



Australian Institute of Science and Technology

Course Guide 2019



www.aist.edu.au

RTO: 30645 | CRICOS: 03677G

Welcome from the CEO



Dr Darryl Gauld OAM

DBA, MBA, MEd (TESOL), Grad Dip (IT), Grad T Cert, BEd,
Dip Teach, Cert IV TAA, JP (Qual)
CEO

Thank you for your interest in Australian Institute of Science & Technology (AIST), a boutique College in Sydney's inner-west that is committed to post-secondary education and learning to students from all over the world. The Programmes at AIST are demanding, technologically advanced and comprehensive, giving students a solid foundation in business & IT techniques, to shape the future of their chosen discipline.

Prospective students may like to move to a new location and landscape, where they can rediscover themselves and explore their potential with a new vision. Whatever your age, whatever your ambitions, I am confident that AIST can help you to advance.

Your development and welfare are important to us and we look forward to meeting with you, to discuss how we can complement your background and help you to achieve your dreams.

Why Study at AIST

We offer Diploma and Advanced Diploma courses in Information Technology, Leadership and Management, International Business, Marketing and Communication; and Graduate Diploma of Telecommunications and Strategic Management.

- ▶▶ Australian Qualifications Framework- the national policy for regulated qualifications in Australian Education and training
- ▶▶ Australian Skills Quality Authority- the national regulator for Australia's vocational education and training sector
- ▶▶ The National Code of Practice for Registration Authorities and Providers of Education and Training for Overseas Students (ESOS) Act 2000- nationally consistent standards to protect overseas students and deliver courses by providers registered on the Commonwealth Register Of Institutions and Courses for Overseas Students (CRICOS)

Our Campus

Modern Campus Facilities

Our purpose-built campus in vibrant and diverse Ashfield City is equipped with all modern amenities and everything you could possibly need to assist you with your study. The College's student leisure area provides a fun place for students to relax, catch up with friends, read a magazine. Key Features include:

- ▶▶ Modern, air-conditioned and spacious premises
- ▶▶ Latest computer equipment and software
- ▶▶ Televisions and projector screens
- ▶▶ Fast, free Internet access with free Wi-Fi
- ▶▶ Kitchen with common area

Active Social Calendar

Throughout the year, we arrange a large number of social activities to ensure you have fun while you study. You will make great friends, see the best that Sydney has to offer, and get to know Australian culture. Some of the activities we arrange include:

- ▶▶ Graduation and end of year parties
- ▶▶ Sports & games
- ▶▶ Extra curricula activities
- ▶▶ Barbecues
- ▶▶ Expos/ excursions

- ▶▶ Cruises
- ▶▶ Karaoke nights
- ▶▶ Cultural events
- ▶▶ Hiking and nature walks
- ▶▶ Charitable initiatives

Great City and Community

Sydney is one of the most beautiful, vibrant and multi-cultural cities in the world. It is situated on a magnificent harbour, with moderate, pleasant weather throughout the year. Sydney city offers active nightlife, fantastic shopping, excellent museums, art galleries and much more! Some of the world famous attractions here in Sydney include;

- ▶▶ The Opera House
- ▶▶ The Harbour Bridge
- ▶▶ Bondi Beach
- ▶▶ The historic district "The Rocks"
- ▶▶ Taronga Zoo
- ▶▶ National and wildlife parks

Our College is conveniently located close to Ashfield Train Station in the heart of Sydney. The College is just shortwalk from the train station. In the College's immediate vicinity (within few minutes walk), there are a number of facilities to make life more convenient. These include cafes, restaurants serving a wide variety of cuisines, salons, banks, a post office, bars, shops and shopping centre.



Graduate Diploma of Telecommunications and Strategic Management

CRICOS Course Code: 099500F **VET National Code: ICT80515**



Our ICT80515 Graduate Diploma of Telecommunications and Strategic Management offers you the knowledge and skills to collaborate with leaders in IT and telecommunications.

The graduate diploma prepares students with the practical skills and experience required to assume technical and commercial roles in the telecommunications industry. This course will position you to be viewed as a trusted consultant in managing, developing, designing and deploying telecommunications solutions.

Entry Requirements

- ▶▶ Have completed a Bachelor's degree in related fields of study and two (2) years equivalent full-time relevant workplace experience at a significant level of project or program leadership and management responsibility and/or complexity in an enterprise.
or
Have completed a Diploma or Advanced Diploma qualification in related fields of study and three (3) years equivalent full-time relevant workplace experience at a significant level of project or program leadership and management responsibility and/or complexity in an enterprise.
or
Five (5) years equivalent full-time relevant workplace experience at a significant level of leadership and management responsibility and/or complexity in an enterprise.
- ▶▶ Must have IELTS 5.5 or equivalent (For International Student)

Units of Study

BSBINN801	Lead innovative thinking and practice
ICTICT809	Facilitate business analysis
ICTICT801	Lead research into identifying new marketplace opportunities
ICTICT803	Endorse business plan components for a new initiative
ICTICT808	Direct the development of a knowledge management strategy for a business
ICTICT812	Develop a business intelligence framework
ICTICT813	Manage ICT services
ICTICT814	Develop cloud computing strategies for a business

Course Duration:

52 weeks

Tuition Fees:

\$20,000

Career Pathways

- ▶▶ Creative Manager
- ▶▶ Business Analyst
- ▶▶ Telecommunications Business Manager
- ▶▶ Senior Leadership Roles

Diploma of Information Technology

CRICOS Course Code:099837C VET National Code:ICT50118



With this qualification you will possess the skills and knowledge to administer and manage information and communications technology (ICT) support in small-to- medium enterprises (SMEs) using a wide range of general ICT technologies.

Working at this level you will be able to provide a broader rather than specialised ICT support function, applying a wide range of higher level technical skills in ICT areas such as networking, IT support, database development, programming and web development.

Units of Study

BSBSUS501	Develop workplace policy and procedures for sustainability
BSBWHS501	Ensure a safe workplace
ICTICT509	Gather data to identify business requirements
ICTICT517	Match ICT needs with the strategic direction of the enterprise
ICTDBS502	Design a database
ICTICT418	Contribute to copyright, ethics and privacy in an ICT environment
ICTNWK536	Plan, implement and test enterprise communication solutions
ICTNWK504	Design and implement an integrated server solution
ICTNWK509	Design and implement a security perimeter for ICT networks
ICTNWK511	Manage network security
ICTPMG501	Manage ICT projects
ICTPRG532	Apply advanced object-oriented language skills
ICTPRG527	Apply intermediate object-oriented language skills
ICTSAS501	Develop, implement and evaluate an incident response plan
ICTSAS505	Review and update disaster recovery and contingency plans
ICTSAS509	Provide client ICT support services
ICTSUS501	Implement server virtualisation for a sustainable ICT system
ICTWEB502	Create dynamic web pages
ICTWEB505	Develop complex web page layouts
ICTWEB516	Research and apply emerging web technology trends

Entry Requirements

Enrolment of participants will be subject to meeting the following requirements:

- ▶▶ Must be 18 years of age or over
- ▶▶ Successful completion of Year 12 or equivalent
- ▶▶ Must have IELTS 5.5 or equivalent
(For International Student)

Course Duration:

52 weeks

Tuition Fees:

\$10,000

Career Pathways

- ▶▶ Information Systems Office Manager
- ▶▶ Office Systems Administrator
- ▶▶ IT Office Manager
- ▶▶ IT Systems Administrator
- ▶▶ Systems Manager

Advanced Diploma of Information Technology

CRICOS Course Code: 098570M VET National Code: ICT60115



This qualification will provide you with high level skills and knowledge about information and communications technology (ICT), including process improvement and business skills and enable you to be effective in senior ICT roles within organisations.

The qualification builds on a base core of management competencies, with specialist and general elective choices to suit particular ICT and business needs, especially in the areas of knowledge management and systems development.

Entry Requirements

Enrolment of participants will be subject to meeting the following requirements:

- ▶▶ Must be 18 years of age or over
- ▶▶ Successful completion of Year 12 or equivalent
- ▶▶ Must have IELTS 5.5 or equivalent (For International Student)

Units of Study

BSBWOR502	Lead and manage team effectiveness
ICTICT608	Interact with clients on a business level
ICTICT610	Manage copyright, ethics and privacy in an ICT environment
ICTPMG609	Plan and direct complex ICT projects
ICTSUS601	Integrate sustainability in ICT planning and design projects
BSBCUE602	Manage customer engagement information
BSBINN601	Lead and manage organisational change
BSBIPR601	Develop and implement strategies for intellectual property management
BSBMGT608	Manage innovation and continuous improvement
BSBMGT616	Develop and implement strategic plans
ICTDBS501	Monitor and improve knowledge management system
ICTDBS601	Build a data warehouse
ICTDBS602	Develop a knowledge management strategy
ICTICT604	Identify and implement business innovation
ICTICT605	Implement a knowledge management strategy
ICTPMG606	Manage ICT project quality

Course Duration:

52 weeks

Tuition Fees:

\$10,000

Career Pathways

- ▶▶ Knowledge Management Analyst
- ▶▶ Manager, IT Infrastructure Solutions
- ▶▶ Business Development Manager
- ▶▶ Software Manager

Diploma of Leadership and Management

CRICOS Course Code:098929G

VET National Code:BSB51918



After you achieve this qualification you will be able to apply knowledge, practical skills and experience in leadership and management across a range of enterprise and industry contexts. At this skill and knowledge level you will be able to display initiative and judgement in planning, organising, implementing and monitoring your own workload and the workload of others. You will use communication skills to support individuals and teams to meet organisational or enterprise requirements. Be able to plan, design, apply and evaluate solutions to unpredictable problems, and identify, analyse and synthesise information from a variety of sources.

Entry Requirements

Enrolment of participants will be subject to meeting the following requirements:

- ▶▶ Must be 18 years of age or over
- ▶▶ Successful completion of Year 12 or equivalent
- ▶▶ Must have IELTS 5.5 or equivalent (For International Student)

Units of Study

BSBLDR511	Develop and use emotional intelligence
BSBMGT517	Manage operational plan
BSBLDR502	Lead and manage effective workplace relationships
BSBWOR501	Manage personal work priorities and professional development
BSBWOR502	Lead and manage team effectiveness
BSBRISK501	Manage risk
BSBHRM513	Manage workforce planning
BSBHRM506	Manage recruitment, selection and induction processes
BSBSUS501	Develop workplace policy and procedures for sustainability
BSBWHS501	Ensure a safe workplace
BSBADM502	Manage meetings
BSBCUS501	Manage quality customer service

Course Duration:

52 weeks

Tuition Fees:

\$10,000

Career Pathways

- ▶▶ Office Manager
- ▶▶ Low to medium types of Supervision and Managerial Roles

Advanced Diploma of Leadership and Management

CRICOS Course Code:097088G

VET National Code:BSB61015



When you successfully complete this qualification, you will be able to demonstrate the role of individuals who apply knowledge, practical skills and experience in leadership and management across a range of enterprise and industry contexts.

At this qualification level you can display initiative and judgement in planning, organising, implementing and monitoring your own workload and the workload of others. You will use communication skills to support individuals and teams to meet organisational or enterprise requirements. You will be able to plan, design, apply and evaluate solutions to unpredictable problems, and identify, analyse and synthesise information from a variety of sources.

Entry Requirements

Enrolment of participants will be subject to meeting the following requirements:

- ▶▶ Must be 18 years of age or over
- ▶▶ Successful completion of Year 12 or equivalent
- ▶▶ Must have IELTS 5.5 or equivalent (For International Student)

Units of Study

BSBFIM601	Manage finances
BSBINN601	Lead and manage organisational change
BSBMGT605	Provide leadership across the organisation
BSBMGT617	Develop and implement a business plan
BSBDIV601	Develop and implement diversity policy
BSBHRM602	Manage human resources strategic planning
BSBMKG609	Develop a marketing plan
BSBMKG608	Develop organisational marketing objectives
BSBIPR601	Develop and implement strategies for intellectual property management
BSBMGT608	Manage innovation and continuous improvement
BSBMGT616	Develop and implement strategic plans
BSBINM601	Manage knowledge and information

Course Duration:

52 weeks

Tuition Fees:

\$10,000

Career Pathways

- ▶▶ Managerial Roles
- ▶▶ Area Manager
- ▶▶ Department Manager
- ▶▶ Team Leader
- ▶▶ Regional Manager

Diploma of Marketing and Communication

CRICOS Course Code: 099499E VET National Code: BSB52415



This qualification applies to individuals with a sound theoretical knowledge base in marketing and communication and who demonstrate a range of managerial skills to ensure that functions are effectively conducted in an organisation or business area. Typically, they would have responsibility for the work of other staff and lead teams.

Entry Requirements

Enrolment of participants will be subject to meeting the following requirements:

- ▶▶ Must be 18 years of age or over
- ▶▶ Successful completion of Year 12 or equivalent
- ▶▶ Must have IELTS 5.5 or equivalent (For International Student)
- ▶▶ Have completed all core units in BSB42415 Certificate IV in Marketing and Communication

Units of Study

BSBMKG507	Interpret market trends and developments
BSBMKG523	Design and develop an integrated marketing communication plan
BSBPMG522	Undertake project work
BSBHRM506	Manage recruitment, selection and induction processes
BSBMKG501	Identify and evaluate marketing opportunities
BSBMKG502	Establish and adjust the marketing mix
BSBMKG506	Plan market research
BSBMKG510	Plan e-marketing communications
BSBMKG515	Conduct a marketing audit
BSBMKG527	Plan social media engagement
BSBMKG608	Develop organisational marketing objectives
BSBMKG609	Develop a marketing plan

Course Duration:

52 weeks

Tuition Fees:

\$10,000

Career Pathways

- ▶▶ Direct Marketing Officer
- ▶▶ Marketing Coordinator
- ▶▶ Analyst
- ▶▶ Media Planner
- ▶▶ Public Relations Officer
- ▶▶ Sales Administrator

Diploma of International Business

CRICOS Course Code:099498F VET National Code:BSB50815



This qualification reflects the role of individuals working in various positions across a variety of industry sectors who possess a sound theoretical knowledge base in international business management. They may demonstrate a range of managerial skills to ensure that international business activities are conducted effectively in an organisation or business area. Typically, they would have responsibility for the work of other staff and lead teams in conducting international business activities.

Entry Requirements

Enrolment of participants will be subject to meeting the following requirements:

- ▶▶ Must be 18 years of age or over
- ▶▶ Successful completion of Year 12 or equivalent
- ▶▶ Must have IELTS 5.5 or equivalent (For International Student)

Units of Study

BSBFIM501	Manage budgets and financial plans
BSBMGT517	Manage operational plan
BSBMKG514	Implement and monitor marketing activities
BSBMKG516	Profile international markets
BSBMKG517	Analyse consumer behaviour for specific international markets
BSBREL501	Build international client relationships
BSBREL502	Build international business networks
BSBWOR502	Lead and manage team effectiveness

Course Duration:

52 weeks

Tuition Fees:

\$10,000

Career Pathways

- ▶▶ Program Consultant
- ▶▶ Program Coordinator
- ▶▶ Export Manager
- ▶▶ Import Manager
- ▶▶ Trade Manager



How to Apply by Yourself

1. Choose your course

Visit www.aist.edu.au to view all of the courses at Australian Institute of Science And Technology.

2. Check Entry Requirements

Once you submit your application - AIST's admissions team will check placement availability for your chosen course and ensure that you have met the necessary academic and English language entry requirements for the course you wish to study.

3. Accept your Letter of Offer

If your application is successful, you will receive a Letter of Offer. Once you accept the Letter of Offer, a deposit will be required. You will then receive an electronic Confirmation of Enrolment (eCoE)

4. Apply for your visa (International Students only)

International students must apply for student visa at nearest Australian Overseas Diplomatic Mission. Please refer to the Department of Home Affairs for details: www.homeaffairs.gov.au

5. Plan Your Journey

Once your visa has been granted, you can book your flights and **confirm accommodation**.

Apply through Agent

Australian Institute of Science and Technology (AIST) works with trusted agents to advise and recruit international students, who provide prospective students with detailed information to support them in making an informed decision about studying at AIST. Please visit our website for further details.



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