

INTERNATIONAL STUDENT COURSE GUIDE 2023



ASTRAL SKILLS
INSTITUTE OF AUSTRALIA

RTO Code: 41322 CRICOS No: 03858C

WELCOME NOTE FROM THE DIRECTOR

Dear Students

Welcome to Astral Skills Institute of Australia (ASIA)

'In the spirit of reconciliation, **ASIA** acknowledges the Traditional Custodians of Country throughout Australia and their connections to land, sea, and community. We pay our respect to their Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples today.'

It is my pleasure to welcome our new and returning students. As the director, my goal is to ensure students adapt to their new surroundings and realize accelerated academic, career, and social-emotional growth. Our mission as a vocational educational institution is to teach with creativity, dedication, quality, compassion and to inspire discovery and innovation with integrity and determination.

We are a community of collaborative teaching professionals who are committed to learning from each other to improve student outcomes. We aim to produce world-class citizens and global leaders for the future, and we celebrate all diverse learners who flourish in their unique ways.

Our modern campus with high-end resources experienced teaching as well as support staff and facilities is an institute where students can gain a competitive advantage from the combination of academic and career skills, follow their passion, and experience the realization of their aspirations.

We hope you find your educational experience with us rewarding, challenging, and enjoyable.

With warm wishes for a rewarding year,

- Ankita Gohil, Director ASIA

ASTRAL SKILLS INSTITUTE OF AUSTRALIA (ASIA)

About Us

ASIA focuses on teaching students to think independently and communicate clearly through quality-driven teaching that provides experiential learning and leadership opportunities.

We believe in equality, diversity, and inclusion in our academic curriculum, our staffing, our students and our community.

At ASIA we offer a variety of qualifications to a diverse cohort of students each year. Our courses are developed in consultation with industry and may lead to many career options in a variety of disciplines. Asia Institute welcomes international students.



ESOS AND TPS

The Education Services for Overseas Students (ESOS) framework protects the rights of international students studying in Australia.

ESOS legislation makes sure training providers meet nationally consistent standards in education delivery, facilities and services, and provides tuition fee protection for international students.

The ESOS legislative framework consists of the:

- ESOS Act
- Education Services for Overseas Students Regulations
- Education Services for Overseas Students (Registration Charges) act
- National Code of Practice for Providers of Education and Training to Overseas Students
- National Standards for Foundation Programs
- ELICOS National Standards

The Department of Education, Skills and Employment administers the ESOS Act and the related legislative instruments which govern:

- The registration process and obligations of registered international
- Education providers
- The Tuition Protection Service
- Enforcement and compliance arrangements

You can find our more information about the legislation and Regulations that underpin ASIA practices at the following websites:

Education Services for Overseas Students Act (ESOS Act) 2000

<https://www.legislation.gov.au/Details/C2017C00292>

The National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2018 (the National Code)

https://www.legislation.gov.au/Details/F2017L01182/Html/Text#_Toc487026943

The Tuition Protection Service (TPS)

<https://tps.gov.au/StaticContent/Get/StudentInformation>

The Australian Skills Quality Authority (ASQA)

<https://www.asqa.gov.au>

Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS)

<https://www.studyinaustralia.gov.au>

National Vocational Education and Training Regulator Act 2011

<https://www.legislation.gov.au/Details/C2017C00245>

Courses at ASIA

CHC30121

Certificate in Early Childhood Education and Care



CRICOS Code : 111555H

Duration : 52 Weeks (40 Weeks Study + 12 Weeks Holiday)

Workplacement : At least 160 hours of practical placement in any regulated Early Childhood Education and Care facility

Study Mode : On Campus, face-to-face delivery and Practical Placement

Pre-requisites : There are no entry requirements for this qualification specified in the training package.

Possible Career Outcomes :

Students graduating with the full qualification can use this qualification to apply for job roles including:

- Assistant Educator in long day care, childcare centres and/or occasional care
- Assistant Educator in a Kindergarten or preschool program
- Assistant Educator in occasional care
- Family Day Care Educator
- In Home Care Provider
- Playgroup Supervisor
- Nanny
- Other education-based employers may accept this qualification, such as working as a tutor, education support staff or teacher aide

Note: Above career pathway information is based on the qualification description on National Training Register (www.training.gov.au) and our market research. It does NOT imply any job guarantee or job role at the end of the course.

Pathways from this qualification :

After successful completion of the program, participants are eligible to enroll into CHC50121-Diploma of Childhood Education and Care offered by the Institute.



CHC50121

Diploma of Early Childhood Education and Care



CRICOS Code : 111553K

Duration : 104 Weeks (80 Weeks Study + 24 Weeks Holiday)

Workplacement : At least 280 hours of practical placement in any regulated Early Childhood Education and Care facility

Study Mode : On Campus, face-to-face delivery and Practical Placement

Pre-requisites : Entry to this qualification is open to individuals who hold a:

- CHC30121-Certificate III in Early Childhood Education and Care, or
- CHC30113-Certificate III in Early Childhood Education and Care.

Possible Career Outcomes :

Students graduating with the full qualification can use this qualification to apply for job roles including:

- Child Care Centre Manager / Director
- Family Day Care Provider
- Early Childhood Team Leader
- Family Day Care Coordinator
- Playgroup Coordinator
- Early Childhood Educator
- Assistant Director in an Early Learning Centre
- Preschool Assistant
- Nanny

Note: Above career pathway information is based on the qualification description on National Training Register (www.training.gov.au) and our market research. It does NOT imply any job guarantee or job role at the end of the course.

Pathways from this qualification :

After successful completion of the program, participants can progress to CHC62015-Advanced Diploma of Community Sector Management and/or other related diploma qualifications.

Note: ASIA does NOT offer CHC62015-Advanced Diploma of Community Sector Management.



SIT40521

Certificate IV in Kitchen Management



CRICOS Code : 109584K

Duration : 78 Weeks (60 Weeks Study + 12 Weeks Holiday)

Workplacement : 380 hours of work-based training with 48 service periods during the allocated weeks in the term.

Study Mode : On Campus, face-to-face delivery and Practical Placement

Pre-requisites : There are no entry requirements for this qualification.

Possible Career Outcomes :

This qualification provides a pathway to work in organizations such as restaurants, hotels, clubs, pubs, cafes, and coffee shops, or to run a small business in these sectors. Possible job titles include:

- Chef
- Chef de partie.

Note: Above career pathway information is based on the qualification description on National Training Register (www.training.gov.au) and our market research. It does NOT imply any job guarantee or job role at the end of the course.

Pathways from this qualification :

After successful completion of the program, participants can progress to SIT50422-Diploma of Hospitality Management at Astral Skills Institute of Australia.



SIT50422

Diploma of Hospitality Management



CRICOS Code : 111552M

Duration : 104 Weeks (80 Weeks Study + 24 Weeks Holiday)

Workplacement : In addition to kitchen training hours, 36 shifts (approximately 4 hours each) at a hospitality related enterprise.

Study Mode : On Campus, face-to-face delivery and Practical Placement

Pre-requisites : There are no entry requirements for this qualification.

Possible Career Outcomes :

This qualification provides a pathway to work in organizations such as restaurants, hotels, clubs, pubs, cafes, and coffee shops, or to run a small business in these sectors. Possible job titles include:

- Banquet of Functions Manager,
- Bar Manager,
- Café Manager
- Chef De Cuisine,
- Club Manager,
- Executive Housekeeper,
- Kitchen Manager,
- Restaurant Manager,
- Unit Manager Catering Operations

Note: Above career pathway information is based on the qualification description on National Training Register (www.training.gov.au) and our market research. It does NOT imply any job guarantee or job role at the end of the course.

Pathways from this qualification :

After successful completion of the program, participants can progress to SIT60322- Advanced Diploma of Hospitality Management or a Bachelor of Hotel Management or any other relevant degree at a university of their choice.

NOTE: ASIA does NOT offer SIT60322- Advanced Diploma of Hospitality Management.



BSB80120

Graduate Diploma of Management (Learning)



CRICOS Code : 106790F

Duration : 104 Weeks (80 Weeks Study + 24 Weeks Holiday)

Workplacement : N/A

Study Mode : On Campus, face-to-face delivery and Practical Placement

Pre-requisites : There are no entry requirements for this qualification specified in the training package.

Possible Career Outcomes :

Potential employment options are in a range of organisation learning and capability roles. Potential job roles may include but are not limited to:

- Centre Director
- Team coordinator
- Program Leader

Note: Above career pathway information is based on the qualification description on National Training Register (www.training.gov.au) and our market research. It does NOT imply any job guarantee or job role at the end of the course.

Pathways from this qualification :

Students who complete this course may wish to continue their education at higher education qualifications in any relevant field.



RII60520

Advanced Diploma of Civil Construction Design



CRICOS Code : 109181G

Duration : 104 Weeks (80 Weeks Study + 24 Weeks Holiday)

Workplacement : There is no work placement requirement for this program.

Study Mode : On Campus, face-to-face delivery on a fulltime basis in a classroom.

Pre-requisites : There are no entry requirements for this qualification.

Possible Career Outcomes :

Students graduating with the full qualification can use this qualification to apply for job roles that include but are not limited to:

- Civil Engineering Draftsperson
- Civil Engineering Design Draftsperson
- Senior Civil Works Designer
- Civil Construction Supervisor

Note: Above career pathway information is based on the qualification description on National Training Register (www.training.gov.au) and our market research. It does NOT imply any job guarantee or job role at the end of the course.

Pathways from this qualification :

After successful completion of the program, participants may apply for relevant degree-level courses at other institutions.





Assessment Methods

Assessment methods may include: Knowledge questions, Projects, Written reports, Portfolio of work, Assignment, Case Study, Self-assessment, Observation and Role Play.

All assessments are conducted in accordance with the Principles of Assessment (fairness, flexibility, validity and reliability) and Rules of Evidence (validity, sufficiency, authenticity and currency).

RTO Requirements for International students

International students must meet certain English language requirements for admission into ASIA:

- Students must be over 18 years of age
- Students must provide academic evidence of satisfactory completion of Year 12 or equivalent
- Either a minimum IELTS (General) test score of 5.5 or equivalent for direct entry into a VET course or has completed ELICOS equivalent with minimum IELTS results (please refer test table below). ELICOS results must be interpreted to IELTS or equivalent on issued completion certificate equivalent by ELICOS provider. ELICOS must be taken before the main VET course and must demonstrate successful completion of Astral's Language and Numeracy Test on completion of ELICOS program. Results older than two years are not acceptable

OR

- Evidence that they have studied in English for at least five years in Australia, Canada, New Zealand, Republic of Ireland, South Africa, United Kingdom or United States

OR

- Evidence that, within two years of their application date, they have successfully completed in Australia a foundation course or a senior secondary certificate of education or a substantial part of a Certificate IV or higher-level qualification, from the Australian Qualifications Framework

For further information on student visa assessment levels, refer to the Department of Home Affairs (DHA) website ([http:// www.homeaffairs.gov.au](http://www.homeaffairs.gov.au)).

Credit Transfer

All Credit Transfer Applications must be supported by appropriate documentation. This may be in the form of a Nationally Recognised Qualification Certificate, Transcript and/or a Statement of Attainment, which corresponds with the same qualification code and name, unit code and title as those included in the student application and date/duration of the course.

Course Structure/Student Orientation/Living in Australia/ Policy and Procedures Visit our website for more detailed information on Course Structure, Application process, Orientation, Living in Australia, Policy and Procedures: www.asia.edu.au

Study hours

All international students are required to attend a minimum of 20 scheduled contact hours of study per week. They will generally be expected to attend the institute three to four days a week for around 4 to 8 hours a day.

Campbelltown Campus : Level 6, Suite 6.01/138 Queen Street, Campbelltown NSW 2560

Parramatta Campus : Level 5, Suite 513A (Westfield Parramatta) , 175 Church St, NSW 2150

Kogarah Campus and kitchen : 11 O'Keefes Lane, Kogarah, NSW 2217 (Access Via 6 Derby Street, Kogarah, NSW 2217)

Burwood Campus : Level 17, 7 Dean Street, Burwood NSW 2134

CAMPUS FACILITIES



Simulated Childcare Room

ASIA had a dedicated classroom set up as a simulated childcare centre with access to equipment and standard workplace documentation.

Reference Library

ASIA has a library with both electronic and physical resources and reference materials related to your studies.

Computer Labs

We have a fully equipped computer lab with internet access and wi-wi is also accessible throughout the campus.

Student Lounge

We have a vibrant student lounge for our students to take a break, relax, catch up with friends or have a meal.

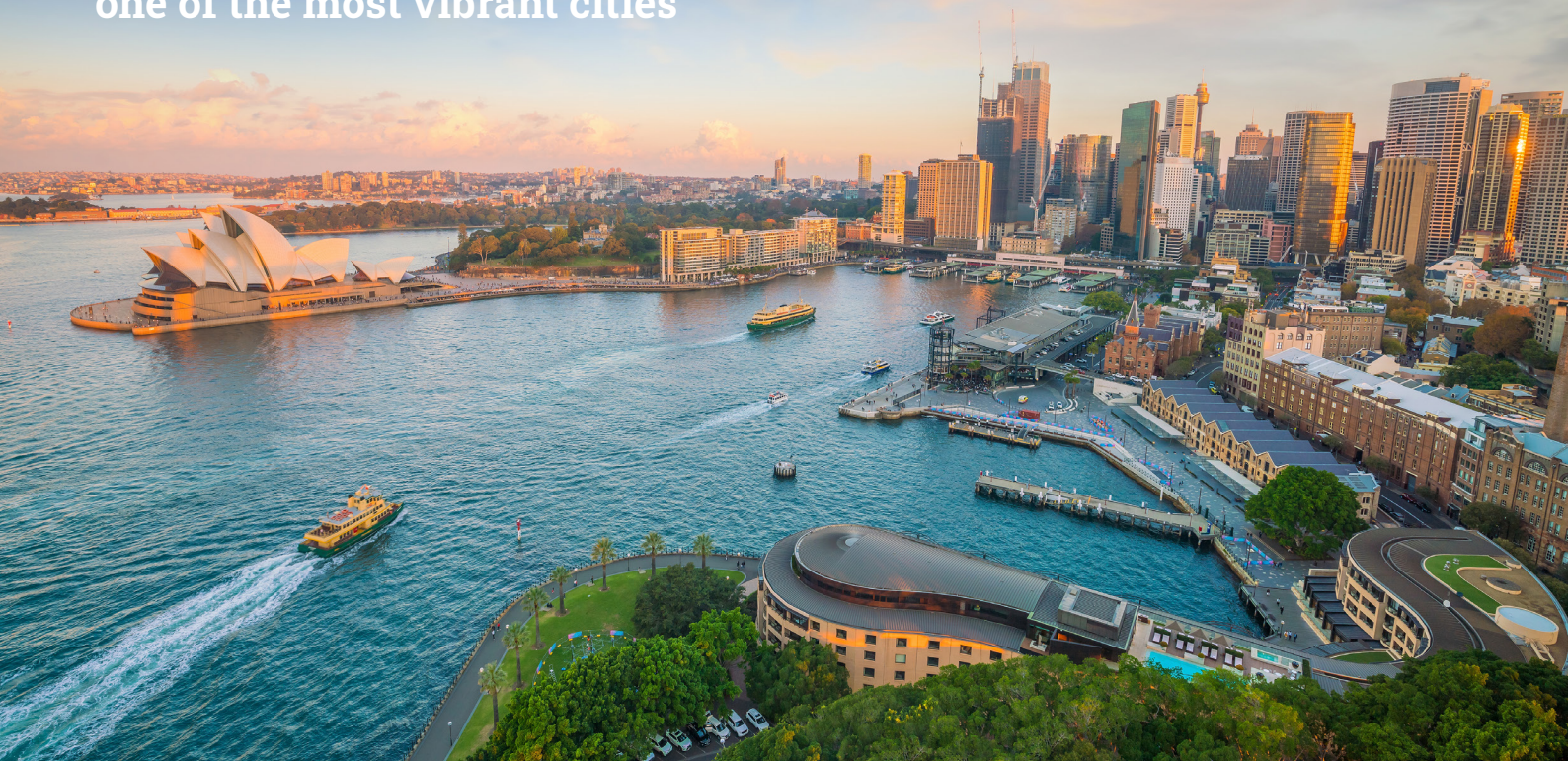


**Student Support Services are available for all our students.
Reception is your first point of contact for any queries.**

Student Support Services

As per the standard 6.3 of the National code 2018, ASIA will offer reasonable support to overseas students to enable them to achieve expected learning outcomes regardless of their place of study or the mode of study of the course, at no additional cost. ASIA will provide an opportunity for students to access welfare-related support services to assist with issues that may arise during their study, including course progress and attendance requirements and accommodation issues. These services are free of cost.

Internationally recognised qualifications in
one of the most vibrant cities



LIFE IN AUSTRALIA

Australia is a unique and diverse country in every way - in culture, population, climate, geography, and history.

Culture

Australia is multicultural and multiracial country and this can be experienced in the country's food, lifestyle and cultural practices.

Australia has rich and important cultural heritage from its indigenous people, who play a significant role in Australian society.



Weather

Sydney has a mild climate, especially in winter, but be aware that the weather is subject to quick changes. Students should bring clothing for hot and wintry weather, wind, rain and strong sunshine, regardless of the time of the year. For more information visit [weather in NSW](#).



Entry into Australia

When you arrive in Australia, you will need to show your passport and incoming passenger card at a Customs and Immigration Checkpoint. You may be asked questions about your stay before your passport is stamped and handed back once you have passed through the Immigration Checkpoint, you should collect your bags ensuring that you check your baggage and check that nothing is missing or damaged. If something is missing or you notice

any damage, go to the baggage counter and advise them of your problem. Staff at the baggage counter will help you to find missing baggage or lodge a claim for damage to your belongings.

Once you have your luggage you will go through customs where your luggage may be checked. Australia has strict quarantine laws to stop people from bringing in certain food and plant items. You should declare any items that you are bringing in on the form given to you on the plane. If customs officers decide that the item you are bringing in are not safe, they will be confiscated and destroyed. If you fail to declare or dispose of any quarantine items, or make a false declaration, you may receive a fine or be prosecuted. All international mail is also screened and checked by customs.

If you want further information, visit the Australian Quarantine and Inspection Service (AQIS) website at www.aqis.gov.au.



ARRIVING IN AUSTRALIA



Keeping in Contact

Before you leave home, you should provide your family and friends, and your education provider in Australia, with details of your flights to Australia and where you will be staying when you arrive. Do not change these details without informing them. Once you have arrived in Australia, you should then let your family and friends know that you have arrived safely. For safety reasons, always let someone know where you are.

Arranging Your Finances

The currency of Australia is the Australian Dollar. Ideally, you should change your money into Australian dollars before you arrive but if you haven't, you will need to change some as soon as you arrive. You will usually be able to do this at the airport.

Once you have arrived in Sydney you can also change more money in Australian dollars at any bank or currency exchange. Note, however, that banks are not open on the weekend and while airport currency exchanges are generally open, the rate is usually not as good as with a bank.

You should not carry large sums of money with you and it is best to only have the money that you will need for the first few days and then arrange to have the rest of the funds transferred to you in Australia.



The amount you will need to bring with you will depend on whether you have already paid for your accommodation before you arrive. Think about how much money you will need to cover your costs for a couple of weeks.

Find out more about money matters by visiting:
<http://www.studyinaustralia.gov.au/en/Living-in-Australia/Money-Matters>



Accommodation

International Students studying in Australia have various housing options, they can choose to stay in Homestay Accommodation, Renting and Shared Accommodation.

Approximate Costs of Accommodation:

1 bedroom flat: \$ 400-\$410 per week

2 bedroom flat: \$ 450-\$460 per week

3 bedroom flat or house: \$ 495-\$510 per week

Source: https://public.tableau.com/app/profile/facs.statistics/viz/Rentandsales_15565127794310/Rent



Bringing Your Family with You

If you intend to bring your family with you, they will also need to have a visa and be covered by health insurance. Family members include your partner (married or de facto) and your children under 18 years of age. You will need to provide proof of your family relationships with official documents including birth certificates and marriage certificates.

For more details, visit www.immi.gov.au

Where you have dependent children that need to attend childcare or school, you should be aware of the following costs:

Typical childcare costs in Sydney are as follows

- Centre-based childcare: \$100+ per day
- Family day care: \$12+ per hour
- Nannies: \$15+ per hour
- Au Pairs (living in your home): \$500 to \$600 per week

Find out more at: www.mychild.gov.au

Schools fees apply to most dependents of temporary residents in New South Wales. There are some exceptions, for further information visit the DE International website (www.deinternational.nsw.edu.au).

To find out more about application processes and costs for bringing your family go to: www.humanservices.gov.au. You should also be aware that the above costs for childcare and schooling are in addition to living costs.

According to www.studyinaustralia.gov.au, the figure given above is an estimate only to give an indication of the basic rate of living costs under Australia's migration regulations.

Overseas Student Health Cover

Australia has a special system of health cover for international students called Overseas Student Health Cover (OSHC). You will need to buy OSHC before you come to Australia to cover you from when you arrive. The Department of Immigration and Citizenship requires you to maintain OSHC for the duration of your time on a student visa in Australia.



You can choose to take out OSHC with a provider recommended by us, or with the Australian OSHC provider of your choice. There are five providers of OSHC in Australia. Visit these websites to find detailed information on what they cover and to decide which provider is right for you.

- Australian Health Management OSHC: www.ahmoshc.com
- BUPA Australia: www.overseasstudenthealth.com
- Medibank Private: www.medibank.com.au/Client/StaticPages/OSHCHome.aspx
- OSHC Worldcare: www.oshcworldcare.com.au
- NIB OSHC: www.nib.com.au/home/newtonib/overseasstudents

Working in Australia

As a student visa holder, you can work up to 40 hours a fortnight during term time (in session) and as many hours as you like during holidays (out of session).

Visit the following website to find out more about working in Australia, including how to find a job:

<http://www.studyinaustralia.gov.au/en/During-Study/Finding-Work>



HOW TO APPLY

01.

Select Your Course

Select from our range of courses in the International Student Course Guide or on our website and complete an International Student Application Form. Attach all the required documents and email them to us

02.

Asia Will Assess The Application

Once we receive the application, it will be reviewed and assessed based on the selection and entry requirements for the course to determine your eligibility for the course. You may be interviewed to ensure you meet minimum entry requirements and requirements for overseas students, and to assess any learning needs.

03.

Issuing The Letter of Offer and Written Agreement

Once your application has been assessed we shall send you an offer letter and written agreement for your review to ensure course fees, duration, payment plan and other details are stated correctly. You will need to sign the offer letter and written agreement and return it to us along with the first fee installment payment

04.

Issuing The Electronic Confirmation of Enrollment (eCoE)

Once the signed offer letter, written agreement and fees have been received, ASIA shall send an eCoE.


05.

Application for Australian Student Visa

Apply for an Australian student visa at your nearest Australian Consulate.

2023	2024	2025
<input type="checkbox"/> 02 January 2023	<input type="checkbox"/> 08 January 2024	<input type="checkbox"/> 06 January 2025
<input type="checkbox"/> 06 February 2023	<input type="checkbox"/> 12 February 2024	<input type="checkbox"/> 10 February 2025
<input type="checkbox"/> 13 March 2023	<input type="checkbox"/> 18 March 2024	<input type="checkbox"/> 17 March 2025
<input type="checkbox"/> 03 April 2023	<input type="checkbox"/> 08 April 2024	<input type="checkbox"/> 07 April 2025
<input type="checkbox"/> 08 May 2023	<input type="checkbox"/> 13 May 2024	<input type="checkbox"/> 12 May 2025
<input type="checkbox"/> 12 June 2023	<input type="checkbox"/> 17 June 2024	<input type="checkbox"/> 16 June 2025
<input type="checkbox"/> 03 July 2023	<input type="checkbox"/> 08 July 2024	<input type="checkbox"/> 07 July 2025
<input type="checkbox"/> 07 August 2023	<input type="checkbox"/> 12 August 2024	<input type="checkbox"/> 11 August 2025
<input type="checkbox"/> 11 September 2023	<input type="checkbox"/> 16 September 2024	<input type="checkbox"/> 15 September 2025
<input type="checkbox"/> 02 October 2023	<input type="checkbox"/> 07 October 2024	<input type="checkbox"/> 06 October 2025
<input type="checkbox"/> 06 November 2023	<input type="checkbox"/> 11 November 2024	<input type="checkbox"/> 10 November 2025
<input type="checkbox"/> 11 December 2023	<input type="checkbox"/> 16 December 2024	<input type="checkbox"/> 15 December 2025

 **Campbelltown Campus:** Level-6, Suite 6.01/138 Queen Street, Campbelltown, NSW 2560.



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