Choose a career that takes you places!

A career in events can take you around the globe! Diverse in nature, this qualification provides a pathway to work for events or organisations operating in a range of industries including the tourism and travel, hospitality, sport, cultural and community sectors.

As a Certificate III of Events student, you’ll gain practical hands-on experience participating at local sporting, corporate and fundraising events. On completion of the Certificate III in Events, there is the opportunity to transition into the Diploma of Event Management.

Key dates
For key start dates for each location, visit the online brochure for this course (under the course details tab).

What are my payment options?
No matter what your circumstances, TAFE Queensland East Coast has a payment option to suit you. If you are unsure of what’s right for you, call us on 1300 656 188. We’re here to help.

Outcome
SIT30516 Certificate III in Events

Job prospects
- Event Administrative Assistant
- Events Assistant
- Event Operations Assistant
- Logistics Clerks
- Conference Assistant

Units
To achieve this qualification you will need to complete:
Core Competencies: 6

Entry requirements
Course Entry Requirements
TAFE Qld East Coast highly recommends

Resources required
Please see the relevant documents section for any relevant booklists, uniform and resource kit lists required for this.

Placement
You will be required to organise your

Important Information
This program is subject to the completion

ARE YOU READY TO TAKE THE NEXT STEP ON YOUR PATH TO GREAT?
Enrol today to secure your spot in this course.

HOW TO ENROL
Enrol now
You're ready if you have:

- checked your important dates (under the course details tab)
- checked you meet the entry requirements (under the course details tab)
Elective Competencies: 7

Further Study: This program has a direct articulation pathway into the Diploma of Events Management face to face or online at TAFE Queensland East Coast.

<table>
<thead>
<tr>
<th>Code</th>
<th>Competency Description</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>SITEEVT001</td>
<td>Source and use information on the events industry</td>
<td>Core</td>
</tr>
<tr>
<td>SITXCCS006</td>
<td>Provide service to customers</td>
<td>Core</td>
</tr>
<tr>
<td>SITXWH5001</td>
<td>Participate in safe work practices</td>
<td>Core</td>
</tr>
<tr>
<td>SITXWH5002</td>
<td>Identify hazards, assess and control safety risks</td>
<td>Elective</td>
</tr>
<tr>
<td>SITEEVT002</td>
<td>Process and monitor event registrations</td>
<td>Core</td>
</tr>
<tr>
<td>SITEEVT003</td>
<td>Coordinate on-site event registrations</td>
<td>Elective</td>
</tr>
<tr>
<td>BSBWOR203</td>
<td>Work effectively with others</td>
<td>Core</td>
</tr>
<tr>
<td>BSBITU306</td>
<td>Design and produce business documents</td>
<td>Elective</td>
</tr>
<tr>
<td>SITTTSL002</td>
<td>Access and interpret product information</td>
<td>Elective</td>
</tr>
<tr>
<td>SITTTSL006</td>
<td>Prepare quotations</td>
<td>Elective</td>
</tr>
<tr>
<td>SITXCOM002</td>
<td>Show social and cultural sensitivity</td>
<td>Core</td>
</tr>
<tr>
<td>SITEEVT004</td>
<td>Provide event staging support</td>
<td>Elective</td>
</tr>
<tr>
<td>SITTTSL010</td>
<td>Use a computerised reservations or operations system</td>
<td>Core</td>
</tr>
</tbody>
</table>

Disclaimer
Not all electives available at all campuses

- checked your course costs and knew which payment option is right for you (under the costs tab)
- Read the student rules and refund policy
- Created your Unique Student Identifier and can provide this code to TAFE Queensland
- If you are applying for a subsidised cost, please ensure you have all the relevant documents at time of enrolment

All done? Then head to the link below to complete your enrolment:
tafeeastcoast.edu.au/study-with-us/enrolment-fees/enrol

Enrolment options
By telephone: 1300 656 188.
In person: at any TAFE Queensland East Coast location.
Online: Full Fee paying students can enrol online

Recognition of prior learning
Fast-track your way to a formal qualification by earning credit for the things you already know. Getting recognition for the skills you’ve gained from the workplace or previous learning means less study time for you, and getting the paper to prove you’re qualified a whole lot sooner.

More info:
tafeeastcoast.edu.au/study-with-us/career-changers-jobseeker/recognition-prior-learning/

Make your future happen
Connect with TAFE on Facebook

Accurate as at 19 April 2018. For the latest information see:
tafeeastcoast.edu.au/course/9973

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