



**SYDNEY CITY**

**COLLEGE OF MANAGEMENT**

RTO CODE: 45203 | CRICOS PROVIDER CODE: 03620C

# COURSE INFORMATION

[www.sccm.edu.au](http://www.sccm.edu.au)

**PARRAMATTA CAMPUS**

**SYDNEY CAMPUS**

**DARWIN CITY CAMPUS**

**ADELAIDE CAMPUS**



# SIT60322 - Advanced Diploma of Hospitality Management

COURSE CODE: SIT60322 | CRICOS CODE : 110441D



## Delivery Mode

This qualification is delivered in a Blended Learning approach.

15 Hours/Week Face to Face and 5 Hours/Week Online Structured Self Study. Additional study is required to complete unsupervised, independent work in your own time.



## Course Duration

104 weeks (80 Academic weeks + 24 Weeks Holidays)



## Fees Information

Tuition Fees: AUD 24,000

Enrollment Fee: AUD 250

Material Fee: AUD 1000

Total Course Cost: AUD 25,250



## Delivery Location

Parramatta Campus: Level 2, 17 Macquarie St, Parramatta NSW 2150

Sydney CBD Campus: Level 1, 303 Pitts Street, Sydney, NSW 2000

Adelaide Campus: Level 8, 50 Grenfell St, Adelaide, South Australia 5000

Darwin Campus: 25 Cavenagh St, Darwin City NT 0800

This SIT60322 - Advanced Diploma of Hospitality Management qualification reflects the role of highly skilled senior managers who use a broad range of hospitality skills combined with specialised managerial skills and substantial knowledge of industry to coordinate hospitality operations. They operate with significant autonomy and are responsible for making strategic business management decisions.

This qualification provides a pathway to work in any hospitality industry sector and for a diversity of employers including restaurants, hotels, motels, catering operations, clubs, pubs, cafés, and coffee shops. This qualification allows for multi-skilling and for acquiring targeted skills in accommodation services, cookery, food and beverage and gaming.

The skills in this qualification must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice.

The latest release of the qualification and packaging rules can be found at the following link:

<https://training.gov.au/Training/Details/SIT60322>

### Occupational Licensing/Regulatory Information

No occupational licensing, certification or specific legislative requirements apply to this qualification at the time of publication.

## Certification

After completion of this course and all assessments, you will be issued with the Nationally Recognised Qualification SIT60322 - Advanced Diploma of Hospitality Management.

A Statement of Attainment will be issued to students who partially complete this course.

## Course Entry Requirements

- Year 12 (HSC)
- Age 18 Years or Above
- Academic IELTS 5.5 overall, no less than 5.0 in each band, or upper intermediate, or EAP from approved ELICOS/ESL centre or evidence of completing a VET course at Certificate IV or above the level in Australia.
- Students who do not meet the English requirement as above must sit for an LLN Test.

## Student Support

All students will be provided with a range of learning support options and resources to help them achieve competency. This includes:

- Academic and personal support.
- Referral to external support services.

## Assessment Strategies

Students are provided with assessment resources at the commencement of each unit of competency, along with learning resources. The assessment resources set out the range and types of assessment tasks that will be used for the unit.

Each unit will comprise of number of assessment tasks which may include short written knowledge tests; discussions; compiling portfolio of evidence; projects; case studies; research; written reports; participating in practical activities such as demonstrations, roleplays and presentations.

To perform at your best, you will probably need to work on the assessments outside of class time.

## Work Placement

All students enrolled in this course must undertake 50 hours of work placement at an approved hospitality venue. Work placement must be completed successfully in order to gain this qualification.



## Training Kitchen Locations

Practical face-to-face training is provided in a commercial kitchen. Students enrolled in Sydney and Parramatta campus will be doing their practical classes at

- 12 Good St Granville NSW 2142

For students enrolled in Darwin Campus will be doing their practical classes at

- Unit G5, 6 Finnis Street, Darwin City, NT 0800

For students enrolled in Adelaide Campus will be doing their practical classes at

- 23 Hackney Rd, Hackney SA 5069

## Credit Transfer

If a Student has an Australian VET qualification and the units are equivalent to the units delivered, the Student will be granted a Direct Credit Transfer. Qualified trainers/assessors will manage this process following our Student Credit Transfer and Recognition of Prior Learning policy and procedure. This sets out how the process is administered and the adjustment to course duration and course fees.

## Course Structure

To be awarded this qualification, competency must be demonstrated in 33 units of competency, consisting of 14 core units and 19 elective units.

## Policies and Procedures

SCCM adopts and follows policies and procedures that treat all students fairly and equitably following all relevant legislation. For more information, please visit <https://sccm.edu.au/current-students/resources/>

## Recognition of Prior Learning (RPL)

Students who have completed relevant studies or have some of the competencies in the course may apply for Recognition of Prior Learning (RPL). Application for RPL can be made with the initial application or can be made within two weeks of the course commencement using the RPL Application Form and by providing supporting documents. Qualified trainers/assessors will manage the RPL process.

Please note that RPL cannot result in an international student having less than a full-time load of study (20 hours per week) but can reduce the overall duration of the course and fees. See our Student Handbook and the Student Credit Transfer and Recognition of Prior Learning policy and procedure, for more information.

## Pathways

### Education Pathway:

Students who complete this course may wish to continue their education into higher education.

### Career Pathway:

Possible job roles relevant to this qualification may include:

- banquet or function manager
- bar manager
- café manager
- chef de cuisine
- chef patissier
- club manager
- executive housekeeper
- front office manager
- gaming manager
- kitchen manager
- motel manager
- restaurant manager

# UNITS OF COMPETENCY

## CORE

- SITXHRM010 Recruit, select and induct staff
- SITXHRM009 Lead and manage people
- SITXFIN009 Manage finances within a budget
- SITXGLC002 Identify and manage legal risks and comply with law
- SITXCCS016 Develop and manage quality customer service practices
- SITXMGT005 Establish and conduct business relationships
- SITXFIN010 Prepare and monitor budgets
- SITXHRM012 Monitor staff performance
- SITXMGT004 Monitor work operations
- BSBFIN601 Manage organisational finances
- BSBOPS601 Develop and implement business plans
- SITXWHS008 Establish and maintain a work health and safety system
- SITXMPR014 Develop and implement marketing strategies
- SITXFIN011 Manage physical assets

## ELECTIVE

- SITXHRM008 Roster staff
- SITXCOM010 Manage conflict
- SITXINV008 Control stock
- SITXWHS006 Identify hazards, assess and control safety risks
- SITXFSA005 Use hygienic practices for food safety
- SITXFSA006 Participate in safe food handling practices
- SITXINV006\* Receive, store and maintain stock
- SITHCCC023\* Use food preparation equipment
- SITXFSA008\* Develop and implement a food safety program
- SITHCCC027\* Prepare dishes using basic methods of cookery
- SITHCCC029\* Prepare stocks, sauces and soups
- SITHCCC028\* Prepare appetisers and salads
- SITHCCC030\* Prepare vegetable, fruit, eggs and farinaceous dishes
- BSBOPS502 Manage business operational plans
- BSBCEM411 Make presentations
- SITXCCS010 Provide visitor information
- SITXCCS012 Provide lost and found services
- SITHIND006 Source and use information on the hospitality industry
- SITHKOP013 Plan Cooking operations

## PREREQUISITE UNITS

- SITHCCC027 Prepare dishes using basic methods of cookery
- SITXFSA005 Use hygienic practices for food safety

Sydney City College of Management  
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Head Office: Level 2, 17 Macquarie St, Parramatta NSW 2150.

 [sccm.edu.au](https://sccm.edu.au)

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 [admissions@sccm.edu.au](mailto:admissions@sccm.edu.au)

Parramatta Campus : 0 2 8872 0435  
Sydney Campus : 02 8283 5920  
Darwin Campus : (08) 8900 9683  
Adelaide Campus : 0 2 8872 0435

