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# 2023 COURSE GUIDE



**Explore your future  
career opportunities**



# WELCOME YUMA

**Dhawura Nguna Dhawura Ngunnawal  
Ngunnawalwari Dhawurawari  
Nginggada Dindi yindumaralidjinyin  
Dhawura Ngunnawal Yindumaralidjinyin**

**This is Ngunnawal Country. We always  
respect their Elders, male and female.  
We always respect Ngunnawal Country.**

CIT acknowledges the cultural host nation of the ACT, the Ngunnawal people as Canberra's first inhabitants and traditional custodians of the ACT and Region. We recognise the special relationship and connection to country that the Ngunnawal people have with this area since time immemorial.

Prior to non-Indigenous arrival Ngunnawal were a thriving community whose cultural practices were and still are core to their physical and spiritual wellbeing. We acknowledge the historical dispossession

of the Ngunnawal people and recognise the long lasting, profound and ongoing impact to their health and well-being that invasion has had on their livelihoods, cultural practices and families as well as the continuation of their laws/lore.

CIT respectfully acknowledges the significant contribution of the Ngunnawal people to the life of Canberra.

We also acknowledge other Aboriginal and Torres Strait Islander peoples that have made this place their home.

📍 FIRST LAST NAME  
STUDIES NAME OF  
COURSE (HLT54115)  
AT CIT YURAUNA







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# CIT IN THE COMMUNITY

CIT has been part of the Canberra community for over 90 years. Without even realising it, a day in the life of a Canberran is touched by the vocational training and skills of CIT graduates in a range of industries, from their fitness instructor and coffee shop barista, to their children's trusted early childhood educator, aged care support worker and the tradies who keep utilities running throughout the city. Our nationally-recognised courses offer practical experience, not just theory, meaning students end up with real industry skills that lead to jobs.

📍 Shivani Rampadaruth  
Diploma of Nursing (HLT54115)



# WHY STUDY AT CIT



# OVER 90 YEARS' EXPERIENCE

**CIT is the largest VET provider in the ACT, with more than 90 years' experience in vocational education, training 24,000 students a year.**

## HIGH EMPLOYMENT RATE

92.2% of CIT graduates in 2021 were employed or in further study, compared with 84.7% nationally.

## NATIONALLY RECOGNISED QUALIFICATIONS

CIT offers nationally-recognised qualifications, so when you complete your course, you can take your qualifications anywhere across Australia!

## AWARD-WINNING INSTITUTE

CIT has won the Australian Capital Territory's (ACT) Large Registered Training Organisation of the Year Award for 10 years running.

## 90 YEARS' OF EXPERIENCE

The institute has delivered vocational education and training since 1928, shaping Canberra's workforce. CIT is the only public provider of VET in Australia's capital city.

## WORLD-CLASS FACILITIES ACROSS 5 CAMPUSES

Our facilities include commercial kitchens, commercial training restaurant and café, childcare training facility, hair and beauty salon, fitness centre and simulated hospital wards.

## TRAIN WITH CANBERRA'S BEST

CIT is home of the 2021 ACT Apprentice of the Year, 2021 ACT Aboriginal and Torres Strait Islander Student of the Year, 2021 ACT Trainee of the Year and 2021 ACT Vocational Student of the Year.

## AWARD-WINNING TEACHERS

CIT's teachers are highly skilled, with current industry knowledge, experience and connections. Many teachers have won awards within the industry.

## JOB-READY GRADUATES

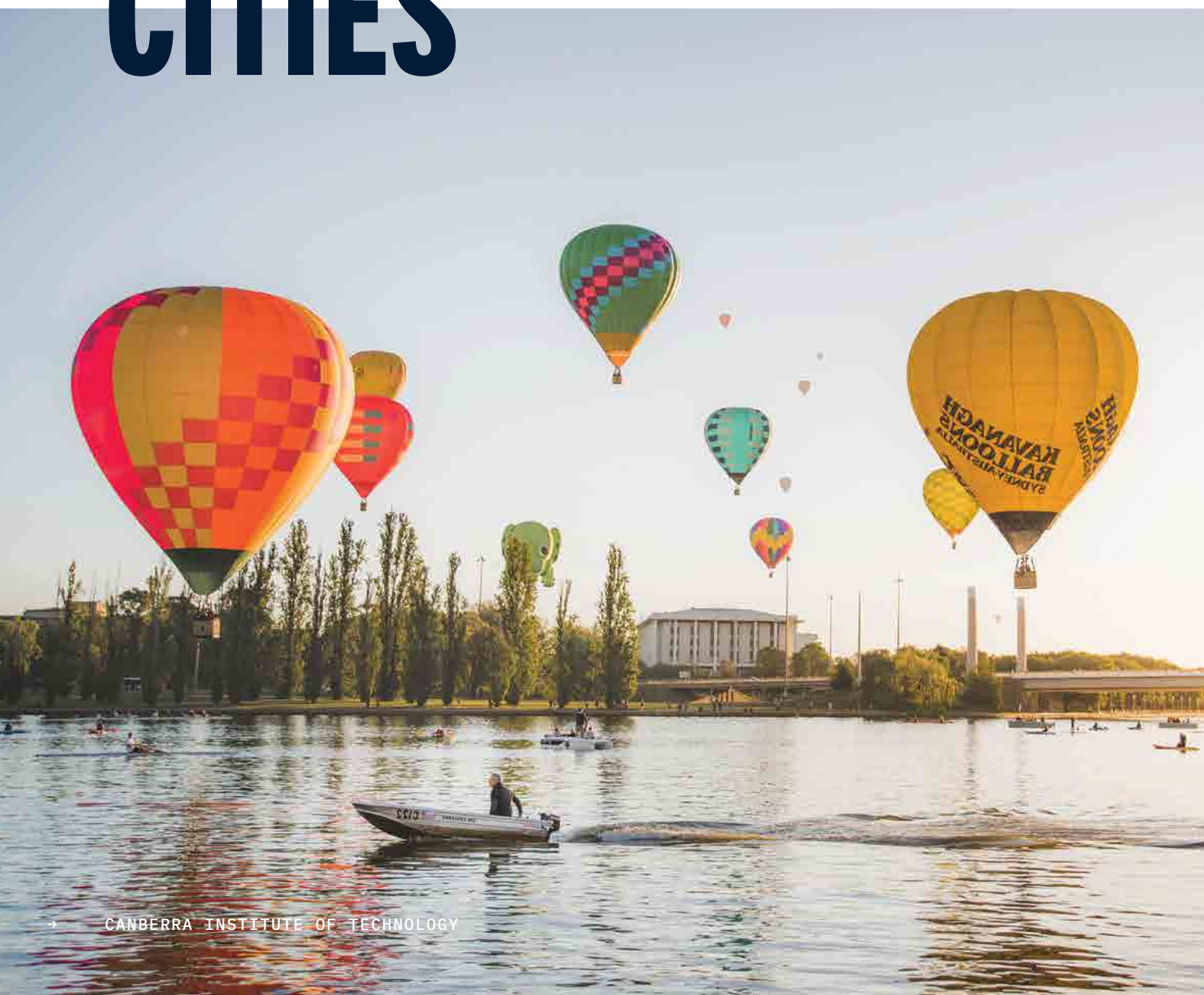
CIT's graduates are renowned by industry for being job-ready. CIT's hands-on training methods, industry placements or exposure to industry practices, mean graduates have the skills and confidence to enter the workforce straight away.

## STUDENT DIVERSITY

With over 24,000 students each year, including 500+ international students from 60+ countries, CIT has a vibrant, welcoming and inclusive campus culture, which enables you to develop friendships with students from Australia and around the world.



# LIVE IN ONE OF THE WORLD'S MOST LIVABLE CITIES



246 AVERAGE DAYS OF  
SUNSHINE THROUGH HOT  
SUMMERS & COLD WINTERS



HIGHEST QUALITY  
OF LIVING IN THE WORLD



INTERNATIONAL CITY  
WITH 100+ EMBASSIES  
& CONSULATES

LESS CONGESTION THAN  
MANY OTHER CITIES,  
AND A RELIABLE PUBLIC  
TRANSPORT NETWORK.  
IT'S EASY TO GET AROUND!





# FASTEST ECONOMIC GROWTH IN AUSTRALIA



HIGHEST AVERAGE  
EARNINGS IN AUSTRALIA

CIT'S INDUSTRY  
PLACEMENTS MAKE STUDENTS  
JOB-READY THROUGH  
PRACTICAL EXPERIENCE



WORLD-CLASS  
INTERNATIONAL AIRPORT IS  
WITHIN 30 MINUTES' DRIVE  
OF ANYWHERE IN THE CITY

CIT'S INDUSTRY NETWORKS  
HELP GRADUATES MEET &  
CONNECT WITH EMPLOYERS





# PLAY IN ONE OF THE WORLD'S BEST CITIES TO VISIT



OVER 50 GALLERIES,  
MUSEUMS & CULTURAL  
INSTITUTIONS

Mirdidingkingathi JUWARNDI (Sally Gabori)  
Kaiadilt people 'Outside Dibirdibi', 2008

AWARD WINNING  
RESTAURANTS, BARS,  
COFFEE AND WINE



70% PARKLANDS &  
NATURE RESERVES

2 HOURS TO THE BEACH  
OR SNOW & 3 HOURS TO  
SYDNEY



WORLD CLASS FESTIVALS,  
FACILITIES, ENTERTAINMENT,  
SPORTING EVENTS, ARTISIAN  
MARKETS, FOOD AND WINE

Images: VisitCanberra, Lightbulb  
Studios, Lean Timms, Caitlin Welch,  
EventsACT





# \* AUSTRALIA'S EDUCATION CAPITAL



MOST EDUCATED CITY  
IN AUSTRALIA



THE 'CLEVER CAPITAL'  
BOASTS THE COUNTRY'S  
BEST-EDUCATED  
WORKFORCE



STUDY PATHWAYS  
THROUGH TO CANBERRA'S  
RENOWNED AUSTRALIAN  
UNIVERSITIES





# OUR CAMPUSES

**CIT is the largest VET provider in the ACT, with over 90 years' of experience in vocational education, training 24,000 students a year.**

CIT BRUCE

CIT TUGGERANONG

CIT FYSHWICK

CIT REID

CIT GUNGAHLIN

## CIT REID

CIT Reid is a walking distance from Canberra City, providing easy access to stylish cafes, bars, cinemas and shops. Lake Burley Griffin is close by, as are major national attractions, such as the Australian War Memorial, National Gallery of Australia and Questacon.

→ [37 Constitution Avenue Reid](#)

## CIT FYSHWICK

CIT Fyshwick Trade Skills Centre is located in the industrial hub of Canberra, making it accessible to the industries that play such an important role in on-campus training. You will find state-of-the-art training facilities to support studies in electrotechnology trades, plumbing, automotive, metals and logistics.

→ [81 Mildura Street Fyshwick](#)

## CIT GUNGAHLIN

CIT Gungahlin, in Canberra's rapidly expanding northern suburbs, is co-located with the new, state-of-the-art Gungahlin College and Gungahlin Public Library.

→ [25 Gozzard Street Gungahlin](#)

## CIT BRUCE

CIT Bruce is located in the northern suburbs of Canberra, close to the University of Canberra and the nation's premier sporting centre, the Australian Institute of Sport. It is home to CIT's award-winning Sustainability Hub and is set in the peaceful surrounding of native bushland. Major shopping centres, entertainment venues and cafes are only a stone's throw away.

→ [35 Vowels Crescent Bruce](#)

## CIT TUGGERANONG

CIT Tuggeranong is located in the town centre of Tuggeranong, which includes major shops, entertainment and sporting facilities. All CIT students can drop in to access wide-ranging support for their studies. Students can also access a range of flexible learning options.

→ [205 Anketell Street Tuggeranong](#)



ROAD READY

COMMUNITY  
SERVICES

# ABORIGINAL & TORRES STRAIT ISLANDER

COMMUNITY  
DEVELOPMENT

CULTURAL  
SAFETY

Courses for Aboriginal and/or  
Torres Strait Islander peoples.

MENTAL  
HEALTH

GENERAL  
EDUCATION



# ABORIGINAL AND TORRES STRAIT ISLANDER



CIT’s community services courses are designed for Aboriginal and/or Torres Strait Islander people, either wishing to enter, or already working in, the area of community services or development. CIT’s courses are delivered by qualified and experienced Aboriginal and Torres Strait Islander teachers within a community setting. We use Aboriginal learning techniques, such as yarning circles, to come up with ideas, learn from each other and build on existing life skills and experience.

General Education for Adults is designed for Aboriginal and/or Torres Strait Islander people who would like to improve their reading, writing, numeracy, digital (computing) and learning skills to participate more fully in everyday life, further learning and work. CIT Yurauna aim to have an interactive, visual classroom that brings the outside environment inside the classroom. We offer a safe and culturally sensitive-environment.

Courses	Delivery	Duration	Location	AA
Certificate IV in Alcohol and Other Drugs (CHC43215)	FT/PT	6 months	Reid	•
Certificate IV in Community Services (CHC42015)	FT/PT	6 months	Reid	•
Certificate IV in Community Development (CHC42115)	FT/PT	6 months	Reid	
Certificate IV in Mental Health (CHC43315)	PT	6 months	Reid	
Certificate III in Community Services (CHC32015)	FT/PT	6 months	Reid	•
Certificate II in General Education for Adults (22473VIC)	FT/PT	6 months	Reid	
Statement of Attainment Promote Aboriginal and/or Torres Strait Islander Cultural Safety	FT	4 weeks	Reid	
Statement of Attainment Road Ready	PT	3 days	Reid	

**Childcare and scholarships**  
Aboriginal and/or Torres Strait Islander students may be eligible for a CIT Yurauna Indigenous scholarship and access to free childcare for Aboriginal and Torres Strait Islander children from birth to 5 years old through the CIT Yurauna Early Childhood Centre at CIT Reid.

Artwork ‘Spirited Place’ by John Johnson

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
Course details correct at time of publication. For the most up-to-date information about courses, including approximate fees, please visit [cit.edu.au](http://cit.edu.au)



"I LOVE EVERYTHING ABOUT CIT YURAUNA – IT IS A VERY SUPPORTIVE ENVIRONMENT WHERE NOTHING IS A PROBLEM FOR STUDENTS OR STAFF."

Roxanne Brown (Teacher, CIT Yurauna)



# CREATIVE INDUSTRIES

MEDIA

For those who want a career in the growing creative, entertainment and design industries.

MUSIC

INTERIOR DESIGN

HAIRDRESSING

ART

MAKE-UP

BEAUTY

LIVE THEATRE  
PRODUCTION

PHOTOGRAPHY

MUSIC

FASHION

FLORISTRY

GRAPHIC DESIGN

BARBERING



# BARBERING



CIT’s nationally-recognised qualifications will provide students with all the practical skills and theoretical knowledge to lead to a sensational career as a barber.

Students will learn from the best in the business, practice in a real barber studio environment, and gain all the skills needed to enter the industry.

### JOB OPPORTUNITIES

- Barber

Courses	Delivery	Duration	Location	AA
Certificate III in Barbering (SHB30516)	FT/PT	1.5 years	Reid	•
Statement of Attainment Advanced Barbering	PT	5 weeks	Reid	

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
Course details correct at time of publication. For the most up-to-date information about courses, including approximate fees, please visit [cit.edu.au](http://cit.edu.au)

# BEAUTY THERAPY



Develop in-demand skills and build leading industry connections to become a beauty therapist. CIT’s beauty therapy courses are designed and delivered by inspiring and highly-experienced teachers. Students will learn hands-on practical skills in CIT’s commercial salons, ensuring they are job ready when they graduate.

### JOB OPPORTUNITIES

- Beauty therapist
- Spa therapist
- Manicurist
- Pedicurist

Courses	Delivery	Duration	Location	AA
Diploma of Beauty Therapy* (SHB50115)	FT	1 year	Reid	
Certificate IV in Beauty Therapy (SHB40121)	FT/PT	1 year	Reid	•

\* Qualification in transition, changes will apply in 2022/2023



# FASHION

Prepare for a career in one of the world's most dynamic and diverse industries. CIT's innovative courses give students the edge in the competitive fashion industry. These courses not only nurture creativity, but provide essential skills and the hands-on experience necessary for a career in fashion.

CIT fashion students have access to some of the region's best fashion training facilities. The simulated work studios feature the latest digital machinery, specialist textile labs, fashion-specific digital labs and specialised industrial machinery.

## JOB OPPORTUNITIES

- Fashion designer
- Fashion magazine assistant
- Product developer
- Patternmaker
- Machinist
- Assistant dressmaker
- Stylist

Courses	Delivery	Duration	Location	AA
Diploma of Applied Fashion Design and Merchandising (MST50119)	FT/PT	2 years	Reid	
Certificate III in Applied Fashion Design and Technology (MST30819)	PT	1.5 years	Reid	

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
Course details correct at time of publication. For the most up-to-date information about courses, including approximate fees, please visit [cit.edu.au](http://cit.edu.au)





# FLORISTRY



Enter the beautiful and colourful world of floristry through CIT’s nationally-recognised courses, taught by experienced industry professionals. Learn high-level technical floristry and design skills, and an ability to work at professional floristry standards.

### JOB OPPORTUNITIES

- Florist
- Flower arrangement
- Floral design

Courses	Delivery	Duration	Location	AA
Certificate III in Floristry (SFL30115)	PT	2 years	Bruce	•

"MY TWO LOVES, FLOWERS AND FAMILY, HAVE COME TOGETHER TO MAKE ‘FLOWERS WITH A PURPOSE’ AND I COULDN’T BE HAPPIER."

Geetha Wijewickrema (Graduate, Floristry)

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
Course details correct at time of publication. For the most up-to-date information about courses, including approximate fees, please visit [cit.edu.au](http://cit.edu.au)

# GRAPHIC DESIGN



CIT students study digital media and graphic design practices, design thinking, web, motion and information design, industry practice and more. We know that theory is not enough. It’s the hands-on skills that prepare our students for employment and make them valuable to the industry!

### JOB OPPORTUNITIES

- Graphic designer
- Illustrator
- Multimedia designer
- Web designer
- Content developer
- UX designer

Courses	Delivery	Duration	Location	AA
Advanced Diploma of Graphic Design (CUA60320)	FT	1 year	Reid	
Diploma of Graphic Design (CUA50720)	FT	1.5 years	Reid	
Statement of Attainment Preparatory Skill Set for Professional Graphic Design Practice (CUASS00105)	ON	12 weeks	Reid	



# HAIRDRESSING



CIT’s nationally-recognised qualifications will provide students with all the practical skills and theoretical knowledge to lead to a sensational career as a hairdresser.

Students will learn from the best in the business, practice in a real salon and gain all the skills needed to enter the industry.

### JOB OPPORTUNITIES

- Hairdresser
- Colourist

Courses	Delivery	Duration	Location	AA
Certificate III in Hairdressing (SHB30416)	FT/PT	1.5 years	Reid	•
Statement of Attainment Introduction to Hair and Beauty	FT	4 weeks	Reid	

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
Course details correct at time of publication. For the most up-to-date information about courses, including approximate fees, please visit [cit.edu.au](http://cit.edu.au)

# INTERIOR DESIGN



There is no better place to start your career in interior design than at CIT. Interior designers are problem-solvers, joining architecture and design together to create interiors that are functional, aesthetically engaging, sustainable and embrace universal design practices. Students who study at CIT will graduate with the skills needed to work in the industry.

### JOB OPPORTUNITIES

- Interior designer architectural practice
- Design consultant
- Stylist
- Visual merchandiser
- Design project administrator
- Design manager
- Residential interior designer
- Sales and marketing in interiors and furniture

Courses	Delivery	Duration	Location	AA
Advanced Diploma of Interior Design (MSF60118)	FT/PT	2 years	Reid	
Diploma of Interior Design (MSF50218)	FT/PT	1.5 years	Reid	
Certificate IV in Interior Decoration (MSF40118)	FT	1 year	Reid	



# LIVE THEATRE PRODUCTION



This course will give students the skills and knowledge to work effectively on the staging of live productions in a variety of entertainment industries. Delivered through industry placement with the Canberra Theatre Centre, students will gain the hands-on experience needed to be job ready when they graduate.

### JOB OPPORTUNITIES

- Lighting technician
- Sound technician
- Stage hand
- Crew member
- Venue technician
- Follow spot operator

Courses	Delivery	Duration	Location	AA
Certificate III in Live Production and Technical Services (CUA30420)*	FT	1 year	Reid	

\* Qualification in transition, changes will apply in 2022/2023

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
Course details correct at time of publication. For the most up-to-date information about courses, including approximate fees, please visit [cit.edu.au](http://cit.edu.au)

# MAKE-UP



Develop in-demand skills and build leading industry connections when you join the growing make-up industry. CIT's make-up artist courses are designed and delivered by inspiring and highly-experienced teachers. Students will learn hands-on practical skills in CIT's commercial salons, ensuring they are job ready when they graduate.

### JOB OPPORTUNITIES

- Make-up artist
- Make-up consultant

Courses	Delivery	Duration	Location	AA
Certificate III in Make-Up (SHB30221)	FT/PT	6 months	Reid	
Non-Accredited Training Personal Make-up Style Workshop	PT	4 hours	Reid	



MEDIA



CIT’s dynamic screen and media courses are designed for students to graduate with the skills and connections to work in the industry. Our students study film and TV production, outside broadcasting, sound, editing, scripting, producing, visual effects and more.

Supported by teachers who are media professionals, students will learn using industry-standard software and equipment in custom-built facilities, including a Mac computer lab and dedicated filming studio. They will also have the opportunity to collaborate with students from other industry areas, nurturing important networking links.

JOB OPPORTUNITIES

- Producer
- Researcher
- Presenter
- Studio manager
- Technical assistant
- Director
- Digital editor
- Camera operator
- Sound designer
- Content developer
- Script writer

Courses	Delivery	Duration	Location	AA
Diploma of Screen and Media (CUA51015)	FT	9 months	Reid	
Statement of Attainment Write Content for Media	ON	8 weeks	Reid	
Statement of Attainment Editing for Screen	PT	8 weeks	Reid	

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
Course details correct at time of publication. For the most up-to-date information about courses, including approximate fees, please visit [cit.edu.au](http://cit.edu.au)

MUSIC



Studying music at CIT is the perfect way to develop your musical technique and confidence with music production technology, in preparation for higher study pathways or a career in the music industry.

Students will learn using industry-standard software and equipment, in custom-built facilities, including professional recording studios, labs and a live venue. CIT’s highly-respected and experienced teachers have strong networks in the local music industry, and will give you a high degree of practical experience and theory.

JOB OPPORTUNITIES

- Broadcast audio operator
- Sound mixer
- Assistant sound engineer
- Music performer
- Singer/composer
- DJ

Courses	Delivery	Duration	Location	AA
Non-Accredited Training Club DJ Advanced	PT	9 weeks	Reid	
Non-Accredited Training Club DJ Fundamentals	PT	9 weeks	Reid	
Non-Accredited Training Pro Tools 201	PT	3 days	Reid	

CIT also offers a range of sound production and music performance qualifications and short courses in purpose built facilities with access to professional musicians and sound engineers. Please go to [cit.edu.au](http://cit.edu.au) for the most up-to-date information about CIT music courses.



# PHOTOGRAPHY



Photography at CIT has a reputation for producing some of the finest commercial photographers in the country. The combination of facilities, equipment and experienced teachers is everything students need to learn the commercial skills to enter the industry and produce a portfolio of high quality work.

### JOB OPPORTUNITIES

- Photographer
- Photo imaging
- Photography assistant
- Photo lab technician
- Studio assistant
- Photo store specialist

Courses	Delivery	Duration	Location	AA
Certificate IV in Photography and Digital Imaging (CUA41120)	FT/PT	1 year	Reid	

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
Course details correct at time of publication. For the most up-to-date information about courses, including approximate fees, please visit [cit.edu.au](http://cit.edu.au)

# VISUAL ARTS



Studying visual arts at CIT is the perfect way to gain the skills needed for a career in this vibrant field. CIT visual arts students work in large, light-filled studios and specialty workshops, all well-equipped to support them as they cultivate skills in a broad range of disciplines.

Students enjoy the benefits of a shared CIT ‘DesignSpace’ gallery, with regular exhibitions and the opportunity to collaborate, and be inspired by other CIT creative and design students.

### JOB OPPORTUNITIES

- Artist
- Illustrator
- Designer
- Gallery staff
- Cultural event staff
- Workshop facilitator
- Visual arts and crafts professional

Courses	Delivery	Duration	Location	AA
Diploma of Visual Arts (CUA51120)	FT/PT	1 year	Reid	
Certificate IV in Visual Arts (CUA41320)	FT/PT	1 year	Reid	
Statement of Attainment Skills for Creative Thinking	FL	6–8 weeks	Reid	



FOUNDATION  
SKILLS

# EDUCATION & COMMUNITY

YEAR 12

Start a valuable and rewarding  
career today!

ENGLISH  
LANGUAGE

ALCOHOL &  
OTHER DRUGS

COMMUNITY  
SERVICES &  
DEVELOPMENT

CHILDREN'S  
EDUCATION &  
CARE



# ACT SENIOR SECONDARY CERTIFICATE (YEAR 12)



At CIT, students can complete their Year 12 Certificate in a supported and flexible environment. Full-time, part-time and flexible study options are available, as well as day and evening classes.

The Year 12 Certificate is ideal to build your academic skills and confidence for further work and study or gain an ATAR for university entry. Choose from three different study options depending on your needs.

Courses	Delivery	Duration	Location	AA
ACT Year 12 Senior Secondary Certificate	FT/PT	Varied	Bruce	

CIT's vocational Year 12 Certificate combines practically-focused English and maths subjects, with qualifications at certificate II and III levels in areas such as children's services, fitness, design, hairdressing, culinary skills or automotive.

The Year 12 Certificate, for adult learners, has a general education focus. Eligible mature students may be able to complete this in just one year.

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
Course details correct at time of publication. For the most up-to-date information about courses, including approximate fees, please visit [cit.edu.au](http://cit.edu.au)

# ALCOHOL AND OTHER DRUGS



CIT's courses in Alcohol and Other Drugs provides the specialist skills, techniques and theories needed for the field. You will engage with industry through work placement, industry speakers, and project-based learning.

- JOB OPPORTUNITIES**
- Case worker
  - Community support worker
  - Drug and alcohol worker
  - Detoxification worker

Courses	Delivery	Duration	Location	AA
Diploma of Alcohol and Other Drugs (CHC53215)	FT/PT	1 year	Bruce	
Certificate IV in Alcohol and Other Drugs (CHC43215)	FT/PT	6 months	Bruce	•



# CHILDREN’S EDUCATION AND CARE

Working with children as an early childhood educator is one of the most valuable and rewarding professions a person can choose. CIT offers a range of courses in children’s education and care – get started today! Students learn valuable skills where education and play go hand-in-hand for children and young people.

Train in CIT’s dedicated facilities with a simulated early learning centre at CIT Bruce, allowing students to gain real-world skills and experience!

### JOB OPPORTUNITIES

- Children’s Services Director/Manager
- Early Childhood Educator
- Team leader
- Education assistant
- Education support worker
- Home tutor
- Teacher aide
- Teacher assistant

Courses	Delivery	Duration	Location	AA
Diploma of Early Childhood Education and Care (CHC50121)	FT/PT	1 year	Bruce Tuggeranong	•
Certificate IV in Education Support (CHC40213)*	FT/PT	1 year	Bruce Tuggeranong	•
Certificate III in Early Childhood Education and Care (CHC30121)*	FT/PT	1 year	Bruce	•
Statement of Attainment training in Health Starter	PT/ON	4 weeks	Bruce	

\* Qualifications in transition, changes will apply in 2023

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
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STUDENT STORY  
– SOPHIE NEW

## TRAINEESHIP HELPS STUDENTS THRIVE



The moment Sophie New stepped into the classroom as a Learning Support Assistant (LSA), she realised she had made the right career decision. Since then, she hasn't looked back.

As an LSA, Sophie assists primary school students with their reading and writing, and simply loves her job. In addition to working as an LSA, Sophie studied her Certificate IV in Education Support (CHC40213) and was awarded the 2021 ACT Training Awards Trainee of the Year, recognising her skills and commitment to her chosen field.

"The Certificate has really helped build on my skills as an LSA. I can then take this knowledge and strategies back to my school to assist the school community," she said.

Sophie is delighted about receiving the award and encourages others to consider a traineeship.

"I am grateful for being able to achieve my Certificate IV in Education Support through CIT. Vocational education and training has provided me with way of learning that suits me, is skills-based and relevant to my role."

Sophie spent some of her time working remotely, helping students study from home during the ACT COVID-19 lockdown.

"This is a really challenging time for all, and being able to still provide literacy assistance to students while they can't come to the classroom is really important."

Sophie thanks her colleagues at Monash Primary School, and CIT teachers, Anna Gaspari-Nazor and Helen Barker, for providing mentoring and support.

"All our teachers are very knowledgeable in their subjects, and this gives us rich industry-gearred information and content."

The course has also given Sophie the opportunity to meet LSAs from other ACT public schools and make the most of this networking opportunity.



# COMMUNITY SERVICES AND DEVELOPMENT

CIT’s community service courses offer students the skills to give back to their community in a meaningful way. To ensure students gain experience, they engage with industry through work placement, industry speakers, project-based learning in a variety of community organisations, and have access to teachers who are currently working in industry. CIT’s community services courses offer a range of career paths including working in industry sectors such as alcohol and other drugs, community services, community development, mental health and youth work.

## JOB OPPORTUNITIES

- Case manager
- Community worker
- Domestic violence worker
- Family support worker
- Mental health worker
- Youth worker
- Welfare support worker
- Outreach worker

Courses	Delivery	Duration	Location	AA
Diploma of Community Services (CHC52015)	FT/PT	1 year	Bruce	•
Certificate IV in Community Services (CHC42015)	FT/PT	6 months	Bruce	•
Certificate IV in Community Development (CHC42115)	FT/PT	6 months	Bruce	
Certificate IV in Mental Health (CHC43315)	FT/PT	6 months	Bruce	•
Certificate IV in Population Health (HLT46015)	PT	1 year	Bruce	
Certificate IV in Youth Work (CHC40413)	FT/PT	6 months	Bruce	•
Certificate III in Individual Support (Home and Community) (CHC33015)	FT/PT	6 months	Bruce	•
Certificate III in Community Services (CHC32015)	FT/PT	6 months	Bruce	•
Statement of Attainment Introduction to Community and Care	FT/ON	4 weeks	Bruce	
Statement of Attainment Supporting Mental Health	PT/FL	6 weeks	Reid	
Statement of Attainment Team Leader (CHCSS00091)	PT	6 months	Bruce	
Statement of Attainment Health Starter	ON	18 weeks	Bruce	
Statement of Attainment training in Health Starter	PT/ON	4 weeks	Bruce	

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
Course details correct at time of publication. For the most up-to-date information about courses, including approximate fees, please visit [cit.edu.au](http://cit.edu.au)





# ENGLISH LANGUAGE



Is English your second, third or fourth language? Do you need English language skills for work or study? CIT English language courses assist students to achieve functional English so they can maximise opportunities in Australia. Our courses are designed to improve skills in speaking, listening, reading and

writing English, from beginner to advanced level. Our qualified, experienced teachers will build your confidence to use English at work, for study or in the community, in a friendly and affordable learning environment.

Courses	Delivery	Duration	Location	AA
Certificate IV in Spoken and Written English for Further Study (10730NAT)	FT/PT	Varied	Reid Gungahlin	
Certificate III in Spoken and Written English (10729NAT)	FT/PT	Varied	Reid Gungahlin	
Certificate II in Spoken and Written English (10728NAT)	FT/PT	Varied	Reid Gungahlin	
Certificate I in Spoken and Written English (10727NAT)	FT/PT	Varied	Reid Gungahlin	
Non-Accredited Training Language Skills for Taxi Drivers	PT	3 hours	Reid	

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
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# FOUNDATION SKILLS



CIT’s foundation skills and general education for adults courses provide a relaxed environment for students to improve their literacy, numeracy and basic computing skills.

These courses also help students become independent learners, develop problem solving skills, improve communication skills, build confidence and prepare for work.

Courses	Delivery	Duration	Location	AA
Certificate II in General Education for Adults (22473VIC)	FT/PT	1 year	Bruce	
Certificate II in Skills for Work and Vocational Pathways (FSK20119)	FT/PT	6 months	Bruce Reid	
Certificate I in General Education for Adults (Introductory) (22476VIC)	PT	1 year	Bruce	
Non-Accredited Training Practical Skills for Work and Learning	PT/ON	Varied	Bruce Reid	
Non-Accredited Training Literacy, Numeracy and ICT Skills for Study	PT	1 year	Bruce Tuggeranong	



FITNESS

# HEALTH & FITNESS

Kick-start a rewarding career in the  
health and fitness sector!

COVID-19  
INFECTION  
CONTROL

NURSING

SPORT

MASSAGE

POPULATION  
HEALTH

AGED CARE

DENTAL

ALLIED  
HEALTH

HOME &  
COMMUNITY  
CARE

WORK  
HEALTH  
& SAFETY

DISABILITY



# AGED CARE

Aged care is a career with a difference – it makes a world of difference to people in later life and their families. Quality aged care can offer comfort, health, happiness and companionship at an important stage of life. This can be facilitated through strong collaborative care arrangements, and through a specialised knowledge of supports and interventions.

Learn skills to assist clients in a home or care setting with a range of specialised supports and interventions. Quality aged care is about collaborative partnerships, and you will learn to work with the client’s family and other support networks to enhance client care. Our aged care courses have a hands-on focus to ensure you put the theory into practice as you learn.

## JOB OPPORTUNITIES

- Aged care coordinator
- Aged care team leader
- Aged care support worker
- Aged care service coordinator
- Personal Carer
- Care worker
- Nursing assistant
- Respite worker

Courses	Delivery	Duration	Location	AA
Certificate IV in Ageing Support (CHC43015)	FT/PT	1 year	Bruce	•
Certificate III in Individual Support (Ageing) (CHC33015)	FT/PT	6 months	Bruce	•
Statement of Attainment Assist Clients with Medication Skill Set (CHCSS00070)	PT	6-8 weeks	Bruce	
Statement of Attainment training in Health Starter	PT/ON	4 weeks	Bruce	

"I THOROUGHLY ENJOYED DOING ALL OF THE PRACTICALS. THE TEACHERS ARE REALLY WELCOMING. WHATEVER I NEEDED HELP WITH, IT WAS THERE."

Lalita, Certificate III in Individual Support (Ageing) (CHC33015)

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
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# ALLIED HEALTH

Start a career as an allied health assistant with a nationally-recognised course from CIT. Students will be trained to work alongside a variety of allied health professionals, such as physiotherapists and occupational therapists, in a range of settings including hospitals, community rehabilitation, private practices, aged care facilities and more. Learn in CIT's state-of-the-art simulated health care facilities using case scenarios.

### JOB OPPORTUNITIES

- Occupational therapy assistant
- Physiotherapist assistant
- Assistant to other specialised allied health professions

Courses	Delivery	Duration	Location	AA
Certificate IV in Allied Health Assistance (Physiotherapy) (HLT43015)	FT/PT	1 year	Bruce	
Certificate IV in Allied Health Assistance (Occupational therapy) (HLT43015)	FT/PT	1 year	Bruce	
Statement of Attainment Allied Health Assistance - Nutrition and Dietetics Skill Set (HLTSS00052)	PT	6 months	Bruce	
Statement of Attainment Allied Health Assistance - Social Work Skill Set (HLTSS00056)	PT	6 months	Bruce	
Statement of Attainment training in Health Starter	PT/ON	4 weeks	Bruce	

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### STUDENT STORY

## ALLIED HEALTH ASSISTANCE COURSE STRENGTHENS CAREER



James started studying the Certificate IV Allied Health Assistance (HLT43015) at CIT as he plans to become a physiotherapist. He chose the CIT course to gain experience in the industry and develop skills, not only useful for the job, but in day-to-day life.

James is currently working at the University of Canberra Hospital, assisting physiotherapists with providing therapy to patients on the Stomlo (neurological rehabilitation) ward and in the hospital gym.

"The Allied Health Assistance course really helped me adjust from school in to work. The course was flexible, very hands-on and practical, which made

the transition to a job easier. The course also helped me learn great communication skills, which are a vital part of the job when it comes to building relationships with patients."

James finds his job very rewarding and really enjoys watching patients progress and helping them to achieve their goals. James had a great experience at CIT with knowledgeable teachers who have helped him complete the Certificate IV Allied Health Assistance (HLT43015) and develop a career in the health sector.



# COVID-19 INFECTION CONTROL



Gain the skills and knowledge to apply infection prevention and control procedures across a variety of industries in response to COVID-19. This includes implementing standard and transmission-based precautions and responding to infection risks.

These skill sets are for individuals working in various capacities in workplaces who require the skills and knowledge to decrease the risk of and transmission of infection while carrying out their daily duties.

Courses	Delivery	Duration	Location	AA
Statement of Attainment Cross-Sector Infection Control Skill Set (BSBSS00095)	PT/ON	15 hours	Online	
Statement of Attainment Infection Control Skill Set (Transport and Logistics) (HLTSS00067)	ON	18 hours	Online	
Statement of Attainment Infection control Skill Set (Food Handling) (HLTSS00066)	ON	18 hours	Online	
Statement of Attainment Infection Control Skill Set (HLTSS00064)	ON	18 hours	Online	
Statement of Attainment Infection Control Skill Set (Retail)(HLTSS00065)	ON	18 hours	Online	
Non-Accredited Training Infection Control Skills	PT	4 hours	Bruce	

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
Course details correct at time of publication. For the most up-to-date information about courses, including approximate fees, please visit [cit.edu.au](http://cit.edu.au)

# DENTAL



CIT's nationally recognised dental assisting courses give students the skills and knowledge to support the work of dentists, dental specialists and oral health practitioners.

Students will be able to maintain high standards of infection control and to assist with practice administration. You will study subjects in a wide range of areas including communication, workplace health and safety, infection control, and processing reusable instruments and equipment in health work.

## JOB OPPORTUNITIES

- Dental assistant
- Sterilisation coordinator or assistant

Courses	Delivery	Duration	Location	AA
Certificate IV in Dental Assisting (HLT45021)	PT	6 months	Bruce	
Certificate III in Dental Assisting (HLT35021)	PT	6 months	Bruce	•



# DISABILITY

Get work-ready for jobs in schools, recreation services, home support and community involvement. Train in a workplace and simulated learning environment and join a dynamic worldwide industry.

You will make a real difference to the lives of your clients with your work in the disability sector. Through one-on-one support, you will empower and assist individuals in their daily activities, employment, education and personal support needs.

With a CIT qualification, students will gain the skills to support people to reach their potential through social interaction and community participation for a general sense of wellbeing and connectedness.

Students will be able to work safely and effectively with a variety of disabilities and with people from diverse cultures, backgrounds and situations.

Courses	Delivery	Duration	Location	AA
Certificate IV in Disability (CHC43115)	PT	1 year	Bruce	•
Certificate III in Individual Support (Disability) (CHC33015)	FT/PT	6 months	Bruce	•
Statement of Attainment Induction to Disability (CHCSS00081)	PT	18 weeks	Bruce	
Statement of Attainment training in Health Starter	PT ON	4 weeks	Bruce	

## JOB OPPORTUNITIES

- Support worker
- Recreation support worker
- Learning support assistant
- Community access worker

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
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# FITNESS AND SPORT



Enter the dynamic world of the fitness industry with a qualification from CIT. Gaining a fitness qualification from CIT means you will enter the industry job-ready to kick-start your career.

Whether you’re interested in group fitness instructing or personal training, CIT offers the qualifications you need to register as a Fitness Australia certified trainer.

At CIT Bruce we have our own fully-equipped fitness centre servicing the public for you to learn in and hone your skills.

### JOB OPPORTUNITIES

- Personal trainer
- Program coordinator
- Gym instructor
- Coach
- Development officer
- Performance analysis
- Sport coordinator
- Strength and conditioning coach

Courses	Delivery	Duration	Location	AA
Diploma of Sport (SIS50321)	FT PT/FL	1 year 2 years	Bruce/ Industry	
Certificate IV in Fitness (SIS40215)*	FT/PT	6 months	Bruce	•
Certificate III in Fitness (SIS30315)*	FT/PT	6 months	Bruce	•

\* Qualifications in transition, changes will apply in 2023

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
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# HOME AND COMMUNITY CARE



Not all health care is provided in residential care facilities and health care settings. There is a growing demand for services that provide people with support so they can continue to live in their own home and community.

Gain the skills to make a difference with a career in individual support.

### JOB OPPORTUNITIES

- Community care worker
- Personal care worker
- Home care worker
- Support worker
- Respite carer
- Driver

Courses	Delivery	Duration	Location	AA
Certificate III in Individual Support (Home and Community) (CHC33015)	FT/PT	6 months	Bruce	•
Statement of Attainment training in Health Starter	PT/ON	4 weeks	Bruce	

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
Course details correct at time of publication. For the most up-to-date information about courses, including approximate fees, please visit [cit.edu.au](http://cit.edu.au)

# MASSAGE



Studying massage therapy at CIT offers students the practical skills and knowledge to work as a respected health professional, providing assessments and massage treatments to clients to aid your client’s ongoing muscle imbalances, injuries and general wellbeing.

Students will have full access to the CIT Fit and Well massage clinic, where you will learn your new skills in a fully-functioning industry environment.

### JOB OPPORTUNITIES

- Remedial massage therapist
- Relaxation massage therapist
- Work within a multimodal clinic
- Work within a sporting context such as a trainer or strapper

Courses	Delivery	Duration	Location	AA
Diploma of Remedial Massage (HLT52015)	FT/PT	1 year	Bruce	
Certificate IV in Massage Therapy (HLT42015)	PT/ON	1 year	Bruce	
Statement of Attainment training in Health Starter	PT/ON	4 weeks	Bruce	
Non-Accredited Training Myofascial Cupping for Soft Tissue Dysfunction	PT	1 day	Bruce	



# NURSING



A qualification at CIT will put you on track for a rewarding career as an enrolled nurse. Students will gain a strong knowledge of anatomy and physiology, disease and health; students will work directly with patients and health service clients to provide care and treatments, empowering people with the knowledge to make healthier life choices.

CIT’s simulated nursing labs a CIT Bruce provide you with a real-life practical environment ensuring you are industry ready.

### JOB OPPORTUNITIES

- Enrolled nurse
- Support worker
- Personal carer

Courses	Delivery	Duration	Location	AA
Diploma of Nursing (HLT54115)	FT/PT	1.5 years	Bruce	•
Certificate III in Health Services Assistance (Assisting in nursing work in acute care) (HLT33115)	FT	6 months	Bruce	

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
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# POPULATION HEALTH



Population health work aims to improve the health of communities or groups of people. Students will learn about the history and underpinning principles of population health work, factors that contribute to health outcomes and national health priorities. They will also gain skills in research and data collection, consulting with the community, designing population health projects to build community capacity and advocating for improved health outcomes.

### JOB OPPORTUNITIES

- Health project leader/supervisor
- Community/health worker
- Health promotion officer
- Smoking cessation professional

Courses	Delivery	Duration	Location	AA
Certificate IV in Population Health (HLT46015)	PT	1 year	Bruce	

"THE PRACTICAL ASPECTS OF THE COURSE WERE REALLY GREAT— WE DESIGNED AND UNDERTOOK REAL PROJECTS, LOOKING AT REAL ISSUES AND SPEAKING WITH REAL PEOPLE."

Jessica York (Graduate, Population Health)

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
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# WORK HEALTH AND SAFETY



Work health and safety (WHS) skills are an essential part of any business, offering diverse employment opportunities across a variety of industries. Launch your WHS career with a course from CIT. Learn from the best with industry-current teachers, and industry speakers to keep you up-to-date with all things work health and safety related. It is recommended to have been in a workplace environment for at least 2 years.

### JOB OPPORTUNITIES

- Workplace health and safety manager
- Workplace health and safety advisor
- Workplace health and safety coordinator

Courses	Delivery	Duration	Location	AA
Certificate IV in Work Health and Safety (BSB41419)	PT/ON/FL	6 months	Bruce	
Statement of Attainment Cross-Sector Infection Control Skill Set (BSBSS00095)	ON	15 hours	Online	



# PROFESSIONAL

Whatever your career goals, we can  
give you the tools for success!

CYBER  
SECURITY

ENGINEERING

BUSINESS

INFORMATION  
TECHNOLOGY

BUILDING DESIGN

ACCOUNTING  
& BOOKKEEPING

LEGAL

BUILDING  
MANAGEMENT

LEADERSHIP &  
MANAGEMENT



# ACCOUNTING AND BOOKKEEPING

Study accounting or bookkeeping and improve your career prospects. CIT’s accounting and bookkeeping courses involve hands-on training and in-depth theory. They also give you the opportunity to gain industry connections and experience.

### JOB OPPORTUNITIES

- Professional accountant
- Banker
- Tax agent
- Financial manager
- Budget officer
- Office manager
- Bookkeeper
- Payroll officer

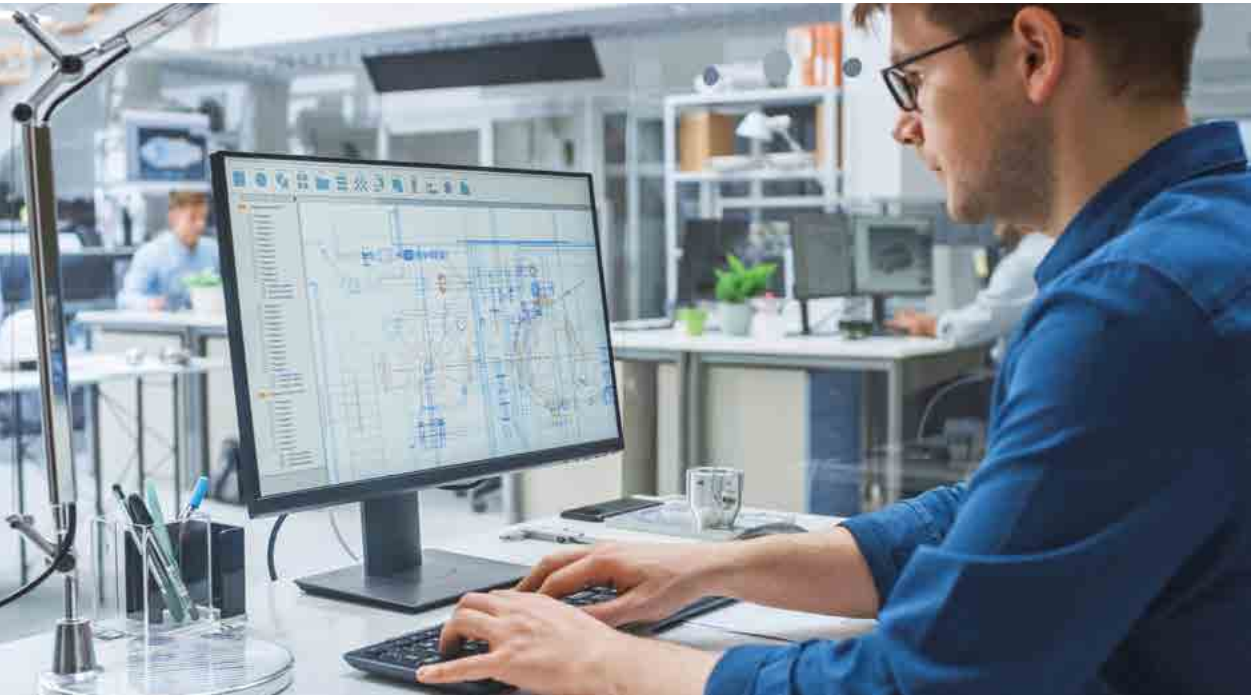
Courses	Delivery	Duration	Location	AA
Advanced Diploma of Accounting (FNS60217)	FT/PT	6 months	Reid	
Diploma of Accounting (FNS50217)	FT/PT	6 months	Reid	
Certificate IV in Accounting and Bookkeeping (FNS40217)	FT/PT/ON/FL	6 months	Reid Bruce Gungahlin Tuggeranong	•
Certificate III in Accounts Administration (FNS30317)	FT/PT/ON/FL	6 months	Reid Bruce Gungahlin Tuggeranong	•
Statement of Attainment Accounting Fundamentals	PT/ON/FL	13 weeks	Reid Bruce Gungahlin Tuggeranong	
Statement of Attainment Preparing to Work in Government	ON	8 weeks	Reid	
Statement of Attainment Advanced Accounting Principles Skill Set (FNSSS00015)	FT/ON	6 months	Reid	
Statement of Attainment Accounting Principles Skill Set (FNSSS00014)	PT/ON/FL	6 months	Reid Bruce Gungahlin Tuggeranong	
Statement of Attainment Commercial Law for Tax Agents Skill Set (FNSSS00005)	PT	6 months	Reid	
Statement of Attainment BAS Agent Registration Skill Set (FNSSS00004)	PT	6 months	Reid Bruce Gungahlin Tuggeranong	
Statement of Attainment Tax Law for Tax Agents Skill Set (Tax documentation) (FNSSS00008)	PT	6 months	Reid	

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ON: Online AA: Apprenticeship, Traineeship or ASbA  
Course details correct at time of publication. For the most up-to-date information about courses, including approximate fees, please visit [cit.edu.au](http://cit.edu.au)





# BUILDING DESIGN



The working life of a building designer is interesting, challenging and rewarding. CIT qualified building designers are ready to enter the industry and work on a variety of construction projects, including residential, commercial and industrial. CIT teachers work in the local design industry and bring expertise and insights to the classroom.

## JOB OPPORTUNITIES

- Drafting for structural engineering companies
- Construction design

Courses	Delivery	Duration	Location	AA
Statement of Attainment training in 3D Models of Building Designs	PT/ON	17 weeks	Bruce	

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
Course details correct at time of publication. For the most up-to-date information about courses, including approximate fees, please visit [cit.edu.au](http://cit.edu.au)

# BUILDING MANAGEMENT

CIT's building management courses are designed to meet the needs of builders and managers of small to medium-sized building businesses. These skills include selecting contractors, overseeing the work and its quality, and liaising with clients.

## JOB OPPORTUNITIES

- Project manager
- Construction manager
- Estimating manager
- Sales manager
- Builder
- Contract administrator
- Building estimator
- Building site manager
- Building site supervisor
- Builder – B and C Class licence

Courses	Delivery	Duration	Location	AA
Diploma of Building and Construction (Management) (CPC50308)*	FT/PT	1 year	Bruce	•
Diploma of Building and Construction (Building) (CPC50210)*	FT/PT	1 year	Bruce	•
Certificate IV in Building and Construction (Building) (CPC40110)*	FT/PT	2 years	Bruce	•
Certificate IV in Building and Construction (Contract Administration) (CPC40208)*	FT/PT	1.5 years	Bruce	•
Certificate II in Construction Pathways (CPC20220)*	PT	1 year	Bruce	•
Statement of Attainment Course in Asbestos Awareness (10675NAT)	PT	4 hours	Bruce	
Statement of Attainment Course in Working Safely with Asbestos Containing Materials (10852NAT)	PT	4 hours	Bruce	
Statement of Attainment Course in Crystalline Silica Exposure Prevention (10830NAT)	PT	4 hours	Bruce	
Statement of Attainment training in 3D Models of Building Designs	PT/ON	17 weeks	Bruce	
Statement of Attainment Entry into Working Safely in Construction	FT	4 weeks	Bruce	

\* Qualifications in transition, changes will apply in 2023



# BUSINESS

Open the door to your future with a business course at CIT. You will study in CIT’s simulated business environment, learning vital business and administrative skills. You can study all of CIT’s business courses part-time, meaning you can fit your study into your lifestyle.

### JOB OPPORTUNITIES

- Senior executive/administrator
- Executive officer
- Frontline manager
- Administrative officer
- Personal assistant
- Receptionist

Courses	Delivery	Duration	Location	AA
Certificate IV in Business (BSB40120)	FT/PT/FL	6 months	Reid	•
Certificate III in Business (BSB30120)	FT/PT/FL	6 months	Reid Gungahlin Tuggeranong	•
Certificate II in Workplace Skills (BSB20120)	FT/PT/FL	15 weeks	Reid Gungahlin Tuggeranong	•
Statement of Attainment Innovation for Business	FT	4 weeks	Reid	
Statement of Attainment Essential Work Skills	ON/FL	4 weeks	Reid	

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
Course details correct at time of publication. For the most up-to-date information about courses, including approximate fees, please visit [cit.edu.au](http://cit.edu.au)



### STUDENT STORY

## STUDENTS FOCUS ON LEADING SUSTAINABILITY IN BUSINESS

Job opportunities in sustainability are growing as businesses place greater emphasis on reducing global greenhouse emissions and addressing the challenges of climate change.

CIT students are learning practical business skills to prioritise environmental and social sustainability as part of their business and leadership studies. Students discover how to design and build sustainable and ethical approaches into business policy and practice, putting both environmental and social issues high on the agenda.

Teacher Paul Cristofani commented that it is becoming common practice that businesses

prioritise the environment and social justice issues. "Businesses who ignore these issues do so at their peril as the protection of the natural environment, preservation of the world's resources and ethical human rights are now mainstream concerns."

One student, Erin, said the business studies course has improved her overall skills in writing, while learning more about how to plan and manage risk, business operation plans and learning to think critically about complex issues. "This course has also really helped me with developing my knowledge of business and leadership, which is really useful for most jobs."

Brendan, who comes from a landscape design background, enjoyed learning about different styles of leadership and communication and what inspires people. "One of the best parts of the course is the dynamic mix and diversity of the teaching staff. The teachers are the driving force in this course as they share their knowledge and real-life experience about what’s going on in business from a sustainability perspective."



# CYBER SECURITY



CIT offers a range of cyber security courses for students just starting their journey in cyber security, or graduates who are looking to gain more advanced cyber skills.

Students will learn in CIT’s Training Security Operations Centre, designed and endorsed by industry leaders. This innovative purpose-built space simulates the workplace for cyber security skills development, and gives students the opportunity to learn in one of the country’s leading cyber security facilities.

### JOB OPPORTUNITIES

- Network specialist manager
- Network lead engineer
- Senior network administrator
- ICT lead security specialist
- Security engineer manager
- Cyber security intrusion tester
- Cyber security support officer
- Systems tester
- Network security support officer

Courses	Delivery	Duration	Location	AA
Graduate Certificate in Networking and Cyber Security (10907NAT)	FT/PT	6 months	Reid	
Certificate IV in Cyber Security (22334VIC)*	FT/PT	1 year	Reid	•
Statement of Attainment Introduction to Cyber Security Awareness	ON/FL	6 weeks	Reid	
Statement of Attainment Introduction to Organisational Cyber Security	ON	9 weeks	Online	

\* Qualification in transition, changes will apply in 2023

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
Course details correct at time of publication. For the most up-to-date information about courses, including approximate fees, please visit [cit.edu.au](http://cit.edu.au)

# ENGINEERING



CIT's Engineering courses give you the practical, hands-on industry relevant skills in civil and mechanical engineering.

Learn the basic principles of engineering design drafting work, and the basic technical elements for engineering design.

### JOB OPPORTUNITIES

- Mechanical engineering drafter
- Civil engineering drafter
- Civil engineering technician
- Mechanical engineering technician
- Production draftsman
- Engineering site supervisor
- Engineering estimator
- Technical sales representative
- Detail design drafter

Courses	Delivery	Duration	Location	AA
Diploma of Engineering - Technical (MEM50212)	FT	1 year	Bruce	
Statement of Attainment training in Advanced Engineering Drafting [extract from MEM50212]	FT	6 months	Bruce	



# INFORMATION TECHNOLOGY



CIT’s Information Technology (IT) courses allow students to expand their computer skills and apply technical expertise in a professional environment. IT classes are delivered in a mix of face-to-face workshops, flexible and online.

### JOB OPPORTUNITIES

- Analyst programmers
- Developer programmers
- Software engineers
- Software testers
- Computer network and system engineers
- Network administrators
- Network analysts
- Security engineer manager

Courses	Delivery	Duration	Location	AA
Diploma of Information Technology (ICT50220)	FT/PT	1 year	Reid	•
Certificate IV in Information Technology (ICT40120)	FT/PT ON/FL	1 year	Reid	•
Certificate IV in Cyber Security (22334VIC)	FT/PT	1 year	Reid	•
Certificate III in Information Technology (ICT30120)	FT/PT/FL	6 months	Reid	•

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
Course details correct at time of publication. For the most up-to-date information about courses, including approximate fees, please visit [cit.edu.au](http://cit.edu.au)

# LEGAL



CIT’s legal courses develop your skills to provide support in a legal environment. They suit people who are looking to enter the sector, or who are already working in a legal administration role.

### JOB OPPORTUNITIES

- Paralegal
- Legal services support officer
- Legal secretary
- Legal assistant

Courses	Delivery	Duration	Location	AA
Certificate IV in Legal Services (BSB40620)	FT/PT ON/FL	6 months	Reid	•
Non-Accredited Training Justice of the Peace - ACT	PT	2 days	Reid	



# LEADERSHIP AND MANAGEMENT

Formalise your existing knowledge and experience with CIT’s leadership and management courses. Students will learn the skills and knowledge they need to understand business and commercial environments. CIT’s courses will develop your skills across a wide range of management and leadership functions.


### JOB OPPORTUNITIES

- Senior manager
- Team leader
- Supervisor

Courses	Delivery	Duration	Location	AA
Diploma of Project Management (BSB50820)	PT/ON	2 years	Reid	•
Diploma of Leadership and Management (BSB50420)	FT/PT	6 months	Reid	•
Certificate IV in Project Management Practice (BSB40920)	PT/ON	1 year	Reid	•
Certificate IV in Leadership and Management (BSB40520)	FT/PT	6 months	Reid	•
Statement of Attainment Introduction to Project Management Practice	PT/ON	6 months	Reid	

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"CANBERRA WAS MY FIRST CHOICE AS A PLACE TO STUDY. THIS COURSE SATISFIED WHAT I WAS LOOKING FOR."

John J Rios Cruz (Leadership and Management)



# SCIENCE & ENVIRONMENT

ANIMAL  
STUDIES

A CIT course in science and environment will  
put you on an exciting path of discovery!

LABORATORY  
STUDIES &  
FORENSICS

RENEWABLE  
ENERGY SKILLS

HORTICULTURE



# ANIMAL STUDIES

CIT's animal courses are ideal for anyone with a passion for animals. A course from CIT can give you all the practical training you need to work in the animal and veterinary industries.

You could work in a vet surgery, providing quality care to a range of sick and injured animals, or you could work with companion animals. You will gain skills and knowledge in animal handling, nutrition, animal disease and animal surgical techniques.

## JOB OPPORTUNITIES

- Veterinary nurse
- Assistant dog trainer
- Pet shop assistant
- Kennel attendant
- Assistant grooming attendant
- Trainee keeper
- Wildlife animal carer
- Animal care attendant

Courses	Delivery	Duration	Location	AA
Certificate IV in Veterinary Nursing (ACM40418)	PT	1.5 years	Bruce	•
Certificate III in Companion Animal Services (ACM30417)*	FT/PT	6 months	Bruce	•
Certificate II in Animal Studies (ACM20117)*	PT	6 months	Bruce	•
Statement of Attainment Skills for Dog Care	FT	4 weeks	Bruce	
Statement of Attainment Pet Care Skills	ON/FL	18 weeks	Bruce	

\* Qualification in transition, changes will apply in 2023

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# HORTICULTURE

CIT’s horticultural courses are ideal for anyone with a passion for plants or flowers. Stay ahead of the game with a qualification that will equip you to work in horticulture. CIT will have you working on community-based projects to gain industry experience and exposure.

## JOB OPPORTUNITIES

- Horticulturalist
- Parks and gardens manager/officer
- National parks worker
- Revegetation worker
- Greenkeeper/groundsman
- Landscaper

Courses	Delivery	Duration	Location	AA
Diploma of Horticulture (AHC50416)*	FT/PT	1 year	Bruce	•
Certificate III in Conservation and Ecosystem Management (AHC31420)	PT	1-2 years	Bruce	
Certificate III in Sports Turf Management (AHC31319)	ON/FL	3 years	Bruce	•
Certificate III in Landscape Construction (AHC30916)	FT/PT	3 years	Bruce	•
Certificate III in Parks and Gardens (AHC31016)	FT/PT	3 years	Bruce	•
Certificate III in Horticulture (AHC30716)	FT/PT	3 years	Bruce	•
Statement of Attainment training in Chemical Application Bridging/Refresher	PT	1 day	Bruce	

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# LABORATORY STUDIES AND FORENSICS



CIT’s training in laboratory studies provides you with the technical skills to apply laboratory techniques across a range of industries.

Study forensics and gain the practical and theoretical skills to analyse biometric systems and documents for forensic identification.

### JOB OPPORTUNITIES

- Pathology laboratory worker
- Laboratory assistant
- Facial image reviewer
- Facial image comparison
- Biometrics technician

Courses	Delivery	Duration	Location	AA
Diploma of Forensic Identification (Document Examination) (10732NAT)	PT/ON	2 years	Bruce	
Diploma of Forensic Identification (Biometrics) (10732NAT)	PT/ON	2 years	Bruce	
Certificate IV in Biometric Technologies (10837NAT)	PT/ON	2 years	Bruce	
Certificate IV in Laboratory Techniques (MSL40118)	PT	1 year	Bruce	
Certificate III in Laboratory Skills (MSL30118)	FT/PT	6 months	Bruce	

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### STUDENT STORY

## CIT STUDENTS WIN IN-DEMAND PATHOLOGY JOBS

An increased demand for laboratory and pathology testing due to the COVID-19 pandemic saw an increase in pathology job opportunities in Canberra. Several CIT students who have studied laboratory techniques have been offered graduate positions with well-known ACT pathology companies.

Kestra Howard, who has almost completed the Certificate IV in Laboratory Techniques (MSL40118), recently started working at Capital Pathology. When Kestra was in college, a teacher told her that she would make an excellent laboratory technician. It then became her ambition to achieve that goal.

"I have learned so much about how pathology works, how to identify species and run analytical testing, and why each process is so important to the safety and efficiency of the laboratory."

Stewart Woolmer, who also works at Capital Pathology, has completed his Certificate III (MSL30118) and just started a Certificate IV.

"I've enjoyed every single aspect of the course. The practical work is always great fun, but the theory is surprisingly entertaining as well. I hope to study the Diploma of Advanced Laboratory Techniques and then head to uni. My dream is to be a medical research scientist."

Laura Henry, Science and Laboratory Skills Coordinator, said the course provides experience in performing routine pathology tasks and laboratory techniques, which is experiencing strong demand with COVID-19 testing.

"The focus of this certificate is to give students the skills needed to work as a technical officer in a pathology laboratory. Career opportunities include a variety of departments within pathology laboratories, biochemistry, haematology, microbiology and histology technical officers."

Laura explained that a great variety of students are attracted to this course.

"We have some students with university degrees who are looking for more hands-on practical training. We also have students retraining to change career paths or high school graduates using this as a step before a university degree."

"Entry-level positions are often advertised and have quite high turnovers, as staff are frequently moving out of entry level and into specialised roles, or further study," she said.



# RENEWABLE ENERGY SKILLS

Renewable and clean energy is a growing industry, and is set to thrive in today’s climate. CIT’s courses in renewable energy cover a wide range of industries from wind to battery and solar.

CIT’s state-of-the-art and purpose-built Renewable Energy Skills Training Centre offers the ideal setting to position CIT as a national leader in renewable energy skills training. Training at the CIT Renewable Energy Skills Centre of Excellence will equip you with excellent employment prospects and offer the opportunity to become a major stakeholder in the growth of this important and rewarding industry.

- JOB OPPORTUNITIES**
- Wind farm technician
  - Renewable specialist
  - Solar and battery installer

Courses	Delivery	Duration	Location	AA
Industry Endorsed Training Global Wind Organisation Basic Safety Training Refresher (BSTR)	PT	4 days	Bruce	
Industry Endorsed Training Global Wind Organisation (Basic Safety Training BST)	PT	5 days	Bruce	
Statement of Attainment Battery Storage Systems	PT	4 days	Bruce	
Statement of Attainment Restricted Electrical Disconnect - Reconnect Hot Water Appliances [from UEE11]	PT	3 days	Fyshwick	
Statement of Attainment Grid Connect Photo Voltaic Systems [from UEE11]	PT	6 months	Fyshwick	

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"IF YOU WANT A JOB THAT IS  
ENGAGING, GOOD FOR THE  
PLANET AND CAN TAKE YOU  
AROUND THE WORLD, THEN  
RENEWABLES IS FOR YOU."

Beau Brandon (Graduate, Electrotechnology)



# SERVICE INDUSTRY

Whether you are inspired by dining, culture or travel, CIT can teach you practical skills for an exciting service industry career!

EVENT  
MANAGEMENT

CULINARY

BAKING

TOURISM

HOSPITALITY

PÂTISSERIE



# CULINARY

Students will learn from CIT’s highly experienced teachers in world-class commercial kitchens. CIT’s courses cover a range of disciplines including baking, patisserie, butchery and commercial cookery.

### JOB OPPORTUNITIES

- Chef de partie
- Chef patissier
- Baker
- Retail butcher
- Commercial cook
- Chef

Courses	Delivery	Duration	Location	AA
Certificate IV in Commercial Cookery (SIT40516)	FT/PT	1.5 years	Reid	
Certificate III in Baking (FBP30521)	PT	3 years	Reid	•
Certificate III in Bread Baking (FBP30421)	PT	2 years	Reid	•
Certificate III in Cake and Pastry (FBP30321)	PT	2.5 years	Reid	•
Certificate III in Commercial Cookery (SIT30816)	PT FT	2.5 years 1 year	Reid	•
Certificate III in Meat Processing (Retail Butcher) (AMP30815)	FT/PT	3 years	Workplace	•
Certificate III in Patisserie (SIT31016)	PT FT	2 years 1 year	Reid	•
Statement of Attainment Supervising Food Safety	ON/PT	25 hours	Reid	
Statement of Attainment Basic Food Hygiene	ON/PT	10 hours	Reid	

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# EVENTS



From music festivals to sporting events, product launches, conferences and weddings, get yourself into the exciting world of events. Gain hands-on experience with live events and learn from industry professionals when you study at CIT.

- JOB OPPORTUNITIES
- Conference coordinator/assistant
  - Event coordinator/manager
  - Event planner
  - Exhibitions assistant

Courses	Delivery	Duration	Location	AA
Diploma of Event Management (SIT50316)	PT FT	Varied 1 year	Reid	
Certificate III in Events (SIT30516)	FT/PT	6 months	Reid	•

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# HOSPITALITY

Spice up your career with a qualification in hospitality at CIT! You'll get to train in real-life settings by working in CIT's commercial restaurant, café and bars.

- JOB OPPORTUNITIES
- Function manager
  - Restaurant manager
  - Food and beverage supervisor/attendant
  - Duty manager
  - Bar attendant

Courses	Delivery	Duration	Location	AA
Advanced Diploma of Hospitality Management (SIT60316)	FT/PT	Varied	Reid	
Diploma of Hospitality Management (SIT50416)	FT/PT	Varied	Reid	•
Certificate III in Hospitality (SIT30616)	FT/PT	6 months	Reid	•
Statement of Attainment Introduction to Hospitality Service	PT/ON	4 weeks	Reid	
Statement of Attainment Responsible Gambling Services	PT/ON	1 day	Reid/ Flexible/ Online	
Statement of Attainment Hospitality Compliance (SITSS00052)	PT/ON	40 hours	Reid/ Flexible/ Online	
Statement of Attainment Customer Service Skill Set (SITSS00036)	PT/ON	25 hours	Reid/ Flexible/ Online	
Statement of Attainment Bar Service	PT	5 weeks	Reid	
Statement of Attainment Responsible Service of Alcohol	PT/ON	4-6 hours	Reid/ Flexible/ Online	





## STUDENT STORY

## SPARK PROGRAM LEADS TO HOSPITALITY JOBS

Young people have received valuable training in hospitality skills and jobs with ClubsACT through the innovative Spark training program at CIT.

CIT, in partnership with Spark and ClubsACT, delivered an accredited JobTrainer program focusing on skills development, work experience and employment within the licenced club industry.

JobTrainer, jointly funded by the ACT and Australian Government, has resulted in strong interest from participants and industry. Nineteen participants completed the training before they undertook work placements in local licensed clubs.

Fiona Mitchell, Director of CIT Industry Engagement, said, "Industry participation has been crucial to the



program's success with ClubsACT working with their members to gather strong industry participation with six different club groups offering twenty placements at ten different clubs located throughout the ACT." Given the success of the program CIT, Spark and ClubsACT will aim to replicate the program shortly.

This program was designed specifically to provide individuals the certificates and entry level skills required to apply for jobs in the licenced club industry. Targeting jobseekers and people aged 17 - 24 years living or working in the ACT, this program provided participants with nationally-accredited courses to help them establish a long-term career in hospitality.

# TOURISM



Don't just sit at your desk dreaming about getting away – make travel your day job with a qualification in tourism from CIT. You'll gain hands-on experience at CIT's own travel agency, along with invaluable industry contacts.

### JOB OPPORTUNITIES

- Manager
- Tour operations
- Travel agent
- Reservations manager
- Sales
- Cruise consultant

Courses	Delivery	Duration	Location	AA
Diploma of Travel and Tourism Management (SIT50116)	FT/PT	1 year	Reid	
Certificate III in Tourism (SIT30116)	FT/PT	6 months	Reid	

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# TRADES

With a trade qualification from CIT  
you'll gain a skill for life!

HIGH RISK  
LICENCE

ELECTRICAL

AUTOMOTIVE

METAL  
FABRICATION

GLAZING,  
PAINTING,  
PLASTERING  
& TILING

PLUMBING

CARPENTRY &  
CABINET MAKING

AIR CONDITIONING  
& REFRIGERATION

ELECTRONICS



# AIR CONDITIONING AND REFRIGERATION



Refrigeration and air conditioning provides a unique and varied career, covering both electrical and mechanical areas. You will gain the skills to be able to work across domestic, commercial and industrial areas.

### JOB OPPORTUNITIES

- Refrigeration and air conditioning technician

Courses	Delivery	Duration	Location	AA
Certificate III in Air conditioning and Refrigeration (UEE32211)*	PT	3 years	Fyshwick	•

\* Qualification in transition, changes will apply in 2023

"IT'S JUST REALLY SATISFYING BEING ABLE TO FIND A FAULT AND FIX IT YOURSELF"

Ryan Hanns (2021 WorldSkills National Silver Medallist)

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# AUTOMOTIVE



If you have a passion for cars, trucks or bikes, then rev up your career with an automotive course. The practical hands-on approach at CIT will help you kickstart a career in the fast-paced industry.

You can choose to specialise in mechanical technology, electrical technology or panel beating.

### JOB OPPORTUNITIES

- Automotive electrician
- Mechanic
- Panel beater
- Vehicle refinishing technician
- Automotive spray painter
- Truck mechanic
- Licensed Forklift CNG/LPG Gasfitter

Courses	Delivery	Duration	Location	AA
Certificate III in Automotive Electrical Technology (AUR30316)*	PT	3 years	Fyshwick	•
Certificate III in Light Vehicle Mechanical Technology (AUR30620)	PT	3 years	Fyshwick	•
Certificate III in Mobile Plant Technology (AUR31220)	PT	3 years	Fyshwick	•
Certificate III in Heavy Commercial Vehicle Mechanical Technology (AUR31120)	PT	3 years	Fyshwick	•
Certificate III in Automotive Refinishing Technology (AUR32420)	PT	3 years	Fyshwick	•
Certificate III in Automotive Body Repair Technology (AUR32120)	PT	3 years	Fyshwick	•

\* Qualification in transition, changes will apply in 2023

# BUILDING MANAGEMENT

CIT's building management courses are designed to meet the needs of builders and managers of small to medium-sized building businesses. These skills include selecting contractors, overseeing the work and its quality, and liaising with clients.

### JOB OPPORTUNITIES

- Project manager
- Construction manager
- Estimating manager
- Sales manager
- Builder
- Contract administrator
- Building estimator
- Building site manager
- Building site supervisor
- Builder – B and C Class licence

Courses	Delivery	Duration	Location	AA
Diploma of Building and Construction (Management) (CPC50308)*	FT/PT	1 year	Bruce	•
Diploma of Building and Construction (Building) (CPC50210)*	FT/PT	1 year	Bruce	•
Certificate IV in Building and Construction (Building) (CPC40110)*	FT/PT	2 years	Bruce	•
Certificate IV in Building and Construction (Contract Administration) (CPC40208)	FT/PT	1.5 years	Bruce	•
Certificate II in Construction Pathways (CPC20220)*	PT	1 year	Bruce	•
Statement of Attainment Course in Asbestos Awareness (10675NAT)	PT	4 hours	Bruce	
Statement of Attainment Course in Working Safely with Asbestos Containing Materials (10852NAT)	PT	4 hours	Bruce	
Statement of Attainment Course in Crystalline Silica Exposure Prevention (10830NAT)	PT	4 hours	Bruce	
Statement of Attainment training in 3D Models of Building Designs	PT/ON	17 weeks	Bruce	
Statement of Attainment Entry into Working Safely in Construction	FT	4 weeks	Bruce	

\* Qualifications in transition, changes will apply in 2023

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# CARPENTRY AND CABINET MAKING



If you enjoy working with your hands and creating things from scratch, a career in carpentry or cabinet making is a perfect fit. CIT's courses in carpentry and cabinet making can open the door to an in-demand trade career.

### JOB OPPORTUNITIES

- Carpenter
- Cabinet maker
- Furniture maker

Courses	Delivery	Duration	Location	AA
Certificate III in Cabinet Making (MSF31113)	PT	3 years	Bruce	•
Certificate III in Carpentry (CPC30220)	PT	2.5 years	Bruce	•

"I LIKE TAKING THE SKILLS I LEARN IN THE CLASSROOM AT CIT AND PUTTING THEM INTO PRACTICE IN THE WORKPLACE."

Callum Young (Student, Cabinet Making)

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# CONSTRUCTION SAFETY TRAINING



You must complete General Construction Induction (White Card) Training and hold a White Card before you can enter a construction site in the ACT. Our White Card course is compliant with the national code for workers in the ACT and NSW construction industry (CPCCWHS1001 Work safely in the construction industry).

### JOB OPPORTUNITIES

- Builder's labourer
- Construction worker

Courses	Delivery	Duration	Location	AA
Statement of Attainment Construction Induction	PT	1 day	Bruce	
Statement of Attainment Entry into Working Safely in Construction	PT	4 weeks	Bruce	
Statement of Attainment Height Safety	PT	1 day	Bruce	
Statement of Attainment Insulation Installation	PT/ON	4 days	Bruce	

# ELECTRICAL



Become a qualified ‘sparkie’ to work with a variety of electrical equipment and systems in residential, commercial and industrial premises. Students will have many hands-on opportunities to practice and develop their skills in CIT’s custom-built electrical workshop.

### JOB OPPORTUNITIES

- Electrician
- Battery storage and solar installer
- Electronic installer/maintenance

Courses	Delivery	Duration	Location	AA
Certificate III in Electrotechnology Electrician (UEE30820)	PT	3 years	Fyshwick	•
Post-trade courses				
Statement of Attainment Battery Storage Systems	PT	4 days	Bruce	
Statement of Attainment Restricted Electrical Disconnect - Reconnect Hot Water Appliances [from UEE11]	PT	3 days	Fyshwick	
Statement of Attainment Grid Connect Photo Voltaic Systems [from UEE11]	PT	6 months	Fyshwick	

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ON: Online AA: Apprenticeship, Traineeship or ASbA  
Course details correct at time of publication. For the most up-to-date information about courses, including approximate fees, please visit [cit.edu.au](http://cit.edu.au)

# ELECTRONICS

Are you interested in electronics and electronic equipment? Learn about installing, commissioning, repairing and maintaining electronic equipment.

Students will have many hands-on opportunities to practice and develop their skills in CIT’s custom-built electrical and electronics workshops.

**Electrical Trades Career Start**  
Are you interested in working in the electrotechnology industry? The Certificate II in Electronics (UEE21920) delivers the basic foundations in electronics, refrigeration and air conditioning and electrical along with workplace safety skills so you can begin a career in this industry.

Courses	Delivery	Duration	Location	AA
Certificate III in Electronics and Communications (UEE30920)	FT/PT	3 years	Fyshwick	•
Certificate II in Electronics (UEE21920)	PT	1 year	Fyshwick	•

### STUDENT STORY

## ACT APPRENTICE OF YEAR SPARKS INSPIRATION FOR TRADE CAREER



Morgan Sutton, who completed a Certificate III in Electrotechnology (UEE30811) at CIT, was recently awarded the Apprentice of the Year for the 2021 ACT Training Awards.

Morgan began her career working in aged care as a nurse, but later decided to change careers and start an electrical apprenticeship.

"I chose this industry as my dad runs his own electrical company and this gives me a chance to become a part of the family business," Morgan said.

"I am really grateful to receive the award and I would like to encourage others, especially women, to study an apprenticeship at CIT and consider a career in trades."

"Our clients are embracing having a female project manager and love that I am also there on the tools every day putting in the hard work."

Morgan believes everyone can be highly successful if they are provided with the right training and adopt a strong work ethic. She describes herself as living proof that if you want something enough, you won't let any barriers stop you.



# GLAZING, PAINTING, PLASTERING AND TILING



Get a trade that will never go out of style! Gain skills in painting, glazing, plastering and tiling for residential and commercial construction work.

JOB OPPORTUNITIES

- Glazier / flat glass worker
- Painter and decorator
- Plaster
- Tiler

Courses	Delivery	Duration	Location	AA
Certificate III in Glass and Glazing (MSF30418)	PT	2.5 years	Bruce	•
Certificate III in Painting and Decorating (CPC30620)	PT	2.5 years	Bruce	•
Certificate III in Wall and Ceiling Lining (CPC31220)	PT	2.5 years	Bruce	•
Certificate III in Wall and Floor Tiling (CPC31320)	PT	2.5 years	Bruce	•

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# HIGH RISK WORK LICENCE — CRANE LICENCES



Learn the skills you need to operate cranes in the construction industry and obtain your licence for high-risk work.

JOB OPPORTUNITIES

- Crane operator
- Tower crane operator
- Vehicle leading crane operator

Courses	Delivery	Duration	Location	AA
Statement of Attainment Operating a Mobile Crane for a Licence [CN to C0]	PT	4 weeks	Bruce	
Statement of Attainment Licence to Operate a Tower Crane (CPCCLTC4001)	PT	4 weeks	Bruce	
Statement of Attainment Operating a Vehicle Loading Crane (capacity 10 metre tonnes and above) (CV)	PT	4 weeks	Bruce	
Non-Accredited Training Verification of Currency (VOC) in High Risk Work - Cranes	PT	1 day	Bruce	

# HIGH RISK WORK LICENCE — DOGGING, RIGGING AND SCAFFOLDING LICENCES

Learn the skills you need to perform dogging, rigging and scaffolding work in the construction industry.

JOB OPPORTUNITIES

- Dogger
- Scaffolder
- Rigger

Courses	Delivery	Duration	Location	AA
Statement of Attainment Licence to Operate a Personnel and Materials Hoist	PT	2 days	Bruce	
Statement of Attainment Licence to Erect, Alter, and Dismantle Scaffolding	PT	4 weeks	Bruce	
Statement of Attainment Licence to Perform Dogging	PT	4 weeks	Bruce	
Statement of Attainment training in Rigging for a Licence	PT	4 weeks	Bruce	
Non-Accredited Training Verification of Currency (VOC) in High Risk Work - Rigging	PT	1 day	Bruce	
Non-Accredited Training Verification of Currency (VOC) in High Risk Work - Dogging	PT	1 day	Bruce	
Non-Accredited Training Verification of Currency (VOC) in High Risk Work - Scaffolding	PT	1 day	Bruce	
Non-Accredited Training Verification of Currency (VOC) in High Risk Work - Personnel and Material Hoists	PT	1 day	Bruce	

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ON: Online AA: Apprenticeship, Traineeship or ASbA  
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# HIGH RISK WORK LICENCE — ELEVATED WORK PLATFORM EWP LICENCE



Learn the skills you need to operate hoists and elevated work platforms (EWP) in the construction industry and obtain your licence for high-risk work.

JOB OPPORTUNITIES

- Hoist and EWP operator

Courses	Delivery	Duration	Location	AA
Statement of Attainment Operating a Boom Type Elevated Platform for a Licence	PT/FL	3 days	Bruce	
Non-Accredited Training Verification of Currency (VOC) in Elevated Work Platforms under 11 metres	PT	1 day	Bruce	
Non-Accredited Training Verification of Currency (VOC) in operation of Boom Type Elevated Work Platform (and scissor lift)	PT	1 day	Bruce	



# HIGH RISK WORK LICENCE — FORKLIFT LICENCE



Gain the skills and knowledge required to check forklift condition, drive the forklift to fulfill operational requirements, monitor site conditions and maintain forklift performance.

JOB OPPORTUNITIES

- Forklift driver/operator

Courses	Delivery	Duration	Location	AA
Statement of Attainment Forklift Operations	FT	3 days	Bruce	
Non-Accredited Training Verification of Currency (VOC) in High Risk Work - Forklift	PT	1 day	Bruce	

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
Course details correct at time of publication. For the most up-to-date information about courses, including approximate fees, please visit [cit.edu.au](http://cit.edu.au)

# METAL FABRICATION



Gain basic skills and knowledge in relation to welding and fabrication, including drawing interpretation, job planning, and quality control. You will learn computer aided-drafting and gain skills in advanced welding and fabrication.

JOB OPPORTUNITIES

- Welder
- Fabrication worker

Courses	Delivery	Duration	Location	AA
Certificate III in Engineering - Fabrication Trade (MEM30319)	PT	3 years	Fyshwick	•

"I LOVED LEARNING NEW SKILLS OFF THE JOB AT CIT AND THEN BEING ABLE TO TAKE THESE SKILLS BACK TO WORK THE NEXT DAY."

Grant Hetherington (Graduate, Engineering Fabrication)



# PLUMBING

CIT offers a range of plumbing courses to provide you with a pathway towards a plumbing or gas fitting licence. All CIT’s plumbing courses are delivered in state-of-the-art plumbing facilities with industry-standard equipment, giving you the skills you need to begin or advance your plumbing career.

### JOB OPPORTUNITIES

- Plumber
- Roof plumber
- Plumber-drainer and gasfitter

Courses	Delivery	Duration	Location	AA
Certificate III in Plumbing (CPC32420)	PT	3 years	Fyshwick	•
Certificate III in Roof Plumbing (CPC32620)	PT	1 year	Fyshwick	•
Certificate II in Drainage (CPC20720)	PT	1 year	Fyshwick	•
Statement of Attainment Plumbing Prevocational Skills	PT	6 months	Fyshwick	
Statement of Attainment Hot Water Temperature Control Devices	PT	3-5 days	Fyshwick	
Statement of Attainment Sanitary Pipework (Licensing)	PT	6 months	Fyshwick	
Statement of Attainment Drainage (Licensing)	PT	6 months	Fyshwick	
Statement of Attainment Plumbing Work Practice	PT	6 months	Fyshwick	
Statement of Attainment Gasfitting Plumbing (Licensing)	PT	6 months	Fyshwick	
Statement of Attainment Backflow Prevention	PT	3-8 days	Fyshwick	
Statement of Attainment Water Plumbing (Licensing)	PT	6 months	Fyshwick	
Statement of Attainment Duct Installation	PT	3 weeks	Fyshwick	

FT: Full-time PT: Part-time FL: Flexible Learning  
ON: Online AA: Apprenticeship, Traineeship or ASbA  
Course details correct at time of publication. For the most up-to-date information about courses, including approximate fees, please visit [cit.edu.au](http://cit.edu.au)





# HOW TO ENROL

**CIT offers a range of qualifications, from certificates to advanced diplomas, and apprenticeships and traineeships. Once you know what you'd like to study, you will need to apply for your course.**



## PREPARE TO STUDY

Do you have all your documents and information required to enrol? Ensure you have everything you need before applying at CIT, such as:

- Does your course require a language, literacy and numeracy skills (LLN) assessment?
- Do you need to meet with a CIT careers advisor or student support advisor?
- Can your skills be recognised through CIT skills recognition to gain either part of or full qualification?

Check out the CIT enrolment information page - it provides an overview of all the information you may require before enrolling at CIT.

## DO YOU HAVE A UNIQUE STUDENT IDENTIFIER (USI)?

It is a requirement that all new and continuing CIT students who are registering into any nationally-recognised vocational education and training (VET) course in Australia (or overseas from an Australian-registered provider) have a Unique Student Identifier— you cannot enrol or graduate without one. Don't have one? Visit [usi.gov.au](https://usi.gov.au) to apply securely online, at no cost.

Already have one from previous study? You will need to verify it in CIT Self Service.

## APPLYING FOR YOUR COURSE

Once you have selected your course, you can APPLY to study the course via the CIT website.

To apply, select your course, taking note of the 'enrolment type' as you will need to refer to this later.

## ENROLLING INTO YOUR SUBJECTS

Most courses automatically accept students once an application has been completed. You now need to ENROL into your subjects. To enrol you will either:

- attend an on-campus or virtual enrolment session - enrolment will be either paper-based or online
- enrol online - to do this you will need the class reference numbers (CRNs). These are available either in the course information on the CIT website or are provided to you by the teacher.

**Note:** Some courses allow you to enrol at any time - follow the directions on the course information page on the CIT website. After enrolling you will be issued with a student invoice outlining your course fees and the date they are due for payment.

## ONCE YOU'VE ENROLLED

Once you've successfully enrolled, make sure you read through and regularly visit the enrolment information page.

## INTERNATIONAL STUDENTS

International students will need to contact CIT International directly to discuss how to apply to study at CIT.

- [\(02\) 6207 4662](tel:0262074662)
- [international@cit.edu.au](mailto:international@cit.edu.au)
- [international.cit.edu.au](https://international.cit.edu.au)

# PATHWAYS

Canberra is Australia's education capital, home to highly ranked universities and educational institutions.

**PATHWAYS TO UNIVERSITY**

CIT has credit transfer arrangements with numerous universities, enabling students to receive one to two years credit towards certain degrees.

Because CIT offers nationally-recognised qualifications accredited by the Australian Skills Quality Authority (ASQA), students can apply for Recognition of Prior Learning (RPL) to most universities within Australia and receive credit towards a degree, even where formal credit transfer arrangements are not in place.



CERT II

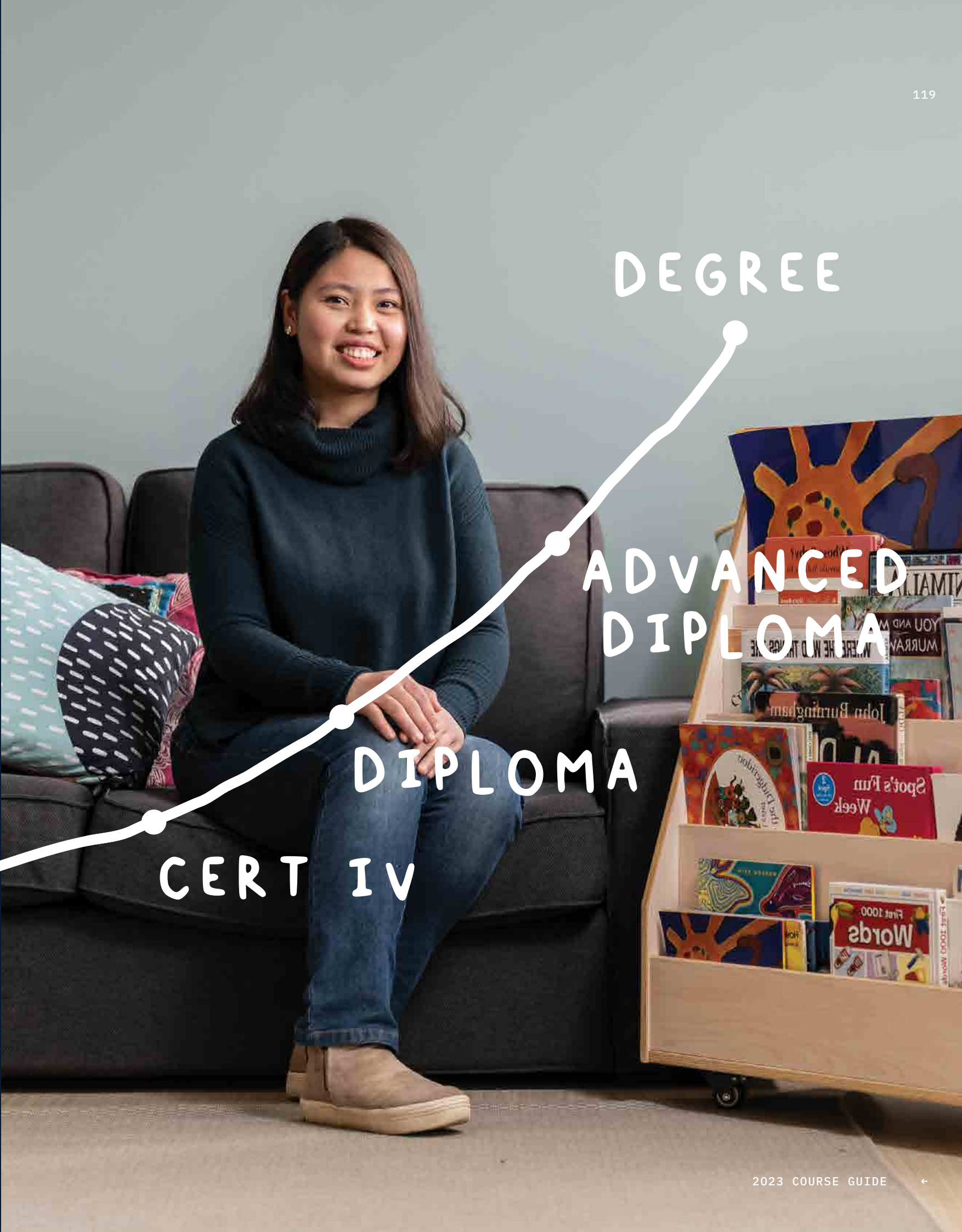
CERT III

CERT IV

DIPLOMA

ADVANCED DIPLOMA

DEGREE





# CIT SERVICES

## WE'RE HERE TO HELP

**CIT provides services and support across all CIT locations to assist students with enquiries and challenges before, during and after study.**

### CIT STUDENT SERVICES

CIT Student Services is located at each campus and staff can assist you with the administrative side of your study journey. CIT Student Services provides administration support to current, future and past students, including support for applications, enrolments, skills recognition, course information, awards, fees and general enquiries. Staff are also available to provide you with information regarding fee assistance and scholarships, and can assist you by putting you in touch with other CIT support services as required. If you are not sure where to go for help, CIT Student Services is the best place to start.

- [\(02\) 6207 3188](tel:0262073188)
- [info@cit.edu.au](mailto:info@cit.edu.au)
- [cit.edu.au/student-services](http://cit.edu.au/student-services)
- [cit.edu.au/livechat](http://cit.edu.au/livechat)

### CIT STUDENT SUPPORT

CIT Student Support can provide you with guidance, referral and support through services such as apprentice support, careers advice, migrant/refugee support, student equity, study support, counselling, disability support, fee assistance, LGBTIQ+ support and youth support. For an appointment or more information, contact the CIT Student Support team.

- [\(02\) 6207 3290](tel:0262073290)
- [cit.student.support@cit.edu.au](mailto:cit.student.support@cit.edu.au)
- [cit.edu.au/student-support](http://cit.edu.au/student-support)

### CIT LIBRARY

CIT Library provides library services at our Reid, Bruce, Fyshwick, Gungahlin and Tuggeranong campuses. CIT Library supports your study while at CIT by providing resources, study spaces, workshops, PCs, software and a 24hour area (CIT Reid only). Library staff are also available to help you with all your study needs.

- [\(02\) 6207 3366](tel:0262073366)
- [library@cit.edu.au](mailto:library@cit.edu.au)
- [library@cit.edu.au](mailto:library@cit.edu.au)
- [cit.edu.au/library](http://cit.edu.au/library)



### CIT ONLINE COURSE SUPPORT

eLearn is CIT's online learning environment designed to provide you with a variety of interactive learning experiences. You can access your course material, interact with your teachers and fellow students, as well as submit your assignments, receive grades, check your study progress and more. eLearn support helpdesk provides assistance to navigate eLearn and all of the technical support you may need to complete your studies at CIT.

- [\(02\) 6207 3833](tel:0262073833)
- [elearn.support@cit.edu.au](mailto:elearn.support@cit.edu.au)
- [elearn.cit.edu.au](http://elearn.cit.edu.au)

### CIT YURAUNA

CIT Yurauna is the Centre of Educational Excellence for Aboriginal and/or Torres Strait Islanders. CIT Yurauna guides students along their career path through training and advice, and helps students grow their knowledge, abilities and confidence. Study in a welcoming and supportive environment to help foster your future education. We also support and assist Indigenous peoples to gain entry into other CIT courses as well as Indigenous Scholarships.

- [\(02\) 6207 3309](tel:0262073309)
- [cit.yuraunacentre@cit.edu.au](mailto:cit.yuraunacentre@cit.edu.au)
- [cit.edu.au/yurauna](http://cit.edu.au/yurauna)

### CIT STUDENT ASSOCIATION (CITSA)

CITSA is all about the student experience and providing you that extra support to make sure you feel at home whilst you are studying at CIT. CITSA can provide advice on finding a job, help you settle into CIT, support you with finding accommodation, information on fee payment options, peer tutoring and much more. CITSA also hosts social events and trips for CIT Students to bring them together on campus and off campus. The canteens, Café Yala and CIT Bookshop are all managed by CITSA.

- [\(02\) 6207 3600](tel:0262073600)
- [citsa@cit.edu.au](mailto:citsa@cit.edu.au)
- [citsa.com.au](http://citsa.com.au)

### CIT INTERNATIONAL

CIT International provides assistance and advice to international students studying at CIT. CIT International is staffed by personnel who are well-equipped to assist students with any questions, problems or issues they may experience including stress, fitting in and adjusting to their new lifestyle. CIT International can provide support with finance, accommodation, visas and immigration, health cover, pastoral care and can connect students to other useful CIT services.

- [\(02\) 6207 4662](tel:0262074662)
- [international@cit.edu.au](mailto:international@cit.edu.au)
- [international.cit.edu.au](http://international.cit.edu.au)



# HANDS-ON TRAINING FACILITIES

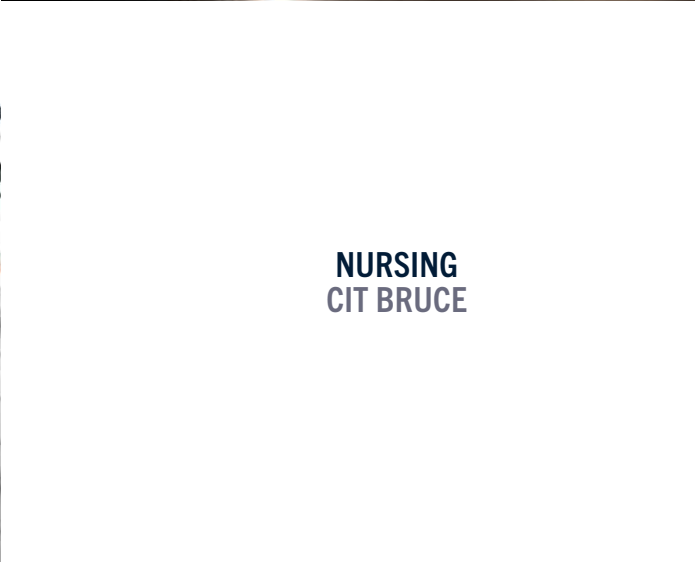


**CHILDCARE CENTRE**  
CIT BRUCE

**CIT FITNESS CENTRE**  
CIT BRUCE



**PHOTOGRAPHY**  
CIT REID



**NURSING**  
CIT BRUCE



**HORTICULTURE**  
CIT BRUCE



**HIGH RISK FACILITY**  
CIT BRUCE





**CULINARY**  
CIT REID  
**MEDIA**  
CIT REID

**TOURISM**  
CIT REID



**LIBRARY**  
CIT BRUCE



**COMPUTER LAB**  
CIT GUNGAHLIN



**ALLIED HEALTH CLINIC**  
CIT BRUCE



**TRADES**  
CIT FYSHWICK





# APPRENTICESHIPS, TRAINEESHIPS AND ASbAs

Get straight into the workforce and gain skills on the job with an apprenticeship or traineeship.

## WHAT ARE AUSTRALIAN APPRENTICESHIPS, TRAINEESHIPS AND ASbAs?

The term Australian Apprenticeship refers to a unique style of training which combines paid work and structured vocational training. Australian Apprenticeships include apprenticeships, Australian School-based Apprenticeships (ASbAs) and traineeships. This type of training allows you to learn a trade or workplace skills and receive a nationally-accredited qualification at the same time.

ASbAs are for secondary students aged 15 years and over. You can earn a wage working with an employer and train towards an accredited qualification at a registered training organisation while still going to school.

Pre-apprenticeship courses give you a taste for work in a specific industry and help you prepare for a formal apprenticeship. Unlike an Australian Apprenticeship, you don't need to have an employer to start these courses.

## IN WHICH INDUSTRY AREAS DOES CIT TRAIN APPRENTICES AND TRAINEES?

Australian Apprenticeships are available in an increasing range of industries.

Apprenticeships and ASbAs usually cover 'traditional' trades such as carpentry, construction, electrical, hairdressing, landscaping, plumbing and many more.

Traineeships provide training in vocational areas not usually covered by apprenticeships and are available across a range of careers. These include business administration, aged care, children's education, dental, disability, hospitality, mental health and many more.



Image: Maria Koulouris

## HOW DO I BECOME AN APPRENTICE OR TRAINEE?

①

Find an employer who's willing to take you on as an apprentice, trainee or ASbA.

②

Contact the ACT Apprenticeship Network Provider (ANP).

③

Meet with the ANP to sign your Australian Apprenticeship Training Contract within 28 days of starting employment.

④

Meet with CIT to enrol in your qualification and discuss your training plan. Your training plan sets out how and when your training and assessments are conducted in order for you to achieve your qualification.

Go to [cit.edu.au/apprentice](https://cit.edu.au/apprentice) to find out more about apprenticeships, traineeships and ASbAs.

You can identify which CIT courses are available to study as an apprenticeship, traineeship or ASbA by the application type AA in this course guide or visit [cit.edu.au/apprentice](https://cit.edu.au/apprentice)



# COURSE FEES



## FEES

CIT is the largest provider of vocational education and training (VET) in the ACT and charges the relevant fees associated with study. These student fees are complex, and may change often, so it is important that you take moment to familiarise yourself with the options you have in your chosen course of study.

Student fees are complex because they include tuition fees and some (not all) resources and other materials fees. Different courses require different periods of study, so tuition fees will differ by course. Some tuition fees are subsidised by government (Australian, state and territory) and some are not.

Some courses may have capped places available, which means only a certain number of people may make use of the applicable government subsidy. Student fees often change because these subsidies change. This means student fees may not be the same one year to another, which can make comparisons difficult. Each course listed on the CIT website will have an indicative cost, which can vary based on electives, duration and financial assistance.

To find out more about the different types of fees, visit [cit.edu.au/fees](http://cit.edu.au/fees)

## FINANCIAL ASSISTANCE

Student fee assistance is available in a variety of formats, including:

- concessions and financial assistance
- scholarships
- payment plans and fee payment options
- VET Student Loans
- FEE-HELP
- trade support loans.

You may also be eligible for tax deductions for course fees and associated study expenses.

To find out more about financial assistance and to check your eligibility, visit [cit.edu.au/fees](http://cit.edu.au/fees)

## GST

GST of 10% applies to some fees, for example, the course materials fee, where the item acquired becomes your property and is usable after the course completion. Basic tuition fees are GST free.

# SKILLS RECOGNITION

## WHAT IS SKILLS RECOGNITION?

Skills Recognition is an acknowledgement of the skills you have learned from your work, from life experience or from previous formal study.

## RECOGNISING YOUR WORK AND LIFE EXPERIENCE

As you travel through life, you gather a variety of skills and a vast amount of knowledge which can be recognised formally against a qualification. You can gather experience if you:

- are currently working
- have worked in the past
- are raising a family
- are participating in social, recreational or educational activities
- are involved in a hobby or are volunteering in your community.

## RECOGNISING YOUR PREVIOUS FORMAL STUDY

CIT also recognises subjects or competencies you have successfully obtained through another accredited vocational educational institution.

## WHAT ARE THE BENEFITS OF SKILLS RECOGNITION?

Skills Recognition means you don't have to study things you already know. It makes study more enticing, more enjoyable, more relevant and less time consuming.

## DO I HAVE TO PAY FOR SKILLS RECOGNITION?

Fees may apply. If fees are charged they are usually charged at the same rate as the subject fee.

To apply and for more information, visit [cit.edu.au/recognition](http://cit.edu.au/recognition), phone (02) 6207 3188 or email [info@cit.edu.au](mailto:info@cit.edu.au)

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Not all courses are on offer at the same time. Canberra Institute of Technology reserves the right not to offer courses where there are insufficient student enrolments.

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