

		PERSONAL PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
COOKSE	FITTSICAL REQUIREINTS	REQUIREIVIENTS	CONSIDERATIONS	REQUIREWENTS	REQUIRED
			Students should apply		
	Extended periods of using a		ergonomic		
	keyboard and visual display unit,		considerations to work		
	as it relates to a classroom		and study environments.	Students will be required to	
	environment may be required.		Students must wear	use a mouse and keyboard	
	Extended periods of sitting may		appropriate personal	to navigate simple	
	be required in a classroom		protective equipment	webpages to complete	All materials
	environment.		(PPE) in the designated	online assessments.	and
	Extended periods of standing		practice areas.	Familiarity with Microsoft	equipment
	may be may be required in a		Students must follow	Word and Excel may be an	are provided
	classroom practice environment.		all relevant legislation as	advantage for some units,	at
AUR20512	Repeated use of hands, arms		notified by the institute	as is a familiarity with using	orientation
Certificate II in	and upper torso may be required		or trainers.	email programs. Support	and are
Automotive	for practical class sessions.		 Students must show 	classes can be arranged for	included in
Servicing	Lifting of tools and equipment	Uniform	respect for safety and	students to improve	the materials
Technology	may be required.	 Safety boots 	the well-being of others.	computer skills.	fee.



		PERSONAL			EQUIDA 45AIT
		PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
			 Students should apply 		
	 Extended periods of using a 		ergonomic		
	keyboard and visual display unit,		considerations to work		
	as it relates to a classroom		and study environments.	Students will be required to	
	environment may be required.		Students must wear	use a mouse and keyboard	
	 Extended periods of sitting may 		appropriate personal	to navigate simple	
	be required in a classroom		protective equipment	webpages to complete	All materials
	environment.		(PPE) in the designated	online assessments.	and
	 Extended periods of standing 		practice areas.	Familiarity with Microsoft	equipment
	may be may be required in a		Students must follow	Word and Excel may be an	are provided
AUR30612	classroom practice environment.		all relevant legislation as	advantage for some units,	at
Certificate III	Repeated use of hands, arms		notified by the institute	as is a familiarity with using	orientation
in Light	and upper torso may be required		or trainers.	email programs. Support	and are
Vehicle	for practical class sessions.		Students must show	classes can be arranged for	included in
Mechanical	Lifting of tools and equipment	Uniform	respect for safety and	students to improve	the materials
Technology	may be required.	Safety boots	the well-being of others.	computer skills.	fee.



		PERSONAL PROTECTIVE EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	EQUIPMENT / MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
COUNSE	THISICAL REQUIREMENTS	REQUIREIVIE	CONSIDERATIONS	RECORDINENTS	REQUIRED
	• Extended periods of using a keyboard and visual display unit, as it relates to a classroom environment may be required.		 Students should apply ergonomic considerations to work and study environments. Students must wear 	Students will be required to use a mouse and keyboard	
	Extended periods of sitting may		appropriate personal	to navigate simple	
	be required in a classroom		protective equipment	webpages to complete	All materials
	environment.		(PPE) in the designated	online assessments.	and
	• Extended periods of standing		practice areas.	Familiarity with Microsoft	equipment
ALID20646	may be may be required in a		Students must follow	Word and Excel may be an	are provided
AUR30616	classroom practice environment.		all relevant legislation as	advantage for some units,	at
Certificate III	Repeated use of hands, arms		notified by the institute	as is a familiarity with using	orientation
in Light	and upper torso may be required		or trainers.	email programs. Support	and are
Vehicle	for practical class sessions.		 Students must show 	classes can be arranged for	included in
Mechanical	 Lifting of tools and equipment 	Uniform	respect for safety and	students to improve	the materials
Technology	may be required.	 Safety boots 	the well-being of others.	computer skills.	fee.



		PERSONAL PROTECTIVE	UE 11 711 0 CA FETTY		EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
					,
			 Students should apply 		
	 Extended periods of using a 		ergonomic		
	keyboard and visual display unit,		considerations to work		
	as it relates to a classroom		and study environments.	Students will be required to	
	environment may be required.		 Students must wear 	use a mouse and keyboard	
	Extended periods of sitting may		appropriate personal	to navigate simple	
	be required in a classroom		protective equipment	webpages to complete	All materials
	environment.		(PPE) in the designated	online assessments.	and
	Extended periods of standing		practice areas.	Familiarity with Microsoft	equipment
	may be may be required in a		Students must follow	Word and Excel may be an	are provided
	classroom practice environment.		all relevant legislation as	advantage for some units,	at
AUR40212	Repeated use of hands, arms		notified by the institute	as is a familiarity with using	orientation
Certificate IV	and upper torso may be required		or trainers.	email programs. Support	and are
in Automotive	for practical class sessions.		Students must show	classes can be arranged for	included in
Mechanical	Lifting of tools and equipment	Uniform	respect for safety and	students to improve	the materials
Diagnosis	may be required.	 Safety boots 	the well-being of others.	computer skills.	fee.



		PERSONAL PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
			Students should apply		
	 Extended periods of using a 		ergonomic		
	keyboard and visual display unit,		considerations to work		
	as it relates to a classroom		and study environments.	Students will be required to	
	environment may be required.		 Students must wear 	use a mouse and keyboard	
	Extended periods of sitting may		appropriate personal	to navigate simple	
	be required in a classroom		protective equipment	webpages to complete	All materials
	environment.		(PPE) in the designated	online assessments.	and
	 Extended periods of standing 		practice areas.	Familiarity with Microsoft	equipment
	may be may be required in a		 Students must follow 	Word and Excel may be an	are provided
	classroom practice environment.		all relevant legislation as	advantage for some units,	at
AUR40216	Repeated use of hands, arms		notified by the institute	as is a familiarity with using	orientation
Certificate IV	and upper torso may be required		or trainers.	email programs. Support	and are
in Automotive	for practical class sessions.		 Students must show 	classes can be arranged for	included in
Mechanical	Lifting of tools and equipment	Uniform	respect for safety and	students to improve	the materials
Diagnosis	may be required.	Safety boots	the well-being of others.	computer skills.	fee.
				Students will be required to	All materials
			 Students should apply 	use a mouse and keyboard	and
			ergonomic	to navigate simple	equipment
	Extended periods of using a		considerations to work	webpages to complete	are provided
	keyboard and visual display unit,		and study environments.	online assessments.	at
	as it relates to a classroom		Students must follow	Familiarity with Microsoft	orientation
	environment may be required.		all relevant legislation as	Word and Excel may be an	and are
BSB30115	Extended periods of sitting may		notified by the institute	advantage for some units,	included in
Certificate III	be required in a classroom		or trainers.	as is a familiarity with using	the materials
in Business	environment.	not applicable	Students must show	email programs. Support	fee.

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		PERSONAL			
		PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
		1			
			respect for safety and	classes can be arranged for	
			the well-being of others.	students to improve	
				computer skills.	
				·	
				Students will be required to	
				use a mouse and keyboard	
			 Students should apply 	to navigate simple	
			ergonomic	webpages to complete	All materials
			considerations to work	online assessments.	and
			and study environments.	Familiarity with Microsoft	equipment
	 Extended periods of using a 		 Students must follow 	Word and Excel may be an	are provided
	keyboard and visual display unit,		all relevant legislation as	advantage for some units,	at
	as it relates to a classroom		notified by the institute	as is a familiarity with using	orientation
	environment may be required.		or trainers.	email programs. Support	and are
BSB40215	Extended periods of sitting may		 Students must show 	classes can be arranged for	included in
Certificate IV	be required in a classroom		respect for safety and	students to improve	the materials
in Business	environment.	not applicable	the well-being of others.	computer skills.	fee.



		PERSONAL			EQUUDA 4 ENT
		PROTECTIVE	LIEALTH & CAFETY	COMPLITED LITERACY	EQUIPMENT
COLIDCE	DUVELCAL DECLUDENTENTS	EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
				Students will be required to	1
				use a mouse and keyboard	
			• Students should apply	to navigate simple	
			Students should apply organis	webpages to complete	All materials
			ergonomic considerations to work	online assessments.	
					and
	a Tutourded newledge of unions		and study environments.Students must follow	Familiarity with Microsoft	equipment
	Extended periods of using a			Word and Excel may be an	are provided
	keyboard and visual display unit, as it relates to a classroom		all relevant legislation as notified by the institute	advantage for some units, as is a familiarity with using	at orientation
			or trainers.		and are
BSB50215	environment may be required.		• Students must show	email programs. Support	included in
	• Extended periods of sitting may be required in a classroom		respect for safety and	classes can be arranged for	the materials
Diploma of Business	environment.	not applicable	the well-being of others.	students to improve computer skills.	fee.
busilless	environment.	пот аррисавіе	the well-being of others.	Students will be required to	iee.
				use a mouse and keyboard	
			• Ctudents should apply	•	
			Students should apply Granemia	to navigate simple webpages to complete	All materials
			ergonomic considerations to work	online assessments.	and
			and study environments.	Familiarity with Microsoft	equipment
	Extended periods of using a		Students must follow	Word and Excel may be an	are provided
	keyboard and visual display unit,		all relevant legislation as	advantage for some units,	are provided
	as it relates to a classroom		notified by the institute	as is a familiarity with using	orientation
BSB60215	environment may be required.		or trainers.	email programs. Support	and are
Advanced	• Extended periods of sitting may		Students must show	classes can be arranged for	included in
Diploma of	be required in a classroom		respect for safety and	students to improve	the materials
Business	environment.	not applicable	the well-being of others.	computer skills.	fee.
מטוווכטט	environment.	not applicable	the well-bellig of others.	compater skins.	166.

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		PERSONAL PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
			Students should apply		
	 Extended periods of using a 		ergonomic		
	keyboard and visual display unit,		considerations to work		
	as it relates to a classroom		and study environments.	Students will be required to	
	environment may be required.		 Students must wear 	use a mouse and keyboard	
	Extended periods of sitting may		appropriate personal	to navigate simple	
	be required in a classroom		protective equipment	webpages to complete	All materials
	environment.		(PPE) in the designated	online assessments.	and
	 Extended periods of standing 		practice areas.	Familiarity with Microsoft	equipment
	may be may be required in a		 Students must follow 	Word and Excel may be an	are provided
	classroom practice environment.		all relevant legislation as	advantage for some units,	at
	 Repeated use of hands, arms 		notified by the institute	as is a familiarity with using	orientation
FDF20510	and upper torso may be required	Uniform	or trainers.	email programs. Support	and are
Certificate II in	for practical class sessions.	 Safety boots 	 Students must show 	classes can be arranged for	included in
Retail Baking	Lifting of tools and equipment	• Apron	respect for safety and	students to improve	the materials
Assistance	may be required.	• Cap	the well-being of others.	computer skills.	fee.



		PERSONAL PROTECTIVE EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	EQUIPMENT / MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
	1	Г	T	Г	Г
			Students should apply		
	Extended periods of using a		ergonomic		
	keyboard and visual display unit,		considerations to work		
	as it relates to a classroom		and study environments.	Students will be required to	
	environment may be required.		 Students must wear 	use a mouse and keyboard	
	 Extended periods of sitting may 		appropriate personal	to navigate simple	
	be required in a classroom		protective equipment	webpages to complete	All materials
	environment.		(PPE) in the designated	online assessments.	and
	 Extended periods of standing 		practice areas.	Familiarity with Microsoft	equipment
	may be may be required in a		Students must follow	Word and Excel may be an	are provided
	classroom practice environment.		all relevant legislation as	advantage for some units,	at
FDF30510	Repeated use of hands, arms		notified by the institute	as is a familiarity with using	orientation
Certificate III	and upper torso may be required	Uniform	or trainers.	email programs. Support	and are
in Retail	for practical class sessions.	 Safety boots 	• Students must show	classes can be arranged for	included in
Baking (Cake	 Lifting of tools and equipment 	• Apron	respect for safety and	students to improve	the materials
and Pastry)	may be required.	• Cap	the well-being of others.	computer skills.	fee.



		PERSONAL PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
COOKSE	THISICAL REGUINEIVE	REQUIREIVIE	CONSIDERATIONS	NEQUINEIVIE	REQUIRED
			Students should apply		
	Extended periods of using a		ergonomic		
	keyboard and visual display unit,		considerations to work		
	as it relates to a classroom		and study environments.	Students will be required to	
	environment may be required.		 Students must wear 	use a mouse and keyboard	
	Extended periods of sitting may		appropriate personal	to navigate simple	
	be required in a classroom		protective equipment	webpages to complete	All materials
	environment.		(PPE) in the designated	online assessments.	and
	 Extended periods of standing 		practice areas.	Familiarity with Microsoft	equipment
	may be may be required in a		 Students must follow 	Word and Excel may be an	are provided
	classroom practice environment.		all relevant legislation as	advantage for some units,	at
	Repeated use of hands, arms		notified by the institute	as is a familiarity with using	orientation
FDF30610	and upper torso may be required	Uniform	or trainers.	email programs. Support	and are
Certificate III	for practical class sessions.	 Safety boots 	 Students must show 	classes can be arranged for	included in
in Retail	Lifting of tools and equipment	• Apron	respect for safety and	students to improve	the materials
Baking (Bread)	may be required.	• Cap	the well-being of others.	computer skills.	fee.



		PERSONAL PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
	,	T		<u> </u>	1
			 Students should apply 		
	 Extended periods of using a 		ergonomic		
	keyboard and visual display unit,		considerations to work		
	as it relates to a classroom		and study environments.	Students will be required to	
	environment may be required.		 Students must wear 	use a mouse and keyboard	
	 Extended periods of sitting may 		appropriate personal	to navigate simple	
	be required in a classroom		protective equipment	webpages to complete	All materials
	environment.		(PPE) in the designated	online assessments.	and
	 Extended periods of standing 		practice areas.	Familiarity with Microsoft	equipment
	may be may be required in a		 Students must follow 	Word and Excel may be an	are provided
	classroom practice environment.		all relevant legislation as	advantage for some units,	at
FDF30710	Repeated use of hands, arms		notified by the institute	as is a familiarity with using	orientation
Certificate III	and upper torso may be required	Uniform	or trainers.	email programs. Support	and are
in Retail	for practical class sessions.	 Safety boots 	 Students must show 	classes can be arranged for	included in
Baking	Lifting of tools and equipment	• Apron	respect for safety and	students to improve	the materials
(Combined)	may be required.	• Cap	the well-being of others.	computer skills.	fee.



		PERSONAL			
		PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
			 Students should apply 		
	 Extended periods of using a 		ergonomic		
	keyboard and visual display unit,		considerations to work		
	as it relates to a classroom		and study environments.	Students will be required to	
	environment may be required.		 Students must wear 	use a mouse and keyboard	
	 Extended periods of sitting may 		appropriate personal	to navigate simple	
	be required in a classroom		protective equipment	webpages to complete	All materials
	environment.		(PPE) in the designated	online assessments.	and
	 Extended periods of standing 		practice areas.	Familiarity with Microsoft	equipment
	may be may be required in a		 Students must follow 	Word and Excel may be an	are provided
	classroom practice environment.		all relevant legislation as	advantage for some units,	at
	 Repeated use of hands, arms 		notified by the institute	as is a familiarity with using	orientation
FDF40110	and upper torso may be required	Uniform	or trainers.	email programs. Support	and are
Certificate IV	for practical class sessions.	Safety boots	 Students must show 	classes can be arranged for	included in
in Food	 Lifting of tools and equipment 	• Apron	respect for safety and	students to improve	the materials
Processing	may be required.	• Cap	the well-being of others.	computer skills.	fee.



		PERSONAL PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
			Students should apply		,
	Extended periods of using a		ergonomic		
	keyboard and visual display unit,		considerations to work		
	as it relates to a classroom		and study environments.	Students will be required to	
	environment may be required.		Students must wear	use a mouse and keyboard	
	Extended periods of sitting may		appropriate personal	to navigate simple	
	be required in a classroom		protective equipment	webpages to complete	All materials
	environment.		(PPE) in the designated	online assessments.	and
	Extended periods of standing		practice areas.	Familiarity with Microsoft	equipment
	may be may be required in a		 Students must follow 	Word and Excel may be an	are provided
	classroom practice environment.		all relevant legislation as	advantage for some units,	at
	Repeated use of hands, arms		notified by the institute	as is a familiarity with using	orientation
FDF40811	and upper torso may be required	Uniform	or trainers.	email programs. Support	and are
Certificate IV	for practical class sessions.	 Safety boots 	 Students must show 	classes can be arranged for	included in
in Advanced	 Lifting of tools and equipment 	• Apron	respect for safety and	students to improve	the materials
Baking	may be required.	• Cap	the well-being of others.	computer skills.	fee.
				Students will be required to	All materials
			 Students should apply 	use a mouse and keyboard	and
			ergonomic	to navigate simple	equipment
	Extended periods of using a		considerations to work	webpages to complete	are provided
	keyboard and visual display unit,		and study environments.	online assessments.	at
	as it relates to a classroom		Students must follow	Familiarity with Microsoft	orientation
FNS30315	environment may be required.		all relevant legislation as	Word and Excel may be an	and are
Certificate III	Extended periods of sitting may		notified by the institute	advantage for some units,	included in
in Accounts	be required in a classroom		or trainers.	as is a familiarity with using	the materials
Administration	environment.	not applicable	Students must show	email programs. Support	fee.

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		PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
00002					
			respect for safety and	classes can be arranged for	
			the well-being of others.	students to improve	
				computer skills.	
				Students will be required to	
				use a mouse and keyboard	
			Students should apply	to navigate simple	
			ergonomic	webpages to complete	All materials
			considerations to work	online assessments.	and
			and study environments.	Familiarity with Microsoft	equipment
	Extended periods of using a		Students must follow	Word and Excel may be an	are provided
	keyboard and visual display unit,		all relevant legislation as	advantage for some units,	at
	as it relates to a classroom		notified by the institute	as is a familiarity with using	orientation
	environment may be required.		or trainers.	email programs. Support	and are
FNS40615	Extended periods of sitting may		 Students must show 	classes can be arranged for	included in
Certificate IV	be required in a classroom		respect for safety and	students to improve	the materials
in Accounting	environment.	not applicable	the well-being of others.	computer skills.	fee.



		PERSONAL PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
	THISIONE NEQUINEIVE	RECORDINETTIO	CONSIDERATIONS	REGOMENTO	REQUIRED
				Students will be required to	
				use a mouse and keyboard	
			 Students should apply 	to navigate simple	
			ergonomic	webpages to complete	All materials
			considerations to work	online assessments.	and
			and study environments.	Familiarity with Microsoft	equipment
	 Extended periods of using a 		 Students must follow 	Word and Excel may be an	are provided
	keyboard and visual display unit,		all relevant legislation as	advantage for some units,	at
	as it relates to a classroom		notified by the institute	as is a familiarity with using	orientation
	environment may be required.		or trainers.	email programs. Support	and are
FNS50215	 Extended periods of sitting may 		 Students must show 	classes can be arranged for	included in
Diploma of	be required in a classroom		respect for safety and	students to improve	the materials
Accounting	environment.	not applicable	the well-being of others.	computer skills.	fee.
				Students will be required to	
				use a mouse and keyboard	
			 Students should apply 	to navigate simple	
			ergonomic	webpages to complete	All materials
			considerations to work	online assessments.	and
			and study environments.	Familiarity with Microsoft	equipment
	Extended periods of using a		Students must follow	Word and Excel may be an	are provided
	keyboard and visual display unit,		all relevant legislation as	advantage for some units,	at
	as it relates to a classroom		notified by the institute	as is a familiarity with using	orientation
FNS60215	environment may be required.		or trainers.	email programs. Support	and are
Advanced	Extended periods of sitting may		Students must show	classes can be arranged for	included in
Diploma of	be required in a classroom		respect for safety and	students to improve	the materials
Accounting	environment.	not applicable	the well-being of others.	computer skills.	fee.

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		PERSONAL PROTECTIVE EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	EQUIPMENT / MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
			• Students should apply ergonomic considerations to work		
			and study environments.	Students will be required to	
			 Students must wear 	use a mouse and keyboard	
			appropriate personal	to navigate simple	
			protective equipment	webpages to complete	All materials
			(PPE) in the designated	online assessments.	and
			practice areas.	Familiarity with Microsoft	equipment
ICT30115	 Extended periods of using a 		 Students must follow 	Word and Excel may be an	are provided
Certificate III	keyboard and visual display unit,		all relevant legislation as	advantage for some units,	at
in	as it relates to a classroom		notified by the institute	as is a familiarity with using	orientation
Information,	environment may be required.		or trainers.	email programs. Support	and are
Digital Media	Extended periods of sitting may		• Students must show	classes can be arranged for	included in
and	be required in a classroom		respect for safety and	students to improve	the materials
Technology	environment.	not applicable	the well-being of others.	computer skills.	fee.



		PERSONAL				
		PROTECTIVE			EQUIPMENT	
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS	
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED	
			 Students should apply 			
			ergonomic			
			considerations to work			
			and study environments.	Students will be required to		
			 Students must wear 	use a mouse and keyboard		
			appropriate personal	to navigate simple		
			protective equipment	webpages to complete	All materials	
			(PPE) in the designated	online assessments.	and	
			practice areas.	Familiarity with Microsoft	equipment	
	 Extended periods of using a 		 Students must follow 	Word and Excel may be an	are provided	
	keyboard and visual display unit,		all relevant legislation as	advantage for some units,	at	
	as it relates to a classroom		notified by the institute	as is a familiarity with using	orientation	
ICT40115	environment may be required.		or trainers.	email programs. Support	and are	
Certificate IV	Extended periods of sitting may		 Students must show 	classes can be arranged for	included in	
in Information	be required in a classroom		respect for safety and	students to improve	the materials	
Technology	environment.	not applicable	the well-being of others.	computer skills.	fee.	



		PERSONAL			
		PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
			 Students should apply 		
			ergonomic		
			considerations to work		
			and study environments.	Students will be required to	
			 Students must wear 	use a mouse and keyboard	
			appropriate personal	to navigate simple	
			protective equipment	webpages to complete	All materials
			(PPE) in the designated	online assessments.	and
			practice areas.	Familiarity with Microsoft	equipment
	 Extended periods of using a 		 Students must follow 	Word and Excel may be an	are provided
	keyboard and visual display unit,		all relevant legislation as	advantage for some units,	at
	as it relates to a classroom		notified by the institute	as is a familiarity with using	orientation
ICT50115	environment may be required.		or trainers.	email programs. Support	and are
Diploma of	Extended periods of sitting may		 Students must show 	classes can be arranged for	included in
Information	be required in a classroom		respect for safety and	students to improve	the materials
Technology	environment.	not applicable	the well-being of others.	computer skills.	fee.



COURSE	PHYSICAL REQUIREMENTS	PERSONAL PROTECTIVE EQUIPMENT (PPE) REQUIREMENTS	HEALTH & SAFETY CONSIDERATIONS	COMPUTER LITERACY REQUIREMENTS	EQUIPMENT / MATERIALS REQUIRED
MEM30305 Certificate III in Engineering - Fabrication Trade	 Extended periods of using a keyboard and visual display unit, as it relates to a classroom environment may be required. Extended periods of sitting may be required in a classroom environment. Extended periods of standing may be may be required in a classroom practice environment. Repeated use of hands, arms and upper torso may be required for practical class sessions. Lifting of tools and equipment may be required. 	 Uniform Safety boots Safety goggles Ear plugs Safety gloves 	 Students should apply ergonomic considerations to work and study environments. Students must wear appropriate personal protective equipment (PPE) in the designated practice areas. Students must follow all relevant legislation as notified by the institute or trainers. Students must show respect for safety and the well-being of others. 	Students will be required to use a mouse and keyboard to navigate simple webpages to complete online assessments. Familiarity with Microsoft Word and Excel may be an advantage for some units, as is a familiarity with using email programs. Support classes can be arranged for students to improve computer skills.	All materials and equipment are provided at orientation and are included in the materials fee.



COURSE	PHYSICAL REQUIREMENTS	PERSONAL PROTECTIVE EQUIPMENT (PPE) REQUIREMENTS	HEALTH & SAFETY CONSIDERATIONS	COMPUTER LITERACY REQUIREMENTS	EQUIPMENT / MATERIALS REQUIRED
MEM40105 Certificate IV	 Extended periods of using a keyboard and visual display unit, as it relates to a classroom environment may be required. Extended periods of sitting may be required in a classroom environment. Extended periods of standing may be may be required in a classroom practice environment. Repeated use of hands, arms and upper torso may be required for practical class sessions. Lifting of tools and equipment 	 Uniform Safety boots Safety goggles Ear plugs	 Students should apply ergonomic considerations to work and study environments. Students must wear appropriate personal protective equipment (PPE) in the designated practice areas. Students must follow all relevant legislation as notified by the institute or trainers. Students must show respect for safety and 	Students will be required to use a mouse and keyboard to navigate simple webpages to complete online assessments. Familiarity with Microsoft Word and Excel may be an advantage for some units, as is a familiarity with using email programs. Support classes can be arranged for students to improve	All materials and equipment are provided at orientation and are included in the materials
in Engineering	may be required.	 Safety gloves 	the well-being of others.	computer skills.	fee.

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		PERSONAL			
		PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
			 Students should apply 		
	 Extended periods of using a 		ergonomic		All materials
	keyboard and visual display unit,		considerations to work		and
	as it relates to a classroom		and study environments.	Students will be required to	equipment
	environment may be required.		Students must wear	use a mouse and keyboard	are provided
	Extended periods of sitting may		appropriate personal	to navigate simple	at
	be required in a classroom		protective equipment	webpages to complete	orientation
	environment.		(PPE) in the designated	online assessments.	and are
	 Extended periods of standing 		practice areas.	Familiarity with Microsoft	included in
	may be may be required in a		 Students must follow 	Word and Excel may be an	the materials
	classroom practice environment.		all relevant legislation as	advantage for some units,	fee.
	Repeated use of hands, arms		notified by the institute	as is a familiarity with using	
SHB20116	and upper torso may be required		or trainers.	email programs. Support	Closed toe
Certificate II in	for practical class sessions.		• Students must show	classes can be arranged for	shoes to be
Retail	 Lifting of tools and equipment 	Uniform	respect for safety and	students to improve	provided by
Cosmetics	may be required.	 Closed toe shoes 	the well-being of others.	computer skills.	student.

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		PERSONAL			
		PROTECTIVE			EQUIPMENT
			LICALTIL O CAFETY	COMPLITED LITEDACY	· ·
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
					1
			 Students should apply 		
	 Extended periods of using a 		ergonomic		All materials
	keyboard and visual display unit,		considerations to work		and
	as it relates to a classroom		and study environments.	Students will be required to	equipment
	environment may be required.		Students must wear	use a mouse and keyboard	are provided
	Extended periods of sitting may		appropriate personal	to navigate simple	at
	be required in a classroom		protective equipment	webpages to complete	orientation
	environment.		(PPE) in the designated	online assessments.	and are
	 Extended periods of standing 		practice areas.	Familiarity with Microsoft	included in
	may be may be required in a		 Students must follow 	Word and Excel may be an	the materials
	classroom practice environment.		all relevant legislation as	advantage for some units,	fee.
	Repeated use of hands, arms		notified by the institute	as is a familiarity with using	
SHB30115	and upper torso may be required		or trainers.	email programs. Support	Closed toe
Certificate III	for practical class sessions.		• Students must show	classes can be arranged for	shoes to be
in Beauty	Lifting of tools and equipment	Uniform	respect for safety and	students to improve	provided by
Services	may be required.	 Closed toe shoes 	the well-being of others.	computer skills.	student.



		DEDCOMAL			
		PERSONAL			
		PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
			 Students should apply 		
	 Extended periods of using a 		ergonomic		All materials
	keyboard and visual display unit,		considerations to work		and
	as it relates to a classroom		and study environments.	Students will be required to	equipment
	environment may be required.		 Students must wear 	use a mouse and keyboard	are provided
	Extended periods of sitting may		appropriate personal	to navigate simple	at
	be required in a classroom		protective equipment	webpages to complete	orientation
	environment.		(PPE) in the designated	online assessments.	and are
	Extended periods of standing		practice areas.	Familiarity with Microsoft	included in
	may be may be required in a		Students must follow	Word and Excel may be an	the materials
	classroom practice environment.		all relevant legislation as	advantage for some units,	fee.
	Repeated use of hands, arms		notified by the institute	as is a familiarity with using	
SHB40115	and upper torso may be required		or trainers.	email programs. Support	Closed toe
Certificate IV	for practical class sessions.		• Students must show	classes can be arranged for	shoes to be
in Beauty	Lifting of tools and equipment	Uniform	respect for safety and	students to improve	provided by
Therapy	may be required.	 Closed toe shoes 	the well-being of others.	computer skills.	student.

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		PERSONAL			
		PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
			 Students should apply 		
	 Extended periods of using a 		ergonomic		All materials
	keyboard and visual display unit,		considerations to work		and
	as it relates to a classroom		and study environments.	Students will be required to	equipment
	environment may be required.		 Students must wear 	use a mouse and keyboard	are provided
	Extended periods of sitting may		appropriate personal	to navigate simple	at
	be required in a classroom		protective equipment	webpages to complete	orientation
	environment.		(PPE) in the designated	online assessments.	and are
	 Extended periods of standing 		practice areas.	Familiarity with Microsoft	included in
	may be may be required in a		 Students must follow 	Word and Excel may be an	the materials
	classroom practice environment.		all relevant legislation as	advantage for some units,	fee.
	Repeated use of hands, arms		notified by the institute	as is a familiarity with using	
	and upper torso may be required		or trainers.	email programs. Support	Closed toe
SHB40216	for practical class sessions.		 Students must show 	classes can be arranged for	shoes to be
Certificate IV	Lifting of tools and equipment	Uniform	respect for safety and	students to improve	provided by
in Hairdressing	may be required.	 Closed toe shoes 	the well-being of others.	computer skills.	student.



		PERSONAL			
		PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
			1		
			 Students should apply 		
	 Extended periods of using a 		ergonomic		All materials
	keyboard and visual display unit,		considerations to work		and
	as it relates to a classroom		and study environments.	Students will be required to	equipment
	environment may be required.		 Students must wear 	use a mouse and keyboard	are provided
	 Extended periods of sitting may 		appropriate personal	to navigate simple	at
	be required in a classroom		protective equipment	webpages to complete	orientation
	environment.		(PPE) in the designated	online assessments.	and are
	 Extended periods of standing 		practice areas.	Familiarity with Microsoft	included in
	may be may be required in a		 Students must follow 	Word and Excel may be an	the materials
	classroom practice environment.		all relevant legislation as	advantage for some units,	fee.
	 Repeated use of hands, arms 		notified by the institute	as is a familiarity with using	
SHB50115	and upper torso may be required		or trainers.	email programs. Support	Closed toe
Diploma of	for practical class sessions.		• Students must show	classes can be arranged for	shoes to be
Beauty	 Lifting of tools and equipment 	Uniform	respect for safety and	students to improve	provided by
Therapy	may be required.	 Closed toe shoes 	the well-being of others.	computer skills.	student.



		PERSONAL			
		PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
			 Students should apply 		
	 Extended periods of using a 		ergonomic		All materials
	keyboard and visual display unit,		considerations to work		and
	as it relates to a classroom		and study environments.	Students will be required to	equipment
	environment may be required.		 Students must wear 	use a mouse and keyboard	are provided
	 Extended periods of sitting may 		appropriate personal	to navigate simple	at
	be required in a classroom		protective equipment	webpages to complete	orientation
	environment.		(PPE) in the designated	online assessments.	and are
	 Extended periods of standing 		practice areas.	Familiarity with Microsoft	included in
	may be may be required in a		 Students must follow 	Word and Excel may be an	the materials
	classroom practice environment.		all relevant legislation as	advantage for some units,	fee.
SIB20110	Repeated use of hands, arms		notified by the institute	as is a familiarity with using	
Certificate II in	and upper torso may be required		or trainers.	email programs. Support	Closed toe
Retail Make-	for practical class sessions.		• Students must show	classes can be arranged for	shoes to be
Up and Skin	Lifting of tools and equipment	Uniform	respect for safety and	students to improve	provided by
Care	may be required.	 Closed toe shoes 	the well-being of others.	computer skills.	student.



		PERSONAL			
		PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
	<u>, </u>		1		T
			 Students should apply 		
	 Extended periods of using a 		ergonomic		All materials
	keyboard and visual display unit,		considerations to work		and
	as it relates to a classroom		and study environments.	Students will be required to	equipment
	environment may be required.		 Students must wear 	use a mouse and keyboard	are provided
	 Extended periods of sitting may 		appropriate personal	to navigate simple	at
	be required in a classroom		protective equipment	webpages to complete	orientation
	environment.		(PPE) in the designated	online assessments.	and are
	 Extended periods of standing 		practice areas.	Familiarity with Microsoft	included in
	may be may be required in a		 Students must follow 	Word and Excel may be an	the materials
	classroom practice environment.		all relevant legislation as	advantage for some units,	fee.
	 Repeated use of hands, arms 		notified by the institute	as is a familiarity with using	
SIB50210	and upper torso may be required		or trainers.	email programs. Support	Closed toe
Diploma of	for practical class sessions.		• Students must show	classes can be arranged for	shoes to be
Salon	Lifting of tools and equipment	Uniform	respect for safety and	students to improve	provided by
Management	may be required.	 Closed toe shoes 	the well-being of others.	computer skills.	student.



		PERSONAL			
		PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
			 Students should apply 		
	 Extended periods of using a 		ergonomic		All materials
	keyboard and visual display unit,		considerations to work		and
	as it relates to a classroom		and study environments.	Students will be required to	equipment
	environment may be required.		 Students must wear 	use a mouse and keyboard	are provided
	 Extended periods of sitting may 		appropriate personal	to navigate simple	at
	be required in a classroom		protective equipment	webpages to complete	orientation
	environment.		(PPE) in the designated	online assessments.	and are
	 Extended periods of standing 		practice areas.	Familiarity with Microsoft	included in
	may be may be required in a		 Students must follow 	Word and Excel may be an	the materials
	classroom practice environment.		all relevant legislation as	advantage for some units,	fee.
	 Repeated use of hands, arms 		notified by the institute	as is a familiarity with using	
	and upper torso may be required		or trainers.	email programs. Support	Closed toe
SIH20111	for practical class sessions.		 Students must show 	classes can be arranged for	shoes to be
Certificate II in	Lifting of tools and equipment	Uniform	respect for safety and	students to improve	provided by
Hairdressing	may be required.	 Closed toe shoes 	the well-being of others.	computer skills.	student.



		PERSONAL			
		PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
			 Students should apply 		
	 Extended periods of using a 		ergonomic		All materials
	keyboard and visual display unit,		considerations to work		and
	as it relates to a classroom		and study environments.	Students will be required to	equipment
	environment may be required.		 Students must wear 	use a mouse and keyboard	are provided
	Extended periods of sitting may		appropriate personal	to navigate simple	at
	be required in a classroom		protective equipment	webpages to complete	orientation
	environment.		(PPE) in the designated	online assessments.	and are
	 Extended periods of standing 		practice areas.	Familiarity with Microsoft	included in
	may be may be required in a		 Students must follow 	Word and Excel may be an	the materials
	classroom practice environment.		all relevant legislation as	advantage for some units,	fee.
	Repeated use of hands, arms		notified by the institute	as is a familiarity with using	
	and upper torso may be required		or trainers.	email programs. Support	Closed toe
SIH30111	for practical class sessions.		 Students must show 	classes can be arranged for	shoes to be
Certificate III	Lifting of tools and equipment	Uniform	respect for safety and	students to improve	provided by
in Hairdressing	may be required.	 Closed toe shoes 	the well-being of others.	computer skills.	student.



		PERSONAL PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
COURSE	PHYSICAL REQUIREMENTS	REQUIREIVIEN 13	CONSIDERATIONS	REQUIREIVIENTS	REQUIRED
			Students should apply		<u> </u>
	Extended periods of using a		ergonomic		All materials
	keyboard and visual display unit,		considerations to work		and
	as it relates to a classroom		and study environments.	Students will be required to	equipment
	environment may be required.		Students must wear	use a mouse and keyboard	are provided
	• Extended periods of sitting may		appropriate personal	to navigate simple	at
	be required in a classroom		protective equipment	webpages to complete	orientation
	environment.		(PPE) in the designated	online assessments.	and are
	Extended periods of standing		practice areas.	Familiarity with Microsoft	included in
	may be may be required in a		Students must follow	Word and Excel may be an	the materials
	classroom practice environment.		all relevant legislation as	advantage for some units,	fee.
	Repeated use of hands, arms		notified by the institute	as is a familiarity with using	
	and upper torso may be required		or trainers.	email programs. Support	Closed toe
SIH40111	for practical class sessions.		 Students must show 	classes can be arranged for	shoes to be
Certificate IV	Lifting of tools and equipment	Uniform	respect for safety and	students to improve	provided by
in Hairdressing	may be required.	 Closed toe shoes 	the well-being of others.	computer skills.	student.
				Students will be required to	All materials
			 Students should apply 	use a mouse and keyboard	and
			ergonomic	to navigate simple	equipment
	 Extended periods of using a 		considerations to work	webpages to complete	are provided
10361NAT	keyboard and visual display unit,		and study environments.	online assessments.	at
Course in	as it relates to a classroom		Students must follow	Familiarity with Microsoft	orientation
Preliminary	environment may be required.		all relevant legislation as	Word and Excel may be an	and are
Spoken and	Extended periods of sitting may		notified by the institute	advantage for some units,	included in
Written	be required in a classroom		or trainers.	as is a familiarity with using	the materials
English	environment.	not applicable	Students must show	email programs. Support	fee.

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		PERSONAL			
		PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
		1			
			respect for safety and	classes can be arranged for	
			the well-being of others.	students to improve	
				computer skills.	
				·	
				Students will be required to	
				use a mouse and keyboard	
			 Students should apply 	to navigate simple	
			ergonomic	webpages to complete	All materials
			considerations to work	online assessments.	and
			and study environments.	Familiarity with Microsoft	equipment
	 Extended periods of using a 		 Students must follow 	Word and Excel may be an	are provided
	keyboard and visual display unit,		all relevant legislation as	advantage for some units,	at
10362NAT	as it relates to a classroom		notified by the institute	as is a familiarity with using	orientation
Certificate I in	environment may be required.		or trainers.	email programs. Support	and are
Spoken and	Extended periods of sitting may		 Students must show 	classes can be arranged for	included in
Written	be required in a classroom		respect for safety and	students to improve	the materials
English	environment.	not applicable	the well-being of others.	computer skills.	fee.



		PERSONAL PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
COOKSE	THISICAL REQUIREMENTS	REQUIREIVIE	CONSIDERATIONS	REQUIREIVIE	REQUIRED
				Students will be required to	
				use a mouse and keyboard	
			Students should apply	to navigate simple	
			ergonomic	webpages to complete	All materials
			considerations to work	online assessments.	and
			and study environments.	Familiarity with Microsoft	equipment
	 Extended periods of using a 		Students must follow	Word and Excel may be an	are provided
	keyboard and visual display unit,		all relevant legislation as	advantage for some units,	at
10363NAT	as it relates to a classroom		notified by the institute	as is a familiarity with using	orientation
Certificate II in	environment may be required.		or trainers.	email programs. Support	and are
Spoken and	Extended periods of sitting may		• Students must show	classes can be arranged for	included in
Written	be required in a classroom		respect for safety and	students to improve	the materials
English	environment.	not applicable	the well-being of others.	computer skills.	fee.
				Students will be required to	
				use a mouse and keyboard	
			 Students should apply 	to navigate simple	
			ergonomic	webpages to complete	All materials
			considerations to work	online assessments.	and
			and study environments.	Familiarity with Microsoft	equipment
	Extended periods of using a		Students must follow	Word and Excel may be an	are provided
	keyboard and visual display unit,		all relevant legislation as	advantage for some units,	at
10364NAT	as it relates to a classroom		notified by the institute	as is a familiarity with using	orientation
Certificate III	environment may be required.		or trainers.	email programs. Support	and are
in Spoken and	Extended periods of sitting may		Students must show	classes can be arranged for	included in
Written	be required in a classroom		respect for safety and	students to improve	the materials
English	environment.	not applicable	the well-being of others.	computer skills.	fee.

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		PERSONAL PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
				Students will be required to	
				use a mouse and keyboard	
			 Students should apply 	to navigate simple	
			ergonomic	webpages to complete	All materials
			considerations to work	online assessments.	and
			and study environments.	Familiarity with Microsoft	equipment
10365NAT	Extended periods of using a		 Students must follow 	Word and Excel may be an	are provided
Certificate IV	keyboard and visual display unit,		all relevant legislation as	advantage for some units,	at
in Spoken and	as it relates to a classroom		notified by the institute	as is a familiarity with using	orientation
Written	environment may be required.		or trainers.	email programs. Support	and are
English -	Extended periods of sitting may		 Students must show 	classes can be arranged for	included in
Further	be required in a classroom		respect for safety and	students to improve	the materials
Studies	environment.	not applicable	the well-being of others.	computer skills.	fee.
				Students will be required to	
				use a mouse and keyboard	
			 Students should apply 	to navigate simple	
			ergonomic	webpages to complete	All materials
			considerations to work	online assessments.	and
			and study environments.	Familiarity with Microsoft	equipment
	Extended periods of using a		Students must follow	Word and Excel may be an	are provided
10366NAT	keyboard and visual display unit,		all relevant legislation as	advantage for some units,	at
Certificate IV	as it relates to a classroom		notified by the institute	as is a familiarity with using	orientation
in Spoken and	environment may be required.		or trainers.	email programs. Support	and are
Written	Extended periods of sitting may		Students must show	classes can be arranged for	included in
English -	be required in a classroom		respect for safety and	students to improve	the materials
Employment	environment.	not applicable	the well-being of others.	computer skills.	fee.

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		PERSONAL PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
	1	Г		T	т
				Students will be required to	
				use a mouse and keyboard	
			Students should apply	to navigate simple	
			ergonomic	webpages to complete	All materials
			considerations to work	online assessments.	and
			and study environments.	Familiarity with Microsoft	equipment
	Extended periods of using a		Students must follow	Word and Excel may be an	are provided
	keyboard and visual display unit,		all relevant legislation as	advantage for some units,	at
	as it relates to a classroom		notified by the institute	as is a familiarity with using	orientation
22250146	environment may be required.		or trainers.	email programs. Support	and are
22250VIC	• Extended periods of sitting may		Students must show	classes can be arranged for	included in
Certificate I in	be required in a classroom		respect for safety and	students to improve	the materials
EAL (Access)	environment.	not applicable	the well-being of others.	computer skills.	fee.
				Students will be required to	
			. Chudanta abauld anali	use a mouse and keyboard	
			Students should apply	to navigate simple	All markanials
			ergonomic considerations to work	webpages to complete	All materials
				online assessments.	and
	• Extended periods of using a		and study environments.Students must follow	Familiarity with Microsoft	equipment
	Extended periods of using a keyboard and visual display unit		all relevant legislation as	Word and Excel may be an advantage for some units,	are provided
	keyboard and visual display unit, as it relates to a classroom			as is a familiarity with using	orientation
	environment may be required.		notified by the institute or trainers.	email programs. Support	and are
22251VIC	Extended periods of sitting may		Students must show	classes can be arranged for	included in
Certificate II in	be required in a classroom		respect for safety and	students to improve	the materials
EAL (Access)	environment.	not applicable	the well-being of others.	computer skills.	fee.
TUT (UCCESS)	CHVITOTILIETIC.	not applicable	The well-being of outers.	computer skills.	100.

Sheila Baxter Training Centre Pty Ltd trading as Baxter Institute Cricos Provider Code: 02233M RTO: 7030 Ph: (03) 9650 0367 Fax: (03) 9654 1049 228 Flinders Street Melbourne Victoria 3000 Australia ABN 51 006 374 241



		PERSONAL PROTECTIVE			EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED
	T	Γ		T	
				Students will be required to	
				use a mouse and keyboard	
			 Students should apply 	to navigate simple	
			ergonomic	webpages to complete	All materials
			considerations to work	online assessments.	and
			and study environments.	Familiarity with Microsoft	equipment
	Extended periods of using a		Students must follow	Word and Excel may be an	are provided
	keyboard and visual display unit,		all relevant legislation as	advantage for some units,	at
	as it relates to a classroom		notified by the institute	as is a familiarity with using	orientation
22255VIC	environment may be required.		or trainers.	email programs. Support	and are
Certificate III	Extended periods of sitting may		Students must show	classes can be arranged for	included in
in EAL (Further	be required in a classroom		respect for safety and	students to improve	the materials
Study)	environment.	not applicable	the well-being of others.	computer skills.	fee.
				Students will be required to	
				use a mouse and keyboard	
			• Students should apply	to navigate simple	
			ergonomic	webpages to complete	All materials
			considerations to work	online assessments.	and
	E to ded or ded of the c		and study environments.	Familiarity with Microsoft	equipment
	Extended periods of using a		Students must follow	Word and Excel may be an	are provided
	keyboard and visual display unit,		all relevant legislation as	advantage for some units,	at
222501/46	as it relates to a classroom		notified by the institute	as is a familiarity with using	orientation
22258VIC	environment may be required.		or trainers.	email programs. Support	and are
Certificate IV	Extended periods of sitting may		Students must show respect for sefety and	classes can be arranged for	included in
in EAL (Further	be required in a classroom	not applicable	respect for safety and	students to improve	the materials
Study)	environment.	not applicable	the well-being of others.	computer skills.	fee.

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		PERSONAL			
		PROTECTIVE		1	EQUIPMENT
		EQUIPMENT (PPE)	HEALTH & SAFETY	COMPUTER LITERACY	/ MATERIALS
COURSE	PHYSICAL REQUIREMENTS	REQUIREMENTS	CONSIDERATIONS	REQUIREMENTS	REQUIRED