



holmesglen

HOLMESGLEN SHORT COURSES

July - September 2019

Find out more: 03 9564 1546
holmesglen.edu.au/shortcourses

TAFE VICTORIA



Learn more, do more at Holmesglen



Art



Food and Beverage



Languages



Business



House and Garden



DIY Skills and Construction



Computing



Lifestyle



Online Courses



OHS and Industrial Skills

CAMPUS LOCATIONS

Chadstone

Corner Batesford and Warrigal Roads
Chadstone 3148

Drummond Street

41 Drummond Street
Chadstone 3148

Glen Waverley

595 Waverley Road
Glen Waverley 3150

Moorabbin

488 South Road
Moorabbin 3189

North Melbourne

Level 2, 200 Arden Street
North Melbourne 3051

St Kilda Road

332 St Kilda Road
Southbank 3006

HOLMESGLEN SHORT COURSES

Administration: Building 2, Level 2, Chadstone campus

T: 03 9564 1546

E: shortcourses@holmesglen.edu.au

W: holmesglen.edu.au/shortcourses

HOLMESGLEN WORKFORCE SOLUTIONS

Administration: Building 1, Drummond Street campus

T: 03 9209 5300

E: hws@holmesglen.edu.au

W: holmesglen.edu.au/industry

SYMBOL KEY

- ! Personal protective equipment is required
- ✓ Accredited course. Note: GST is included in all course fees, excluding accredited courses.
- ★ New course

Art

DRAWING AND PAINTING

Drawing in a Day

Chadstone	Sat	1 day	27 July	10am-4pm
Moorabbin	Sat	1 day	21 Sept	10am-4pm

Drawing Nature and Landscapes

Chadstone	Thur	2 weeks from 25 July	6pm-9pm
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Painting with Pastels Workshop

Chadstone	Thur	2 weeks from 8 Aug	6pm-9pm
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The Art of Pencil Portraits

Chadstone	Thur	1 day	29 Aug	6pm-9pm
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FASHION

Become a Fashion Designer

Chadstone	Wed	3 weeks from 21 Aug	6pm-9pm
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So you want to be a Fashion Stylist?

St Kilda Rd	Wed	3 weeks from 11 Sept	6pm-9pm
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MUSIC

Using a simple Digital Audio Workstation (DAW)

Chadstone	Thur	4 weeks from 29 Aug	6.30-8.30pm
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PHOTOGRAPHY

Creative Photography

Chadstone	Mon	5 weeks from 9 Sept	6pm-9pm
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Digital Photography

Moorabbin	Mon	3 weeks from 15 July	6pm-9pm
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Digital SLR Camera Operation

Chadstone	Tues	6 weeks from 10 Sept	6pm-8.30pm
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Travel Photography

Chadstone	Mon	3 weeks from 15 July	6pm-8.30pm
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WRITING

Creative Writing

Chadstone	Mon	6 weeks from 15 July	6.30-8.30pm
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Discover You Can Write

Chadstone	Wed	6 weeks from 14 Aug	6.30-8.30pm
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Learn More, Do More
Free TAFE at Holmesglen

holmesglen.edu.au/freetafe



Business

CAREER DEVELOPMENT

Investing in the Stock Market

Moorabbin	Tues	3 weeks from 16 July	6pm-9pm
Chadstone	Wed	3 weeks from 4 Sept	6pm-9pm

\$280

Redefine your Job to fit You Better

Chadstone	Tues	4 weeks from 20 Aug	6.30-8.30pm
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\$260

CLERICAL

Medical Receptionist

St Kilda Rd	Mon-Wed	3 days from 8 July	9.30am-4pm
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\$580

Minute Taking Workshop

Chadstone	Fri	1 day	26 July	9.30am-4pm
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\$190

PracSoft - Medical Reception Software

Chadstone	Thur	1 day	11 July	9.30am-4pm
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\$240

Receptionist Training

Chadstone	Thur	5 weeks from 15 Aug	6pm-8.30pm
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\$390

Touch Typing

Chadstone	Thur	4 weeks from 8 Aug	6pm-8.30pm
Chadstone	Sat	4 weeks from 5 Oct	9.30am-12pm

\$320

COMMUNICATION

Business Writing

Chadstone	Fri	1 day	9 Aug	9.30am-4.30pm
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\$190

Tender and Proposal Writing

Chadstone	Fri	1 day	2 Aug	9.30am-4.30pm
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\$190

Writing Reports

Moorabbin	Fri	1 day	5 July	9.30am-4.30pm
Chadstone	Fri	1 day	23 Aug	9.30am-4.30pm

\$190

FINANCE

Bookkeeping - Level 1

Chadstone	Thur	5 weeks from 18 July	6pm-9pm
Moorabbin	Wed	5 weeks from 7 Aug	6pm-9pm
Waverley	Sat	3 weeks from 24 Aug	9am-2pm

\$460

Bookkeeping - Level 2

Waverley	Sat	2 weeks from 13 July	9am-1.30pm
Chadstone	Thur	3 weeks from 22 Aug	6pm-9pm
Moorabbin	Wed	3 weeks from 11 Sept	6pm-9pm
Waverley	Sat	2 weeks from 14 Sept	9am-1.30pm

\$300

Bookkeeping - Level 1 and 2

Chadstone	Thur	8 weeks from 18 July	6pm-9pm
Moorabbin	Wed	8 weeks from 7 Aug	6pm-9pm

\$660

MYOB - Level 1

Chadstone	Thur	1 day	11 July	9.30am-5pm
Chadstone	Sat	1 day	27 July	9.30am-5pm

\$290

MYOB - Level 2

Chadstone	Fri	1 day	12 July	9.30am-5pm
Chadstone	Sat	1 day	3 Aug	9.30am-5pm

\$290

MYOB - Level 1 and 2

Chadstone	Thur,Fri	2 days from 11 July	9.30am-5pm
Chadstone	Sat	2 weeks from 27 July	9.30am-5pm

\$490

Xero - Level 1

Chadstone	Thur	2 weeks from 25 July	6pm-9pm
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\$220

Xero - Level 2

Chadstone	Thur	2 weeks from 8 Aug	6pm-9pm
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\$220

Business

PERSONAL DEVELOPMENT

Assertiveness Skills

Chadstone Mon 1 day 22 July 9am-4.30pm
\$140

Building Courage and Confidence

Chadstone Tues 1 day 23 July 6pm-9pm
\$140

Conflict Resolution Skills

Chadstone Fri 1 day 19 July 9.30am-5pm
\$220

How to Enjoy Speaking and Presenting

Chadstone Wed 1 day 31 July 6pm-9pm
\$140

Smart, Quick, Easy Tips for Better Presenting and Public Speaking

Chadstone Wed 1 day 28 Aug 6pm-9pm
\$140

PROFESSIONAL DEVELOPMENT

Event Management and Design

Chadstone Wed,Thur 2 days from 24 July 9.30am-4pm
\$490

Human Resources Management ★

Chadstone Tues 2 weeks from 20 Aug 6pm-9pm
\$220

Leadership and Management Development

Chadstone Thur,Fri 2 days from 22 Aug 9.30am-5pm
\$390

The Customer Service Enhancement Program

Moorabbin Tues 4 weeks from 20 Aug 6.30-9.30pm
\$390

Investing in Real Estate

Chadstone Tues 3 weeks from 6 August 6pm-9pm
\$280

Launch a career in Real Estate

HSSCPP0001 Agent's Representatives Course ✓

Training to become an Agent's Representative will provide you with the knowledge required to work in Real Estate. You will complete the first three units of competency from CPP40307 Cert IV in Property Services (Real Estate).

CPPDSM4080A: Work in the real estate industry

CPPDSM4008A: Identify legal and ethical requirements of property sales to complete agency work

CPPDSM4007A: Identify legal and ethical requirements of property management to complete agency work

Chadstone	Monday-Friday	5 days from 22 Jul	9am-5pm
Moorabbin	Tues, Thur	5 weeks from 6 Aug	6pm-9.30pm
Chadstone	Monday-Friday	5 days from 19 Aug	9am-5pm
Waverley	Monday-Friday	5 days from 16 Sep	9am-5pm

Fee: \$768



Business

SMALL BUSINESS

Cafe, Coffee Shop – Starting Up

Moorabbin Mon 3 weeks from 22 July 6.30-9.30pm
\$310

Start a Small Business

Chadstone Sat 2 weeks from 3 Aug 9am-5pm
Moorabbin Mon 5 weeks from 12 Aug 6.30-9.30pm
St Kilda Rd Sat 2 weeks from 24 Aug 9am-5pm
\$470

SALES AND MARKETING

Digital Marketing Basics

Chadstone Sat 2 weeks from 13 July 10am-3pm
\$290

Key Account Management Program

Chadstone Thur 4 weeks from 29 Aug 6.30-9.30pm
\$390

Marketing

Chadstone Thur,Fri 2 days from 5 Sept 10am-4.30pm
\$390

Professional Sales Skills

Chadstone Wed 4 weeks from 24 July 6.30-9.30pm
Moorabbin Wed 4 weeks from 21 Aug 6.30-9.30pm
\$390

Small Business Marketing

Chadstone Sat 1 day 21 Sept 10am-4.30pm
\$190

Certified Digital Marketing Professional

Chadstone Tues 12 weeks from 10 Sep 6.30-9.30pm
Fee: \$3,190



Start your own Small Business



Learn about business planning and the essentials of a business start-up. Including market research, marketing, legal and insurance requirements, and financial planning with our programs;

- **New Business Assistance with NEIS**
- **BSB42615 Certificate IV in New Small Business** ✓

To find out more about NEIS (New Enterprise Incentive Scheme)

T: 1300 634 748

E: neis@holmesglen.edu.au

W: holmesglen.edu.au/neis

TAFE VICTORIA



Computing

DESIGN AND PUBLISHING

Adobe Illustrator

Moorabbin	Thur	2 weeks from 8 Aug	10am-4.30pm
Moorabbin	Sat	2 weeks from 10 Aug	10am-4.30pm
St Kilda Rd	Thur	2 weeks from 12 Sept	10am-4.30pm

\$420

Adobe InDesign

Chadstone	Thur	4 weeks from 18 July	10am-4.30pm
Chadstone	Thur	4 weeks from 25 July	6.30-9.30pm
Chadstone	Thur	2 weeks from 22 Aug	10am-4.30pm

\$420

Adobe Photoshop - Level 1

Chadstone	Fri,Sat	2 days from 16 Aug	9.30am-4pm
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\$440

Adobe Photoshop - Level 1 and 2

Chadstone	Fri,Sat	2 weeks from 16 Aug	9.30am-4pm
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\$780

Adobe Photoshop - Level 2

Chadstone	Fri,Sat	2 days from 23 Aug	9.30am-4pm
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\$440

DRAFTING

AutoCAD - Level 1

Chadstone	Thur	4 weeks from 18 July	6pm-9.30pm
Chadstone	Sat	2 weeks from 24 Aug	10am-5.30pm
Chadstone	Fri	4 weeks from 30 Aug	10am-1.30pm

\$620

AutoCAD - Level 1 and 2

Chadstone	Thur	8 weeks from 18 July	6pm-9.30pm
Chadstone	Sat	4 weeks from 24 Aug	10am-5.30pm
Chadstone	Fri	8 weeks from 30 Aug	10am-1.30pm

\$1,000

AutoCAD - Level 2

Chadstone	Thur	4 weeks from 22 Aug	6pm-9.30pm
Chadstone	Sat	2 weeks from 7 Sept	10am-5.30pm
Chadstone	Fri	4 weeks from 25 Sept	10am-1.30pm

\$620

Pytha 3D CAD - Stage 1

Chadstone	Wed	6 weeks from 7 Aug	6pm-9pm
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\$580

Revit - Level 1

St Kilda Rd	Tues	6 weeks from 6 Aug	6pm-9pm
Chadstone	Tues	6 weeks from 13 Aug	6pm-9pm

\$610

Revit - Level 1 and 2

St Kilda Rd	Tues	12 weeks from 6 Aug	6pm-9pm
Chadstone	Tues	12 weeks from 13 Aug	6pm-9pm

\$1,000

Revit - Level 2

St Kilda Rd	Tues	6 weeks from 17 Sept	6pm-9pm
Chadstone	Tues	6 weeks from 24 Sep	6pm-9pm

\$610

SketchUp Professional - Level 1

Chadstone	Thur	5 weeks from 18 July	6pm-10pm
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\$660

SketchUp Professional - Level 1 and 2

Chadstone	Thur	10 weeks from 18 July	6pm-10pm
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\$1,190

SketchUp Professional - Level 2

Chadstone	Thur	5 weeks from 22 Aug	6pm-10pm
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\$660

GETTING STARTED

Computer Basics

Chadstone	Sat	2 weeks from 17 Aug	9.30am-4pm
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\$420

Computer Skills For The Office

St Kilda Rd	Wed-Fri	3 days from 3 July	9.30am-3pm
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\$590

MICROSOFT OFFICE

Excel 2016 Formulas and Functions

Chadstone	Sat	1 day	31 Aug	9.30am-5pm
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\$290

Microsoft Access 2016 - Level 1

Moorabbin	Fri	1 day	19 July	9.30am-5pm
Chadstone	Sat	1 day	7 Sept	9.30am-5pm

\$290

Microsoft Access 2016 - Level 1 and 2

Moorabbin	Fri	2 weeks from 19 July	9.30am-5pm
Chadstone	Sat	2 weeks from 7 Sept	9.30am-5pm

\$490

Microsoft Access 2016 - Level 2

Moorabbin	Fri	1 day	26 July	9.30am-5pm
Chadstone	Sat	1 day	14 Sept	9.30am-5pm

\$290

Computing

Microsoft Excel 2016 – Level 1

Waverley	Mon	3 weeks from 15 July	6.30pm-9pm
Chadstone	Thur	1 day 18 July	9.30am-5pm
Moorabbin	Fri	1 day 9 Aug	9.30am-5pm
Waverley	Tues	1 day 27 Aug	9.30am-5pm
Chadstone	Wed	3 weeks from 28 Aug	6.30pm-9pm
Chadstone	Thur	1 day 12 Sep	9.30am-5pm
Moorabbin	Sat	1 day 14 Sep	9.30am-5pm
Chadstone	Mon	3 weeks from 16 Sep	6.30pm-9pm
Chadstone	Mon	1 day 30 Sep	9.30am-5pm

\$290

Microsoft Excel 2016 – Level 1 and 2

Waverley	Mon	6 weeks from 15 July	6.30pm-9pm
Chadstone	Thur	2 weeks from 18 July	9.30am-5pm
Moorabbin	Fri	2 weeks from 9 Aug	9.30am-5pm
Waverley	Tues	2 weeks from 27 Aug	9.30am-5pm
Chadstone	Wed	6 weeks from 28 Aug	6.30pm-9pm
Chadstone	Thur	2 weeks from 12 Sep	9.30am-5pm
Moorabbin	Sat	2 weeks from 14 Sep	9.30am-5pm
Chadstone	Mon	6 weeks from 16 Sep	6.30pm-9pm
Chadstone	Mon,Tue	2 days from 30 Sep	9.30am-5pm

\$490

Microsoft Excel 2016 – Level 2

Chadstone	Thur	1 day 25 Jul	9.30am-5pm
Waverley	Mon	3 weeks from 5 Aug	6.30pm-9pm
Moorabbin	Fri	1 day 16 Aug	9.30am-5pm
Waverley	Tues	1 day 3 Sep	9.30am-5pm
Chadstone	Wed	3 weeks from 18 Sep	6.30pm-9pm
Chadstone	Thur	1 day 19 Sep	9.30am-5pm
Moorabbin	Sat	1 day 21 Sep	9.30am-5pm

\$290

Microsoft Excel 2016 – Level 3

Chadstone	Thur	1 day 1 Aug	9.30am-5pm
Moorabbin	Fri	1 day 23 Aug	9.30am-5pm
Waverley	Mon	3 weeks from 26 Aug	6.30pm-9pm
Chadstone	Sat	1 day 31 Aug	9.30am-5pm
Waverley	Tues	1 day 10 Sep	9.30am-5pm

\$290

Microsoft PowerPoint 2016 – Level 1

Chadstone	Tues	3 weeks from 16 July	6.30pm-9pm
Waverley	Thur	1 day 8 Aug	10am-5pm
Chadstone	Sat	1 day 14 Sept	10am-5pm

\$290

Microsoft PowerPoint 2016 – Level 2

Chadstone	Tues	3 weeks from 6 Aug	6.30pm-9pm
Waverley	Thur	1 day 15 Aug	10am-5pm
Chadstone	Sat	1 day 21 Sept	10am-5pm

\$290

Microsoft Project 2016 – Level 1

Waverley	Sat	1 day 27 July	9.30am-5pm
Chadstone	Thur	1 day 1 Aug	9.30am-5pm
Moorabbin	Fri	1 day 6 Sept	9.30am-5pm

\$290

Microsoft Project 2016 – Level 1 and 2

Chadstone	Thur,Fri	2 days from 1 Aug	9.30am-5pm
Moorabbin	Fri	2 weeks from 6 Sept	9.30am-5pm

\$490

Microsoft Project 2016 – Level 2

Chadstone	Fri	1 day 2 Aug	9.30am-5pm
Moorabbin	Fri	1 day 13 Sept	9.30am-5pm

\$290

Microsoft Publisher 2016

Chadstone	Thur	1 day 22 Aug	9.30am-5pm
Chadstone	Sat	1 day 7 Sept	9.30am-5pm

\$290

Microsoft Word 2016 – Level 1

Chadstone	Tues	1 day 16 July	9.30am-5pm
Chadstone	Thur	1 day 22 Aug	9.30am-5pm
Moorabbin	Wed	1 day 25 Sept	9.30am-5pm

\$290

Microsoft Word 2016 – Level 2

Chadstone	Wed	1 day 17 July	9.30am-5pm
Chadstone	Thur	1 day 29 Aug	9.30am-5pm
Moorabbin	Thur	1 day 26 Sept	9.30am-5pm

\$290

Microsoft Word/Excel 2016 – Level 1

Chadstone	Wed	6 weeks from 17 July	6.30pm-9pm
Waverley	Sat	2 weeks from 20 July	10am-4.30pm
Waverley	Tues	2 weeks from 30 July	10am-4.30pm
Chadstone	Tues	6 weeks from 27 Aug	6.30pm-9pm
Chadstone	Fri	2 weeks from 30 Aug	10am-4.30pm

\$420

Microsoft Word/Excel 2016 – Level 2

Waverley	Wed,Thur	2 days from 10 July	10am-4.30pm
Waverley	Sat	2 weeks from 3 Aug	10am-4.30pm
Waverley	Tues	2 weeks from 13 Aug	10am-4.30pm
Chadstone	Fri	2 weeks from 13 Sept	10am-4.30pm

\$420

WEB APPLICATIONS

Build and Publish a Website

Chadstone	Thur	3 weeks from 18 July	6pm-9pm
Chadstone	Sat	3 weeks from 24 Aug	10am-1pm

\$290

Set up a career in Programming



Microsoft Visual C# – Level 1 (Creating Windows applications)

Chadstone Tues 2 weeks from 16 July 9.30am-5pm

Chadstone Thur 2 weeks from 29 Aug 9.30am-5pm
\$470

Programming Excel 2016 using VBA

Chadstone Tues 1 day 17 Sept 9.30am-5.30pm
\$310

VB.NET – Level 1

Chadstone Fri 2 weeks from 19 July 9.30am-5.30pm
\$420

VB.NET – Level 2

Chadstone Fri 2 weeks from 2 Aug 9.30am-5.30pm
\$420

VB.NET – Level 3

Chadstone Fri 2 weeks from 16 Aug 9.30am-5.30pm
\$420

Build your career in industry IT



Cyber Security Essentials (Fortinet NSE1 and Cisco Cyber Essentials)

Chadstone Mon 1 day 29 July 9am-5.30pm
\$180 (Free to enrolled Holmesglen CAIT students)

Cisco CCNA 2: Routing and Switching Essentials

Chadstone Mon 7 weeks from 5 Aug 10am-4.30pm
\$750 (50% discount for enrolled Holmesglen CAIT students)

Cyber Security Fortinet Certification (NSE4 Network Security Professional)

Chadstone Mon 6 weeks from 7 Oct 9am-5.30pm
\$1,980 (50% discount for enrolled Holmesglen CAIT students)

Talk to one of our Networking, Programming
and Cyber Security teachers to find out more.

T: 03 9564 1546

W: holmesglen.edu.au/shortcourses

Department, Computing and Information Technology (CAIT)

ENQUIRE ABOUT FREE TAFE COURSES

holmesglen.edu.au/freetafe

You could be studying building and construction for free

Together with your hands-on industry experience, this course will deepen your knowledge of building structures under the National Construction Code (NCC) - the legislation that accompanies any building project. It will help you develop the skills necessary to run a successful small to medium construction business. It may also assist you to meet the requirements of the Victorian Building Authority (VBA) to become a registered building practitioner in Victoria.

CPC40110 Certificate IV in Building and Construction (Building) ✓ for trade professionals

This is a part-time accredited course, specifically tailored for people with at least three years work experience in the building and construction industry. This is a nationally recognised building qualification that can also be utilised for those seeking registration in other states. It is currently offered on the government's Free TAFE for Priority Courses list, which means you will not have to pay any tuition fees (eligibility criteria apply).

Chadstone	Mon and Wed	32 weeks from 19 August	6pm – 10pm
Chadstone	Mon and Wed	32 weeks from 21 October	6pm – 10pm



Holmesglen Workforce Solutions

T: 03 9209 5300

E: hws@holmesglen.edu.au

W: holmesglen.edu.au/CertIVbuilding

Administration: Building 1, Drummond Street campus

This training is delivered with Victorian and Commonwealth Government funding. Eligible applicants only. For more information visit www.holmesglen.edu.au/students/fees and www.education.vic.gov.au Please note that enrolment closes 2 business days prior to course commencement.

DIY Skills and Construction

CONSTRUCTION

Domestic Plan Reading

Chadstone Wed 4 weeks from 28 Aug 6pm-9pm
\$410

Estimating and Costing

Chadstone Thur 5 weeks from 1 Aug 6pm-9pm
\$510

HOME RENOVATION

Basic Home Painting

Chadstone Sat 1 day 3 Aug 8.30am-4pm
\$260

Home Maintenance

Chadstone Sat 1 day 31 Aug 9am-3.30pm
\$220

Pergola and Timber Decking

Chadstone Sat 3 weeks from 7 Sept 9am-1pm
\$490

WELDING

MIG Welding

Moorabbin Sat 3 weeks from 17 Aug 10am-2pm
\$560

TIG Welding

Moorabbin Sat 3 weeks from 7 Sept 10am-2pm
\$560

WOODWORK

Woodwork – Level 1

Chadstone Tues 4 weeks from 3 Sept 6pm-9pm
\$470

Woodwork – Level 1 and 2

Chadstone Tues 9 weeks from 3 Sept 6pm-9pm
\$920

Woodwork – Level 2

Chadstone Tues 5 weeks from 1 Oct 6pm-9pm
\$550

Food and Beverage

HOSPITALITY

Responsible Serving of Alcohol (RSA)

This Responsible Serving of Alcohol (RSA) course teaches you the skills and knowledge required by the Victorian Commission Liquor Licensing Victoria for Gambling and Liquor Regulation (VCGLR) for the service of alcohol under state legislation.

- Learn the requirements of the Liquor Licensing Board in respect of the service of alcohol in Victorian licensed premises.
- Learn the Terms and Conditions applicable to the Liquor Licensing Act.
- Be issued with the Liquor Licensing RSA Certificate, upon successful completion of this course.

Chadstone	Mon	1 day	8 July	5.30pm-10pm
Chadstone	Mon	1 day	22 July	5.30pm-10pm
Moorabbin	Sat	1 day	10 Aug	9.30am-2pm
Chadstone	Mon	1 day	26 Aug	5.30pm-10pm
Chadstone	Mon	1 day	23 Sep	5.30pm-10pm

\$150



Lifestyle

BEAUTY

Applying Eyelash Extensions

Chadstone Sat 2 weeks from 24 Aug 12pm-4pm
\$340

Makeup – Level 1

Chadstone Wed 3 weeks from 31 July 6pm-9.30pm
\$380

Makeup – Level 2

Chadstone Wed 3 weeks from 21 Aug 6pm-9.30pm
\$380



Makeup – Level 1 and 2

Chadstone Wed 6 weeks from 31 July 6pm-9.30pm
\$610

HEALTH AND WELLBEING

Mindfulness in Everyday Life

Chadstone Mon 1 day 19 Aug 10am-4.30pm
\$190

MASSAGE

Relaxation Massage

Chadstone Wed 5 weeks from 17 July 6.30-8.30pm
\$340

Sports Massage

Chadstone Wed 5 weeks from 21 Aug 6.30-8.30pm
\$340

Languages

Chinese (Mandarin) – Level 1

Chadstone Thur 7 weeks from 18 July 6.30-8.30pm
\$390

Chinese (Mandarin) – Level 2

Chadstone Thur 5 weeks from 5 Sept 6.30-8.30pm
\$290

French – Level 1

Chadstone Tues 7 weeks from 16 July 6pm-8pm
\$390

French – Level 2

Chadstone Tues 5 weeks from 3 Sept 6pm-8pm
\$290

Greek – Level 1

Chadstone Wed 7 weeks from 17 July 6pm-8pm
\$390

Greek – Level 2

Chadstone Wed 5 weeks from 4 Sept 6pm-8pm
\$290

Italian – Level 1

Chadstone Thur 7 weeks from 18 July 6pm-8pm
St Kilda Rd Wed 7 weeks from 21 Aug 6pm-8pm
\$390

Italian – Level 2

St Kilda Rd Wed 5 weeks from 17 July 6pm-8pm
Chadstone Thur 5 weeks from 5 Sept 6pm-8pm
\$290

Italian for Travellers

St Kilda Rd Wed 5 weeks from 17 July 6pm-8pm
\$290

Japanese – Level 1

Chadstone Wed 7 weeks from 24 July 6.30-8.30pm
\$390

Japanese – Level 2

Chadstone Tues 5 weeks from 23 July 6.30-8.30pm
\$290

Spanish – Level 1

Chadstone Wed 7 weeks from 17 July 7pm-9pm
Moorabbin Wed 7 weeks from 25 Sep 6pm-8pm
\$390

House and Garden

GARDENING

Gardening for Beginners

Waverley Wed 6 weeks from 17 July 6pm-8pm
\$420

Landscape Design for the Home Gardener

Waverley Thur 4 weeks from 4 Sept 6pm-9pm
\$410

Therapeutic Gardening

Waverley Sat 1 day 24 Aug 9am-4.30pm
\$240

INTERIOR DESIGN

Interior Design and Decorating

Chadstone Sat 3 weeks from 7 Sept 10am-4.30pm
\$510



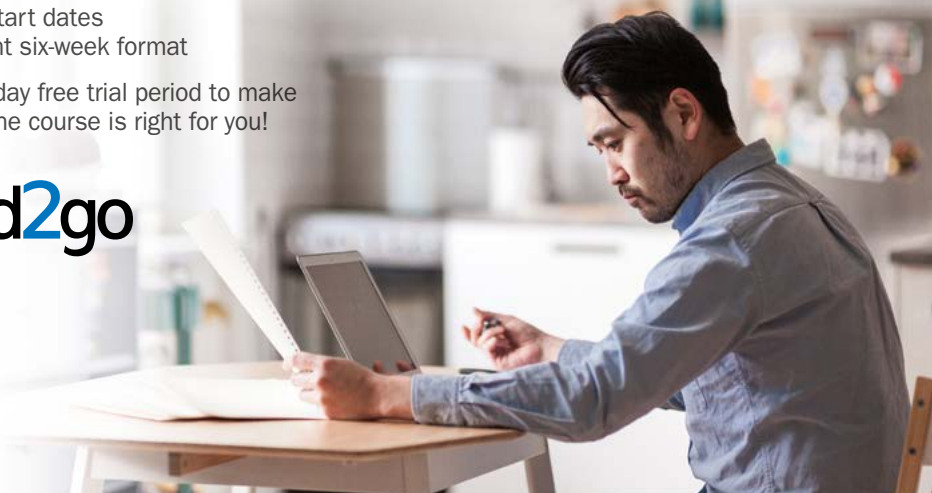
Fun, affordable and flexible Study a short course online

holmesglen.edu.au/shortcourses

- Instructor led courses
- Monthly start dates
- Convenient six-week format

Enjoy a five-day free trial period to make sure an online course is right for you!

 ed2go



OHS and Industrial Skills

Holmesglen Workforce Solutions provide tailored training in Occupational Health and Safety (OHS) and Industrial Skills to meet your requirements, including on site, off site, weekdays, evening and weekend training. All programs are delivered to industry standards by experienced trainers. For upcoming dates and times, visit holmesglen.edu.au/OHSandIndustrialskills

Health and Safety courses

- Construction Induction Card (White Card) ✓
- Health and Safety Representative Initial OHS Training Course
- Health and Safety Representative Refresher OHS Training Course
- Health and Safety for Managers
- Manual Handling ▶
- Safe Use of Machinery for Technology Teaching ✓

WorkSafe approved courses

- Health and Safety Representative Initial OHS Training Course
- Health and Safety Representative Refresher OHS Training Course

Approved
Training
Course



Industrial Skills courses

- Traffic Management ✓
- High Risk Licensing
 - Scaffolding (Basic) ✓
 - Scaffolding (Intermediate & Advanced) ✓▶
 - Dogging ✓
 - Rigging (Basic) ✓
 - Rigging (Intermediate & Advanced) ✓▶
 - Elevated Work Platform ✓
 - Forklift ✓
 - Cranes (All Classes) ✓▶
- Confined Space and Height Safety
 - Enter Confined Space ✓
 - Work Safely At Heights ✓
 - Undertake Vertical Rescue ✓
- Verification of Competencies (VOC) assessments
- Gas Test Atmospheres
- Refresher Training

- ▶ Corporate groups only
- ✓ Accredited course

Enquire about our group discounts for corporations



Civil Construction

SUPLIFT001 Skills Uplift – Civil Construction Traffic Management Pathway 1 Program ✓

Our Civil Construction (Traffic Management) skill set program is being run as part of the Victorian Government's Skills Uplift Program. It gives you the entry-level skills and knowledge necessary to gain employment in civil construction, to support the government's major infrastructure projects.

Start dates: Various dates throughout the year

Course length: 5 weeks (3 days a week)

Campus: Glen Waverley

Check if you can do this course for free.

Contact: Holmesglen Skills and Jobs Centre

T: 03 9564 2755

E: sjc@holmesglen.edu.au

RII30915 Certificate III In Civil Construction ✓

Apprenticeship

Gain the skills and experience to work in the civil construction industry. Holmesglen, as a leading provider of a range of apprenticeships in the building trades, offers a flexible and engaging experience for apprentices.

Start dates: Various dates throughout the year

Length: Full time (2 years)

Campus: Glen Waverley, on site

Work Health and Safety (WHS)

BSB41415 Certificate IV in Work Health and Safety ✓

Ideal for those already working in Work Health and Safety, as well as those looking to make that change. Focus on the key elements of Work Health and Safety.

Start date: Various dates throughout the year

Length: Part time (1 year)

Campus: Drummond Street and St Kilda Road
holmesglen.edu.au/whs

BSB51315 Diploma of Work Health and Safety ✓

Designed for those who wish to take their career to the next level, take on additional managerial responsibilities, or those who are working within the area of OHS compliance.

Start date: Various dates throughout the year

Length: Part time (6 - 9 months)

Campus: Drummond Street
holmesglen.edu.au/whs

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Administration: Building 1

Drummond Street campus

Talk to us today

T: 03 9209 5300

E: hws@holmesglen.edu.au

W: holmesglen.edu.au/industry



This training is delivered with Victorian and Commonwealth Government funding. Eligible applicants only.

For more information visit www.holmesglen.edu.au/students/fees and www.education.vic.gov.au



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Thursday 8 August | Thursday 12 September

Building industry capability and capacity



MetroHub is the integrated recruitment, employment, training and business development facility being delivered as part of the Metro Tunnel Project. As a partner, Holmesglen's Skills and Jobs Centre will provide priority jobseekers with a gateway to working on the project.

Find out more:

MetroHub

Holmesglen - St Kilda Road campus
332 St Kilda Rd, Southbank

T: 03 8664 1536

E: metrohub@metrotunnelcyp-dc.com.au

W: metrotunnel.vic.gov.au



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