Course Outline

SIT50416 DIPLOMA OF HOSPITALITY MANAGEMENT

Qualification Completion Requirements	Twenty Eight (28) units including thirteen (13) core units and fifteen (15) elective units are required to pass for the award of the SIT50416 Diploma of Hospitality Management. Units have been selected in accordance with the packaging rules and are relevant to the work outcome, local industry requirements and qualification level. The latest release of the qualification and packaging rules can be found at the following link: https://training.gov.au/Training/Details/SIT50416
Qualification Code and Title	SIT50416 Diploma of Hospitality Management
CRICOS Course code	106447K
Course Duration	This qualification will be delivered over 78 weeks, including 52 weeks of training and assessment spread over 6 terms of 10 weeks each and 18 weeks of holidays. Last 8 weeks of the sixth term will be reserved for Work placement.
Fees	Tuition Fee: $ 8,000 Application Processing Fee: $300 Material Fee: $200 **Total Fee: $ 8,500**
Purpose	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. This course is designed to train students with essential skills and knowledge required for an operational role in the hospitality sector.
Career Outcome	• Hotel/motel manager • Restaurant/Cafe manager • Club/ banquet/function manager • Executive housekeeper
Delivery Mode	This program is delivered in the classroom face-to-face mode and a training kitchen. The course is delivered at Level 6, 460 Church Street, Parramatta. NSW 2150

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Units of competency

Code	Units	Core/ Elective
BSBDIV501	Manage diversity in the workplace	Core
BSBMGT517	Manage operational plan	Core
SITXCCS007	Enhance customer service experiences	Core
SITXCCS008	Develop and manage quality customer service practices	Core
SITXCOM005	Manage conflict	Core
SITXFIN003	Manage finances within a budget	Core
SITXFIN004	Prepare and monitor budgets	Core
SITXGLC001	Research and comply with regulatory requirements	Core
SITXHRM002	Roster staff	Core
SITXHRM003	Lead and manage people	Core
SITXMGT001	Monitor work operations	Core
SITXMGT002	Establish and conduct business relationships	Core
SITXWHS003	Implement and monitor work health and safety practices	Core
SITXFSA001	Use hygienic practices for food safety	Elective- Group A
SITHKOP005	Coordinate cooking operations	Elective- Group B
SITHCCC013	Prepare seafood dishes*	Elective- Group C
SITHCCC014	Prepare meat dishes*	Elective- Group C
SITHPAT006	Produce desserts*	Elective- Group C
SITHCCC019	Produce cakes, pastries and breads*	Elective- Group C
BSBCMM401	Make a presentation	Elective- Group C
BSBITU306	Design and produce business documents	Elective- Group C
SITXWHS002	Identify hazards, assess and control safety risks	Elective- Group C
SITHKOP001	Clean kitchen premises and equipment*	SIT Package
SITXCCS006	Provide service to customers	SIT Package

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SITXHRM001	Coach others in job skills	SIT Package
SITHIND002	Source and use information on the hospitality industry practices	Group C BSB Package
BSBFIA401	Prepare financial reports	Group C
*SITXFSA001 Use hygienic practices for food safety is a pre-requisite unit for these units		

Pre-requisite	At least an Australian AQF Level 6 qualification - Australian Year 12 or equivalent studies.
Applicants' Characteristics	Characteristics of the target group are as follows: ▪ Applicants will have a minimum education level of a AQF Level 6 e.g. a year 12 or equivalent studies. ▪ Have an IELTS overall score of 5.5 or equivalent in similar English Skills Test (test results must be no more than 2 years old). ▪ Participate in a course entry interview to demonstrate their suitability for the course. English language competence can also be demonstrated through documented evidence of any of the following: Educated for 5 years in an English-speaking country; or Successful completion of an English Placement Test *Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.
Intakes, Timetable / Holiday Periods	Check Website
Pathways	Potential employment options are as a Leader or Manager in hospitality sector. Students who complete this course may wish to continue their education into a range of higher education qualifications or pursue a job career.

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Training package entry requirements	Nil
	DIT has its own Entry requirements as detailed above.
Delivery sites	Level 6, 460 Church Street, Parramatta, NSW 2150
Mandatory work placement requirement	There is no requirement of mandatory work placement to achieve this qualification.
Delivery schedule	DIT operates through a system of rolling enrolments meaning that students may commence at the beginning of any term. Students may also enter the qualification before a unit's delivery starts; as there is no particular prerequisite study for any unit. The Training and Assessment Schedule is shown in terms and this represents the scheduling of units on commencement.

	The course will be delivered in the sequence shown in the Delivery and Assessment Schedule. Students will be provided with this Delivery and Assessment Schedule on successful enrolment. Please note, depending on when a student joins the course, the term number may vary.
Classroom Training	• A face-to-face training mode is employed for this qualification and all training will take place at DIT training facilities in Darwin. Units of competency are delivered individually. • A timetable will be supplied to each student prior to course commencement. Students are also provided with an orientation to the course to outline the learning and assessment processes, support services and other relevant information. This forms part of the general orientation that DIT provides to students. • All students will be provided with a range of learning support options and resources to help them achieve competency. • Students can also be supported outside of face-to-face mode through e-mail and telephone contact with their trainer. Students are provided with their trainer's contact details at their orientation or later. • Students are encouraged to contact their trainer at any time and trainers will liaise with students regarding their progress and provide advice as required including any relevant course content and concepts, learning opportunities, assessment requirements, feedback on assessments and any issues the student is experiencing. • Students will be required to do homework which will need at least 2-5 hours of study per week. • DIT uses a range of techniques during face-to-face delivery including trainer presentations and demonstrations, individual tasks, case studies, research, role plays, practical demonstrations and group work. The context of the simulated workplace environment will be incorporated into delivery methodologies and students will complete tasks to appropriate workplace standards. • Delivery methodologies employ policy documents, procedure manuals, terminology, equipment, resources, materials, contexts, practices and activities associated with the business (or related) role in the workplace.

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	• The simulated training environment is achieved by using documentation standards, policy manual, equipment, tools, technology, workplace conditions, legislation, quality standards and approaches to work that match those currently employed in industry in a business context. For example, workplace plans (business/operational/ weekly), administration documentation, IT hardware (computers, laptops, printers, projectors) and Microsoft office software applications, telephones, tables and chairs, policy and procedure manuals. • Students' understanding of the workplace and its requirements will be developed throughout the course. • The environment is created to suit the specific unit requirements and the trainer reinforces understanding through relating to their own experience and through the use of learning materials e.g. textbooks, handouts or videos. Depending on the unit content and context the classroom environment is adapted to recreate the simulated work environment. • Appropriate simulated contexts and activities are incorporated into delivery and prepare students for assessment. These align to the contexts and activities indicated in the units of competency. The simulated assessment contexts and activities also align to the requirements of each unit of competency. • During the practical sessions, sufficient time is allocated for students to perform the required tasks, practice their skills and reinforce their knowledge. Facilities and Equipment ▪ Training rooms, including desks, chairs, whiteboard and overhead projector

	Computers with Microsoft Office and access to the Internet. Library from where you can borrow the relevant books.
General assessment aspects	DIT employs various assessment methods to determine the competency of a learner. These methods may vary among the units of competency. Specific weekly hours are allocated to the conduct of assessment during classroom activities. These include activities such as group activities, practical demonstration, role play and so on. Assessment will occur through a variety of methods, including projects incorporating role-plays, case studies and short answer questions. Assessment conditions will ensure a simulated workplace environment. Assessment tasks are in general as in the followings: ▪ Reflect real life work tasks. ▪ Required to be performed within industry standard timeframes as specified by assessors in relation to each task. ▪ Assessed using assessment criteria that relate to the quality of work expected by the industry.

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	- Performed to industry safety requirements as relevant. - Utilise authentic workplace documentation. - Require students to work with others as part of a team. - Require students to plan and prioritise competing work tasks. - Involve the use of standard, workplace equipment such as computers and software. - Ensure that students are required to consider workplace constraints such as time and budgets. Assessment Tasks will be handed over on specific dates as per Delivery and Assessment Schedule. Students need to prepare the answers within the allocated time period and submit on the expected date following the Delivery and Assessment Schedule.
Non-supervised assessment preparation homework	The structured non-supervised assessment preparation component of this course amounts to 2-5 hours a week. This non-supervised assessment preparation homework component will include a range of activities which will prepare them to answer the written questions, generally the Task 1 of the assessment component. The trainer will discuss the activities for homework and review them. The trainer will advise the learner of previous week's topics and activities to enable them to study further at home to prepare for the upcoming supervised assessment activities. The trainer will also discuss and review the homework activities in the following week.
Course Credit	DIT can grant you credit towards your course for units of competency that you have already completed with another RTO or authorised issuing organisation. We can also grant you Credit for subjects or units you have completed where equivalence can be established between the unit in your course, and the subject or unit you have completed. There is no charge to apply for Credit. To apply, fill in the Credit Application Form and submit it as part of your enrolment. Granting course credit may affect course fees as well as the duration of Student visa.
Recognition of Prior Learning (RPL)	Recognition of Prior Learning is available, and all students are offered the opportunity to participate in RPL upon enrolment. Recognition of Prior Learning is recommended as an option where individuals have been working in a relevant job role for at least 2 years.

	A streamlined RPL process has been developed which requires the student to make a self-assessment of their skills, participate in an interview with an assessor, provide documentary evidence and demonstrate practical skills where relevant. This process involves: The candidate expresses their interest in RPL and discusses their suitability with DIT trainer If suitable, they are sent a Candidate Kit.

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	Candidate completes the RPL Candidate Kit to confirm they are able to provide required evidence for RPL and then if they wish to progress their application, fills in the application form provided in the kit and returns it to DIT. The application is reviewed for suitability. If suitability is confirmed, the candidate is enrolled. The assessor then makes arrangements to meet with the candidate to conduct the first interview and begins assessing skills and knowledge using the RPL Assessor Kit. An evidence plan is developed during this meeting. The assessor then contacts professional referees to confirm the candidate's skills, work experience and knowledge, and records findings in the RPL Assessor Kit The assessor conducts further interviews and practical assessments as required. A decision is made about whether RPL will be granted for each unit and this is recorded in the Assessor's Kit. Arrangements for gap training are made if required Feedback is collected from each candidate in relation to the RPL process. RPL Tools There are two tools used to form assessment decisions for each RPL Enrolment into BSB80120 Graduate Diploma of Management (Learning). They are: The RPL Candidate Kit – to be completed by the student The RPL Assessor's Kit - to be completed by DIT's trainer/assessor. **Granting RPL may affect course fees as well as the duration of Student visa.**
How to apply	If you would like to enrol into this course, please contact our office to obtain a Student Enrolment Form. Phone: 1300 420 156 (from Australia), +61 421 196 622 (from Overseas) email: info@dit.edu.au Please fill out all sections in the Student Enrolment Form and return through email or through post to: Post: 37 Gregory St, Parap, Darwin (Northern Territory), NT 0820 Once we receive your completed forms, we will contact you to arrange an entry interview.

If you would like to discuss this course in more detail, please call us for a confidential discussion on +61 421 196 622.

This course outline should be read in conjunction with DIT's Student Handbook

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