomes all students who are at least 15 years of age and who have completed the Australian equivalent of Year 10 or higher achieving satisfactory result.

2) SCU Bachelor Degree Admissions Requirements

To be considered for admission to undergraduate programs at Southern Cross University the applicant must have completed an educational qualification deemed to be at least equivalent to completion of Year 12 in Australia and achieved the equivalent of the minimum entry grade for the program for which they have applied.

- Pre-requisite Year 12 subjects: There are no pre-requisite subjects required for this course.
- International Applicants: Prior to completing the Direct Application for Admission you are requested to read the additional information available online at: www.asthm.com.au/student_services/a-z.php

Applicants who are unable to demonstrate admissions requirements for direct entry to the SCU Bachelor Degree maybe offered a conditional place subject to satisfactory completion of the ASTHM Diploma of Hospitality Management.

Making an Application

All applicants are required to complete the Direct Application for Admission Form. The form is available with this prospectus or on-line at: www.asthm.com.au/news/usefuldocuments.php. Please ensure you submit this form together with all of your supporting documentation to:

Admissions Office
Australian School of Tourism and Hotel Management
Level 1, 641 Wellington Street
Perth, Western Australia, 6000

Offers of Admission

Successful applicants will receive a written Offer and Acceptance regarding the favourable outcome of their application. Students, who accept the offer, must ensure that the semester one tuition fee is received by the Australian School of Tourism and Hotel Management Admissions Office by the date specified on the offer in order to secure this place.



Australian School of Tourism and Hotel Management

641 Wellington Street Perth Western Australia 6000

Telephone: (61) 8 9322 3202

Facsimile: (61) 8 9321 3698

Website: www.asthm.com.au

Email: info@asthm.com.au

Perth Hospitality Professionals Pty Ltd ACN 58 009 369 797

CRICOS Provider Code: 01303K

Southern Cross University

CRICOS Provider Code: 02621K