



# AMERICAN COLLEGE

**SIT60316**CRICOS CODE  
**096944B**

## ADVANCED DIPLOMA OF HOSPITALITY MANAGEMENT



### PROGRAM DESCRIPTION

This qualification reflects the role of highly skilled senior operators who use a broad range of hospitality skills combined with managerial skills and sound knowledge of industry to coordinate hospitality operations. They operate independently, have responsibility for others and make a range of operational business decisions.

This qualification provides a pathway to work in any hospitality industry sector as a departmental or small business manager. The diversity of employers includes restaurants, hotels, motels, catering operations, clubs, pubs, cafés, and coffee shops. This qualification allows for multiskilling and for specialisation in accommodation services, cookery, food and beverage and gaming.

### JOB ROLES

Area Manager or Operations Manager, Café owner or Manager, Club Secretary or Manager, Executive Chef, Executive Housekeeper, Executive Sous Chef, Food and Beverage manager, Head Chef, Motel Owner or Manager, Rooms Division Manager.

### LEARNING TIME PERIOD AND FEE

Duration: 104 weeks (88 study weeks and 16 weeks of holidays)

Fees: AU \$13,990.00 (include enrollment fee \$395.00 + course material fee \$800.00)

\*The Material Fee ensures students receive printed notes, access to wifi for the duration of their course, uniform and a 5 piece knife set.

### Mode of Delivery

Face to face (20 hours per week)

### Credit Transfer

Credit transfer is a process that provides students with agreed and consistent credit outcomes for components of a qualification based on identified equivalence in content and learning outcomes between matched qualifications.

(Source: <http://www.aqf.edu.au/wp-content/uploads/2013/06/Credit-Transfer-Explanation.pdf>)

### PROGRAM ENTRY REQUIREMENTS

#### Academic Entry Requirements

- Completion of Year 10 or high school or equivalent in applicant's home country (\*Subject to the country Assessment Level).
- International Students must be 18 years or above before commencing studies.

There are no course specific entry requirements for this qualification.

#### English Language Requirements

- International Students must have a good command of written and spoken English.
- International students who do not have English as first language will need to show that they are capable of completing the course successfully by meeting at least one of the following entry requirements:
- An IELTS score (Academic Module) of 5.5 with no individual band score less than 5.0, or
- Certificate IV or Higher of AQF qualification or
- PTE, with the minimum of overall 43 score (at least 36 score in each module)
- Students with 5.0 bands will be considered if they have completed ELICOS program for minimum of 10 weeks.
- American College in house English Placement Test for onshore applicants from Level 1 & 2 countries only, to be conducted under supervision of American College Staff.

Note: All applicants from Level 3 countries must sit IELTS or PTE and obtain the required score before they can be enrolled into this course.

## PATHWAYS FROM THE QUALIFICATION

After achieving the SIT60316 Advanced Diploma of Hospitality Management, candidates could undertake a range of studies at higher educational level.

## Assessment

- Observation of the learner performing / demonstrating practical tasks
- Written and oral questions
- Written reports and/or completion of workplace documents
- Project
- Practical Simulations

## Course Structure

Code	Title	Core/Elective
BSBDIV501	Manage diversity in the workplace	C
BSBFIM601	Manage finances	C
BSBMGT517	Manage operational plan	C
BSBMGT617	Develop and implement a business plan	C
SITXCCS008	Develop and manage quality customer service practices	C
SITXFIN003	Manage finances within a budget	C
SITXFIN004	Prepare and monitor budgets	C
SITXFIN005	Manage physical assets	C
SITXGLC001	Research and comply with regulatory requirements	C
SITXHRM003	Lead and manage people	C
SITXHRM004	Recruit, select and induct staff	C
SITXHRM006	Monitor staff performance	C
SITXMGTO01	Monitor work operations	C
SITXMGTO02	Establish and conduct business relationships	C
SITXMPRO07	Develop and implement marketing strategies	C
SITXWHS004	Establish and maintain a work health and safety system	C
SITXFSA001	Use hygienic practices for food safety	E
SITHKOP005	Coordinate cooking operations	E
BSBADM502	Manage meetings	E
BSBCMM401	Make a presentation	E
SITHCCC001	Use food preparation equipment	E
SITHCCC003	Prepare and present sandwiches	E
SITHCCC004	Package prepared foodstuffs	E
SITHCCC005	Prepare dishes using basic methods of cookery	E
SITHCCC006	Prepare appetisers and salads	E
SITHCCC007	Prepare stocks, sauces and soups	E
SITHCCC008	Prepare vegetable, fruit, egg and farinaceous dishes	E
SITHCCC012	Prepare poultry dishes	E
SITHCCC013	Prepare seafood dishes	E
SITHCCC014	Prepare meat dishes	E
SITHCCC015	Produce and serve food for buffets	E
SITHCCC017	Handle and serve cheese	E
SITHCCC018	Prepare food to meet special dietary requirements	E

## RECOGNITION OF PRIOR LEARNING (RPL)

RPL is the assessment process for recognizing competencies gained through previous learning, work and life experiences. Students who have completed any of the subjects or have practical experience that can be used for RPL, can contact American College prior to enrolment. In order to be granted RPL, candidates are required to provide evidence that they are already competent in the specific subject/subjects and these evidences should be valid, authentic, current and sufficient.

**Practical Training (Kitchen) is delivered at :** 1009 IPSWICH Road, Moorooka QLD 4105

## QUALIFICATION DETAILS

<https://training.gov.au/Training/Details/SIT60316>  
<https://www.myskills.gov.au/courses/details?Code=SIT60316>

## ENROLMENT

To enrol in this qualification, please contact us.

ABN 91 130 637 320

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