



SYDNEY
METROPOLITAN
INTERNATIONAL COLLEGE

Education for Change

RTO 45523 | CRICOS Provider 03792E



International **STUDENT GUIDE**

www.smic.edu.au

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Acknowledgement of Country

We acknowledge, recognise and respect the elders, families and forebears of the Gadigal people of the Eora Nation who are the traditional owners of the land where SMIC is located.

MESSAGE FROM THE PEO

Welcome to Sydney Metropolitan International College Pty Ltd, or SMIC for short.

SMIC is a leading vocational education and training (VET) college in Australia to offer culturally engaged and job-oriented VET education to diverse cohorts of students. Our courses are nationally recognised in Australia within the VET Quality Framework, ESOS Act, National Code 2018.

SMIC is registered with the Australian Skills Quality Authority (ASQA) as a Registered Training Provider (RTO 45523). Our courses are offered within the terms of the Australian Qualifications Framework. SMIC is also listed on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) (Provider Code 03792E) which allows it to enroll international students who have been granted student visas to study in Australia.

Our facilities and services are outstanding. We offer everything you need to excel in your studies, including spacious classrooms, computer labs, wireless internet, printing, a library, study spaces, and places to relax.

“

Our goals: *Quality education, equal opportunities for all students, and social impact.*

Our motto: *Education for Change*

”

SMIC students will gain not only qualifications, but real skills and intercultural competence for the workplace. SMIC takes diversity seriously, reflected in our philosophy of culturally engaged and jobs-ready education.

Our teaching and learning activities guide the careers and lives of students. What we do best is get to know our students and ensure our training suits your needs. Our training programs are designed to help you maximise your learning through an inspiring study environment that you will need to succeed in industry.

We invite you to explore our courses and discover more about what SMIC has to offer. We look forward to supporting you on your learning journey and helping you achieve your goals.



SHIVA SHRESTHA

Principal Executive Officer (PEO)
Sydney Metropolitan International College

ABOUT US

SMIC is a leading VET college in Australia. It is dedicated to providing industry-focused and intercultural education that is important to students from diverse cultural backgrounds. SMIC's founders have varied cultural backgrounds and extensive experience in the Australian education landscape. This experience forms the foundation of SMIC's goals, values, and vision.

SMIC's educational approach is centered around placing students at the core of the learning experience, providing a holistic education that includes an innovative curriculum, culturally engaged teaching and training practice, equitable learning support, pastoral care, and career advice. SMIC values cultural diversity and promotes an inclusive and supportive community that ensures each student has a fair chance to succeed.

SMIC fosters ethical standards and integrity, preparing graduates to make a positive impact on society while promoting social justice and equity in education.



VISION

SMIC vision is to provide high-quality vocational education that allows students to learn and add value to their lives and the lives of others. SMIC's motto is Education for Change (in Latin, 'Educationem Mutationi'), reflecting its commitment to bringing positive change in individuals and society.



GOALS

Goal 1: Achieve training and learning excellence in vocational education

We aspire to deliver consistent, high quality services and apply quality systems which support training and assessment excellence.

Goal 2: Become a sought-after teaching and learning platform for the industry

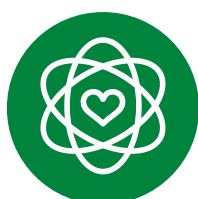
We recognise the value of industry engagement as the driving force in shaping our training and assessment strategies. We deliver training and assessment services which are founded on industry needs and expectations.

Goal 3: Cater to the needs of diverse social and cultural groups and increase the participation of indigenous students

We strive to attract, recruit and retain talented, competent and committed people. We are committed to providing an environment which is safe, equitable and welcoming for all.

THE SMIC ADVANTAGE

SMIC is a leading Vocational Education and Training (VET) college based in Sydney, Australia. Our mission is to provide job-oriented and culturally engaged education that not only give our students nationally recognised qualifications, but also the actual skills they need to succeed in their chosen fields. SMIC is run by a team of passionate and experienced academics and professionals from diverse cultural backgrounds who understand the value of culturally engaged education in transforming careers and lives. We are committed to providing a supportive and inclusive learning environment where students can thrive .



VALUES



Student-centred

We place students at the centre of what we do – integrating curriculum, training practice, learning support, pastoral care and career advice throughout the student life cycle.



Job-ready

We offer hands-on, practical education that adds value to your career.



Creativity

We welcome new ideas from our students, staff and stakeholders in order to nurture innovation and opportunities in the global context of diversity of cultures.



Diversity

SMIC's faculties, students and the entire college management value and respect people of all cultural backgrounds. Each of these SMIC stakeholders will embrace cultural diversity as a key strength.



Equity

We strive to create an inclusive and supportive community in which the needs of each student are considered, and all have a fair chance to succeed.



Integrity

We aim to foster the highest ethical standards in our graduates. We practice our specialty with honesty, openness and integrity.



Partnership

We partner with alumni, communities, businesses, governments and educational institutions in Australia and internationally who share our ethos in order to achieve our strategic goal of producing job-ready graduates.

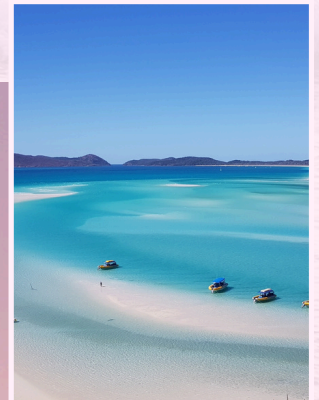
ABOUT SYDNEY, AUSTRALIA

Australia is an incredible country with a lot to offer international students. From its stunning landscapes to its vibrant cities, Australia is a great place to study and explore. Sydney, in particular, is a city that stands out for its unique culture, stunning beaches, and exciting nightlife.

For international students, Sydney is a great place to study. With its world-class education system, Sydney is an ideal place to pursue educational journey.

Sydney is also a great place to explore. From its iconic landmarks like the Sydney Opera House and the Harbour Bridge to its stunning beaches, there is something for everyone in Sydney. For those who want to explore the outdoors, Australia is the perfect place. From the Great Barrier Reef to the Outback, Australia is home to some of the world's most stunning landscapes. Whether you're looking for a relaxing beach holiday or an adventure in the wilderness, Australia has something for everyone.

With its diverse population, Australia is home to a variety of cultures, from Indigenous Australians to immigrants from all over the world. This makes it a great place to learn about different cultures and make new friends. Overall, Australia is an incredible place to study and explore. With its world-class universities, stunning landscapes, vibrant cities, and diverse cultures, Australia is a great place for international students to experience the best of what the world has to offer.



Specialisation in

Cyber Security

BSB40120 CERTIFICATE IV IN BUSINESS

CRICOS 106816A

Course Overview

This course is the commencement point of the business stream of courses and prepares students with knowledge and skills for supervisory roles and/or further learning at Diploma level.

Individuals in these roles carry out a mix of specialist and moderately complex administrative or operational tasks that require self-development skills. They use well developed skills and a broad knowledge base to apply solutions to a defined range of unpredictable problems and analyse information from a variety of sources. They may provide leadership and guidance to others with some limited responsibility for the output of others.

Teaching sessions are trainer-led in-group sizes of up to 30 participants. The teaching program is undertaken using a planned schedule in accordance with national standards.

Course Features

- 12 units in total
- 4 terms per year
- 1 year course
- 40 weeks of learning + 12 weeks holiday
- 20 hours per week face to face learning plus online and self learning

Career Opportunities



Office Supervisor



Project Administrator



Business Operator



Cyber Security Officer



Team Leader

Course Units

Core Units x 6

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

Elective Units x 6

Cyber Security x 4

- BSBXCS401 Maintain security of digital devices
- BSBXCS402 Promote workplace cyber security awareness and best practices
- BSBXCS403 Contribute to cyber security threat assessments
- BSBXCS404 Contribute to cyber security risk

General Elective x 2

- BSBPEF502 Develop and use emotional intelligence
- BSBPEF402 Develop personal work priorities

Specialisation in

Leadership



BSB50120 DIPLOMA OF BUSINESS

CRICOS 106812E

Course Overview

This course is the mid-point of the business stream of courses and prepares the students with knowledge and skills for supervisory roles and/or further learning at Advanced Diploma level.

Individuals in these roles carry out a mix of specialist and moderately complex administrative or operational tasks that require self-development skills. They use well developed skills and a broad knowledge base to apply solutions to a defined range of unpredictable problems and analyse information from a variety of sources. They may provide leadership and guidance to others with some limited responsibility for the output of others.

Teaching sessions are trainer-led in-group sizes of up to 30 participants. The teaching program is undertaken using a planned schedule in accordance with national standards.

Course Features

- 12 units in total
- 4 terms per year
- 1 year course
- 40 weeks of learning + 12 weeks holiday
- 20 hours per week face to face learning plus online and self learning

Course Units

Core Units x 5

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

Elective Units x 7

Leadership x 4

- BSBTWK501 Lead diversity and inclusion
- BSBLDR523 Lead and manage effective workplace relationships
- BSBTWK502 Manage team effectiveness
- BSBPEF501 Manage personal and professional development

General Elective x 3

- BSBFIN601 Manage organisational finances
- BSBOPS504 Manage business risk
- BSBLDR601 Lead and manage organisational change

Career Opportunities



Retail Store Manager



Account Manager



Project Administrator



Business Manager



Office Manager



BSB60120 ADVANCED DIPLOMA OF BUSINESS

CRICOS 106813D

Course Overview

This course is the peak point of the business stream of courses and prepares the students to have knowledge and skills for paraprofessional/highly skilled and/or further learning at Bachelor or Graduate Diploma level.

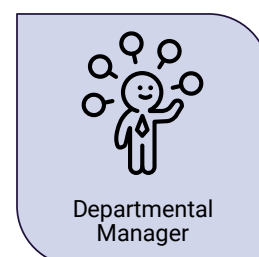
Individuals in these roles carry out a mix of specialist and complex administrative or operational tasks that require self-development skills. They use well-developed skills and a broad knowledge to autonomously judge and implement decisions within broad parameters to provide specialist advice and apply solutions to an extended range of unpredictable problems. They may provide leadership and guidance to others with some limited responsibility for the output of others.

Teaching sessions are trainer-led in-group sizes of up to 30 participants. The teaching program is undertaken using a planned schedule in accordance with national standards.

Course Features

- 10 units in total
- 4 terms per year
- 1 year course
- 40 weeks of learning + 12 weeks holiday
- 20 hours per week face to face learning plus online and self learning

Career Opportunities



Course Units

Core Units x 5

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

Elective Units x 5

- BSBOPS504 Manage business risk
- BSBSTR602 Develop organisational strategies
- BSBLDR601 Lead and manage organisational change
- BSBXCM501 Lead communication in the workplace
- BSBSTR601 Manage innovation and continuous improvement



BSB80120 GRADUATE DIPLOMA OF MANAGEMENT (LEARNING)

CRICOS 104967B

Course Overview

This course is a conclusion of the business stream of courses and prepares the students to have knowledge and skills for professional/highly skilled work and/or further learning at Masters level.

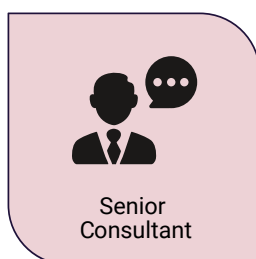
It reflects the role of individuals who apply highly specialised knowledge and skills in the field of organisational learning and capability development. Individuals in these roles generate and evaluate complex ideas, initiate, design and execute major learning and development functions within an organisation.

Teaching sessions are trainer-led in-group sizes of up to 30 participants. The teaching program is undertaken using a planned schedule in accordance with national standards.

Course Features

- 8 units in total
- 4 terms per year
- 2 years course
- 80 weeks of learning + 24 weeks holiday
- 20 hours per week face to face learning plus online and self learning

Career Opportunities



Course Units

Core Units x 3

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

Elective Units x 5

- BSBLDR601 Lead and manage organisational change
- BSBCRT611 Apply critical thinking for complex problem solving
- BSBOPS601 Develop and implement business plans
- BSBSTR602 Lead innovative thinking and practice
- BSBSUS601 Lead corporate social responsibility

Specialisation in

Cyber Security

Telecommunications Network Engineering

ICT50220 DIPLOMA OF INFORMATION TECHNOLOGY

CRICOS 106814C

Course Overview

This course is mid-point of the Information Technology stream of courses and prepares the students with knowledge and skills for paraprofessional/highly skilled work roles and/or further learning at Advanced Diploma or Bachelor level.

Individuals in these roles carry out a mix of specialist and complex operational tasks that require self-development skills. They use well-developed skills and a broad knowledge to autonomously judge and implement decisions within broad parameters to provide specialist advice and apply solutions to an extended range of unpredictable problems.

Teaching sessions are trainer-led in-group sizes of up to 30 participants. The teaching program is undertaken using a planned schedule in accordance with national standards.

Course Features

- 20 units in total
- 4 terms per year
- 1.5 years course
- 60 weeks of learning + 18 weeks holiday
- 20 hours per week face to face learning plus online and self learning

Career Opportunities



Network Administrator



Cyber Security Officer



Telecommunications Officer



IT Officer



ICT Security Specialist

Course Units

Core Units x 6

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

Elective Units x 14

Cyber Security

- ICTCYS407 Gather, analyse and interpret threat data
- ICTCYS610 Protect critical infrastructure for organisation
- ICTSAS526 Review and update disaster recovery and contingency plan
- ICTSAS524 Develop, implement and evaluate an incident response plan
- ICTCYS613 Utilise design methodologies for security architecture

Telecommunications Network Engineering

- ICTNPL413 Evaluate networking regulations and legislation for the telecommunications industry
- ICTICT519 Develop detailed component specifications from project specifications
- ICTNWK423 Manage network and data integrity
- ICTPMG505 Manage ICT projects
- ICTNWK541 Configure, verify and troubleshoot WAN links and IP services
- ICTTEN519 Design network building projects

General Elective

- BSBLDR601 Lead and manage organisational change
- BSBOPS504 Manage business risk
- BSBXCM501 Lead communication in the workplace

Specialisation in

Cyber Security

Telecommunications Network Engineering

ICT60220 ADVANCED DIPLOMA OF INFORMATION TECHNOLOGY

CRICOS 106815B

Course Overview

This course is peak point of the Information Technology stream of courses and prepares the student with knowledge and skills for paraprofessional/highly skilled work roles and/or further learning at Bachelor level.

Individuals in these roles carry out a mix of highly specialist and complex operational tasks that require self-development skills. They use well-developed skills and a broad knowledge to autonomously judge and implement decisions within broad parameters to provide specialist advice and apply solutions to an extended range of unpredictable problems.

Teaching sessions are trainer-led in-group sizes of up to 30 participants. The teaching program is undertaken using a planned schedule in accordance with national standards.

Course Features

- 16 units in total
- 4 terms per year
- 1.5 years course
- 60 weeks of learning + 18 weeks holiday
- 20 hours per week face to face learning plus online and self learning

Course Units

Core Units x 6

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

Elective Units x 10

Cyber Security

- ICTCYS612 Design and implement virtualised cyber security infrastructure for organisation
- ICTCYS606 Evaluate an organisation's compliance with cyber security standards and law
- ICTCYS608 Perform cyber security risk assessments
- ICTCYS604 Implement best practices for identity management

Telecommunications Network Engineering

- ICTNPL413 Evaluate networking regulations and legislation for the telecommunications industry
- ICTPMG613 Manage ICT project planning
- ICTNWK612 Plan and manage troubleshooting advanced integrated IP networks
- ICTTEN615 Manage network traffic
- ICTTEN622 Produce ICT network architecture designs

General Elective

- BSBLDR601 Lead and manage organisational change

Career Opportunities



IT Project Management



Cyber Security Consultant



Senior System Administrator



Senior Telecommunications Engineer



Senior Network Administrator



RII50520 DIPLOMA OF CIVIL CONSTRUCTION DESIGN

CRICOS 118439M

Course Overview

This course is the starting point of the Civil Construction Design stream of courses and prepares students with the knowledge and skills for a paraprofessional role supporting professional engineers and/or for further learning at Advanced or Bachelor level.

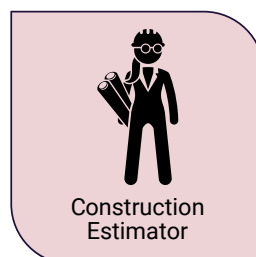
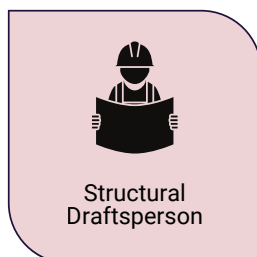
This qualification reflects the role of individuals working as designers or para-professional designers who support professional engineers. They perform tasks with a high level of autonomy and exercise significant judgement in planning and in determining the selection of equipment, roles and techniques for themselves and others. They are required to develop site-specific work designs to ensure the implementation of the client's site requirements and demonstrate the application of a broad range of technical, managerial, coordination and planning skills.

Teaching sessions are trainer-led in group sizes of up to 30 participants. The teaching program is undertaken using a planned schedule in accordance with national standards.

Course Features

- 20 units in total
- 4 terms per year
- 1.5 years course
- 60 weeks of learning + 18 weeks holiday
- 20 hours per week face to face learning plus online and self learning

Career Opportunities



Course Units

Elective Units x 20

Elective from Group A

- BSBPEF501 Manage personal and professional development
- BSBSTR601 Manage innovation and continuous improvement
- BSBPMG537 Manage Project Procurement

Elective from Group B

- MEM30031 Operate computer-aided design (CAD) system to produce basic drawing elements
- MEM30033 Use CAD to create and display 3-D models

Elective from Group C

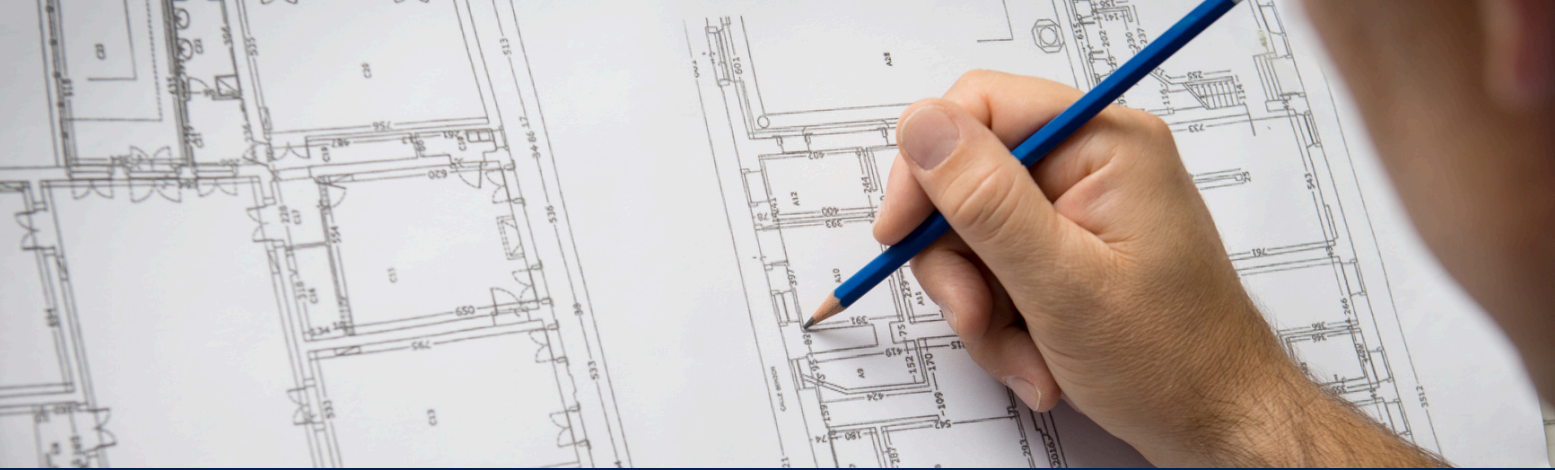
- RIICWD531E Prepare detailed design of subsurface drainage
- RIICWD536E Prepare detailed design of civil masonry, crib and gabion structures
- RIICWD505E Prepare detailed design of landscaping
- RIICWD530E Prepare detailed design of surface drainage
- RIICWD518E Prepare detailed design of open car parks

Elective from Group D

- MEM23004 Apply technical mathematics
- MEM30012 Apply mathematical techniques in a manufacturing engineering or related environment
- RIIMPO402D Apply the principles of earthworks construction
- RIILAT402E Provide leadership in the supervision of diverse work teams
- RIICRC404E Inspect and report on pavement condition
- MEM30005 Calculate force systems within simple beam structures
- MEM30006 Calculate stresses in simple structures

Other Electives

- CPPBDN6106 Produce building information modelling for building design projects
- CPPCOM4001 Manage own work, professional development and ethical behaviour
- MEM23109 Apply engineering mechanics principles



RII60520 ADVANCED DIPLOMA OF CIVIL CONSTRUCTION DESIGN

CRICOS 111836K

Course Overview

This course is the peak point of the Civil Construction Design stream of courses and prepares the students to have knowledge and skills for paraprofessional/ highly skilled and/or further learning at Bachelor level.

This qualification reflects the role of an individual working as a senior civil works designer or a para-professional designer, who supports professional engineers. They perform tasks that are broad, specialised, complex and technical and include strategic areas and initiating activities. They are responsible for the design of complex projects to ensure the implementation of the client's site requirements and are required to demonstrate self-directed application of theoretical and technical knowledge and initiate solutions to technical problems or management requirements.

Teaching sessions are trainer-led in-group sizes of up to 30 participants. The teaching program is undertaken using a planned schedule in accordance with national standards.

Course Features

- 12 units in total
- 4 terms per year
- 2 years course
- 80 weeks of learning + 24 weeks holiday
- 20 hours per week face to face learning plus online and self learning

Course Units

Core Units x 5

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

Elective Units x 7

- BSBSTR601 Manage innovation and continuous improvement
- BSBOPS601 Develop and implement business plans
- RIICWD533E Prepare detailed design of civil concrete structures
- RIICWD507D Prepare detailed geotechnical design
- RIICWD534E Prepare detailed design of civil steel structures
- MEM30031A Operate computer-aided design (CAD) system to produce basic drawing element
- BSBXCM501 Lead communication in the workplace

Career Opportunities



Civil Designer



Building Inspector



Engineering Project Officer



Construction Estimator



Site Manager

Specialisation in

Ageing

Disability

CHC33021 CERTIFICATE III IN INDIVIDUAL SUPPORT

CRICOS 111833B

Course Overview

This course is the entry point of the Community Services stream of courses and prepares the students to have knowledge and skills for working in community or residential setting who follow an individualised plan to provide person-centred support to people who require support due to ageing, disability or other reasons. This course provides path way for further learning at Certificate IV or Diploma level.

Workers have a range of factual, technical and procedural knowledge, as well as some theoretical knowledge of the concepts and practices required to provide person centred support. Candidates must have completed at least 120 hours work as in addition to face-to-face training.

Teaching sessions are trainer-led in-group sizes of up to 30 participants. The teaching program is undertaken using a planned schedule in accordance with national standards.

Course Features

- 15 units in total
- 4 terms per year
- 1 year course
- At least 120 hours of Work Placement
- Work Placement in last term
- 40 weeks of learning + 12 weeks holiday
- 20 hours per week face to face learning plus online and self learning

Course Units

Core Units x 9

- CHCCCS031 Provide individualised support
- CHCCCS038 Facilitate the empowerment of people receiving support
- CHCCCS040 Support independence and well being
- CHCCCS041 Recognise healthy body systems
- CHCCOM005 Communicate and work in health or community services
- CHCDIV001 Work with diverse people
- CHCLEG001 Work legally and ethically
- HLTINF006 Apply basic principles and practices of infection prevention and control
- HLTWHS002 Follow safe work practices for direct client care

Elective Units x 6

AGEING

- CHCAGE011 Provide support to people living with dementia
- CHCAGE013 Work effectively in aged care
- CHCPAL003 Deliver care services using a palliative approach

DISABILITY

- CHCDIS011 Contribute to ongoing skills development using a strengths-based approach
- CHCDIS020 Work effectively in disability support
- CHCDIS012 Support community participation and social inclusion

Career Opportunities



Aged Care Workers



Disability Support Worker



Home Care Assistant



Community Support Worker



Care Worker



CHC43015 CERTIFICATE IV IN AGEING SUPPORT

CRICOS 111831D

Course Overview

This course is an entry point of the Community Services stream of courses and prepares the students to have theoretical and practical knowledge and skills for specialised and/or skilled work and/or further learning.

Individuals in these roles carry out a mix of support workers who complete specialised tasks and functions in aged services; either in residential, home or community-based environments. Workers will take responsibility for their own outputs within defined organisation guidelines and maintain quality service delivery through the development, facilitation and review of individualised service planning and delivery. Candidates must have completed 120 hours of work as part of this course.

Teaching sessions are trainer-led in-group sizes of up to 30 participants. The teaching program is undertaken using a planned schedule in accordance with national standards.

Course Features

- 18 Units in total
- 4 terms per year
- 1 year course
- At least 120 hours of Work Placement
- Work Placement in last term
- 40 weeks of learning + 12 weeks holiday
- 20 hours per week face to face learning plus online and self learning

Career Opportunities



Course Units

Core Units x 15

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

Elective Units x 3

- CHCDIV002 Promote Aboriginal and/or Torres Strait Islander cultural safety
- CHCCCS019 Recognise and respond to crisis situations
- HLTINF006 Apply basic principles and practices of infection prevention and control

Specialisation in

Case Management

Child, Youth and Family Welfare

CHC52021 DIPLOMA OF COMMUNITY SERVICES

CRICOS 111835M

Course Overview

This course is the mid - point of the Community Services stream of courses and prepares the students to have knowledge and skills for paraprofessional work and/or further learning at Bachelor level.

Community services, case management and social housing workers involved in the managing, coordinating and/or delivering of person-centred services to individuals, groups and communities. Workers are usually providing direct support to individuals or groups of individuals. Workers may also have responsibility for the supervision of other workers and volunteers and/or case management, program coordination or the development of new business opportunities. All candidates must have completed at least 200 hours of work.

Teaching sessions are trainer-led in-group sizes of up to 30 participants. The teaching program is undertaken using a planned schedule in accordance with national standards.

Course Features

- 20 units in total
- 4 terms per year
- 2 years course
- At least 200 hours of Work Placement
- Work Placement in last term
- 80 weeks of learning + 24 weeks holiday
- 20 hours per week face to face learning plus online and self learning

Career Opportunities



Community Work Coordinator



Child Protection Officer



Case Manager



Care Team Leader



Domestic Violence Advocate

Course Units

Core Units x 12

- 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 people 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 x 8

Case Management

- CHCCSM009 Facilitate goal-directed planning
- CHCCSM010 Implement case management practice
- CHCCSM016 Undertake advanced assessments
- CHCCSM015 Undertake case management in a child protection framework

Child, Youth and Family Welfare

- CHCPRT025 Identify and report children and young people at risk
- CHCPRT027 Work collaboratively to maintain an environment safe for children and young people

General Electives

- CHCCCS038 Facilitate the empowerment of people receiving support
- CHCCOM005 Communicate and work in health or community services

COURSE FEES AND ENTRY REQUIREMENTS

COURSES	DURATION	TERMS*	PER YEAR FEES	TOTAL COURSE FEES	MATERIAL FEES
Certificate IV in Business	1 Year	Jan, Apr, Jul, Sept	AUD 9,000	AUD 9,000	AUD 300
Diploma of Business	1 Year	Jan, Apr, Jul, Sept	AUD 12,000	AUD 12,000	AUD 300
Advanced Diploma of Business	1 Year	Jan, Apr, Jul, Sept	AUD 12,000	AUD 12,000	AUD 300
Graduate Diploma of Management (Learning)	2 Years	Jan, Apr, Jul, Sept	AUD 12,000	AUD 24,000	AUD 300
Diploma of Information Technology	1.5 Years	Jan, Apr, Jul, Sept	AUD 12,000	AUD 18,000	AUD 300
Advanced Diploma of Information Technology	1.5 Years	Jan, Apr, Jul, Sept	AUD 12,000	AUD 18,000	AUD 300
Diploma of Civil Construction Design	1.5 Years	Jan, Apr, Jul, Sept	AUD 12,000	AUD 18,000	AUD 2,000
Advanced Diploma of Civil Construction Design	2 Years	Jan, Apr, Jul, Sept	AUD 12,000	AUD 24,000	AUD 2,000
Certificate III in Individual Support	1 Year	Jan, Apr, Jul, Sept	AUD 12,000	AUD 12,000	AUD 500
Certificate IV in Ageing Support	1 Year	Jan, Apr, Jul, Sept	AUD 12,000	AUD 12,000	AUD 500
Diploma of Community Services	2 Years	Jan, Apr, Jul, Sept	AUD 12,000	AUD 24,000	AUD 1,000

- There may be mid term intakes available for some courses
- some courses might not be offered in all terms/intakes.
- AUD 200 Enrolment fee (non - refundable) is applicable for each applicant

Minimum Entry Requirements*

The minimum entry requirements for SMIC courses are:

- Be over the age of 18
- Have successfully completed schooling certificate equivalent to the level of the Australian Higher School Certificate or equivalent to
- Intermediate level of computer skills and provide your own laptop and/or tablet that is compatible with Australian power voltage requirements for use in class
- Verified evidence of IELTS 6.0 with no band less than 5.5 or equivalent

* Meeting the minimum entry requirements does not guarantee a place in the course for which you have applied.

GENERAL FEES AND CHARGES*

General fees and charges (AUD) if applicable

*Enrolment fee (non - refundable)	AUD 200
*Re-issuing a testamur or statement of attainment	AUD 50
*RPL per unit of competency	AUD 250
*Missed Assessment/Re-Assessment Fee	AUD 300
*Replacement of learner workbook – per unit	AUD 30
*CoE Extension fee	AUD 80
*Late Payment Fee	10%
*Bank Transfer fee	AUD 25
*Airport pickup fee (if needed)	AUD 150
*Accommodation Placement Fee (if needed)	AUD 150
*Deferral fee	AUD 200
*Course Transfer Fee	AUD 200

*College reserves the right to change the fees and charges and you must obtain the latest schedule of all fees and charges before making your decision.

Overseas Student Health Cover (OSHC)

The Australian Government requires international students and their dependents to have OSHC (Overseas Student Health Cover) while studying in Australia. This requirement is regardless of any existing health insurance in their home country.

Estimated accommodation costs per person/week:

Hostels and Guest houses	AUD 90 to 150
Shared Rental	AUD 95 to 215
Homestay	AUD 235 to 325
Rental	AUD 185 to 440

Estimated costs of living per person/year

For students or guardians	AUD 29,710
For partners coming with you	AUD 10,394
For a child coming with you	AUD 4,449

The student should consider the cost of living (accommodation, meals etc.) in Australia, which is estimated by the Australian Government, and can be found at

<https://www.studyinaustralia.gov.au/>

Payment of Fees

Tuition fees are payable as part of enrolment in the Course six (6) weeks prior to the start of the term. Fees for subsequent terms must be paid at least 2 weeks prior to commencement.

Payment Options

- Bank Cheque
- Direct deposit/Telegraphic transfer

APPLICATION PROCESS

Step 1



Explore courses at SMIC and check requirements

Step 2



Submit Student Application Form with supporting documents

Step 3



Receive Offer Letter & Student Agreement

Step 4



Accept Offer Letter, sign Student Agreement Form & submit payment receipt

Step 5



Receive eCoE & apply Visa

Step 6



Make travel arrangements with Student Visa

Step 7



Arrive at SMIC for enrolment & orientation



Contact

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