


Qualification Code and Title	SHB30416 Certificate III in Hairdressing The latest release of the qualification and packaging rules can be found at the following link: https://training.gov.au/Training/Details/SHB30416	
CRICOS Course Code	03862G	
Provider	Excel College Australia RTO Code: 45200 CRICOS Code: 102596G	
Course Overview	This qualification reflects the role of hairdressers who use a range of well-developed sales, consultation and technical skills and knowledge to provide a broad range of hairdressing services to clients. They use discretion and judgement to provide client services and take responsibility for the outcomes of their own work. This qualification provides a pathway to work as a hairdresser in any industry environment, usually a salon.	
Entry Requirements	Excel College Australia has the following entry requirements: You must: <ul style="list-style-type: none"> • Be at least 18 years of age and have completed Year 12 or equivalent. • Participate in a course entry interview to determine suitability for the course and student needs. • Have an IELTS* score of 5.5 (test results must be no more than 2 years old). English language competence can also be demonstrated through documented evidence of any of the following: <ul style="list-style-type: none"> • Educated for 5 years in an English speaking country; or • Completed at least 6 months of a Certificate III level course in an Australian RTO; or • Successful completion of an English Placement Test. • <i>Note that other English language tests such as PTE and TOEFL can be accepted. You are required to provide your results so that we can confirm they are equivalent to IELTS 5.5.</i> 	
Course Duration	This qualification will be delivered over 52 weeks, including 40 weeks of training and assessment spread over 4 terms of 10 weeks. There is also 12 weeks of holidays. There is also 12 weeks of holidays in total with holidays between 2 - 4 weeks as per the course timetable which will be provided to you. Class sessions are planned to ensure that students have a mixture of practical and theoretical components and those classes cater for a wide variety of learning styles. Additionally, workplace practices and environments are simulated and used to conduct skills based assessments in accordance with unit requirements. This qualification is offered on the following days and times: <ul style="list-style-type: none"> • Monday to Friday 9 am to 4.30 pm (including a lunch break of 30 minutes). 	
Delivery mode and location	This course will be delivered face-to-face in a classroom-based setting which also includes a fully functioning salon with real clients. The course is delivered at: <ul style="list-style-type: none"> • Levels 3C, 40 Raymond Street Bankstown NSW 2200 	
Career Outcomes	Students who complete this course may be able to seek employment in hairdressing roles.	
Education Pathways	Students who complete this course may wish to continue their education into the SHB40215 Certificate IV in Hairdressing or into a range of other Certificate IV level qualifications.	
Course Structure	The SHB30416 Certificate III in Hairdressing requires the successful completion of twenty one (21) core units and seven (7) elective units. Electives for this qualification have been chosen by Excel College Australia to ensure that students achieve a broad range of skills and	

	knowledge in leadership and management. Units included in this qualification are:		
	BSBSUS201	Participate in environmentally sustainable work practices	Core
	SHBBAS001	Provide shampoo and basin services	Core
	SHBHCLS002	Colour and lighten hair	Core
	SHBHCLS003	Provide full and partial head highlighting treatments	Core
	SHBHCLS004	Neutralise unwanted colours and tones	Core
	SHBHCLS005	Provide on scalp full head and retouch bleach treatments	Core
	SHBHCUT001	Design haircut structures	Core
	SHBHCUT002	Create one length or solid haircut structures	Core
	SHBHCUT003	Create graduated haircut structures	Core
	SHBHCUT004	Create layered haircut structures	Core
	SHBHCUT005	Cut hair using over-comb techniques	Core
	SHBHDES003	Create finished hair designs	Core
	SHBHIND001	Maintain and organise tools, equipment and work areas	Core
	SHBHIND003	Develop and expand a client base	Core
	SHBHREF002	Straighten and relax hair with chemical treatments	Core
	SHBHTRI001	Identify and treat hair and scalp conditions	Core
	SHBXCCS001	Conduct salon financial transactions	Core
	SHBXCCS002	Provide salon services to clients	Core
	SHBXIND001	Comply with organisational requirements within a personal services environment	Core
	SHBXIND002	Communicate as part of a salon team	Core
	SHBXWHS001	Apply safe hygiene, health and work practices	Core
	SHBHCUT006	Create combined haircut structures	Elective
	SHBHCUT007	Create combined traditional and classic men's haircut structures	Elective
	SHBHDES004	Create classic long hair up-styles	Elective
	SHBBAS002	Provide head, neck and shoulder massages for relaxation	Elective
SHBHCCS001	Plan hair services for special events	Elective	
SHBXCCS004	Recommend products and services	Elective	
SHBHIND002	Research and use hairdressing industry information	Elective	
Course progress	Note that for international students, satisfactory course progress and attendance is required in order to meet visa requirements. More information can be found in the International Student Handbook that also includes information on the specific support that is available to international students. Students who are identified as being at risk of not meeting course progress and attendance requirements will be provided with additional support as recorded in an intervention strategy. The student handbook can be found online at www.excelcollegeaustralia.edu.au		
Enrolment and Orientation	<p>Upon acceptance of a student's application for enrolment, an Offer Letter and Student Agreement will be sent to you. You should carefully review the document as it will provide all necessary information about the course of study, as well as terms and conditions. Once we receive your signed Offer Letter and Student Agreement we will issue an invoice with your first instalment showing and once this has been paid, a Confirmation of Enrolment (CoE) letter will be issued to you.</p> <p>The first day of each course will include orientation and induction. Orientation will include information about the campus, living in Australia, accessing our support services and methods for achieving success throughout the course, including course progress and attendance requirements.</p> <p>This course brochure should be read in conjunction with Excel College Australia Student</p>		

	Handbook. This can be found online at www.excelcollegeaustralia.edu.au																																			
Additional Support	<p>All students will be provided with a range of learning support options and resources to help them achieve competency. This includes:</p> <ul style="list-style-type: none"> • Academic and personal support. • Referral to external support services. 																																			
Training Arrangement	Students are required to attend training and assessment for 35 hours a week and complete approximately 2 hours of homework per week. Timetable information will be provided in the student's Letter of Offer and Student agreement.																																			
Assessment Arrangements	<p>Assessment methods used for this qualification will provide a range of ways for individuals to demonstrate that they have met the required outcomes including:</p> <ul style="list-style-type: none"> • Projects • Presentations • Report writing • Observations • Questioning (oral or written) • Log book <p>At the beginning of each unit, trainers will outline the assessment tasks that must be completed.</p>																																			
Course Costs:	<p>The costs for this course are as follows: Enrolment fee: \$250 (non-refundable to be paid on application) Course fees: Total cost is AUD\$17,500 Non-Tuition fees: May apply and can be found at www.excelcollegeaustralia.edu.au A detailed payment plan and payment arrangements are provided in the Letter of offer and Written Agreement. Non-payment of course fees may result in cancellation of enrolment. Course fees do not include laptops, computer software or textbooks, which are to be purchased at the student's own cost and approximate costs for these are listed below.</p> <table border="1"> <thead> <tr> <th>Name of Publication</th> <th>Price</th> <th>Publisher</th> </tr> </thead> <tbody> <tr> <td>John Bailey</td> <td>Material fee \$50 per term</td> <td>John Bailey</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Hairdressing kits</th> <th>Price</th> <th>Supplier</th> </tr> </thead> <tbody> <tr> <td>Student hairdressing kit</td> <td>\$1,450</td> <td>Excel College Australia</td> </tr> <tr> <td>Uniform</td> <td>\$35</td> <td>Excel College Australia</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Name of software</th> <th>Price</th> <th>Supplier</th> </tr> </thead> <tbody> <tr> <td>Office 365</td> <td>\$129 annually</td> <td>https://products.office.com/en-au/buy/office</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Laptop costs</th> <th>Approx. Price</th> <th>Supplier</th> </tr> </thead> <tbody> <tr> <td>Any laptop that meets the specifications below.</td> <td>\$450 (approximate only)</td> <td>Various</td> </tr> </tbody> </table> <p>These textbooks, laptops and software may be purchased by students through the suppliers as listed above or any other suppliers that offer the resources noting that costs may vary at the time of purchase. Regarding the textbooks, students may choose to purchase either the ebook/digital edition or print version to suit their needs.</p> <p>Laptop specifications Students should also note the following minimum specifications for a laptop which students must bring to each class.</p> <p>Windows:</p> <table border="1"> <thead> <tr> <th></th> <th>Minimum requirements</th> </tr> </thead> <tbody> <tr> <td>Processor</td> <td>Intel® or AMD processor with 64-bit support*; 2 GHz or faster processor Microsoft Windows 7 with Service pack 1 (64-bit), Windows 10 (Version 1709 or later)</td> </tr> <tr> <td>Operating system</td> <td>Microsoft Windows 7 with Service pack 1 (64-bit), Windows 10 (Version 1709 or later)</td> </tr> <tr> <td>RAM</td> <td>2 GB or more of RAM (8 GB recommended)</td> </tr> </tbody> </table>	Name of Publication	Price	Publisher	John Bailey	Material fee \$50 per term	John Bailey	Hairdressing kits	Price	Supplier	Student hairdressing kit	\$1,450	Excel College Australia	Uniform	\$35	Excel College Australia	Name of software	Price	Supplier	Office 365	\$129 annually	https://products.office.com/en-au/buy/office	Laptop costs	Approx. Price	Supplier	Any laptop that meets the specifications below.	\$450 (approximate only)	Various		Minimum requirements	Processor	Intel® or AMD processor with 64-bit support*; 2 GHz or faster processor Microsoft Windows 7 with Service pack 1 (64-bit), Windows 10 (Version 1709 or later)	Operating system	Microsoft Windows 7 with Service pack 1 (64-bit), Windows 10 (Version 1709 or later)	RAM	2 GB or more of RAM (8 GB recommended)
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Course Information – SHB30416 Certificate III in Hairdressing

	Hard disk space	3.1 GB or more of available hard-disk space for 64-bit installation; additional free space required during installation.
	Monitor resolution	1024 x 768 display (1280x800 recommended) with 16-bit color and 512 MB or more of dedicated VRAM; 2 GB is recommended.
	Graphics processor acceleration requirements	OpenGL 2.0-capable system
	Internet	Internet connection and registration are necessary for required software activation, validation of subscriptions, and access to online services.
	MacOS:	
		Minimum requirements
	Processor	Multicore Intel processor with 64-bit support
	Operating system	MacOS version 10.12 (Sierra), macOS version 10.13 (High Sierra), or macOS version 10.14 (Mojave).
	RAM	2 GB or more of RAM (8 GB recommended)
	Hard disk space	4 GB or more of available hard-disk space for 64-bit installation; additional free space required during installation.
	Monitor resolution	1024 x 768 display (1280x800 recommended) with 16-bit color and 512 MB or more of dedicated VRAM; 2 GB is recommended
Graphics processor acceleration requirements	OpenGL 2.0-capable system	
Internet	Internet connection and registration are necessary for required software activation, validation of subscriptions, and access to online services.	
	<p>International students are also required to take out Overseas Health Insurance Cover before arriving in Australia. Excel College Australia provides details of OSHC providers in the International Student Handbook.</p> <p>Additional costs associated with living in Australia are outlined in the International Student Handbook. Students should carefully review these costs in relation to budgeting. Further information can be found at https://www.studyinaustralia.gov.au/english/live-in-australia/living-costs</p>	
Course Credit	<p>Students may apply for recognition of existing qualifications or skills, knowledge and experience (credit transfer or recognition of prior learning) as per the information included in our International Student Handbook, which is available at www.excelcollegeaustralia.edu.au</p> <p>For international students, the granting of course credit may affect course fees as well as the duration of the course.</p> <p>The result of an application for credit and any changes to fees or course duration will be advised to students in writing.</p> <p>If course credit is granted following issuance of the Confirmation of Enrolment, students will receive a new Confirmation of Enrolment showing a reduced duration.</p> <p>For any questions about course credit, contact us at the details shown below</p>	
Selection and enrolment procedures	<p>To enroll for this course an enrolment form must be completed. which can be emailed or posted to students or downloaded from our website. The enrolment form should be completed and then sent to us along with all of the required documentation.</p> <p>For more information about our selection and enrolment processes, contact us at the details shown below.</p>	
Contact Details	<p>Call our office on (02) 9791 1880 or email us at info@excelcollegeaustralia.edu.au</p>	

