



BOX HILL
INSTITUTE

WHAT WILL YOU BECOME?

Course Guide 2025/26

ON CAMPUS | ONLINE | WORKPLACE



Box Hill Institute Centenary



Acknowledgement of Country

Box Hill Institute proudly acknowledges that our learning sites at Box Hill, Lilydale and in the Melbourne CBD are situated on the ancestral lands of the Wurundjeri people of the Kulin Nations.

We acknowledge Aboriginal people as Australia's First Peoples and as the Traditional Owners and Custodians of the land and waters on which we rely. We pay respect to Elders past and present, and we work to support emerging Aboriginal leaders.





Become who you want to be

Choosing a career is one of the most important decisions you'll make.

It's not just about a job. It's about finding your purpose.

When you've got a career you're passionate about, work doesn't feel like work. It's something you look forward to that's fulfilling, rewarding and exciting.

Whether you want to care for others, build our surrounding infrastructure, solve complex tech challenges or design the future – finding a career you love begins with training.

At Box Hill Institute, we'll prepare you for the modern workforce and equip you with the skills to find your dream job.

For 100 years, we've helped people achieve real employment outcomes.

Our courses are designed to give you the experience, knowledge and understanding to feel job-ready and empowered to become the person you want to be.

Contents

Welcome	2	Business & Finance	22
Campuses & Study Modes	4	Accounting	
Our Qualifications	6	Commerce	
Pathways at Box Hill Institute	8	Library Services	
Student Support Services	10	Real Estate	
Scholarships	11	Celebrancy	
Free TAFE	12	Social Media	
Animal Care	14	Community & Social Services	26
Animal Care		Community Services	
Pet Grooming		Disability Work	
Veterinary Nursing		Mental Health	
Art, Fashion & Design	18	Cyber Security & ICT	30
Design		Cyber Security	
Fashion & Merchandising		Information Technology	
Floristry		Early Childhood & Education Support	34
Visual Arts		Early Childhood Education	
		Education Support	
		Hair & Beauty	38
		Beauty	
		Hair & Barbering	

Horticulture, Landscaping & Conservation	42	Senior Secondary Programs	58
Horticulture & Landscape Construction		Victorian Pathways Certificate (VPC)	
Conservation		Victorian Certificate of Education (VCE)	
Hospitality & Culinary Arts	46	Victorian Certificate of Education Vocational Major (VCE VM)	
Culinary Arts		Sport, Fitness & Outdoors	62
Hospitality		Sport	
Music Industry	50	Fitness	
Audio & Sound Production		Outdoors	
Composition		Trades & Transport	66
Performance & Songwriting		Automotive	
Music Production		Building & Carpentry	
Nursing & Health	54	Electrical & Refrigeration	
Ageing & Disability		Plumbing	
Allied Health		Training & Assessment	72
Dental		Work Preparation & Foundation	76
Health Services		Pre-Accredited Training	78
Nursing		Short Courses	80
Pharmacy		How to Apply	81





See why more than 25,000 students study with us every year

An extensive range of courses

Certificates, diplomas and degrees. We offer courses in a wide range of study areas, from nursing to trades, cyber security to horticulture and much more!

Industry connections

We work closely with industry to develop our programs. You'll get the skills and experience that employers are looking for and learning opportunities that go beyond the classroom.

Teachers who are industry professionals

Benefit from our teachers' real-life industry experiences, knowledge and innovative ideas. Many continue to work in the field they teach, so you can learn the latest best practices that employers want.

State-of-the-art training facilities

You'll get to train with the latest tools, industry-standard equipment, cutting-edge technologies and authentic simulation labs that reflect real, modern workplaces.

Begin at any stage of your journey

We welcome everyone. School leavers and quarter- or mid-career changers. People returning to work after a break or wanting to upskill for career progression. Our courses can help you achieve your goals, wherever you are in life.

The support you need to succeed

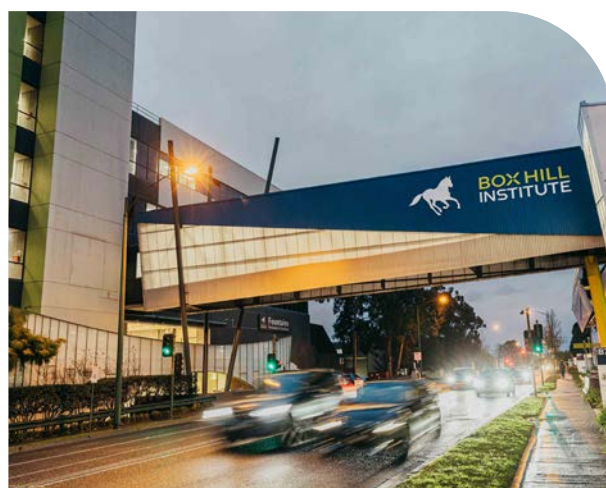
There are lots of helping hands that you can reach out to throughout your training. Our diverse services include learning and accessibility support, counselling and wellbeing programs, and dedicated resources for Indigenous Australians and international students.



Campuses

Where successful careers are made

Come and learn in modern, well-equipped facilities that simulate real working environments and experiences. You'll use tools and equipment from your chosen industry on projects that reflect everyday employment.



Box Hill (Elgar, Nelson & Whitehorse)



Lilydale



City (Melbourne CBD)



Study modes

Giving you options so you can fit your study around work, family, friends and life commitments.

- › Full time or part time
- › On campus
- › Electronic based (online)
- › Blended delivery
(a mix of online and on-campus learning)
- › Off campus
- › Industry or employer based

Our qualifications

A world of study options to choose from

Certificates, diplomas or degrees. You can choose from a variety of nationally-accredited, industry-aligned courses in a range of study areas.



Senior Secondary Programs

Complete your secondary school qualifications in an adult learning environment. Our accessible programs are perfect for mature-age students or those wanting an alternative to traditional secondary school.

Vocational Education & Training (VET) Delivered to School Students (VDSS)

Combine traditional secondary schooling with vocational training. Years 10, 11 and 12 students can gain credits towards a VCE or VCE VM while obtaining unit competencies towards a qualification at a certificate II or certificate III level.¹

Learn more about VDSS at www.boxhill.edu.au/course-areas/vdss/

Victorian Certificate of Education (VCE), Victorian Certificate of Education Vocational Major (VCE VM) & Victorian Pathways Certificate (VPC)

Gain your VCE, VCE VM or VPC qualification to help you enter the workforce or pathway towards further education at TAFE or university. Accessible to secondary school students or mature-age learners, with options for scored (ATAR) or unscored.²

Learn more about VCE, VCE VM and VPC at www.boxhill.edu.au/course-areas/vce/

School-Based Apprenticeships and Traineeships (SBATs)

An SBAT offers years 10, 11 and 12 students the chance to combine their VCE, VCE VM or VPC with part-time employment, school and training. It can give you a head start towards a full-time apprenticeship with an employer.³

Learn more about SBATs at www.boxhill.edu.au/about-us/sbats/

¹ Students undertaking a VDSS course will be enrolled at Box Hill Institute (RTO: 4687). If undertaking a full qualification, upon successful completion you will receive certification from Box Hill Institute. Students completing a partial qualification will receive a statement of attainment for all units achieved from Box Hill Institute.

² Students undertaking a VCE, VCE VM or VPC program will be enrolled at Box Hill Institute (RTO: 4687). Upon successful completion, you will receive certification from the Victorian Curriculum and Assessment Authority (VCAA).

³ An SBAT runs under a training contract between a student and an employer, facilitated by an Apprenticeship Network Provider (ANP). The training contract and training plan are registered with the Victorian Registration and Qualifications Authority (VRQA).



Pre-Apprenticeships, Apprenticeships & Traineeships

Make the workplace your classroom. Pre-apprenticeships, apprenticeships and traineeships are a way to get immersed in real job settings, with opportunities to earn while you learn.

Pre-Apprenticeships

Before you fully commit to an apprenticeship, get a preview of what your future training could be like. Our pre-apprenticeships help you prepare for the job site, equipping you with the skills and confidence to embark on an apprenticeship.

Learn more about pre-apprenticeships at www.boxhill.edu.au/courses/pre-apprenticeships/

Apprenticeships

Apprenticeships provide practical, hands-on and accredited training while you work, meaning you'll get paid while you train. Training can be undertaken on the job, off the job or a combination of both, depending on your employer's needs.

Learn more about apprenticeships at www.boxhill.edu.au/courses/apprenticeships/

Traineeships

In a traineeship, you also learn on the job gaining work experience while undertaking accredited training. We offer traineeships in areas like health, vet nursing, hospitality, early childhood education and more.

Learn more about traineeships at www.boxhill.edu.au/courses/traineeships/



Certificates & Diplomas

Vocational education and training (VET) at TAFE is a practical way to get qualified in the latest skills that are aligned to genuine job and employment outcomes.

Certificates

From certificate I to IV, we offer a diverse range of training options in a variety of study areas. With a focus on job-ready skills, it's the perfect place to get qualified to work in your chosen career.

Learn more about certificates at www.boxhill.edu.au/courses/tafe-vet/

Diplomas

With a diploma, you can deepen your expertise and increase your capabilities in your chosen study area. Our diplomas balance theory-based classes with hands-on training experiences.

Learn more about diplomas at www.boxhill.edu.au/tafe-vet/diploma-courses/



Undergraduate Degrees

Completing higher education at TAFE means small class sizes, dedicated teachers and an emphasis on the practical. We'll help you apply the theory you learn in ways that reflect real careers.

Bachelors & Graduate Certificate

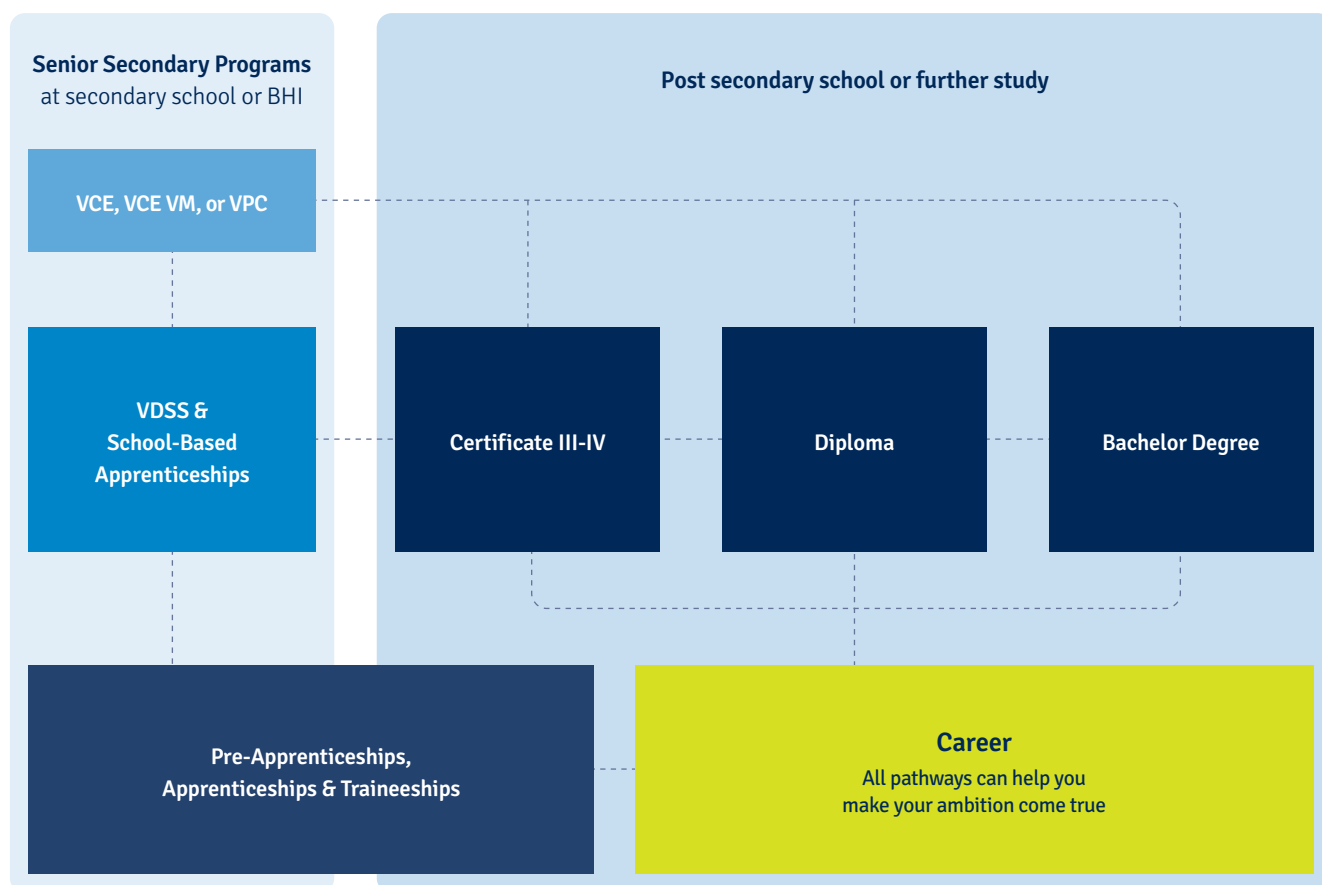
We offer several bachelor and graduate certificate programs in music, fashion, ICT, early childhood education and more.

Learn more about undergraduate degrees at www.boxhill.edu.au/courses/undergraduate/

Pathways at Box Hill Institute

Your path to success is unique to you

There's no right or wrong way to become what you want to be.
We offer many doors that can lead to your dream career.



Pathways to a career

Get support as you transition from education to employment. Whether you're looking for your first job, changing careers or ready to re-enter the workforce, our Skills and Jobs Centres can help map your journey to finding the perfect role.

Available in Box Hill, Lilydale and the Melbourne CBD.

Learn more about the Skills and Jobs Centre at www.boxhill.edu.au/skills-and-jobs-centres/ or contact the team at **03 8892 1350** or sajc.elgar@boxhill.edu.au

Pathways to degrees at Box Hill Institute

Box Hill Institute offers bachelor's degrees in a range of course areas. You can apply for direct entry into a degree or start your tertiary studies with a certificate or diploma that pathways into a degree course. Many diploma courses will provide credits towards your degree and reduce the time taken to complete it.

Learn more about Box Hill Institute's bachelor's degrees at www.boxhill.edu.au/courses/undergraduate/

Pathways to university

A qualification from Box Hill Institute can be a stepping stone to further study at university. We have partnerships with Deakin University, Australian Catholic University and La Trobe University that allow you to pathway into some of their degree programs. Your qualification may even provide credits towards your degree at university or let you skip a year of your degree entirely.¹

Learn more about pathways to university at www.boxhill.edu.au/study-with-us/pathways/

Recognition of Prior Learning (RPL)

Any skills, knowledge and experience you've gained from previous work or study may count towards your training. If you're eligible, RPL can help you gain entry to a course or be credited towards your learning.

Credit transfers

If you have previously completed a course that aligns with your current study program, you can apply to transfer credits for relevant units of study.

Learn more about RPL and credit transfers at www.boxhill.edu.au/recognition-of-prior-learning/



¹ Articulation arrangements, credit transfers and guaranteed entry into higher education courses delivered by other training providers are subject to change. Students are required to meet the minimum admission requirements as determined by other training providers to gain access to their higher education courses.

Student support services

We're with you every step of the way

Achieving your goals can be a massive feat. It takes hard work, as well as the right support.

Our Student Life team delivers free services to help you succeed in study and life, so you can focus on being the best you can be.

You can access these diverse and equitable services at any stage of your training.

No matter the challenge, we're here to lift you up and help you succeed.

Wellbeing support

Student Wellbeing Officers are a great first point of contact when you need help. They assist with course-related challenges and personal difficulties impacting your study and will connect you to specialised support if required.

Counselling

We offer both personal and educational counselling from registered psychologists and social workers. Services are available in person and online through eCounselling.

Accessibility Liaison Service (ALS)

If you have a diagnosed disability and/or health condition, we'll help you liaise with teachers, find the right student support options and help you create a customised Student Access Plan.

Literacy & Numeracy (LN) Support

Strengthen your foundational skills in reading, writing, maths and communication. The LN Support service is tailored to your primary course of study, with dedicated LN Support teachers assisting you in class alongside vocational teachers.

Aboriginal & Torres Strait Islander (ATSI) Unit

Our ATSI Unit is dedicated to helping Indigenous students be part of our community. The team can assist with anything from enrolment and academic support, scholarship and ABSTUDY¹ advice, counselling, career pathways and more.

International student support

Our designated International Student Wellbeing team understands the unique challenges of being an international student in Australia. They offer wellbeing and academic support to help you have an enriching learning experience.

Learn more about Student Life and our support services at

www.boxhill.edu.au/study-with-us/support-services/

1 For more information about the Australian Government's ABSTUDY financial support program for Aboriginal and Torres Strait Islander students, please visit the Services Australia website: www.servicesaustralia.gov.au/abstudy



Scholarships

Financial assistance to help you study

Scholarships can open doors to education by offering financial assistance.

Our wide range of scholarships include access and equity scholarships, as well as academic scholarships and awards.

Remember, not all scholarships are based on academic achievement. They are awarded based on a range of criteria, such as adversity, merit, faculty nominations, your area of study, personal circumstances or financial hardship.

Explore our scholarships at www.boxhill.edu.au/study-with-us/scholarships/

Free TAFE for the jobs Victoria needs

Get in-demand skills, without the tuition fees

Right now, Victoria needs more skilled workers in areas that will help our economy today and in the future. By covering the cost of tuition fees, the Victorian Government has made it easier for you to become qualified in areas with strong job prospects.

If you're eligible, choosing a Free TAFE course is a smart choice. Whether you're a school leaver or a career changer, Free TAFE can remove the financial barrier to training. You can access a wide range of courses and gain skills that employers are looking for, without worrying about the cost of tuition fees.¹

Better yet, there are now Free TAFE priority pathways where you can progress from a certificate to a diploma within the same study area and not pay tuition fees for each individual course.²

Look for the **Free TAFE** symbol in our guide to see which courses are included.

Learn more about Free TAFE and find out if you're eligible at www.boxhill.edu.au/free-tafe-for-priority-courses/



¹ The Victorian Government's Free TAFE for Priority Courses initiative covers the cost of tuition fees subject to meeting eligibility criteria. There are other costs such as student services and/or materials fees you will need to cover yourself. Please refer to the **Fees and Finance Options** information for individual courses on our website.

² Free TAFE priority pathways are only available for selected study areas. The 'once-in-a-lifetime' Free TAFE course limit still applies to non-priority pathway courses.

Explore Free TAFE courses related to:



Business



Community
& Social
Services



Cyber
Security
& ICT



Education



Horticulture



Hospitality &
Culinary Arts



Nursing &
Health



Outdoor
Leadership



Trades &
Transport



Vet
Nursing

Discover Free TAFE priority pathways in:

- › Allied Health & Nursing
- › Building & Construction
- › Community Services
- › Cyber Security & ICT
- › Early Childhood Education
- › Hospitality
- › Nursing & Personal Care



Animal Care

**Work with animals big and small
We'll teach you how to nurture them all**

Become an animal care professional

Studying animal care gives you the skills to nurture, protect and understand a wide range of animals – fluffy, feathery, crawly or scaly! It also leads to a fulfilling career, where every day you can make a difference to the lives of pets, wildlife, farm animals and the humans caring for them.

Our Animal Care courses are designed around practical training and work experience to ensure a smooth transition from course to career.



**Animal
Care**



**Pet
Grooming**



**Veterinary
Nursing**

Why study Animal Care with us

Get experience at our on-campus vet clinic

Interact with owners and their pets at Pets on Elgar, our professional vet clinic and training workplace.

Connect with leaders in the industry

We work with organisations like the RSPCA, Australian and New Zealand Laboratory Animal Association (ANZLAA), Reptile Encounters and more. You'll get plenty of opportunities to work with animals and be mentored by professionals in the industry.

Lots of areas to choose from

With a variety of courses on offer, you can pick an area to match your interests, develop specialised skills and study a pathway from certificate to diploma (and even further study at university).

Where could your career take you?

Picture yourself working in:

- › Veterinary clinics
- › Animal shelters
- › Boarding kennels or catteries
- › Pet shops
- › Aquariums
- › Farms or stables
- › Zoos or animal sanctuaries
- › Laboratories



Explore our Animal Care courses online



ANIMAL CARE		What can I become?
Certificate II in Animal Care ACM20121 🕒 Full time 16 weeks 📅 Feb, May, July 📍 Box Hill, RSPCA Burwood 🧑 Blended		Animal Carer, Shelter Attendant, Pet Store Professional, Kennel Hand, Cattery Worker
Certificate III in Animal Care Services (Animal Care) ACM30122 🕒 Full time 1 year 📅 Feb, July 📍 Box Hill, Lilydale 🧑 Blended		Veterinary Assistant, Animal Attendant, Animal Workplace Receptionist, Pet Shop Worker
Certificate III in Animal Care Services (Pet Grooming) ACM30122 🕒 Full time 6 months 📅 Feb, July 📍 Box Hill 🧑 Blended		Animal Grooming Assistant
Certificate III in Wildlife and Exhibited Animal Care ACM30321 ● 🕒 Full time 18 months 📅 Feb, April, July 📍 Box Hill 🧑 Blended		Zookeeper/Animal Carer, Native Wildlife Carer, Wildlife Rehabilitator, Animal Technical Officer, Aquarist
Certificate IV in Veterinary Nursing ACM40418 ●●● Free TAFE 🕒 Full time 2 years (on campus) Part time 3 years (off campus)* 📅 Feb, July 📍 Box Hill 🧑 Blended		Veterinary Nurse
Diploma of Animal Technology ACM50119 🕒 Full time 18 months 📅 Feb 📍 Box Hill 🧑 Blended		Animal Technology Manager, Facility Manager, Animal Technologist



Jess studied a Certificate III in Animal Care Services (Pet Grooming) (ACM30122)

“I build relationships with the animals as well as their owners. They trust me, and I really enjoy seeing people bringing their pets back to me to take care of them.”

*The time taken to complete this course will vary depending on your input.

This training is delivered with the Victorian and Commonwealth Government funding. This is applicable to VET, VCE and VPC courses only.

● APPRENTICESHIP ● PRE-APPRENTICESHIP ● TRAINEESHIP ● PRACTICAL PLACEMENT REQUIRED



Pets on Elgar

Pets on Elgar is a veterinary clinic and training facility for our veterinary nursing and pet grooming students, located at our Elgar campus in Box Hill.

The clinic is open to the public and their pets. Under the supervision of qualified professional staff, students will assist in promoting the health and wellbeing of animals, support surgical procedures, perform animal grooming and more.



Art, Fashion & Design

**Make a name for yourself
even before you graduate**

Become a creative professional

We blend the creative with the practical. Industry-aligned training and mentorship will turn your bold ideas into a stellar career.

We work closely with leaders in art, fashion and design so you'll get lots of opportunities to take your learning beyond the classroom – to runways, events, studios and exhibitions. Your resumé and portfolio will be bursting with demonstrated skills even before you graduate.



Design



Fashion &
Merchandising



Floristry



Visual Arts

Why study Art, Fashion & Design with us

Show (and compete!) at major competitions

Have the chance to present your work amongst the best of the best at major events like Melbourne Fashion Week and the Melbourne International Flower and Garden Show.

Get inspired

Look forward to lots of industry visits and field trips. Our students have taken their learning to flower farms and markets, bespoke printers, the HQ of fashion brands and even behind the scenes of the Australian Ballet!

Be a trendsetter

From 3D fashion technologies to sustainable floristry techniques, our art, fashion and design courses are firmly focused on future innovations. We'll teach you how to set trends, not just follow them.

Where could your career take you?

Picture yourself working in:

- › Creative studios
- › Marketing and digital agencies
- › Production companies
- › Fashion houses and brands
- › Clothing and apparel retailers
- › Florists
- › Events and weddings
- › Art galleries and museums

Explore our Art,
Fashion & Design
courses online



DESIGN	What can I become?
Certificate IV in Design CUA40720 🕒 Full time 6 months 🕒 Part time Flexible* 📅 Feb, July 📍 Box Hill 🧑 Classroom Based	Entry level design roles
Diploma of Graphic Design CUA50720 🕒 Full time 1 year 🕒 Part time Flexible* 📅 Feb 📍 Box Hill 🧑 Classroom Based	Graphic Designer, Digital Designer, Graphic Artist, Freelancer
FASHION & MERCHANDISING	What can I become?
Bachelor of Design (Fashion Design) BOD1F 🕒 Full time 3 years 🕒 Part time Equivalent 📅 Feb, July 📍 Box Hill 🧑 Classroom Based	Fashion Designer, Product Developer, Trend Forecaster, Production Technical Support
Bachelor of Design (Fashion Enterprise) BOD1E 🕒 Full time 3 years 🕒 Part time Equivalent 📅 Feb, July 📍 Box Hill 🧑 Classroom Based	Fashion Buyer, Fashion Planner, Fashion Allocator, Trend Forecaster, Product Developer
FLORISTRY	What can I become?
Certificate III in Floristry SFL30115 🕒 Full time 1 year 🕒 Part time 18–24 months 📅 Feb, July 📍 Box Hill 🧑 Classroom Based	Florist
Certificate III in Floristry SFL30115 ● 🕒 Part time 2–3 years* 📅 Feb 📍 Box Hill 🧑 Classroom Based	Florist
VISUAL ARTS	What can I become?
Certificate III in Visual Arts CUA31120 🕒 Full time 6 months 🕒 Part time Flexible* 📅 Feb, July 📍 City 🧑 Classroom Based	Art Studio Assistant, Community Theatre Assistant, Arts, Craft or Design Practitioner
Certificate IV in Visual Arts CUA41320 🕒 Full time 1 year 🕒 Part time Flexible* 📅 Feb, July 📍 City 🧑 Classroom Based	Artist, Visual Artist, Arts Practitioner, Studio Artist, Ceramic Artist



Flowers on Elgar

Flowers on Elgar is our retail florist, located at our Elgar campus in Box Hill, where our student florists get to practise their skills.

It offers fresh flower arrangements, as well as special orders for parties, functions, weddings and more. You'll get to flaunt your technique in a variety of ways from bunches and bouquets to centrepieces and flower walls.

*The time taken to complete this course will vary depending on your input.

This training is delivered with the Victorian and Commonwealth Government funding. This is applicable to VET, VCE and VPC courses only.

● APPRENTICESHIP ● PRE-APPRENTICESHIP ● TRAINEESHIP ● PRACTICAL PLACEMENT REQUIRED

Annual creative showcase

Every year, we bring together students and teachers for a creative extravaganza. It's a collaborative platform for our fashion, design, hair, beauty, music and floristry faculties to showcase their skills and talents to an audience filled with industry professionals.



From L to R: Designs by Nam Tran, Lilly Cavallin and Zara Rajae
Bachelor of Design (Fashion Design) (BOD1F) students

Box Hill Institute Course Guide 2025/26



Business & Finance

**Climb up the career ladder
with modern skills for modern business**

Become a business professional

A business qualification can take you almost anywhere your ambition leads. Get a firm footing in the world of accounting, commerce, real estate, libraries, marketing, running your own business or even in the business of love.

Our Business and Finance courses let you apply what you learn to the real world. We'll teach you to be business savvy, so you can stay ahead of the curve.



Accounting



Commerce



Library
Services



Real
Estate



Celebrancy



Social
Media

Why study Business & Finance with us

Be guided by real-world experts

Like our real estate teachers who have worked as agents or agency owners for decades! You'll learn the most up-to-date skills and know-how for your field.

From zero to business hero

Whether you're new to the world of business and finance or looking to upskill or specialise in a particular field, our courses are designed to teach you sought-after skills that employers want.

Study options to suit your schedule

Lots of our business and finance courses offer part-time options so you can balance study, work and life.

Where could your career take you?

Picture yourself working in:

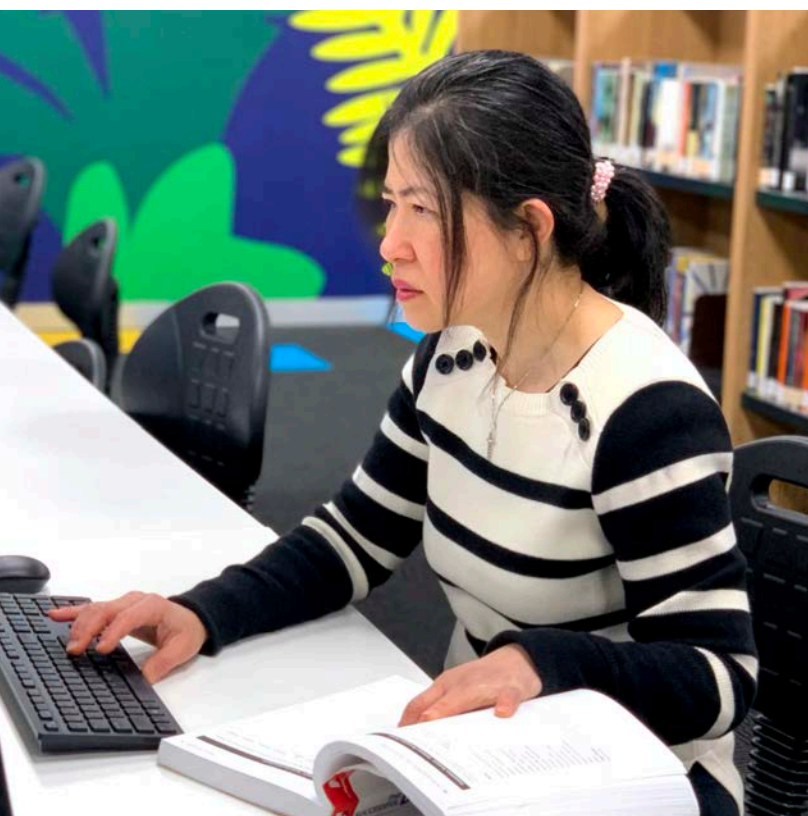
- › Big or small businesses
- › Your very own business
- › Marketing, digital or brand agencies
- › Real estate agencies
- › Accountancy firms
- › Schools and educational institutions
- › Libraries and booksellers
- › Information agencies



Explore our Business & Finance courses online



BUSINESS & FINANCE		What can I become?
Certificate IV in Accounting and Bookkeeping FNS40222 Free TAFE 🕒 Full time 5 months Part time 12 months 📅 Feb, July 📍 Off Campus/Correspondence 🖨️ Electronic Based		Budget Assistant, Costing Clerk, Inventory Clerk, Accounts Assistant, Bookkeeper, Payroll Officer
Certificate IV in Celebrancy CHC41015 🕒 Full time 6 months 📅 Feb, July 📍 City 🖨️ Classroom Based		Celebrant (employed), Celebrant (your own business)
Certificate IV in Leadership and Management BSB40520 ● 🕒 Part time 1–2 years 📅 Feb, April, July 📍 Industry 🖨️ Industry Based		Coordinator (Business Operations), Warehouse Team Leader, Line Manager, Leading Hand
Certificate IV in Real Estate Practice CPP41419† 🕒 Full time 6 months Part time 1 year 📅 Feb, July 📍 Box Hill 🖨️ Blended		Real Estate Agents' Representative
Diploma of Library and Information Services BSB50520 ● 🕒 Full time 1–2 years Part time 2–3 years 📅 Jan, April, July, Sept 📍 Off Campus/Correspondence 🖨️ Electronic Based		Library Technician in: educational institutions, libraries, corporate information agencies, booksellers
Diploma of Social Media Marketing 10904NAT 🕒 Part time 12–18 months 📅 Feb, April, July 📍 Off Campus/Correspondence 🖨️ Blended		Digital/Social Media Coordinator, Brand Manager, Social Media Strategist
Bachelor of Commerce (Applied) BCOM2 🕒 Full time 3 years Part time Equivalent 📅 Feb, July 📍 City 🖨️ Classroom Based		Accountant, Financial Advisor, Economist



Budiarti studied a **Certificate IV in Accounting and Bookkeeping** (FNS40222)

“I’ve acquired skills in cash flow management, income statements, balance sheets, taxation and proficiency in accounting software like MYOB.”

†Government funding not available for this course.

*The time taken to complete this course will vary depending on your input.

This training is delivered with the Victorian and Commonwealth Government funding. This is applicable to VET, VCE and VPC courses only.

● APPRENTICESHIP ● PRE-APPRENTICESHIP ● TRAINEESHIP ● PRACTICAL PLACEMENT REQUIRED



Industry-aligned and recognised training

When you've successfully completed our courses, you'll be ready for industry, and the industry will be ready for you.

With our library services course, you'll be eligible for membership with the Australian Library and Information Association (ALIA). Our real estate course sets you up for success as an agent's representative in Victoria. And with our celebrancy course, you can apply to be a Commonwealth-registered marriage celebrant with the Australian Attorney-General's department.



Community & Social Services

Use your everyday skills to make an extraordinary difference

Become a worker in the community sector

Train for a career where you can help those who need it most.

Our Community and Social Services courses are based on empowerment, inclusion and active participation. With hands-on training, and guidance from teachers who are passionate about the industry, we'll prepare you for a meaningful career that strengthens communities and makes a positive impact on people's lives.



**Community
Services**



**Disability
Work**



**Mental
Health**

Why study Community & Social Services with us

Be inspired by teachers who are still in the field

Many of our teachers still work in the industry (because they love what they do!). They'll teach you the best ways to support people based on their everyday knowledge and lived experiences.

Training that reflects real work scenarios

Our practical learning spaces, equipment and training methods reflect real workplaces. Take part in simulation labs (individual support) and roleplaying client interactions (community services and mental health) that mirror the real work that you'll do.

A diverse industry with lots of career options

The community services sector lets you develop transferable skills with opportunities to specialise in areas like child and family services, mental health recovery, disability support and more.


































Where could your career take you?

Picture yourself working in:

- › Not-for-profit or non-government organisations
- › NDIS services
- › Community hubs and centres
- › Support work
- › Mental health hubs and services
- › Residential facilities (youth, aged, disability, mental health and NDIS)
- › Outreach services (homelessness, youth and mental health)
- › Homelessness organisations
- › Community volunteer programs

Explore our Community
& Social Services
courses online



COMMUNITY & SOCIAL SERVICES		What can I become?
Certificate III in Individual Support (Ageing and Disability) CHC33021  Free TAFE  Full time 9 months  Jan, Feb, April, July, Oct  Box Hill, Lilydale, Industry  Classroom Based, Industry Based		Aged Care Worker, Home Care Assistant, Community Care Worker, Support Worker, Disability Support Worker
Certificate IV in Community Services CHC42021 Free TAFE  Full time 1 year  Feb, April  Box Hill, Lilydale  Blended		Community Services Worker, Early Intervention Worker, Group Facilitator, Youth Worker
Certificate IV in Disability Support CHC43121  Free TAFE  Full time 9 months  Feb, July  Box Hill, Lilydale  Blended		Disability Support Officer/Worker
Certificate IV in Mental Health CHC43315  Free TAFE  Full time 1 year  Feb, July  Box Hill, Lilydale  Blended		Mental Health Support Worker, Recovery Worker, Recovery Coach
Certificate IV in Mental Health Peer Work CHC43515  Free TAFE  Full time 1 year  Feb  Box Hill  Blended		Peer Practitioner, Mental Health Peer Support Worker, Carer, Family Peer Support Worker
Diploma of Community Services CHC52021  Free TAFE  Full time 2 years Part time 4 years  Jan, July  Box Hill, Lilydale  Blended		Community Services Worker, Early Intervention Worker, Group Facilitator, Youth Officer
Bachelor of Community Services BCSV2  Full time 3 years Part time Equivalent  Feb, July  Box Hill, City  Blended		Child Protection Practitioner, Alcohol and Other Drugs Worker, Crisis Intervention Worker



Bailey studied a **Certificate III in Individual Support (Ageing and Disability)** (CHC33021)

“My teachers have so much experience in their fields. I think that’s the best way to learn.”

*The time taken to complete this course will vary depending on your input.

This training is delivered with the Victorian and Commonwealth Government funding. This is applicable to VET, VCE and VPC courses only.

 APPRENTICESHIP  PRE-APPRENTICESHIP  TRAINEESHIP  PRACTICAL PLACEMENT REQUIRED



Plenty of pathways to shape the career you want

Our courses can open doors to further study and career directions in community and social services or even the health industry.

When you've successfully completed the Certificate III in Individual Support (Ageing and Disability) (CHC33021) you can pathway to the Certificate IV in Disability Support (CHC43121) or related health courses like the Certificate IV in Allied Health Assistance (HLT43021) or the Diploma of Nursing (HLT51421).

Or you can pathway from certificate to diploma and directly into the second year of a Bachelor of Community Services (BCSV2) at Box Hill Institute.

Successful completion of the Diploma in Community Services (CHC52021) could also lead you to psychology (honours) and social work degrees at other universities.¹

¹ Articulation arrangements, credit transfers and guaranteed entry into higher education courses delivered by other training providers are subject to change. Students are required to meet the minimum admission requirements as determined by other training providers to gain access to their higher education courses.



Cyber Security & ICT

**Secure the World Wide Web and
a wide world of career opportunities**

Become a cyber security & ICT expert

Be on the frontline of building and protecting the systems and networks that connect cities, control finances and protect national security.

Our Cyber Security and ICT courses are industry-aligned and based on the latest developments in technology. But learning about tech is only half the story. It's the practical experience you'll get, using in-demand skills, that will set you apart in the industry.



Cyber Security



Information
Technology

Why study Cyber Security & ICT with us

Australia's first dedicated cyber security training centre at TAFE

We call it the Cyber Security Operations Centre (CSOC). It features real firewalls, servers and state-of-the-art equipment, with 24/7 access that allows you to remotely control physical equipment in a sandbox environment.

Courses co-designed with industry experts

Our courses are developed with experts from IT, banking and telecommunications to ensure we teach the skills employers need.

Projects based on real, on-the-job skills

From work-integrated learning to an industry project based on an actual cyber security environment, your study reflects the real work you'll do in your career.

Where could your career take you?

Picture yourself working in:

- › IT and telecommunication companies
- › Banks
- › Retailers and online retailers
- › Healthcare organisations
- › Government departments
- › Educational institutions

Explore our Cyber Security & ICT courses online



CYBER SECURITY		What can I become?
Certificate IV in Cyber Security 22603VIC Free TAFE † 🕒 Full time 1 year 📅 Feb, July 📍 Box Hill 🏢 Classroom Based		Cyber Security Professional, Helpdesk Technician, Support Officer, Security Penetration Tester
Certificate IV in Cyber Security 22603VIC Free TAFE † 🕒 Part time 2 years 📅 Feb, April, July 📍 Off Campus/Correspondence 🏠 Electronic Based		Cyber Security Professional, Helpdesk Technician, Support Officer, Security Penetration Tester
INFORMATION TECHNOLOGY		What can I become?
Certificate III in Information Technology ICT30120 Free TAFE 🕒 Full time 6 months 📅 Feb, July 📍 Box Hill 🏢 Classroom Based		IT Technician, Helpdesk Support Officer, Customer Service Representative (ICT)
Bachelor of Information Technology BIT01 🕒 Full time 3 years Part time Equivalent 📅 Feb, July 📍 Box Hill 🏢 Classroom Based		Cyber Security Engineer, Cyber Security Analyst, Computer Networking Engineer



Brett studied a **Certificate IV in Cyber Security** (22603VIC)

“Box Hill Institute helped me by providing resources and teachers that were not only accessible, but also knowledgeable and really encouraging.”

†Free TAFE is only available for this course if students have completed the Certificate III in Information Technology (ICT30120).

*The time taken to complete this course will vary depending on your input.

This training is delivered with the Victorian and Commonwealth Government funding. This is applicable to VET, VCE and VPC courses only.

● APPRENTICESHIP ● PRE-APPRENTICESHIP ● TRAINEESHIP ● PRACTICAL PLACEMENT REQUIRED



Get a 360-degree view of today's (and tomorrow's) cyber challenges

Attack. Defend. Monitor. Analyse.

You'll experience what it's like to be on all sides of a cyber security threat. By knowing the enemy, you'll be one step ahead in knowing how to combat them.

Get exposure to a range of technology brands, operating systems and tools that will help you understand a broad range of security vulnerabilities and find ways to mitigate them.



Early Childhood & Education Support

**Be ready to lead, guide
and inspire young minds**

**Become an early childhood educator or education
support worker**

Take your love of learning and inspire it in others with a career in early childhood education or education support.

We'll nurture your growth in the same way you will for your future students. With passionate teachers by your side, you'll get lots of hands-on experience and mentorship to confidently transition from student to industry.



**Early Childhood
Education**



**Education
Support**

Why study Early Childhood & Education Support with us

Learn the best, from the best

Learn from experienced teachers who will share their know-how and teach you the latest best practices being used in the industry.

Comprehensive work placements

Build connections with industry even before you graduate. You'll develop your professional practice through work placements with respected employers in early childhood settings, primary or secondary schools or other registered education or care services.

A choice of study modes

There are full-time, part-time, on-campus and industry-based traineeship delivery modes available for some courses, giving you options to decide how you'll best study.

Where could your career take you?

Picture yourself working in:

- › Preschools
- › Kindergartens
- › Early learning centres
- › Primary and secondary schools (education support)



Explore our Early
Childhood & Education
Support courses online



EARLY CHILDHOOD EDUCATION		What can I become?
Certificate III in Early Childhood Education and Care CHC30121 ● ● Free TAFE 🕒 Full time 9 months Part time 13 months Traineeship 1 year 📅 Feb, April, July, Oct 📍 Box Hill, Lilydale, City 🧑 Employer Based/Blended		Early Childhood Educator, Playgroup Supervisor, Outside School Hours Care Assistant
Diploma of Early Childhood Education and Care CHC50121 ● ● Free TAFE 🕒 Traineeship 13–18 months Off campus 13–18 months 📅 Feb, April, July 📍 Box Hill 🧑 Blended (Employer Based/Box Hill)		Early Childhood Director, Team Leader or Room Leader, Early Childhood Educator
Bachelor of Early Childhood Education BECE2 ● 🕒 Full time 4 years Part time Study options available 📅 Feb, July 📍 Box Hill 🧑 Blended		Early Childhood Teacher
EDUCATION SUPPORT		What can I become?
Certificate III in School Based Education Support CHC30221 ● Free TAFE 🕒 Part time 9–11 months 📅 Feb, April, July 📍 Box Hill, Lilydale 🧑 Blended		Teacher's/Integration Aide, Education Support Worker, ESL Support Worker



Jazmin studied a Certificate III in Early Childhood Education and Care (CHC30121) and the Diploma of Early Childhood Education and Care (CHC50121)

“It was a really good overview of the industry, and it allowed me to map out a pathway of where I wanted to go and the accreditation I needed.”

*The time taken to complete this course will vary depending on your input.

This training is delivered with the Victorian and Commonwealth Government funding. This is applicable to VET, VCE and VPC courses only.

● APPRENTICESHIP ● PRE-APPRENTICESHIP ● TRAINEESHIP ● PRACTICAL PLACEMENT REQUIRED



PlayBox playgroup

PlayBox is a playgroup session that runs at our Elgar campus and is open to families within the local Box Hill community.

When you study the Certificate III in Early Childhood Education and Care (CHC30121), you'll get the chance to facilitate sessions under the direct supervision of our early childhood teachers. It is an amazing opportunity to engage and interact with children and families as part of your studies and get encouragement and feedback from your teachers. You'll practise your skills and build your confidence as you go into your work placements and career.



Hair & Beauty

**Skills that are taught by masters
and perfected on real clients**

Become a hair & beauty professional

Come and train in a dynamic and creative salon and barbershop environment. You'll get plenty of guidance and plenty of opportunities to practise your skills with real clients as part of your learning.

Our courses don't just focus on styling and treatment techniques. They'll also teach you how to navigate the business, grow your client base and really make waves in the industry.



Beauty



Hair &
Barbering

Why study Hair & Beauty with us

A breadth of skills and techniques

From the classics to the latest trends, we'll teach you how to perform a wide range of services to suit everyone's style.

Masterclasses from industry pros

We're connected with some big names in hair and beauty – experts who really know their stuff. As a student, you'll have the chance to learn from their expertise and insights, and gain career advice.

Knowledge that's more than skin deep

The Diploma of Beauty Therapy (SHB50121) deep dives into how to help clients glow from within, through units covering anatomy, physiology and even healthy nutrition.

Where could your career take you?

Picture yourself working in:

- › Hair salons
- › Barbershops
- › Beauty salons
- › Skin clinics
- › Medi spas
- › Resorts
- › Retailers
- › Weddings and events
- › Fashion shows and shoots



Explore our Hair & Beauty courses online



BEAUTY		What can I become?
Certificate III in Beauty Services SHB30121 🕒 Full time 20 weeks 📅 Jan, July 📍 Box Hill 🧑 Blended		Beautician, Makeup Artist, Retail Assistant, Lash Technician
Diploma of Beauty Therapy SHB50121 🕒 Full time 1 year 📅 Jan, July 📍 Box Hill 🧑 Blended		Beauty Therapist, Spa Therapist, Skin Specialist, Makeup Artist, Employment on cruise ships
HAIR & BARBERING		What can I become?
Certificate III in Barbering SHB30516 🕒 Full time 30 weeks 📅 Feb, April, July, Oct 📍 Box Hill 🧑 Classroom Based		Barber, Hairdresser
Certificate III in Hairdressing SHB30416 🕒 Full time 36 weeks 📅 Feb, July 📍 Box Hill 🧑 Classroom Based		Hairdresser: Specialise in bridal, photographic, catwalk, editorial work, or work in a salon
Certificate III in Hairdressing SHB30416 ● 🕒 Part time 2–3 years 📅 Feb, April, July, Oct 📍 Box Hill 🧑 Classroom Based		Hairdresser: Specialise in bridal, photographic, catwalk, editorial work, or work in a salon



Dominic studied a Certificate III in Barbering (SHB30516)

“[You] get a chance to implement real, working skills and what you’ll actually do on a day-to-day basis.”

*The time taken to complete this course will vary depending on your input.

This training is delivered with the Victorian and Commonwealth Government funding. This is applicable to VET, VCE and VPC courses only.

● APPRENTICESHIP ● PRE-APPRENTICESHIP ● TRAINEESHIP ● PRACTICAL PLACEMENT REQUIRED



On-campus salon, day spa and barbershop

Pamper paying clients and practise the skills you'll use on the job.

Our on-campus salon, day spa and barbershop use industry-standard equipment along with the finest hair, beauty and aromatherapy products. These training spaces mirror the professional salons, day spas and barbershops you'll be working in when you qualify.



Horticulture, Landscaping & Conservation

Dig into field work with nature's backyard as your classroom

Become a horticulture, landscaping or conservation professional

Want to work outdoors to grow, manage and protect the nature surrounding us? Horticulture, landscaping and conservation are evergreen industries where your qualification can lead to a landscape of opportunities.

Our training begins where nurture meets nature. Our experienced teachers and industry connections will inspire your growth and teach you how to make a positive impact on urban and regional environments.



**Horticulture &
Landscape Construction**



Conservation

Why study Horticulture, Landscaping & Conservation with us

The Yarra Ranges are our neighbour

You'll study at our Lilydale campus, close to Yarra Ranges National Park. There's no better environment to learn about plants, soil, ecosystems, biodiversity and more.

Get experience on real projects

Get elbow-deep in field work out in industry. Like our conservation students who worked with the Yarra Ranges Council to revitalise the Warburton Rail Trail. Or our horticulture students who applied their gardening skills at the Lilydale Bowling Club.

Courses co-designed with industry

We've consulted major organisations in the sector to ensure our courses give you skills that align with what employers want. From the theoretical to the practical, every unit is carefully designed to help you in your career.

Where could your career take you?

Picture yourself working in:

- › Local or national parks and forests
- › Public gardens and reserves
- › Bushland reserves
- › Nurseries
- › Garden centres
- › Residential homes
- › Commercial properties
- › Golf courses and sporting areas

Explore our Horticulture, Landscaping & Conservation courses online



HORTICULTURE, LANDSCAPE CONSTRUCTION & CONSERVATION		What can I become?
Certificate III in Horticulture AHC30722 Free TAFE 🕒 Full time 1 year 📅 Feb, July 📍 Lilydale 🧑 Classroom Based		Horticulturalist, Gardener, Parks and Gardens Maintenance Worker, Retail Nursery Worker
Certificate III in Landscape Construction AHC30921 ● 🕒 Part time 3 years 📅 Feb, April, July, Oct 📍 Lilydale 🧑 Classroom Based		Landscaper
Diploma of Conservation and Ecosystem Management AHC51120 🕒 Full time 18 months 📅 Feb, July 📍 Lilydale 🧑 Classroom Based		Lands Parks and Wildlife Manager, Park Ranger, Project Firefighter



Joe studied a Certificate III in Landscape Construction (AHC30921)

“You’re never going to stop learning in landscaping. That’s the beauty of it. I like to think of it as a jack of all trades.”

*The time taken to complete this course will vary depending on your input.

This training is delivered with the Victorian and Commonwealth Government funding. This is applicable to VET, VCE and VPC courses only.

● APPRENTICESHIP ● PRE-APPRENTICESHIP ● TRAINEESHIP ● PRACTICAL PLACEMENT REQUIRED



Lilydale campus – a green haven for your classroom

Step out of the traditional classroom and apply your skills across more than five acres of land.

With the guidance of our teachers, you'll use industrial tools and equipment to plan, grow, shape, construct and manage plant and garden projects from start to finish.



Hospitality & Culinary Arts

Industry-aligned training is the recipe to career success

Become a hospitality & culinary professional

The world of hospitality and culinary arts dishes up a diverse and dynamic range of career opportunities, whether you want to work front of house or back. Our graduates have made their mark in the industry. Now it's your turn to join the ranks and whip up your own success.

You'll be mentored by hospitality and culinary veterans. They won't just teach you the skills to serve and lead; you'll learn how to showcase your talents so employers really take notice.



Culinary Arts



Hospitality

Why study Hospitality & Culinary Arts with us

Gold-standard kitchen and front-of-house setup

Come and train in the finest kitchen and dining facilities – just like the spaces you'll work in when you're qualified. It includes a licensed bar and restaurant with seating for 120 people and a demonstration kitchen theatre with a MasterChef-style camera setup.

Teachers who are seasoned professionals

In your day-to-day, you'll learn from teachers with more than 15 years' experience in the industry. They know what it takes to succeed and will help you navigate your career.

Small class sizes, more personalised teaching

We keep our practical classes small so that you get individual attention and feedback. We'll guide you on specific ways to refine your technique and build your confidence through practise.

Where could your career take you?

Picture yourself working in:

- › Hotels
- › Restaurants
- › Cafés
- › Clubs
- › Event catering organisations
- › Airlines
- › Corporate organisations



Explore our
Hospitality & Culinary
Arts courses online



CULINARY ARTS		What can I become?
Certificate III in Commercial Cookery SIT30821 Free TAFE Full time 1 year Feb, July Box Hill Classroom Based		Qualified Cook
Certificate III in Commercial Cookery SIT30821 Free TAFE Part time 2.5 years Jan, April, July Industry Industry Based		Chef
Certificate IV in Kitchen Management SIT40521 Full time 6 months Jan, July Box Hill Classroom Based		Chef, Chef de Partie
HOSPITALITY		What can I become?
Certificate III in Hospitality SIT30622 Free TAFE Part time 1 year traineeship at unlicensed venue Feb, April Industry Industry Based		Barista, Waiter
Diploma of Hospitality Management SIT50422 Free TAFE Full time 6 months* Feb Box Hill Classroom Based		Banquet or Function Manager, Bar Manager, Café Manager, Club Manager, Front Office Manager
Bachelor of Hospitality Management BHM02 Full time 3 years Part time Equivalent Feb, July City Classroom Based		Function manager, Account Manager, Sales and Marketing Manager, Event Manager



Phebe studied a **Certificate III in Commercial Cookery** (SIT30821)

“To know that there’s people who started out the same way... to see them learn and progress so far is really encouraging.”

*After completing the Certificate III in Commercial Cookery (1 year) and the Certificate IV in Commercial Cookery (6 months)

*The time taken to complete this course will vary depending on your input.

This training is delivered with the Victorian and Commonwealth Government funding. This is applicable to VET, VCE and VPC courses only.

● APPRENTICESHIP ● PRE-APPRENTICESHIP ● TRAINEESHIP ● PRACTICAL PLACEMENT REQUIRED



Some of Australia's biggest names started right here

Tobie Puttock. George Calombaris. Guy Grossi. Frank Camorra. Curtis Stone. These are some of the award-winning chefs who have come through Fountains Restaurant, our premier training restaurant at our Box Hill campus – and where you'll come and train too.

We're lucky enough to have them stop by sometimes, back to where it all began, running special masterclasses for our students.



Music Industry

We'll help you make the whole world your stage

Become a music industry professional

Behind every big hit are experts who have mastered the skills to write, compose, record, produce, perform and market it. We'll teach you everything you need to become a music expert and make your big break in the industry.

You'll get hands-on experience in our excellent music facilities, mentorship from experts and lots of opportunities to build industry connections and showcase your skills. You'll have a long list of projects and performances under your belt, even before you graduate.



**Audio & Sound
Production**



Composition



**Performance &
Songwriting**



**Music
Production**

Why study Music Industry with us

A hub to launch your career

Industry workshops, mentorship programs, internship opportunities, showcases and festivals – find everything you need to make music and grow your network.

A versatile degree that offers choice

Our Bachelor of Music Industry (BMI1C) offers five areas to major in and more than 50 electives to choose from. Pick subjects that suit your career goals or keep your options open by exploring a range of topics.

Join a community of hitmakers

Our graduates dominated the 2023 Triple J Hottest 100 (and 200) with more than 10 entries – not just as artists, but as producers, managers and publicists.

Where could your career take you?

Picture yourself working in:

- › Music and performing arts venues
- › Recording and production studios
- › Film and broadcast studios
- › Record labels and publishing companies
- › Booking agencies
- › Festivals
- › Touring companies



Explore our Music Industry courses online



MUSIC INDUSTRY		What can I become?
Certificate IV in Music (Performance) CUA40920 🕒 Full time 6 months Part time 12–18 months 📅 Feb, July 📍 Box Hill 🧑 Classroom Based		Live Performer, Writer, Arranger and Composer, Music Recorder (band or artist)
Certificate IV in Music (Sound Production) CUA40920 🕒 Full time 6 months Part time 12–18 months 📅 Feb, July 📍 Box Hill 🧑 Classroom Based		Recording Engineer, Producer, Editor, Live Sound Operator, Music Entrepreneur
Diploma of Music (Performance) CUA50820 🕒 Full time 1 year Part time 2–3 years 📅 Feb 📍 Box Hill 🧑 Classroom Based		Performer, Songwriter, Band Leader, Recording Artist, Composer, Session Musician
Bachelor of Music Industry (Major in Audio Production) BMI1A 🕒 Full time 3 years Part time Equivalent 📅 Feb, July 📍 Box Hill 🧑 Blended		Recording, Mixing and Mastering Engineer, Music Producer, Broadcast Audio Engineer
Bachelor of Music Industry (Major in Composition) BMI1C 🕒 Full time 3 years Part time Equivalent 📅 Feb 📍 Box Hill 🧑 Blended		Composer for film, TV and games, Sound Designer, Musical Director, Concert Music Composer
Bachelor of Music Industry (Major in Music Production) BMI1M 🕒 Full time 3 years Part time Equivalent 📅 Feb, July 📍 Box Hill 🧑 Blended		Music Producer, Recording, Mixing, and Mastering Engineer, Songwriter, Sound Designer
Bachelor of Music Industry (Major in Performance) BMI1P 🕒 Full time 3 years Part time Equivalent 📅 Feb, July 📍 Box Hill 🧑 Blended		Performer, Composer, Studio roles, Broadcaster, Marketing Professional
Bachelor of Music Industry (Major in Songwriting) BMI1S 🕒 Full time 3 years Part time Equivalent 📅 Feb 📍 Box Hill 🧑 Blended		Songwriter, Composer for film, TV and games, Sound Designer, Writer and Arranger, Music Artist



Maddy studied a Bachelor of Music Industry (Major in Performance) (BMI1P)

“I chose to study this degree at Box Hill Institute because it offered such a diverse range of subjects.”

*The time taken to complete this course will vary depending on your input.

This training is delivered with the Victorian and Commonwealth Government funding. This is applicable to VET, VCE and VPC courses only.

● APPRENTICESHIP ● PRE-APPRENTICESHIP ● TRAINEESHIP ● PRACTICAL PLACEMENT REQUIRED



World-class studios, production suites and equipment

Access cutting-edge recording studios, film production suites, rehearsal spaces and a flexible 250-seat performance space. Our facilities are kitted out with the latest digital equipment, vibration isolation, auditorium acoustics, noise control and production systems.

You'll get the chance to work in our flagship Studio A, featuring a 72 channel SSL K-series desk used by the likes of Kylie Minogue, KISS, Jimmy Barnes and more.



Nursing & Health

**Work placements + simulation labs
= real skills based on real patient care**

Become a healthcare worker

Studying nursing and health is your chance to make a difference to people's wellbeing. Step into a dynamic and ever-evolving industry where your compassion will drive your career progression.

You'll be inspired by our trainers who bring their expertise and passion for high-quality care to every lesson. And with practical learning, work placements and industry-based training options, you won't have to wait to start building your career.



Ageing &
Disability



Allied
Health



Dental



Health
Services



Nursing



Pharmacy

Why study Nursing & Health with us

Get practical experience through placements

Most of our Nursing and Health courses include work placements with leading industry healthcare providers in a range of care settings. You might even get the opportunity to apply for graduate roles with that provider upon completion of your work placement or course.

Learn from practising health professionals

Our trainers are passionate about the healthcare sector and continue to work in their professions. You'll benefit from their industry connections and knowledge of the most up-to-date practices.

A dynamic industry that offers many pathways

A course could be your stepping stone to further study and training in health. For example, after completing your Diploma of Nursing (HLT54121), you could enter a degree at Deakin University, Australian Catholic University or La Trobe University to become a registered nurse (and work as a qualified enrolled nurse while you study).¹

Where could your career take you?

Picture yourself working in:

- › Public or private hospitals
- › Health clinics
- › Residential facilities
- › Aged care facilities
- › Disabilities facilities
- › Mental health facilities
- › Rehabilitation facilities
- › Public or private dental health clinics

Explore our Nursing & Health courses online



¹ Articulation arrangements, credit transfers and guaranteed entry into higher education courses delivered by other training providers are subject to change. Students are required to meet the minimum admission requirements as determined by other training providers to gain access to their higher education courses.

NURSING & HEALTH		What can I become?
Certificate III in Dental Assisting HLT35021 ● ● Free TAFE 🕒 Full time 1 year 📅 Feb, April, July, Oct 📍 Box Hill, Industry, Off Campus/Correspondence 👤 Classroom Based, Employer Based, Industry Based		Dental Assistant
Certificate III in Health Services Assistance HLT33115 Free TAFE 🕒 Full time 6 months 📅 Feb, July 📍 Box Hill 👤 Classroom Based		Health Service Assistant, Patient Services Assistant, Hospital Orderly, Food Services Assistant
Certificate III in Health Services Assistance (Specialising in Operating Theatre Technician) HLT33115 ● Free TAFE 🕒 Full time 6–9 months 📅 Feb, July 📍 Box Hill 👤 Classroom Based		Operating Theatre Technician
Certificate III in Individual Support (Ageing and Disability) CHC33021 ● Free TAFE 🕒 Full time 9 months 📅 Jan, Feb, April, July, Oct 📍 Box Hill, Lilydale, Industry 👤 Classroom Based, Industry Based		Aged Care Worker, Home Care Assistant, Community Care Worker, Support Worker
Certificate III in Hospital or Health Services Pharmacy Support HLT37121 ● 🕒 Full time 15 months 📅 Jan, April, July, Oct 📍 Off Campus/Correspondence 👤 Industry Based		Hospital Pharmacy Technician
Certificate IV in Allied Health Assistance HLT43021 ● Free TAFE 🕒 Full time 1 year 📅 Feb 📍 Box Hill 👤 Classroom Based		Allied Health Assistant, Physiotherapy Assistant, Occupational Therapy Assistant
Diploma of Nursing HLT54121 ● Free TAFE 🕒 Full time 2 years 📅 Jan, April, July, Oct 📍 Box Hill, Lilydale, City 👤 Blended, Classroom Based		Enrolled Nurse



Peter studied a Diploma of Nursing
(HLT54121)

“When you finally graduate, you’ll be able to step into the workplace and you won’t feel like you’re out of your realm.”

*The time taken to complete this course will vary depending on your input.

This training is delivered with the Victorian and Commonwealth Government funding. This is applicable to VET, VCE and VPC courses only.

● APPRENTICESHIP ● PRE-APPRENTICESHIP ● TRAINEESHIP ● PRACTICAL PLACEMENT REQUIRED



Learning spaces set up like a real hospital and clinic setting

Our cutting-edge training spaces for nursing, operating theatre technician and dental assistant students replicate real-life patient situations.

These high-tech simulation facilities feature advanced medical equipment, letting you develop both practical and theoretical skills, under the guidance of our dedicated staff.



Senior Secondary Programs

Redefine your secondary school experience at TAFE

Become all you can be. Complete your VCE.

Secondary school isn't the only place to complete your VCE. If you're looking for an alternative to traditional school or a more personalised way to further your education, then our VCE programs could be for you.

We treat every student as an individual. Whether you're academically inclined, a hands-on learner, a mature-age student or have additional learning needs, we'll help you balance your preferred way of learning with your goals.

Victorian Pathways
Certificate
(VPC)

Victorian Certificate
of Education
(VCE)

Victorian Certificate of
Education Vocational Major
(VCE VM)

Why study VCE, VCE VM & VPC with us

Adult learning environment

Around 80% of our VCE students are over the age of 19 (and 8% are over 40). Our VCE program welcomes mature-age students, but also secondary students who'll thrive in an adult learning environment.

Smaller class sizes, more individual support

Our teachers are your biggest cheerleaders and will give you the individual support you need to do well. They'll even work with you on ways to adapt your learning experience to suit your goals and circumstances, whatever they might be.

Combine your VCE with vocational learning

In a VCE VM program, you'll learn in-demand skills that prepare you for apprenticeships, traineeships, further study or employment. Assessments are mostly project-based (you'll only sit one general achievement test exam), which means no ATAR.

A guide to Secondary School Programs

VPC

- › For 16–18 year olds who are not ready to study a VCE or VM and don't need an ATAR
- › Classroom-based learning
- › Pathways:
 - Year 11 and the VCE or VCE VM
 - Entry-level vocational course, apprenticeship or traineeship
 - Employment

VCE

- › Anyone 16 years or above wanting to earn or improve their ATAR in a non-traditional secondary school environment
- › Classroom-based learning
- › Pathways:
 - University
 - A vocational course, apprenticeship or traineeship
 - Employment

VCE VM

- › Anyone 16 years or above who wants to complete years 11 and 12, prefers applied learning and doesn't need an ATAR
- › Classroom-based learning and community projects
- › Pathways:
 - A vocational course, apprenticeship or traineeship
 - University (through alternative entry programs)
 - Employment

Explore our
Senior Secondary
Programs online



SENIOR SECONDARY PROGRAMS		What can I become?
VCE - Victorian Certificate of Education VCE0000001 🕒 Full time 1 year (adult: 18 years and over) Full time 2 years (youth: under 18 years) Part time 2-4 years 📅 Feb, June 📍 Box Hill, City 🧑 Classroom Based		Completing your VCE can expand your options for the future
Victorian Certificate of Education Vocational Major VCE0000001 🕒 Full time 18-24 months 📅 Feb, June 📍 Box Hill, Lilydale, Off Campus/Correspondence 🧑 Blended, Classroom Based		Completing the VCE VM can lead to pathways into an industry of choice, apprenticeship, traineeship or general employment
Victorian Pathways Certificate VPC0000001 🕒 Full time 18-24 months 📅 Feb 📍 Box Hill 🧑 Classroom Based		This course will provide you with knowledge and skills to pathway into the VCE Vocational Major, a vocational course or employment in your chosen industry



Sarah studied a Victorian Certificate of Education (VCE0000001)

“The cohort of students are there because they’ve made the choice to go and study. [It] meant that there was a different motivation in the class.”

*The time taken to complete this course will vary depending on your input.

This training is delivered with the Victorian and Commonwealth Government funding. This is applicable to VET, VCE and VPC courses only.

● APPRENTICESHIP ● PRE-APPRENTICESHIP ● TRAINEESHIP ● PRACTICAL PLACEMENT REQUIRED



Chloe studied a Certificate II
in Plumbing (Pre-apprenticeship)
(22569VIC)

“Studying here at Box Hill Institute, doing VDSS, it’s given me the opportunity to get basic knowledge and skills that will help me transition into my apprenticeship next year while still studying at high school.”

Become your best with VDSS

The Vocational Education and Training (VET) Delivered to School Students (VDSS) program gives secondary school students the chance to explore their interests and gain credits for their Victorian Certificate of Education (VCE) or VCE Vocational Major (VCE VM). They will also obtain unit competencies towards a qualification at a certificate II or certificate III level.

Students will attend Box Hill Institute for one half-day per week as part of their usual secondary schooling. They will work towards completing a full or partial vocational qualification, establishing a pathway to their career and further study.

Learn more about VDSS at www.boxhill.edu.au/course-areas/vdss/



Sport, Fitness & Outdoors

To become a pro you have to train like one

Become a sport, fitness or outdoor leader

Set yourself up with the skills to create your own adventure. Whether you want to make the gym, arena or mountain your domain, we'll shape you into a powerful leader.

Our courses are designed to bring out the best in your abilities, regardless of your background. You'll learn a diverse range of skills – from coaching and guiding, to community development and event management – that will connect your passions to the best job opportunities.



Sport



Fitness



Outdoors

Why study Sport, Fitness & Outdoors with us

Become the best by learning from the best

Our teachers have worked as professionals across all levels of sport, including athletes at an elite level. They're passionate about sharing their wisdom and being your cheer squad – not just while you study but throughout your career.

Get exclusive access to our on-campus gyms

Sport and fitness students get to learn in our on-campus gyms that reflect the boutique-style personal training studios you might work in one day.

Take part in industry events

You'll start building up your resumé even before you graduate, with opportunities to take part in events and community projects. For example, our Diploma of Sports (Sport Development) (SIS50321) students helped manage the Great Ocean Road Running Festival, which attracted more than 10,000 participants.

Where could your career take you?

Picture yourself working in:

- › Gyms
- › Your very own business
- › Leisure and community centres
- › Local or professional clubs
- › Sporting events
- › Sporting and athletic organisations
- › Adventure tourism businesses
- › Outdoor recreation centres
- › Camps
- › Outdoor education centres



Explore our Sport,
Fitness & Outdoors
courses online



FITNESS		What can I become?
Certificate III in Fitness SIS30321 [†] 🕒 Full time 5 months 📅 Feb, July 📍 Box Hill 🧑 Classroom Based		Gym Instructor, Group Exercise Instructor, Group Exercise Manager
Certificate IV in Fitness SIS40221 🕒 Full time 5 months 📅 Feb, July 📍 Box Hill 🧑 Blended		Personal Trainer, Online Fitness Coach, Fitness Manager, Strength and Conditioning Coach
SPORT		What can I become?
Diploma of Sport (Sport Development) SIS50321 ● 🕒 Full time 1 year 📅 Feb 📍 Box Hill 🧑 Blended		Sports Manager, Sports Coach, Event Manager, Sport Facility Manager, Talent Manager
OUTDOORS		What can I become?
Certificate IV in Outdoor Leadership SIS40621 Free TAFE 🕒 Full time 1 year 📅 Feb, July 📍 Lilydale 🧑 Blended, Classroom Based		Outdoor Guide (uncontrolled environment), Outdoor Instructor, Site Manager, Tour Guide
Certificate IV in Outdoor Leadership SIS40621 ● Free TAFE 🕒 Full time 1 year Part time Available with your employer 📅 Feb, July 📍 Industry 🧑 Industry Based		Outdoor Guide (uncontrolled environment), Outdoor Instructor, Site Manager, Tour Guide
High Ropes Leader (Challenge Ropes) 0008HRC02 Short Course		
Introduction to Bike Maintenance 0008ACEBM Short Course		



Gerard studied a **Diploma of Sport (Sport Development)** (SIS50321)

“[The teachers] are so passionate about what they do. They aren’t only concerned with us succeeding in the course – they want to ensure we succeed once we leave.”

[†]Government funding not available for this course.

*The time taken to complete this course will vary depending on your input.

This training is delivered with the Victorian and Commonwealth Government funding. This is applicable to VET, VCE and VPC courses only.

● APPRENTICESHIP ● PRE-APPRENTICESHIP ● TRAINEESHIP ● PRACTICAL PLACEMENT REQUIRED



Make the Yarra Ranges National Park your classroom

Located 50 minutes from the Melbourne CBD, our Lilydale campus is set on the doorstep of the picturesque Yarra Valley.

Outdoor leadership students get to learn amongst the lush local bushlands and the serene Lilydale Lake. There's no better setting to gain hands-on experience in bushwalking, canoeing, mountain biking and more.



Trades & Transport

**Master future-ready skills
to lead the trades of tomorrow**

Become a tradie

We'll give you the technical skills and confidence to get on the tools and out on the job site. Whether you'd like to become a builder, carpenter, plumber, electrician, refrigeration technician or automotive mechanic, we offer nationally-recognised training to help you get qualified.

When you train with us, you'll learn the ropes from teachers who live and breathe their trade and know exactly what employers are looking for.



Automotive



Building &
Carpentry



Electrical &
Refrigeration



Plumbing

Why study Trades & Transport with us

Pre-apprenticeship to qualified pro

Our courses take you from your first steps on the job site to becoming skilled professionals and leaders on site. We'll guide you throughout your journey to make sure you're feeling confident and ready to master the industry.

Real-deal workshops and equipment

Augmented reality welding tech. The latest power tools and equipment. Ultra-modern training pods. We've set up our training spaces like real job sites, making it seamless to move between your on-campus and workplace-based learning.

Connections to industry leaders

We work closely with industry to ensure our qualifications offer relevant knowledge and experience. Your training is aligned to job-ready skills that are firmly focused on what employers want.

Where could your career take you?

Picture yourself working in:

- › Residential homes
- › Commercial buildings
- › Construction sites
- › Major infrastructure development sites
- › Automotive workshops
- › Pre-fabrication factories
- › Manufacturing companies
- › Tools and equipment suppliers
- › Telecommunications providers
- › The Australian Defence Force



Explore our Trades & Transport courses online



AUTOMOTIVE		What can I become?
Certificate II in Automotive Air Conditioning Technology AUR20220 Free TAFE Full time 10 weeks Feb, March, June, Sep Box Hill Classroom Based		Automotive Air Conditioning Serviceperson
Certificate II in Automotive Servicing Technology AUR20520 Free TAFE Full time 10 weeks Feb, April, May, July, Oct Box Hill Classroom Based		Automotive Technician Apprentice
Certificate III in Light Vehicle Mechanical Technology AUR30620 Full time 3 years Feb, July Box Hill Classroom Based		Mechanical Assistant, Diesel Mechanic, Automotive Technical Advisor, Master Technician
Licensed Vehicle Tester Training Scheme (LVTTS) Technical Inspection (Light Vehicle) 0008VRLAE Short Course		
Licensed Vehicle Tester Training Scheme (LVTTS) Structural Awareness 0008VRLSA Short Course		
Licensed Vehicle Tester Training Scheme (LVTTS) Administration (Light Vehicle) 0008VRLVA Short Course		
BUILDING & CARPENTRY		What can I become?
Certificate II in Building and Construction Pre-apprenticeship (Carpentry) 22614VIC Free TAFE Full time 14 weeks Feb, July Box Hill Classroom Based		Carpentry Apprentice
Certificate III in Cabinet Making and Timber Technology (Kitchens and Bathrooms) MSF30322 Part time 4 years (3 years of training) Feb, July Box Hill, Industry Classroom Based, Industry Based		Cabinetmaker, Installer specialising in kitchens and bathrooms
Certificate III in Carpentry CPC30220 Part time 3 years Feb, April, July Box Hill, Lilydale, Industry Classroom Based, Industry Based		Carpenter
Certificate IV in Building and Construction (Building) CPC40120 Free TAFE Full time 1 year Feb, April, July Box Hill Blended		Site Supervisor, Foreman
Diploma of Building and Construction (Building) CPC50220 Free TAFE Full time 2 years Feb, April, July Box Hill Blended		Building Works Supervisor, Commercial Building Contractor, Building Estimator
Prepare To Work Safely In The Construction Industry CPCWHS1001 Short Course		
DRIVING INSTRUCTION		What can I become?
Certificate IV in Motor Vehicle Driver Training (Car) TLI41222 Part time 19 weeks Feb, April, July Box Hill Blended		Driving Instructor, Small Business Operator

*The time taken to complete this course will vary depending on your input.

This training is delivered with the Victorian and Commonwealth Government funding. This is applicable to VET, VCE and VPC courses only.

APPRENTICESHIP PRE-APPRENTICESHIP TRAINEESHIP PRACTICAL PLACEMENT REQUIRED

ELECTRICAL & REFRIGERATION		What can I become?
Certificate II in Electrotechnology (Pre-vocational) 22499VIC# ● Free TAFE ⌚ Full time 10 weeks 📅 Jan, Feb, Apr, Aug, Oct 📍 Box Hill, Lilydale 🧑 Classroom Based		Electrical Apprentice
Certificate III in Air Conditioning and Refrigeration UEE32220 ● ⌚ Full time 4 years (3 years of training) 📅 Feb–July, Sept, Oct 📍 Box Hill 🧑 Classroom Based		Licensed Refrigeration Mechanic
Certificate III in Electronics and Communications UEE30920 ● ⌚ Part time 4 years (3 years of training) 📅 Feb 📍 Box Hill 🧑 Classroom Based		Telecommunications Technician, Business Equipment Technician
Certificate III in Electrotechnology Electrician UEE30820 ● ⌚ Part time 4 years (3.5 years of training) 📅 Jan–May, July, Aug, Oct 📍 Box Hill, Lilydale 🧑 Classroom Based		Electrician
Certificate III in Security Equipment UEE31420 ● Free TAFE ⌚ Part time 4 years (3 years of training) 📅 Jan, July 📍 Box Hill 🧑 Classroom Based		Alarm Installer, Surveillance Equipment Installer, CCTV Installer
Licensed Electrical Assessment (Safe Working Practice) Assessment Only 0008ETSWP Short Course		
Licensed Electrical Assessment (LEA) - Safe Working Practice (SWP) 0008ETF70 Short Course		
Licensed Electrical Assessment (LEA) and Licensed Electricians Practice (LEP) 0008ETF72 Short Course		
Licensed Electrical Assessment (LEA) and Licensed Electricians Theory (LET) 0008ETF71 Short Course		
ENGINEERING & WELDING		
Introduction to MIG Welding 0008BES03 Short Course		
Introduction to TIG Welding 0008BES04 Short Course		
Introduction to ARC Welding 0008BES05 Short Course		
PLUMBING		What can I become?
Certificate II in Plumbing (Pre-apprenticeship) 22569VIC ● Free TAFE ⌚ Full time 14 weeks 📅 Jan, June, Sept 📍 Box Hill 🧑 Classroom Based		Plumbing Apprentice
Certificate III in Plumbing (General Plumber Roofing and Mechanical) CPC32420 ● ⌚ Part time 3 years 📅 Feb, May, June, Sept, Nov, Dec 📍 Box Hill, Lilydale 🧑 Classroom Based		Registered Plumber (in your specialist area of competency)
Journeyman's Revision 0008JMVREV Short Course		
Plumbing Registration Examinations 0008BPLN8 Short Course		

*This course is currently in transition.

*The time taken to complete this course will vary depending on your input.

This training is delivered with the Victorian and Commonwealth Government funding. This is applicable to VET, VCE and VPC courses only.

● APPRENTICESHIP ● PRE-APPRENTICESHIP ● TRAINEESHIP ● PRACTICAL PLACEMENT REQUIRED



Hands-on training in innovative facilities

Simulated automotive workshop

Our purpose-built workshop is designed to reflect the ins-and-outs of a modern automotive workspace. From changing oil to taking engines apart, the workshop allows you to practise skills in building, servicing and repairing vehicles – including EVs.

Integrated Technology Hub

Located at our Elgar campus in Box Hill, these collaborative and innovative learning spaces are custom-built for air conditioning, refrigeration, mechanical, plumbing and electrical technology industries. This world-class facility is housed in a 5-star-rated, environmentally-friendly building, which means our programs are aligned to industry requirements.

Lilydale Nallei Jerring Nyerboing Trade Centre

The state-of-the-art trades centre at our Lilydale campus delivers the latest training in wood, electrical and plumbing trades. The centre houses custom-built facilities for students, including indoor and outdoor working spaces, that reflect real job-site environments.



James studied a Certificate III in Carpentry (CPC30220)

“My teachers were all so friendly. They went above and beyond to help me in my training and were always willing to give me a hand or some advice, even after I completed my apprenticeship.”





Training & Assessment

**Use your experience
to teach the next generation**

Become an industry trainer

With the increasing demand for vocational education teachers, have you considered taking your expertise from the field to the classroom? Our courses in vocational training, assessment and education are facilitated by highly qualified and experienced trainers. They'll teach you the essential skills, knowledge and professional requirements you need in your career as a trainer or assessor.

Why study Training & Assessment with us

Study part-time

Our courses are offered part-time so you can balance study around your other work, family and life commitments.

Free TAFE available

If you're eligible¹, you can study the Certificate IV in Training and Assessment (TAE40122) through Free TAFE – even if you've already completed another Free TAFE course.

Mentorship and support

Our trainers will provide you with lots of support and resources to help you complete your training and make the transition to teaching as seamless as possible.

Where could your career take you?

Picture yourself working in:

- › Vocational training providers
- › TAFE
- › Workplaces



Explore our Training & Assessment courses online



¹ The Victorian Government's Free TAFE for Priority Courses initiative covers the cost of tuition fees subject to meeting eligibility criteria. There are other costs such as student services and or materials fees you will need to cover yourself. Please refer to the Fees and Finance Options information for this individual course on our website.

TRAINING & ASSESSMENT		What can I become?
Certificate IV in Training and Assessment TAE40122 Free TAFE Part time 1 year Jan, April, May, July, Oct Box Hill Blended		Vocational/TAFE Educator, Industry Trainer, Industry Assessor
Graduate Certificate in Adult and Vocational Education GCV01 Part time 1 year Feb Box Hill Electronic Based		Vocational/TAFE Educator, Industry Trainer, Industry Assessor



Daniel studied a Certificate IV in Training and Assessment (TAE40122) and teaches plumbing at Box Hill Institute

“I didn’t expect the support that I got prior to starting... Coming from an industry where you work alone a lot, into a facility where you work as a team... that was a big thing for me.”

*The time taken to complete this course will vary depending on your input.

This training is delivered with the Victorian and Commonwealth Government funding. This is applicable to VET, VCE and VPC courses only.

● APPRENTICESHIP ● PRE-APPRENTICESHIP ● TRAINEESHIP ● PRACTICAL PLACEMENT REQUIRED



Julia studied the Graduate Certificate in Adult and Vocational Education (GCV01) and teaches building surveying at Melbourne Polytechnic

“The best thing I’ve learned so far has been how many teaching strategies there are... the theories behind it, as well as the inclusiveness. There’s no ‘one-size-fits-all’ for students.”

Graduate Certificate in Adult and Vocational Education (GCV01)

Want to take your vocational teaching career further? Deepen your understanding of adult learning principles with the Graduate Certificate in Adult and Vocational Education (GCV01).

This course teaches experienced vocational educators how to transform learning into a wonderful experience for students. You’ll use the latest theory and research on teaching in the Vocational Education and Training (VET) sector to reflect on your practice and improve the way you teach.



Work Preparation & Foundation

We'll help you find your place in the community

Our work preparation and foundation programs are designed to engage students in adult education and encourage them to become confident and independent members of the community. Our goal is to give students a soft landing into adult education and employment.

In a small class environment, our expert teachers will provide individualised support and feedback, inspiring every student to feel excited and positive about their future.

Work preparation and foundation programs

Our Work Education and Transition Education programs are tailored to the individual learning needs of students living with cognitive impairment or intellectual disability. By developing essential skills and behaviours, we'll help them feel ready to pursue further study, work placements, volunteering and employment opportunities.

Work Education

Through hands-on learning, students will practise employability skills such as communication, teamwork, personal management, problem solving and decision making. They'll explore different types of jobs and industries by taking part in work placements and vocational activities.

Accredited foundation literacy and numeracy courses may be taught alongside this course to help reduce barriers to training and employment.

Transition Education

Students will grow their independence by developing skills in reading, writing and communication, as well as time management, budgeting, technology and travelling.

Education partnerships with disability service providers

In partnership with disability service providers, we offer accredited courses for students living with cognitive impairment or intellectual disability, so they can enjoy being part of the community and prepare for work or further study.

Whether students require independent life skills, literacy and numeracy support or help getting ready for employment, we work closely with our partners to develop experiential learning models that are customised and meaningful.



Work Placement Partners



Explore our Work Preparation & Foundation courses online





Pre-Accredited Training

A first step towards your goals

Adult, Community and Further Education (ACFE) Pre-Accredited Training programs are short introductory courses designed to give you foundational knowledge.

They get you ready to study by improving your literacy, numeracy or digital skills; or grow your expertise in other areas to prepare you for formal study or work.

ACFE courses can also help you transition into employment or a specific vocational training course.

Learn more about pre-accredited training and explore available ACFE courses at www.boxhill.edu.au/study-with-us/transition-and-pathway-courses/

BUSINESS SKILLS**Communication in the Australian Workplace** 0008EMP11**Introduction to Xero Cloud Accounting Software** 0008EMP12**COMPUTER SKILLS****Digital Essentials Level 1** 0008LEO15**STUDY SKILLS****Pathways To TAFE Aged Care** 0008P2TAC**Pathways To TAFE Early Childhood Education And Care** 0008P2TEC**Skills For Work & Study Healthcare Services** 0008LITHS

Skills First Reconnect program

Overcoming barriers to training and employment

If you're facing challenges that prevent you from being employed or studying, we can help.

The Reconnect program gives you access to resources such as counselling and mentoring, employment and ongoing study support, career pathway planning and referrals for mental health, crisis and housing services.

If eligible, you'll be provided a case manager to help you to reengage with employment or study. They'll give you the extra assistance and encouragement you need to get you back on track with your life goals.

Learn more about the Reconnect program and see if you're eligible at www.boxhill.edu.au/study-with-us/reconnect-program/

Skills First Reconnect is offered through funding support from the Victorian Government.



Short Courses

A quick boost to your professional or personal skills

Looking to develop a new skill? A short course with the Centre for Adult Education (CAE) may be just what you need to fulfill your passion or professional aspirations.

We offer courses in a wide range of areas taught by experts in their field. From one-day intensives to 3-month programs, you're sure to find something that's right for you.

Since 1947, the CAE has provided adult learning opportunities to Victorians, with a regular calendar of fun and educational short courses.

Explore CAE short courses at www.cae.edu.au/

Explore short courses in:

- › Art, craft and textiles
- › Languages
- › Fashion, sewing and designing
- › Performing arts
- › Fitness, health and wellbeing
- › Photography and film
- › History, culture and philosophy
- › Digital design and multimedia
- › Computers and technology
- › Business short courses and much more!

How to apply

Ready to become what you want to be?

Apply now



Apply online

Apply directly on our website. With our simple online applications, it's easier than ever. You can even apply and pay for your course using your mobile phone.



Apply on campus

Make an appointment and apply in person at our Box Hill, Lilydale or city campus.

To book an appointment, call 1300 269 445 or visit www.boxhill.edu.au/study-with-us/book-1-on-1/

Apprenticeships

If you're interested in starting an apprenticeship, the first step is to find an employer and an Apprentice Connect Australia Provider. They'll assist you when it's time to enrol in your course.

Learn more about apprenticeships at www.boxhill.edu.au/courses/apprenticeships/

VDSS

For secondary school students, speak to your school's VET coordinator or Career Practitioner to apply for a VDSS course.

Students in homeschooling settings should speak with their registered school or non-school senior secondary provider to learn how to access VDSS.

Learn more about VDSS at www.boxhill.edu.au/course-areas/vdss/

Get career advice

The Skills and Jobs Centre offers free advice on how to achieve your career goals. They can support you before, during or after your studies as you move from education to employment.

To make an appointment, call **03 8892 1350** or email sajc.elgar@boxhill.edu.au



Need help?

Have questions about your application or how to apply? Our team can guide you through the process.

- › Call us at **1300 269 445**
- › Book a 1-on-1 consultation, either in person or over the phone at www.boxhill.edu.au/study-with-us/book-1-on-1/
- › Submit an online enquiry at www.boxhill.edu.au/course-enquiry/

What will you become?

I want to become a:

How can I achieve this?

I should also consider:

Additional notes:

[illegible]

BECOME



Meet us in person

Talk & Tours

BOX HILL | Tuesday 21 January

| Tuesday 3 June

LILYDALE | Thursday 23 January

| Thursday 5 June

Box Hill Institute Careers Expo

Tuesday 7 October

Certificates, diplomas
& degrees to help you
become what you
want to be.

APPLY NOW



For detailed information on all courses, including assessment requirements, fees and units, visit boxhill.edu.au. The information contained in this guide is correct at the time of publication (December 2024). Box Hill Institute reserves the right to alter, amend or delete details of course offerings, fees or other information provided in this document. Selected VET courses are provided to eligible individuals with funds made available by the Victorian and Commonwealth Governments.

© Box Hill Institute RTO 4687 | CRICOS 02411J | IHE PRV12117

BOX HILL INSTITUTE

BOX HILL CAMPUSES

Elgar Campus | 465 Elgar Road, Box Hill

Nelson Campus | 853 Whitehorse Road, Box Hill

Whitehorse Campus | 1000 Whitehorse Road, Box Hill

CITY CAMPUS

253 Flinders Lane, Melbourne

LILYDALE CAMPUS

Jarlo Drive, Lilydale

BOXHILL.EDU.AU

1300 269 445

