



NSWIET

NSW INSTITUTE OF
EDUCATION AND TRAINING

RTO CODE: 45501
CRICOS PROVIDER CODE: 03765G

BUSINESS | EVENT MANAGEMENT | MARKETING & COMMUNICATIONS



WWW.NSWIET.EDU.AU

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WELCOME TO NSWIET

Whether you are a curious high school student imagining a possible future, a seasoned educator seeking more professional learning and qualifications, or a community member seeking to change or advance your career, the NSW Institute of Education and Training (NSWIET) has much to offer, with a warm welcome and a supportive, collaborative environment, opportunities are endless.

You will study alongside students from all over the world, who embody the best of Australian vocational education and training (VET) in their dedication, vision, and commitment to make the world a better, more inclusive place for all. It is this exciting mix of people and perspectives that makes NSWIET a unique and great place to study at.

At NSWIET our students are our number one priority. We offer a unified community with equitable opportunity and unlimited potential to reach your goals. Come and join us and follow your dreams - we'll be by your side every step of the way. Our passion is your success.

Warmest regards,



CEO and Founder



ABOUT US

NSW Institute of Education and Training (NSWIET) offer Vocational Education and Training (VET) programs for domestic and international students.



Our programs are taught by qualified professional trainers who have current industry knowledge, skills and expertise within their field. Our student-centred training focus ensures that students are exposed to real-world case studies and materials that incorporate the latest industry practices.

We are committed to providing strong academic support with high-quality education and high-quality of care.

Our continued commitment to providing a safe, supportive learning environment enables students to develop, excel and grow. Our practical learning approach equips students with the necessary industry knowledge and skills allowing them to be competent and ready for the workplace or for further studies.

We believe in equality and respect all students' values, cultures and beliefs. Our passion is our student's success.



OUR CAMPUS



CAMPUS FACILITIES:

- › Conveniently located in the Rhodes Waterside Shopping Center, 3 min from the train station
- › Computer room
- › Well equipped, spacious classrooms
- › Fully air conditioned throughout
- › Free Wi-Fi for students use
- › Fully equipped kitchen accessible to students



STUDENT SUPPORT

At NSWIET the students are our priority. All students have access to a wide range of support services to ensure that they make the most of their experience in Australia. Our classes are small with flexible timetables and they are offered on weekdays, evenings and weekends.

INTERNSHIP PLACEMENT SUPPORT

The NSW Institute of Business and Training individually selects suitable host companies for each and every applicant. Each program is negotiated on a case by case basis to ensure that it is tailored to match to candidates - educational background and professional objectives. The primary focus of the internship program is training and getting firsthand knowledge and exposure into the real working environment. The program is not part of the course. It is an option which is available to students who would like to gain workplace experience in their first field of studies.



ACADEMIC PROGRESS

As part of student visa requirements under the Department of Home Affairs (DHA) regulations, international students may be reported for unsatisfactory academic progress and attendance. NSWIET provides the support necessary to make sure students complete their studies successfully.

LIFE IN AUSTRALIA

Sydney is the state capital of New South Wales and the most populous city in Australia. Sydney is located on the south-east coast of Australia and has more than 4.5 million inhabitants. It is widely considered to be one of the most livable and beautiful cities in the world. In fact, when most people think of Australia, it is Sydney that first comes to mind, with its beautiful beaches and the iconic Sydney Opera House and Harbour Bridge.



COST OF LIVING IN SYDNEY

Accommodation costs are approximately:

Hostels and guesthouses: \$90 to \$150 per week
Shared rental: \$85 to \$215 per week
Homestay: \$235 to \$325 per week
Rental: \$165 to \$440 per week

Other living expenses are approximately:

Groceries and eating out: \$80 to \$280 per week
Gas and electricity: \$35 to \$140 per week
Phone and Internet: \$20 to \$55 per week
Public transport: \$15 to \$55 per week
Car (ongoing cost): \$150 to \$260 per week
Entertainment: \$80 to \$150 per week

*These prices are a rough guide according to the current market (2020)

CULTURE

Australia is a multicultural country and Sydney has a rich cosmopolitan culture. People from around the world have migrated to Australia for many years and have brought with them their culture and wonderful food. In Australia, the main language is English and the official currency is the Australian dollar (AU\$).

WEATHER

The summer months in Australia are from December to February, autumn is from March to May, winter is from June to August and spring is September to November. Winters are pleasant and summers are hot with a huge number of options to cool down thanks to Sydney's location on the Australian coastline.

BSB50215

DIPLOMA OF BUSINESS

CRICOS COURSE CODE: 0100147



Course duration:

52 weeks (1 year) - 40 weeks or training and assessment and 12 weeks of holidays

Potential jobs:

- Business Owner
- Program consultant
- Executive officer
- Senior Administrator
- Corporate Services Manager

Delivery mode:

face-to-face classes, 20 hours per week at our Rhodes Campus.

Fees: \$1500/term

Application fee: \$200

Material fee: free

COURSE CODE	UNIT
BSBMKG523	DESIGN AND DEVELOP AN INTEGRATED MARKETING COMMUNICATION PLAN
BSBEBU511	DEVELOP AND IMPLEMENT AN E-BUSINESS STRATEGY
BSBHRM506	MANAGE RECRUITMENT, SELECTION AND INDUCTION PROCESSES
BSBMKG507	INTERPRET MARKET TRENDS AND DEVELOPMENTS
BSBMKG510	PLAN E-MARKETING COMMUNICATIONS
BSBPNG522	UNDERTAKE PROJECT WORK
BSBFIM501	MANAGE BUDGETS AND FINANCIAL PLANS
BSBMGT517	MANAGE OPERATIONAL PLAN

SIT50316

DIPLOMA OF EVENT MANAGEMENT

CRICOS COURSE CODE: 0100149



Course duration:

104 weeks (2 years) - 80 weeks of training and assessment and 24 weeks of holidays.

Potential jobs:

- Conference and Event Organiser
- Event, function, staging or exhibition coordinator
- Event or exhibition planner
- Sales coordinator
- Function or in-house meetings coordinator

Delivery mode:

face-to-face, 20 hours per week at our Rhodes Campus.

Fees: \$1500/term

Application fee: \$200

Material fee: \$300

COURSE CODE	UNIT
SITEEVT001	SOURCE AND USE INFORMATION ON THE EVENTS INDUSTRY
SITEEVT003	COORDINATE ON-SITE EVENT REGISTRATIONS
SITEEVT008	MANAGE EVENT STAGING COMPONENTS
SITEEVT010	MANAGE ON-SITE EVENT OPERATIONS
SITXCCS007	ENHANCE CUSTOMER SERVICE EXPERIENCES
SITXFNO03	MANAGE FINANCES WITHIN A BUDGET
SITXHRM003	LEAD AND MANAGE PEOPLE
SITXMGTO01	MONITOR WORK OPERATIONS
SITXMGTO02	ESTABLISH AND CONDUCT BUSINESS RELATIONSHIPS
SITXMGTO03	MANAGE PROJECTS
SITXWHS002	IDENTIFY HAZARDS, ASSESS AND CONTROL SAFETY RISKS
CUA EVP501	COORDINATE THE INSTALLATION AND DISMANTLING OF EXHIBITIONS
CUAPP411	COMPILE PRODUCTION SCHEDULES
CUAPP504	MANAGE BUMP IN AND BUMP OUT OF SHOWS
CUASMT503	DEVELOP AND MAINTAIN PRODUCTION DOCUMENTS
SITEEVT006	DEVELOP CONFERENCE PROGRAMS
BSBADM502	MANAGE MEETINGS
BSBWRT401	WRITE COMPLEX DOCUMENTS
BSBSMB401	ESTABLISH LEGAL AND RISK MANAGEMENT REQUIREMENTS OF SMI'S
SITTTSL004	PROVIDE ADVICE ON AUSTRALIAN DESTINATIONS

BSB52415

DIPLOMA OF MARKETING & COMMUNICATION

CRICOS CODE: 0100148



Course duration:

40 weeks (1 year) and 12 weeks of holiday breaks

Potential jobs:

- Marketing Executive
- Marketing Specialist
- Marketing Officer
- Marketing Coordinator

Delivery mode:

face-to-face, 20 hours per week at our Rhodes Campus.

Fees: \$2450/term

Application fee: \$200

Material fee: \$200

Minimum entry requirements:

BSB42415 Certificate IV in Marketing and Communication

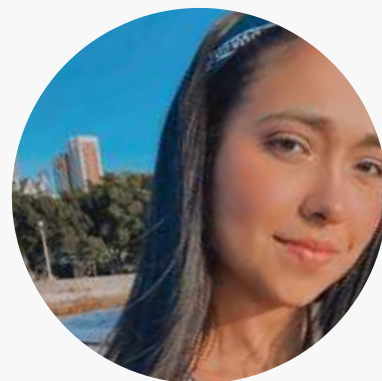
COURSE CODE	UNIT
BSBMKG507	INTERPRET MARKET TRENDS AND DEVELOPMENTS
BSBMKG523	DESIGN AND DEVELOP AN INTEGRATED MARKETING COMMUNICATION PLAN
BSBPMG522	UNDERTAKE PROJECT WORK
BSBMKG501	IDENTIFY AND EVALUATE MARKETING OPPORTUNITIES
BSBMKG502	ESTABLISH AND ADJUST THE MARKETING MIX
BSBMKG506	PLAN MARKET RESEARCH
BSBFIM501	MANAGE BUDGETS AND FINANCIAL PLANS
BSBMKG537	DEVELOP A SOCIAL MEDIA ENGAGEMENT PLAN
BSBMKG510	PLAN E-MARKETING COMMUNICATIONS
BSBMKG514	IMPLEMENT AND MONITOR MARKETING ACTIVITIES
BSBMKG515	CONDUCT A MARKETING AUDIT
BSBMKG518	PLAN AND IMPLEMENT SERVICES MARKETING

STUDENT TESTIMONIALS



"I am having a great time studying Business Diploma at NSWIET, the atmosphere is amazing, staff is always ready to help and teachers are very qualified. I would like to thank Alex and Donar for all the support and patience given. The internship program that they have implemented is everything I needed to get me ready for the corporate market. I couldn't have asked for a better school." Vinicius, Brazil

"It is an incredibly beautiful campus, with energetic and lively students and trainers, and finishing my semester there left me with a huge sense of accomplishment. I was so impressed by the level of support and structure the courses and trainers offered at NSWIET. I am so thankful to be part of this this college. I have learned so much and cannot imagine having build the right skills in business without having done this course." Anna Maria, Colombia



"This program has been great so far. The college is supportive and readily available. The courses and assessments have been clear and coherent. I am able to work at my own pace, while also having instructors and other students available to answer questions or engage in discussions." Agus, Indonesia

TERM DATES 2021

Term 1	18 JAN
Term 1A	22 FEB
Term 2	12 APR
Term 2A	17 MAY
Term 3	12 JUL
Term 3A	16 AUG
Term 4	04 OCT
Term 4A	08 NOV

ENTRY REQUIREMENTS

MINIMUM ENTRY REQUIREMENTS

International students must be 18 years of age or above and provide evidence of the following published entry requirements as stated below.

Meet the following Student Visa subclass 500 Vocational Education and Training requirements:

- Be a genuine temporary entrant
- Meet English language test score requirements
- Demonstrate financial capacity
- Hold Overseas Student Health Cover (OSHC)
- Meet the health requirements
- Be of good character
- Have no outstanding debts to the Commonwealth of Australia

All potential students are required to participate in an interview with the Academic Manager to check their suitability and capacity to undertake the course. The interview may be in person or via the phone/skype.

ACADEMIC ENTRY REQUIREMENTS

Year 12 or equivalent and above.

ENGLISH LANGUAGE ENTRY REQUIREMENTS

International Students are required to have English ability at the IELTS 5.5 with no band less than 5.0 (International English Language Testing System) level or higher, since written and oral forms of communication are an important part of the course.

IELTS is the preferred test for English proficiency; however, results of other testing systems may also be accepted. Students must show certified proof of their proficiency or proof of having passed an English Language Test in the last two years.

OTHER REQUIREMENTS

Students are required to provide their own laptop computer that is compatible with Australian power voltage requirements and is loaded with Microsoft Office 365 software or Open Office 365 (open source).

Sound computer skills are required that include using intermediate level Microsoft Word features.

Ability to produce and present word-processed documents/ reports and undertake internet research.

As part of the learning cycle students may be required to undertake online research or activities each week in class during term time.

HOW TO APPLY

Application Process

1

Complete an International Student Enrolment Form, available from the website. The form should be completed in full and submitted by email to: info@nswiet.edu.au.

The application for enrolment must be accompanied by:

- Evidence of English language and literacy proficiency (IELTS: General Score of 5.5)
- Evidence of a High School Certificate or equivalent secondary schooling out-come

2

When we receive your application, our Admissions Officer will review it for completeness. When the application for enrolment is complete you will be issued a Letter of Offer (valid for 30 days), invoice for initial payment of fees and provided with an International Student Agreement for your review.

3

Once you accept the offer you are required to return the student agreement with the initial payment of fees, IELTS and education proof.

Upon approval of your application, an electronic confirmation of enrolment (eCoe) will be generated and forwarded to Department of Home Affairs and yourself at the address provided on your application with an official receipt for the fees paid.

It is the applicant's responsibility to apply for a student visa. If your application is not complete, an Admissions Officer will contact you.

MAKING A STUDENT VISA APPLICATION

To study in Australia you'll need to apply for both admission to an institution and also for a student visa from the Australian Government.

Once you have decided to study with NSW Institute of Education and Training there are a number of steps you must go through including:

1. Submit your application to the NSW Institute of Education and Training.
2. You will then receive an offer for review Submit by email your acceptance of the Letter of Offer You will be forwarded an electronic Confirmation of Enrolment (eCoE).
3. Apply for your student visa Complete the online form through the DHA's Immi Account and pay the application fee. Include evidence of your intended course of study. This can be a Confirmation of Enrolment (CoE) or, for applicants already inside Australia, a Letter of Offer from your education institution.

Find out more:

<https://www.studyinaustralia.gov.au/english/apply-to-study>

FURTHER INFO

CONTACT

For further information, please contact NSW Institute of Education and Training Admissions Office:

Email: info@nswiet.edu.au
Phone: +61 2 97396974
Mobile: + 61 0414 58 28 76
Business Address: PO Box 354 Gladesville NSW 1675
Site Address: Suite 801A, Level 8, Rhodes Waterside 1 Rider Blvd, Rhodes NSW 2138
Website: www.nswiet.edu.au

International Students should also visit www.nswiet.edu.au, which gives more information about the study environment, course fees and refund policy, support services, and schooling obligations for dependent children. Please refer to the International Student Handbook for further detail that outlines your rights and obligations along with this course brochure.

The website covers the remaining general information that is relevant to all international students and is required by the legislation, and also has links to other NSW Institute of Education and Training pages with specific information.

PROTECTION UNDER AUSTRALIAN CONSUMER LAW

As a student undertaking a vocational education and training course, you are protected under Australian Consumer Law and under State and Territory consumer protection laws. These protections include areas such as unfair contract terms, consumer guarantees, to a statutory cooling-off period, and unscrupulous sales practices. You can find out more information about your rights as a consumer from the Australian Consumer Law website which includes a range of helpful guides relating to specific areas of protection. Please visit the following sites for more information:

Consumer Protection: Australian Consumer Law:
<https://www.studyinaustralia.gov.au/english/live-in-australia/support-services>

Tuition Protection Service:
<https://tps.gov.au/Home>