

Course Guide

 Lonsdale
Institute



2019

Think of us as your home
away from home, as you
travel and enjoy all that
studying in a new city
and culture has to offer.



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Live Learn Lonsdale

68

Different nationalities
study at Lonsdale

Experience life with Lonsdale...

Imagine traveling the world with no commitments but to study and learn about new cultures. What better way to experience life than in the heart of the city; a vibrant, exciting metropolis.

Located in the center of the city, our Melbourne and Sydney campuses are close to major retail outlets, restaurants, cafés and bars, as well as all forms of public transport.

There's no better place to be, to play in and explore Australian culture with your new found friends and classmates.



Achieve your dreams...

Studying abroad might be the most challenging and rewarding experience of your life. That's why we're here to help.

We provide you with a flexible learning experience, and empower you to develop the skills you need for your future.

Whether you're looking to build experience for your employment goals or develop language skills to help you feel at home, we are here to support you.



96%

Of our students would recommend
Lonsdale to friends

13k

People follow us
on Facebook

We're right here with you...

Established in Melbourne in 2007, Lonsdale Institute is founded on a belief in the student experience. Through the diversity and insight of our team of professionals, we deliver English language courses and vocational skill based training.

Lonsdale Institute is an innovative educator. We believe that learning is about more than just studying. It's also about being curious, having fun, finding yourself and creating new and lasting friendships along the way. We know every student is different. We constantly strive to provide our students with the best learning experience for their individual needs.

Our support services and campus environments offer our students a safe and comfortable home away from home.

Welcome to Australia

Part of the appeal of studying abroad is the ability to see and experience a whole new culture. Our facilities are great but our locations are even better! Each provides you with convenient access to public transport, so you can explore all of the exciting attractions the city (and beyond) has to offer.

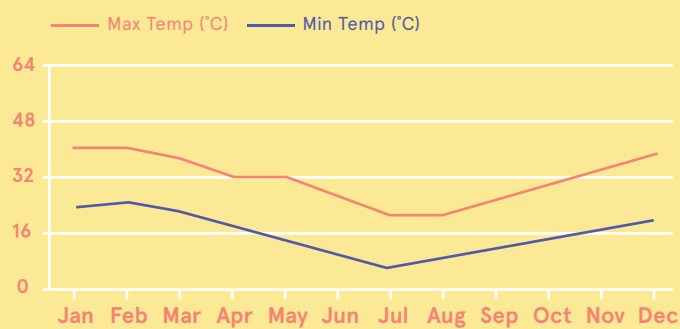
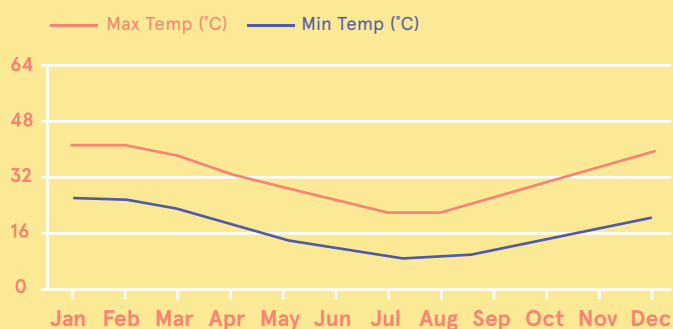


Sydney

Sydney is home to some of Australia's most recognisable sights – including the Harbour Bridge and the world famous Opera House. Located in Sydney's central business district, we're only a hop, skip and jump away from it all...

Melbourne

Melbourne is full of attractions. From laid back laneways and lush parks to grand libraries and museums, all wrapped up in a vibrant atmosphere (and a stunning food destination). And where are we? Right in the heart of it all...



Living costs in Australia

Public transport

\$15 To \$55 per week

Accommodation

Shared rental - \$85 to \$215 per week

Homestay - \$235 to \$325 per week

Rental - \$165 to \$440 per week

Car (after purchase)

\$150 To \$260 per week

Entertainment

\$80 To \$150 per week

Gas and electricity

\$35 To \$140 per week

Groceries and eating out

\$80 To \$280 per week



Our Campus

Lonsdale Institute has three central city campuses, two in Sydney and one in Melbourne, which provide students with professional training facilities and resources to enhance their study experience.

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Facilities



Student Kitchen



Library
Resources



Free Internet
(Wi-Fi Enabled)



Student
Computers



Support
Services



Lounge Areas



English Only
Environment



Counselling



Common Room

We're here to help

Whatever support you need, we're here to help. We provide you with guidance and assistance across all of your academic requirements, as well as ensuring a strong sense of well-being in your new environment. Our commitment is to seeing our students achieve – no matter what they need to make it happen.

Academic Support

At Lonsdale, we understand that your needs are individual to you. It's important to us that we give you the very best start. Setting you up for success academically is a key priority to helping you align and connect with your fellow students and achieve your goals.

So, how do we do this? We use a range of assessment methods to understand your goals and needs; starting your studies where it's right for you. But it doesn't end there. We will continue to work together to monitor your progress; providing you with additional support, guidance or specialised help as we determine the need.

Together we'll ensure you are supported in the best way for you...

Student Services

Being in a new place is both exciting and, in some cases, slightly daunting. Let us help you navigate your new environment with our range of supportive student services, including:

- Airport pickup
- Homestay accommodation
- Assistance with establishing a bank account
- Links with job and employer networks
- Access to facilities after class for self-study
- Organisation of social activities

Regulation

Lonsdale Institute is registered with the Australian Skills Quality Authority (ASQA) and is approved to deliver education and training to local and overseas students – Provider Number 21915.

In addition, Lonsdale Institute is also on the Commonwealth Register of Institutions and Courses for Overseas Students – CRICOS Provider Code 02836F.



Studying at Lonsdale made me less shy and enabled me to speak with more confidence.

All the teachers are nice and friendly, they were always trying to help me.

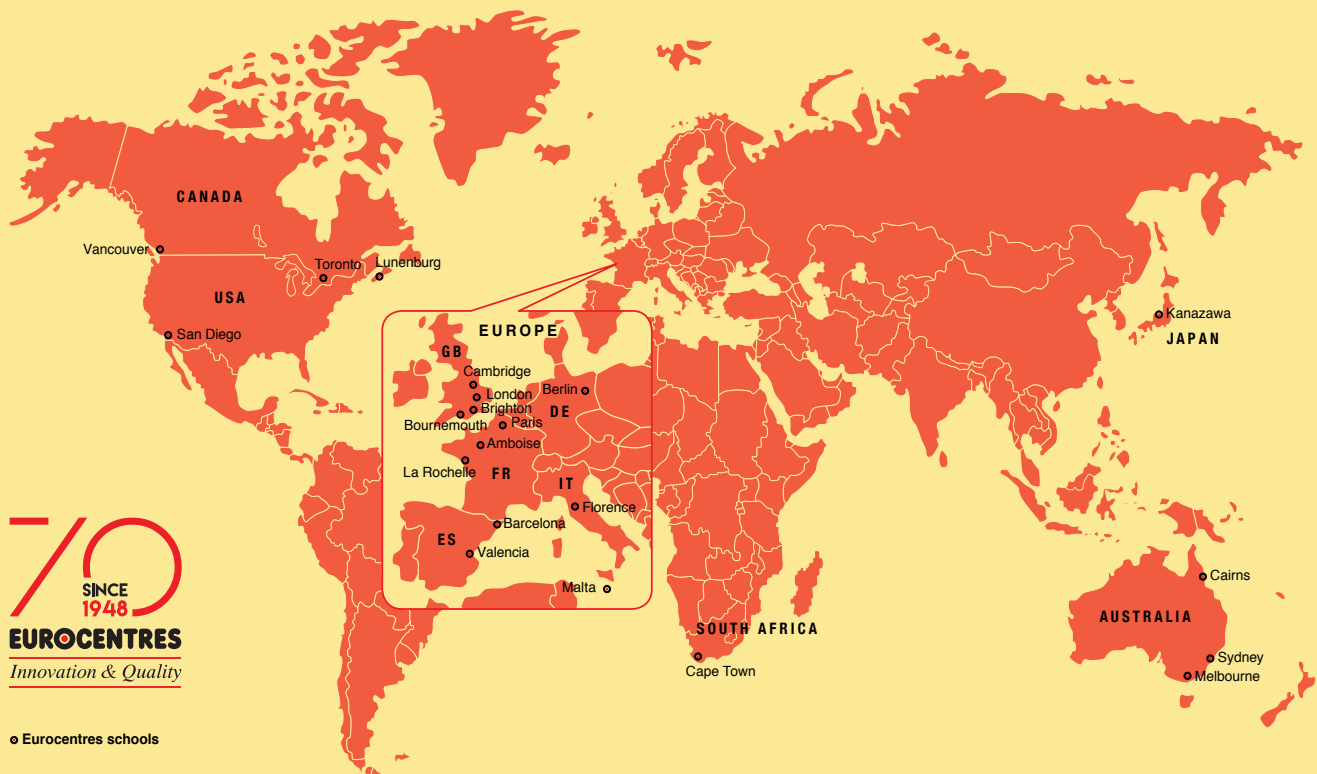
My favourite class was when we went outside to speak with some local people. I was a bit nervous but it was great to listen to real English spoken outside the classroom.

Saki | Japan

Eurocentres: English Programs

The Eurocentres Foundation has provided foreign language tuition of the highest quality for 70 years. The Foundation aims to promote understanding between people and bridge national, cultural and social barriers. EUROCENTRES SUCCESS SYSTEM is used throughout the world today, with 40 schools in 18 countries.

Our teachers are all specifically trained in the Eurocentres teaching methodology, which has been developed and modified over the past 60 years and is delivered in almost 40 locations around the world. Our teachers have first language English proficiency and are University and TESOL qualified. Teachers undergo monthly assessment by the Director of Studies and extensive Professional Development sessions.



Our Commitment

We are committed to delivering excellent courses and looking after students like no other school. To ensure our students achieve their individual goals and needs, Eurocentres guarantees students learn faster with:

Feedback

Each Eurocentres class has a weekly student – led feedback and curriculum adjustment session to ensure our lesson content constantly addresses students needs.

Tailored Learning

Teachers devise a weekly plan to achieve level goals in alignment to individual students' learning needs.

Monitored Progress

Language and communicative competence tests every 4 weeks ensure students know their exact level and can monitor their progress.

Individual Tutorials

Through fortnightly one-on-one tutorials, students will receive study advice based on their personal needs and classroom performance. Detailed individual feedback is also provided after each assessment.

Additional Study

Personal study plans generated from test results aid self study in our multi-media learning centres.

Eurocentres Website

- | | |
|----------------------------|---------------------------------|
| 1 Your personal study plan | 5 Sign up for social activities |
| 2 Your personal tutorial | 6 Practice |
| 3 Your progress | 7 Take online tests |
| 4 Meet your classmates | 8 School and local information |



Weekly Timetable (Sample)

General English

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8.45am – 10.45am	Theme – Memory Listening & Speaking: First meetings Language Focus: Past simple & continuous	Theme – Memory Language Focus: 'When, while, because'	Theme – Memory Language Focus Listening & Speaking: A childhood memory	Reading & Speaking: Memory tasks Real Life Speaking: Showing interest Sounding polite	Theme – Memory Language Focus: Consolidation – Practise past tense, vocabulary and pronunciation
15 minute break					
11am – 1pm	Pronunciation: Past simple ~ed endings Speaking: Formal/informal requests	Reading: 10 Ways to improve your memory Combined Learning Activities: Dictogloss (Lucky escape)	Vocabulary: Remembering & forgetting Writing: Polite language in emails	Listening: Text: Listening to Australia (intermediate) Reading: Instructions/ advice extract key information	Individual Tutorial: 1-1 Feedback Combined Learning/Social Activities: Conversation – "Dinner Party"
1.30pm – 2.30pm Optional Free Clubs					
Homework	Grammar: Past simple vs Past continuous	Vocabulary: Phrasal verbs	Real Life Writing: Email invitation to teacher Pre-Reading: Vocabulary	"Agony Aunt": Giving advice	Reported Speech: One conversation from "Dinner Party"

Levels

	General English	English for Academic Purposes	IELTS Preparation – Academic	
C2				
C1	Eurocentres Level 8 + 9		IELTS Advanced	7 – 7.5
B2	Eurocentres Level 6 + 7	EAP	IELTS Upper Intermediate	5.5 – 6.5
B1	Eurocentres Level 4 + 5			4 – 5
A2	Eurocentres Level 2 + 3			
A1	Eurocentres Level 1			
Common European Framework of Reference for languages (CEFR)				International English Language Testing System (IELTS)

General English



Sydney



Melbourne

CRICOS Code 089425F

Our General English program aims to develop students' ability to communicate confidently in English.

Our English courses build students' language skills in all areas with particular emphasis on speaking and pronunciation.

Eurocentres programs identify and target individual student needs and prepare them to confidently use English for general communication in a wide range of situations, including travel, work and social interaction.

Students are taught essential grammar, vocabulary, pronunciation and writing, reading, speaking and listening skills through interesting topics such as:

- Countries and Cultures
- Ambitions and Dreams
- Leisure and Lifestyle
- Memory
- Future Society

Students will also have a solid language foundation to progress to higher level classes in English for Academic Purposes and the IELTS Preparation program.

Course facts

Levels	CEFR A1 to C1 (Eurocentres levels 1-9)
Duration	Up to 62 weeks (including holidays)
Class Size	Maximum 18 (Average 12)
Entry Requirements	Students must be 18 years of age or older
Class Time (20 hours/week)	Morning Class Monday - Friday 8:45am - 1:00pm (Includes 15 minute break) 2.5 Day Intensive Class Monday & Tuesday 8:45am - 5:45pm Wednesday 8:45am - 1:00pm (Includes 3 short breaks)
Assessments	Ongoing class-based assessment and proficiency level testing to show course progress

IELTS Exam Preparation



Sydney



Melbourne

CRICOS Code 089425F

The IELTS is one of the most widely used and recognised English Language tests throughout the world.

IELTS Exam Preparation is professionally designed to aid students in their preparation for the IELTS Academic Module in the four core skill areas – writing, speaking, reading and listening.

IELTS Academic test results are accepted by all tertiary education providers and DIBP as a measure of English proficiency. Our IELTS Preparation program is written with the specific objective of preparing students to sit the IELTS exam and achieve band scores of 6.0 or higher in each of the four skill areas.

This course is delivered by experienced IELTS teachers to maximize students' language improvement as they prepare for the test.

This Course Will Cover

- Analysis of test tasks
- Test taking skills and strategies
- Writing, reading, speaking and listening skills development
- Core language development, vocabulary, grammar and pronunciation
- Regular exam practice

Course facts

Entry Level	CEFR B1+
Duration	Up to 38 weeks (including holidays)
Class Size	Maximum 18 (Average 12)
Entry Requirements	Students must be 18 years or older
Class Time	Monday - Friday 8:45am - 1:00pm (Includes 15-minute break) 20 hours/week
Assessments	Ongoing class-based assessment

English for Academic Purposes (EAP)



Melbourne

CRICOS Code 089551M

This program develops the English language knowledge needed for vocational and academic studies.

The program emphasises the skills and strategies for comprehension and participation in lectures, seminars, research tasks, written coursework and examinations.

Skills in academic writing, critical thinking, independent research and reporting, oral presentations and confident participation in a range of academic situations are key features of the program.

Course Content

The EAP program has been designed to enable students to develop their critical understanding and control of the features of the English language that will best promote success in academic study. Classroom activities integrate the skills of reading, writing, speaking and listening in a series of assessment tasks which reflect the requirements of tertiary study.

Course facts

Entry Level	CEFR B1+
Duration	Up to 38 weeks (12 week block, Intake every 4 weeks)
Class Size	Maximum 18 (Average 12)
Entry Requirements	Students must be 18 years or older
Class Time	Monday-Friday 8:45am – 1:00pm (Includes 15-minute break) 20 hours/week
Assessments	Ongoing class-based assessment tasks

“ I came to Australia to learn English.

Would I recommend studying at
Lonsdale Institute?

Without a doubt!

The teachers are very professional
and passionate about their jobs! ”

Ben | South Korea



Activities Program

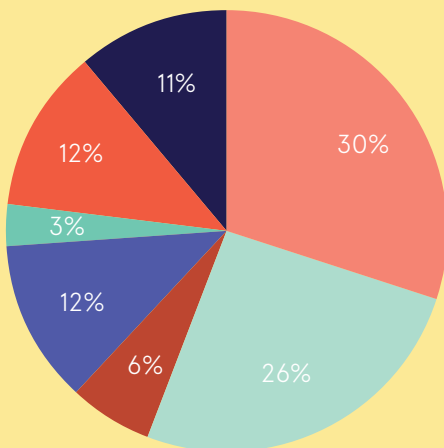
To support students to improve their language skills, we offer FREE activities and classes. This program enables students to practice their English in an informal, relaxed setting, make friends and experience two of the best cities in Australia.

<p>Monday —</p>  <p>Skill Share Meet Candy. Share your skills and teach your talent! Time: 1.30pm – 2.30pm Room: 3.7</p>	<p>Tuesday —</p>  <p>Games Club Meet Emma. Have fun with English through games Time: 1.30pm – 2.30pm Room: 3.7</p>	<p>Wednesday —</p>  <p>Karaoke Meet Claudia. Improve your English pronunciation through music and song lyrics Time: 1.30pm – 2.30pm Room: 3.7</p>	<p>Thursday —</p>  <p>Pronunciation & Listening Club Meet Harry. Do you want people to understand you? Do you want to understand people? Time: 1.30pm – 2.30pm Room: 3.7</p>	<p>Friday —</p>  <p>Friday Excursion Meet Yulya in the student lounge, Level 3. Explore different attractions in the city. Sign up by Wednesday Time: 1.30pm</p>
<p>Monday —</p>  <p>How Do I... Meet Justin. Speak like an Australian in everyday situations Time: 1.30pm – 2.30pm Room: 3.4</p>	<p>Tuesday —</p>  <p>Writing Club Meet Josie. Get creative and write your way to success. Improve your accuracy and fluency Time: 1.30pm – 2.30pm Room: 3.4</p>	<p>Wednesday —</p>  <p>Dramatic Reading Meet John. Express yourself. Release your inner actor. Time: 1.30pm – 2.30pm Room: 3.4</p>	<p>Thursday —</p>  <p>Conversation Club Meet Adrian. Practise your conversation skills with other students Time: 1.30pm – 2.30pm Room: 3.4</p>	

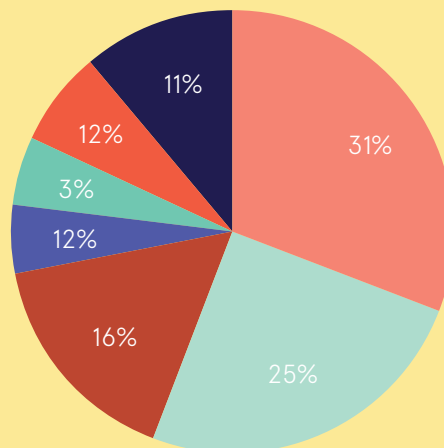


ELICOS Nationality Mix

Eurocentres Melbourne

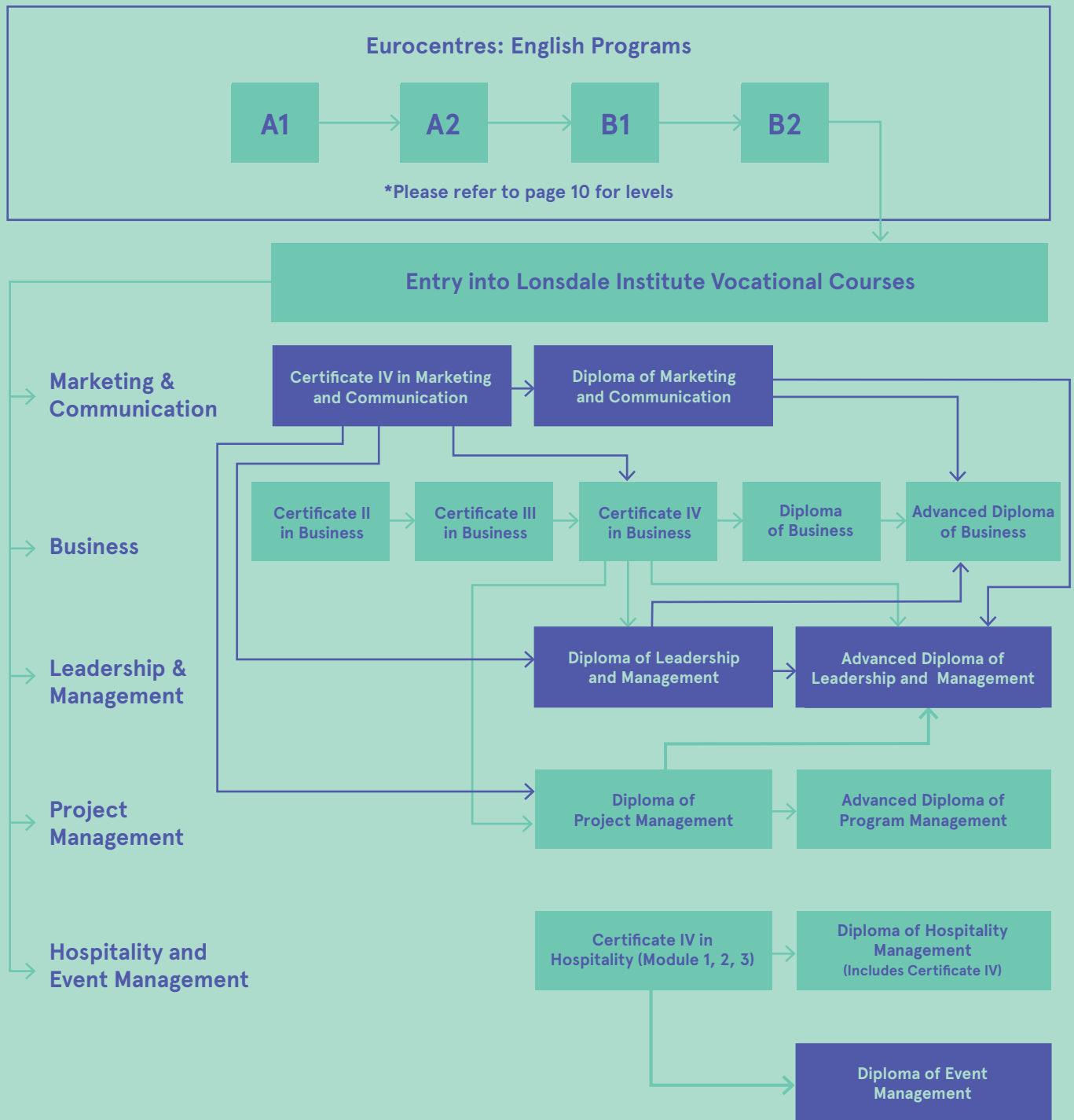


Eurocentres Sydney



- Europe
- Latin America
- Brazil
- Japan
- South Korea
- Thailand
- Taiwan/Hong Kong/China

Lonsdale Institute Pathways





Business



Sydney



Melbourne

Delivery Approach and Mode

20 hours face to face delivery per week (full-time).
Lecture & Tutorial, Study Group, Assessment Planning,
Practical, and Self Study sessions will be provided.

Delivery and Assessment

A variety of methods are incorporated into the course
to accommodate different learning styles. These include
project work, reports, portfolio development and
individual presentations.

Age Entry Requirement

- Students must be 18 years of age or over

English Proficiency Entry Requirement

- Please refer to the specific course details

Academic Entry Requirement

- Please refer to the specific course details



Certificate II in Business

Course Code BSB20115 | CRICOS Code 098144G

This qualification reflects the role of individuals in a variety of junior administrative positions who perform a range of mainly routine tasks using limited practical skills and fundamental operational knowledge in a defined context. Individuals in these roles generally work under direct supervision.

Course Structure

To achieve this qualification, you will need to complete the following 12 units.

English Proficiency Entry Requirement

IELTS 4.0 (CEFR B1) equivalent
(Intermediate level)

Academic Entry Requirements

Year 12 or equivalent in literacy and numeracy

Course Duration

Up to 28 weeks
(including holidays)

Study Weeks

20 weeks

Unit Code	Unit Name
BSBWHS201	Contribute to health and safety of self and others
BSBIND201	Work effectively in a business environment
FSKRDG10	Read and respond to routine workplace information
BSBCUS201	Deliver a service to customers
BSBCMM201	Communicate in the workplace
FSKWTG09	Write routine workplace texts
BSBWOR203	Work effectively with others
BSBWOR202	Organise and complete daily work activities
FSKOCM07	Interact effectively with others at work
BSBITU213	Use digital technologies to communicate remotely
FSKLRG11	Use routine strategies for work-related learning
BSBITU211	Produce digital text documents

Certificate III in Business

Course Code BSB30115 | CRICOS Code 098145F

This qualification reflects the varied roles of individuals across different industry sectors who apply a broad range of competencies using some discretion, judgment and relevant theoretical knowledge. They may provide technical advice and support to a team.

Course Structure

To achieve this qualification, you will need to complete the following 12 units.

Unit Code	Unit Name
BSBWHS302	Apply knowledge of WHS legislation in the workplace
BSBDIV301	Work effectively with diversity
BSBWOR201	Manage personal stress in the workplace
BSBCMM301	Process customer complaints
BSBWRK311	Develop self-awareness
BSBITU315	Purchase goods & services online
BSBFLM311	Support a workplace learning environment
BSBMGT405	Provide personal leadership
BSBITU306	Design and produce business documents
BSBADM302	Produce texts from notes
BSBWOR301	Organise personal work priorities & development
BSBITU312	Create electronic presentations

English Proficiency Entry Requirement

IELTS 5.0 (CEFR B1+) equivalent
(Strong Intermediate level)

Academic Entry Requirements

Year 12 or equivalent in literacy and numeracy

Course Duration

Up to 28 weeks
(including holidays)

Study Weeks

20 weeks

Certificate IV in Business

Course Code BSB40215 | CRICOS Code 086934J

This qualification is suited to those working as administrators and project officers. In this role, individuals use well developed skills and a broad knowledge base to apply solutions to a defined range of unpredictable problems and analyse information from a variety of sources. They may provide leadership and guidance to others with some limited responsibility for the output of others.

English Proficiency Entry Requirement

IELTS 5.5 or equivalent
(Upper Intermediate level)

Academic Entry Requirements

Year 12 or equivalent in literacy and numeracy

Course Duration

Up to 28 weeks
(including holidays)

Study Weeks

20 weeks

Course Structure

To achieve this qualification, you will need to complete the following 10 units.

Unit Code	Unit Name
BSBWHS401	Implement, monitor WHS policies, procedures and programs to meet legislative requirements
BSBINN301	Promote innovation in a team environment
BSBLED401	Develop teams and individuals
BSBADM405	Organise meetings
BSBMKG413	Promote products and services
BSBRES411	Analyse and present research information
BSBCMM401	Make a presentation
BSBCOS402	Address customer needs
BSBADM406	Organise business travel
BSBMKG414	Undertake marketing activities



Diploma of Business

Course Code BSB50215 | CRICOS Code 087203C

This qualification would apply to individuals with various job titles including executive officers, program consultants and program coordinators. Individuals in these roles may possess substantial experience in a range of settings, but seek to further develop their skills across a wide range of business functions.

Conversely, it may also apply to those with little or no vocational experience, but who possess sound theoretical business skills and knowledge that they would like to develop in order to create further educational and employment opportunities.

Course Structure

To achieve this qualification, you will need to complete the following 8 units.

Unit Code	Unit Name
BSBHRM506	Manage recruitment selection and induction processes
BSBLED502	Manage programs that promote personal effectiveness
BSBWOR501	Manage personal work priorities/professional development
BSBPMG522	Undertake project work
BSBRISK501	Manage risk
BSBMGT502	Manage people performance
BSBCUS501	Manage quality customer service
BSBMKG501	Identify and evaluate marketing opportunities

English Proficiency Entry Requirement

IELTS 5.5 or equivalent (Upper Intermediate level)

Academic Entry Requirements

Demonstration of potential to undertake vocational education and training at diploma level, including:

- Completion of the BSB40207 Certificate IV in Business or other relevant qualifications
- Demonstration of vocational experience in a range of work environments in a senior support role

Course Duration

Up to 28 weeks
(including holidays)

Study Weeks

20 weeks

Advanced Diploma of Business

Course Code BSB60215 | CRICOS Code 087486J

This qualification reflects the role of individuals with significant experience in a senior administrative role who are seeking to develop expertise across a wider range of business functions.

The qualification is suited to individuals who possess significant theoretical business skills and knowledge and wish to consolidate and build pathways to further educational or employment opportunities.

English Proficiency Entry Requirement

IELTS 5.5 or equivalent (Upper Intermediate level)

Academic Entry Requirements

Demonstration of potential to undertake vocational education and training at advanced diploma level, including:

- Completion of the BSB50207 Diploma of Business or other relevant qualification; or
- Substantial vocational experience in a range of environments, acting in a range of senior support or administrative roles

Course Structure

To achieve this qualification, you will need to complete the following 8 units.

Course Duration

Up to 28 weeks
(including holidays)

Study Weeks

20 weeks

Unit Code	Unit Name
BSBMKG605	Evaluate international marketing opportunities
BSBMKG606	Manage international marketing programs
BSBMKG603	Manage the marketing process
BSBFIM601	Manage finances
BSBHRM602	Manage human resources strategic planning
BSBMGT615	Contribute to organisation development
BSBSUS501	Develop workplace policy and procedures for sustainability
BSBINN601	Manage organisational change

Marketing and Communication



Sydney



Melbourne

Delivery Approach and Mode

20 hours face to face delivery per week (full-time).
Lecture & Tutorial, Study Group, Assessment Planning,
Practical, and Self Study sessions will be provided.

Delivery and Assessment

A variety of methods are incorporated into the course
to accommodate different learning styles. These include
project work, reports, portfolio development and
individual presentations.

Age Entry Requirement

- Students must be 18 years of age or over

English Proficiency Entry Requirement

- IELTS 5.5 or equivalent
(Upper Intermediate level)

Academic Entry Requirement

- Please refer to the specific course details



Certificate IV in Marketing and Communication

Course Code BSB42415 | CRICOS Code 095460G

This qualification is suitable for those who use well developed marketing and communication skills and a broad knowledge base in a wide variety of contexts. It includes knowledge and skills in the areas of digital media as well as covering the requirements of thorough and effective research.

Individuals in these roles apply solutions to a defined range of unpredictable problems and analyse and evaluate information from a variety of sources.

They may provide leadership and guidance to others with some limited responsibility for the output of others, however they typically report to more senior practitioners.

Academic Entry Requirements

- Year 12 or equivalent in literacy and numeracy; or
- Provision of evidence of competency in Certificate III in Marketing and Communication or other relevant qualifications or equivalent work experience

Course Structure

To achieve this qualification, you will need to complete the following 12 units.

Course Duration

Up to 28 weeks
(including holidays)

Study Weeks

20 weeks

Unit Code	Unit Name
BSBMKG418	Develop and apply knowledge of the marketing communication industry
BSBCMM401	Make a presentation
BSBCRT401	Articulate, present and debate ideas
BSBMGT407	Apply digital solutions to work processes
BSBMKG417	Apply marketing communication across a convergent industry
BSBMKG408	Conduct market research
BSBMKG401	Profile the market
BSBMKG413	Promote products and services
BSBMKG419	Analyse consumer behaviour
BSBMKG420	Create digital media user experiences
BSBRES411	Analyse and present research information
BSBLDR402	Lead effective workplace relationships

Diploma of Marketing and Communication

Course Code BSB52415 | CRICOS Code 095461G

This qualification applies to individuals with a sound theoretical knowledge base in marketing and communication and who demonstrate a range of managerial skills to ensure that functions are effectively conducted in an organisation or business area.

Course Structure

To achieve this qualification, you will need to complete the following 12 units.

Typically they would have responsibility for the work of other staff.

Academic Entry Requirements

- Year 12 or equivalent in literacy and numeracy
- Completion of all core units in BSB42415 Certificate IV in Marketing and Communication

Course Duration

Up to 52 weeks
(including holidays)

Study Weeks

40 weeks

Unit Code	Unit Name
BSBMKG506	Plan market research
BSBPMG522	Undertake project work
BSBIPR501	Manage intellectual property to protect and grow business
BSBCRT501	Originate and develop concepts
BSBADV509	Create mass print media advertisements
BSBMKG518	Plan and implement services marketing
BSBMKG510	Plan e-marketing communications
BSBMKG528	Mine data to identify industry directions
BSBMKG537	Develop a social media engagement plan
BSBMKG508	Plan direct marketing activities
BSBMKG507	Interpret market trends and developments
BSBMKG523	Design and develop an integrated marketing communication plan



Project Management



Sydney



Melbourne

Delivery Approach and Mode

20 hours face to face delivery per week (full-time).
Lecture & Tutorial, Study Group, Assessment Planning,
Practical, and Self Study sessions will be provided.

Delivery and Assessment

A variety of methods are incorporated into the course
to accommodate different learning styles. These include
project work, reports, portfolio development and
individual presentations.

Age Entry Requirement

- Students must be 18 years of age or over

English Proficiency Entry Requirement

- Please refer to the specific course details

Academic Entry Requirement

- Please refer to the specific course details



Diploma of Project Management

Course Code BSB51415 | CRICOS Code 087442K

This qualification reflects the role of individuals who apply project management skills and knowledge. They may manage projects in a variety of contexts, across a number of industry sectors and are responsible for achieving project objectives. They possess a sound theoretical knowledge base and use a range of specialised, technical and managerial competencies to initiate, plan, execute and evaluate their own work and/or the work of others.

Course Structure

To achieve this qualification, you will need to complete the following 12 units.

Academic Entry Requirements

Demonstration of potential to undertake vocational education and training at diploma level, including:

- Completion of the BSB40207 Certificate IV in Business or other relevant qualification; or
- Demonstration of substantial vocational experience in project roles where they may have had limited responsibility without a formal project management qualification

Course Duration

Up to 28 weeks
(including holidays)

Study Weeks

20 weeks

Unit Code	Unit Name
BSBPMG517	Manage project risk
BSBPMG521	Manage project integration
BSBPMG511	Manage project scope
BSBPMG512	Manage project time
BSBPMG513	Manage project quality
BSBPMG514	Manage project cost
BSBPMG515	Manage project human resources
BSBPMG516	Manage project information and communication
BSBPMG19	Manage project stakeholders engagement
BSBMGT516	Facilitate continuous improvement
BSBWOR502	Lead and manage team effectiveness
BSBINN502	Build and sustain an innovative work environment

Advanced Diploma of Program Management

Course Code BSB61218 | CRICOS Code 098974B

This qualification reflects the role of individuals who apply specialised knowledge and skills, together with experience in program management across a range of enterprise and industry contexts.

A program is defined as a set of interrelated projects, each of which has a project manager. 'Multiple projects' or a 'program of projects', refers to a number of related projects managed by the same person as a program to achieve organisational objectives.

It applies to individuals who are program managers, managing or directing a suite of projects (a program) to achieve organisational objectives.

Individuals at this level use initiative and judgement to direct, plan, and lead a range of program functions, with accountability for personal and team outcomes within broad parameters.

They use cognitive and communication skills to identify, analyse and synthesise information from a variety of sources and transfer their knowledge to others, and creative or conceptual skills to express ideas and perspectives or respond to complex problems.

Academic Entry Requirements

Demonstration of potential to undertake vocational education and training at advanced diploma level and completion of the BSB51415 Diploma of Project Management

Course Structure

To achieve this qualification, you will need to complete the following 12 units.

Course Duration

Up to 52 weeks
(including holidays)

Study Weeks

40 weeks

Unit Code	Unit Name
PSPMGT006	Develop a business case
BSBMGT520	Plan and Manage the flexible workforce
BSBPMG622	Implement program governance
BSBPMG610	Enable program execution
BSBPMG615	Manage program delivery
BSBPMG617	Provide leadership for the program
BSBPMG624	Engage in collaborative alliances
BSBLDR501	Develop and use emotional intelligence
BSBPMG621	Facilitate stakeholder engagement
AHCBUS607	Implement a monitoring, evaluation and reporting program
BSBPMG616	Manage program risk
BSBPMG623	Manage benefits



I loved my class experience with Kerry, the trainer of the Advanced Diploma of Business.

The class was always dynamic and fun and she has lots of knowledge and an excellent attitude.

I gained a great deal of general knowledge about working in a company and even starting my own business.

Australia is the place to be if you want to have new experiences and practice your English. I would highly recommend studying at Lonsdale Institute. The teachers are well prepared.



Sara | Mexico

Leadership and Management



Sydney



Melbourne

Delivery Approach and Mode

20 hours face to face delivery per week (full-time).
Lecture & Tutorial, Study Group, Assessment Planning,
Practical, and Self Study sessions will be provided.

Delivery and Assessment

A variety of methods are incorporated into the course
to accommodate different learning styles. These include
project work, reports, portfolio development as well as
individual presentations.

Age Entry Requirement

- Students must be 18 years of age or over

English Proficiency Entry Requirement

- IELTS 5.5 or equivalent
(Upper Intermediate level)

Academic Entry Requirement

- Please refer to the specific course details



Diploma of Leadership and Management

Course Code BSB51918 | CRICOS Code 098738C

This qualification reflects the role of individuals who apply knowledge, practical skills and experience in leadership and management across a range of enterprise and industry contexts.

Individuals at this level display initiative and judgement in planning, organising, implementing and monitoring their own workload and the workload of others. They use communication skills to support individuals and teams to meet organisational or enterprise requirements.

They plan, design, apply and evaluate solutions to unpredictable problems, and identify, analyse and synthesise information from a variety of sources.

Academic Entry Requirements

- Year 12 or equivalent literacy and numeracy levels or equivalent; or
- Provision of evidence of competency of Certificate IV or above in a related business field; or
- Demonstration of substantial vocational experience in a range of environments, acting in supervisor/ middle management or management role

Course Structure

To achieve this qualification, you will need to complete the following 12 units.

Course Duration

Up to 52 weeks
(including holidays)

Study Weeks

40 weeks

Unit Code	Unit Name
BSBLDR511	Develop and use emotional intelligence
BSBMGT517	Manage operational plan
BSBLDR502	Lead and manage effective workplace relationships
BSBWOR502	Lead and manage team effectiveness
BSBMKG512	Forecast international market and business needs
BSBINN502	Build and sustain an innovative work environment
BSBHRM513	Manage workforce planning
BSBEBU501	Investigate and design e-business solutions
BSBLDR513	Communicate with influence
BSBMGT516	Facilitate continuous improvement
BSBMGT520	Plan and Manage the flexible workforce
BSBLED501	Develop a workplace learning environment

Advanced Diploma of Leadership and Management

Course Code BSB61015 | CRICOS Code 093420K

This qualification reflects the role of individuals who apply specialised knowledge and skills, together with experience in leadership and management, across a range of enterprise and industry contexts.

Individuals at this level use initiative and judgement to plan and implement a range of leadership and management functions, with accountability for personal and team outcomes within broad parameters.

They use cognitive and communication skills to identify, analyse and synthesise information from a variety of sources and transfer their knowledge to others, and creative or conceptual skills to express ideas and perspectives or respond to complex problems.

Academic Entry Requirements

Demonstration of potential to undertake vocational education and training at advanced diploma level, including:

- Completion of the BSB51915 Diploma of Leadership and Management or Certificate IV and above in a related business field; or
- Substantial vocational experience in a range of environments, acting in a supervisor/ middle management or management role

Course Duration

Up to 52 weeks
(including holidays)

Study Weeks

40 weeks

Course Structure

To achieve this qualification, you will need to complete the following 12 units.

Unit Code	Unit Name
BSBFIM601	Manage finances
BSBINN601	Lead and manage organisational change
BSBMGT605	Provide leadership across the organisation
BSBMGT617	Develop and implement a business plan
BSBCUE604	Develop and maintain a service level strategy
BSBMGT619	Identify and implement business innovation
BSBHRM604	Manage employee relations
BSBMGT623	Monitor corporate governance activities
BSBMGT616	Develop and implement strategic plans
BSBMGT608	Manage innovation and continuous improvement
BSBMKG609	Develop a marketing plan
BSBMGT621	Design and manage the enterprise quality management system

“ I’ve always wanted to come to Australia and I am here now to fulfil my childhood dreams.

I don’t want this amazing experience to end. ”

Laura | Colombia



Hospitality



HIGH SEASON



Melbourne

Delivery Approach and Mode

20 hours face to face delivery per week (full-time). A combination of face to face trainer led theory sessions & practical sessions involving group and individual activities.

Delivery and Assessment

A variety of methods are incorporated into the course to accommodate different learning styles. These include observation, project, case study as well as role play.

Age Entry Requirement

- Students must be 18 years of age or over

English Proficiency Entry Requirement

- IELTS 5.5 or equivalent (Upper Intermediate level)

Academic Entry Requirement

- Please refer to the specific course details



Established in January of 2018, High Season has been created with the sole purpose of providing an elite education experience aligned to tangible employment outcomes in the professions of Hospitality and Event Management.

Developed in partnership with industry leaders within the fields of hospitality, event management and education, High Season offers industry recognised qualifications for students in Melbourne who are looking to develop knowledge, experience, capability and relationships in their field of expertise.

High Season celebrates a carefully crafted development formula where knowledge and experience unite to build the confidence and capability of our graduating students.

Certificate IV in Hospitality

Course Code SIT40416 | CRICOS Code 095457C

This qualification reflects the role of skilled operators who use a broad range of hospitality service, sales or operational skills combined with supervisory skills and sound knowledge of industry operations to plan, monitor and evaluate the work of team members. They operate independently or with limited guidance from others, and use discretion to solve non-routine problems.

This qualification provides a pathway to work as a supervisor in hospitality organisations such as restaurants, hotels, motels, clubs, pubs, cafés, and coffee shops. This qualification allows for multi-skilling and for specialisation in accommodation services, food and beverage, and gaming.

Possible job titles are duty manager, concierge and shift manager. Supervisor or team leader roles can be gained in the areas of bar, food and beverage, front office, housekeeping, and gaming.

Academic Entry Requirements

Year 12 or equivalent in literacy and numeracy

Course Duration

Up to 52 weeks
(including holidays)

Study Weeks

40 weeks

Course Structure

To achieve this qualification, you will need to complete the following 21 units.

Module 1 – Industry Knowledge

SITHIND002	Source and use information on the hospitality industry
SITHIND004	Work effectively in hospitality service
SITXCCS007	Enhance customer service experiences

Module 2 – Business Basics

SITXMGTO01	Monitor work operations
SITXFIN003	Manage finances within a budget
SITHIND001	Use hygienic practices for hospitality service
SITXWHS002	Identify hazards, assess and control safety risks
SITXWHS003	Implement and monitor work health and safety processes

Module 3 – Food Service

SITHFAB014	Provide table service of food and beverage
SITHFAB016	Provide advice on food
SITHFAB017	Provide advice on food and beverage matching
SITHKOP003	Plan and display buffets

Module 4 – Bar Service

SITHFAB002	Provide responsible service of alcohol
SITHFAB003	Operate a bar
SITHFAB012	Provide advice on Australian wines
SITHFAB013	Provide advice on imported wines

Module 5 – Leadership

BSBDIV501	Manage diversity in the workplace
BSBLDR502	Lead and manage effective workplace relationships
SITXHRM001	Coach others in job skills
SITXHRM003	Lead and manage people
SITXCOM005	Manage conflict



HIGH SEASON

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Diploma of Hospitality Management

Course Code SIT50316 | CRICOS Code 095459A

This qualification reflects the role of highly skilled senior operators who use a broad range of hospitality skills combined with managerial skills and sound knowledge of industry to coordinate hospitality operations. They operate independently, have responsibility for others and make a range of operational business decisions.

This qualification provides a pathway to work in any hospitality industry sector as a departmental or small business manager. The diversity of employers includes restaurants, hotels, motels, catering operations, clubs, pubs, cafés, and coffee shops. This qualification allows for multi-skilling and for specialisation in accommodation services, cookery, food and beverage and gaming.

Possible job titles include chef de cuisine, chef patissier, and sous chef. Managerial roles can be secured in the areas of bar, café, club, front office, gaming, kitchen, motel, housekeeping, restaurant, banquet, function and catering operations.

Academic Entry Requirements

Year 12 or equivalent in literacy and numeracy

Course Duration

Up to 80 weeks
(including holidays)

Study Weeks

60 weeks

Course Structure

To achieve this qualification, you will need to complete the following 28 units.



HIGH SEASON

Module 1 – Industry Knowledge

SITHIND002	Source and use information on the hospitality industry
SITHIND004	Work effectively in hospitality service
SITXCCS007	Enhance customer service experiences

Module 2 – Business Basics

SITXMGT001	Monitor work operations
SITXFIN003	Manage finances within a budget
SITHIND001	Use hygienic practices for hospitality service
SITXWHS002	Identify hazards, assess and control safety risks
SITXWHS003	Implement and monitor work health and safety processes

Module 3 – Food Service

SITHFAB014	Provide table service of food and beverage
SITHFAB016	Provide advice on food
SITHFAB017	Provide advice on food and beverage matching
SITHKOP003	Plan and display buffets

Module 4 – Bar Service

SITHFAB002	Provide responsible service of alcohol
SITHFAB003	Operate a bar
SITHFAB012	Provide advice on Australian wines
SITHFAB013	Provide advice on imported wines

Module 5 – Leadership

BSBDIV501	Manage diversity in the workplace
BSBLDR502	Lead and manage effective workplace relationships
SITXHRM001	Coach others in job skills
SITXHRM003	Lead and manage people
SITXCOM005	Manage conflict

Module 6 – Operations Planning

SITXGLC001	Research and comply with regulatory requirements
SITXFIN004	Prepare and monitor budgets
SITXMGT002	Establish and conduct business relations
BSBADM502	Manage meetings

Module 7 – Management

SITXHRM002	Roster staff
BSBMGT517	Manage operational plans
SITXCCS008	Develop and manage quality customer service practices

Diploma of Event Management

Course Code SIT50316 | CRICOS Code 095459A

This qualification reflects the role of individuals who use a broad range of event-related skills and sound knowledge of event management processes to coordinate event operations. They operate independently and make operational event management decisions.

Events are diverse in nature and this qualification provides a pathway to work for event or exhibition organisations operating in a range of industries, including the tourism and travel, hospitality, sport, cultural, and community sectors.

The diversity of employers includes event management or exhibition management companies, event venues, or organisations that manage their own events. Work could be undertaken in an office environment where the planning of events takes place, on-site at venues where events are staged or a combination of both.

Possible roles include event or exhibition planner and coordinator positions in the areas of conferencing, event sales, functions, in-house meetings, staging and venues.

Academic Entry Requirements

Year 12 or equivalent in literacy and numeracy

Course Duration

Up to 52 weeks
(including holidays)

Study Weeks

40 weeks

Course Structure

To achieve this qualification, you will need to complete the following 21 units.

Module 1 – Industry Knowledge Business Basics

SITHIND002	Source and use information on the hospitality industry
SITHIND004	Work effectively in hospitality service
SITXCCS007	Enhance customer service experiences
SITXMGT001	Monitor work operations
SITXFIN003	Manage finances within a budget
SITHIND001	Use hygienic practices for hospitality service
SITXWHS002	Identify hazards, assess and control safety risks

Module 2 – Food Service

SITHFAB002	Provide responsible service of alcohol
SITXHRM003	Lead and manage people
SITHFAB016	Provide advice on food
SITHKOP003	Plan and display buffets

Module 3 – Event Planning

SITEEVT001	Source and use information on the events industry
SITEEVT007	Select event venues and sites
SITTTSL008	Book supplier products and services
CPPDSM5027	Provide facilities and amenities for property users
SITEEVT005	Plan in-house events or functions

Module 4 – Event Management

SITXMGT003	Manage projects
SITXMGT002	Establish and conduct business relationships
SITEEVT003	Coordinate on-site event registrations
SITEEVT008	Manage event staging components
SITEEVT010	Manage on-site event operations



HIGH SEASON

How to start your Lonsdale Journey

1 Talk to one of our team or agents



2 Choose your course/s and intake date/s



3 Prepare supporting documents



4 Complete an application
Apply on our website. We can also arrange your Overseas Student Health Cover



5 Check your offer letter and sign your agreement of acceptance



6 Make a payment and receive Confirmation of Enrolment (CoE)



7 Organise your visa



8 Plan your travel to Australia
We can help you with airport pick-up and student accommodation



9 Attend orientation



10 Study
Whenever you need help, we are here to support you





Our Partners



Alpine Health is recognised as one of the more innovative hospitals and health service providers in Australia. Alpine Health actively pursue diverse strategies to support acute hospital, aged care and training and education activities.

EUROCENTRES

Language and Educational Centres

The Eurocentres Foundation has provided foreign language tuition of the highest quality for 70 years. The Foundation aims to promote understanding between people and bridge national, cultural and social barriers. EUROCENTRES SUCCESS SYSTEM is used throughout the world today, with 40 schools in 18 countries.



THE HELLENIC INITIATIVE
AUSTRALIA

The Hellenic Initiative Australia was established in 2015 as a national, not-for-profit organisation to support the work THI is doing on the ground in Greece and to develop new programs and initiatives.

Since its inception, THI Australia has launched its flagship \$1.5 million paid Internship program and provided more than \$60,000 in grants to Greek charities assisting those in need. Lonsdale Institute is proud to partner with THI through its internship program.

food&desire.

Now in its seventeenth year, owner and operators Asaf Smoli & Leigh Worcester have led the Food and Desire team to the benchmark industry level they now enjoy through an unwavering pursuit of perfection. In the Melbourne catering scene, in the delivery, in the surrounds and at unique venues; Carousel – Albert Park Lake, Aerial – South Wharf, Harbour Room at the Royal Melbourne Yacht Squadron – St Kilda, State Library Victoria, CBD and many other unique Melbourne venues. Food and Desire now partner Lonsdale Institute in its Hospitality program, High Season.



The ASRC is both a place and a movement. An independent not for profit organisation, whose programs support and empower people seeking asylum to maximise their own physical, mental and social wellbeing. As a movement, the ASRC mobilise and unite communities to create lasting social and policy change for people seeking asylum in Australia. Lonsdale Institute is a proud partner of the ASRC, and have offered scholarships to asylum seekers since 2015.

We look forward to welcoming you to Lonsdale Institute. If you would like more information about our courses or our campuses, please feel free to contact us via email at info@lonsdaleinstitute.edu.au or phone

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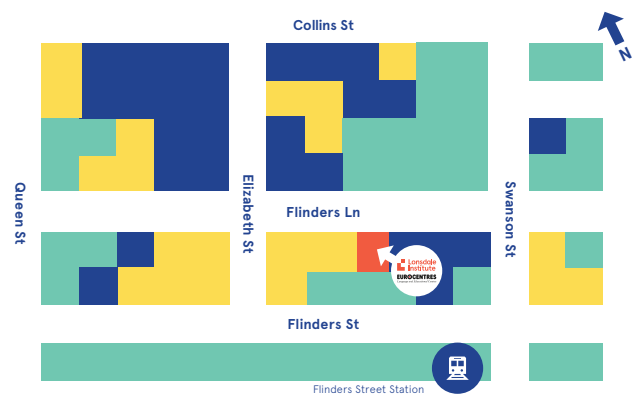
Sydney – Surry Hills

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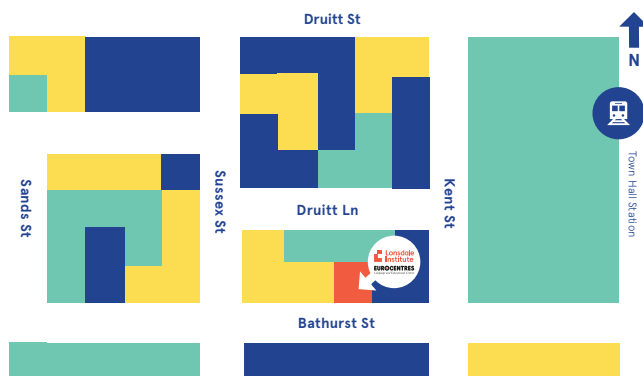
Athens Office

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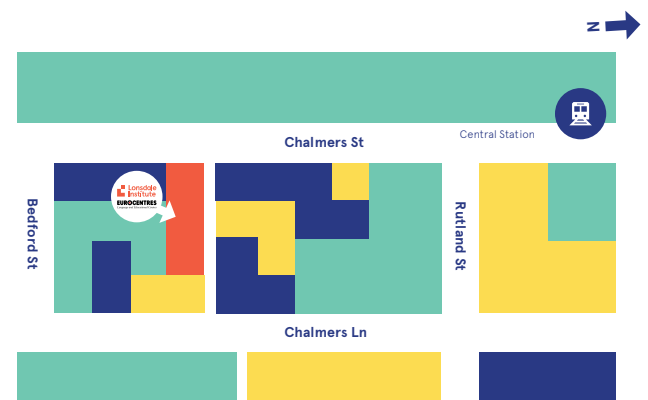
Melbourne Campus



Sydney – City Campus



Sydney – Surry Hills Campus





Sydney – City Campus

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