

# Health & Community Foundation, Pathways & Teaching

**Course Guide 2025/2026**



# STUDENT OF THE YEAR 2024



“

I wanted to broaden my horizons and undertake a TAFE course to hopefully one day work in transport operations.

I'm very proud of the challenges I've faced and how far I've come. It is always still a never ending battle but you just have to persevere and keep moving forward.

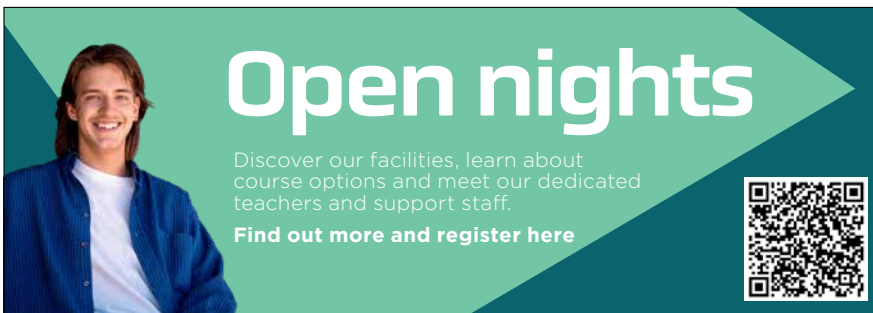
If you want something you make it work.

**JOSHUA PYKE**

**CERTIFICATE III IN SUPPLY CHAIN OPERATIONS [TLI30321]**

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## Open nights

Discover our facilities, learn about course options and meet our dedicated teachers and support staff.

[Find out more and register here](#)



The information in this publication is correct at the time of release (March 2025) and some courses are subject to change.

Kangan Institute acknowledges their campuses are located on the ancestral lands of the Wurundjeri Woi-Wurrung people of the Kulin Nations. The institute respects traditional custodians, Elders and their cultural heritage.



# UNLEASH YOU AT KANGAN INSTITUTE

Kangan Institute is one of the largest and most trusted education and training providers in Victoria. With more than 90 years of educational excellence backed by industry connections, our graduates learn real skills and gain the confidence to succeed in life.

With an established network of industry partners and a strong reputation with employers across Victoria, our courses are developed to respond to their employment needs. We ensure our training is relevant and will provide you with the skills and knowledge you need to match the demands.

We focus on providing you with work-ready training including practical, hands-on experience, industry projects and work placements.

## **LEARN FROM INDUSTRY EXPERTS**

Our world-class teaching faculty come with extensive industry experience and connections. Our personalised approach means you get one-on-one attention in classes.

## **GAIN HANDS-ON PRACTICAL SKILLS**

Our focus is all about getting you work-ready. With an emphasis on practical training, industry projects and work placements, you will gain real experience and the latest industry knowledge. So, when you graduate, you will have the skills that employers are looking for.

## **ACCESS OUR INDUSTRY PARTNER NETWORK**

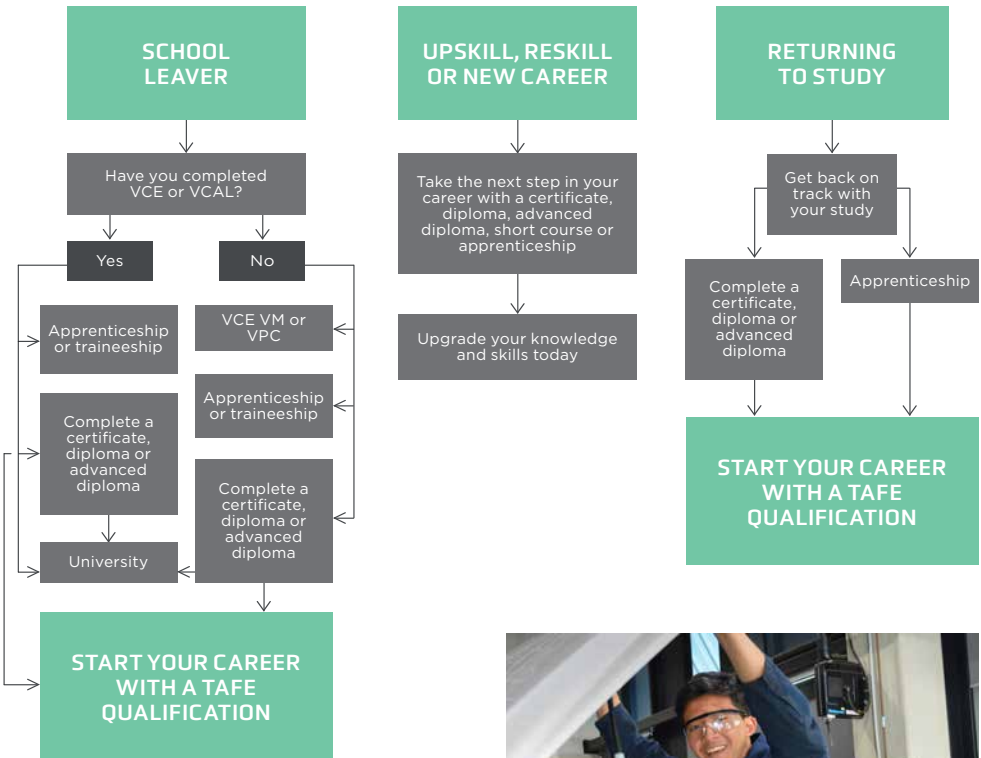
Kangan Institute has established a vast network of industry partners and a strong reputation with employers. By developing our courses in consultation with industry partners, we make sure that you gain the most current and up-to-date skills. Our Skills and Jobs experts also provide support and connect students to jobs each year.

Our focus is to ensure industries have access to well trained, highly skilled tradespeople and professionals. This may be through an apprenticeship or people refreshing their skills to ensure they have the most current knowledge and work practices to bring to their workplace.

# WHY CHOOSE TAFE

With hands-on practical learning, high levels of student support and opportunities to work with our key industry partners, TAFE gives you the skills you need to achieve your future career goals.

Whether you have recently finished school or university, have decided to change careers or further develop your skills, TAFE can support you to achieve the skills that you require to gain employment.



# FREE TAFE COURSES

Whether you're looking to commence your career, reskill or upskill, we offer a wide range of Free TAFE courses\*, providing you study opportunities to fill identified in-demand industry jobs.

Free TAFE can help cover the cost of tuition for selected courses. See if you meet the eligibility criteria below.

## ELIGIBILITY CRITERIA

**Residential status:** Any Australian citizen, Australian permanent resident or New Zealand citizen is eligible for a Free TAFE course in Victoria.

**Previous qualification:** You can do your first Free TAFE course no matter what qualifications you already hold. This applies to all qualifications - whether they be through TAFE or university. This is because the 'up-skilling rule' has been removed.

Students whose only Free TAFE fee waiver was under JobTrainer can also do another Free TAFE course, either in a pathway or non-pathway program.

You will be charged for any additional non-tuition fees relating to your studies, which may include material and consumable fees.

## FREE TAFE PRIORITY PATHWAYS

You can do multiple Free TAFE courses in the same occupational pathway listed under 'Free TAFE Priority Pathways' below.

This is because the 'once-in-a-lifetime limit' requirement for Free TAFE has now been removed for Priority Pathways.

Note: Students who choose a Free TAFE course that is not part of a Priority Pathway can only study one Free TAFE course.

Students whose only Free TAFE fee waiver was under JobTrainer can also do another Free TAFE course, either in a pathway or non-pathway program.

Free TAFE priority pathways do not include apprenticeship pathway courses.

You will be charged for any additional non-tuition fees relating to your studies, which may include material and consumable fees.

Note: Some Priority Pathway courses are not offered at Kangan Institute. See the full list of Priority Pathway courses at [vic.gov.au/free-tafe](http://vic.gov.au/free-tafe)

You can continue to study your Priority Pathway at Kangan Institute even if you have started the Pathway at another institute.

\*Free TAFE on selected courses only. Eligibility criteria apply. Tuition is free. Other fees and charges, including materials and consumables may apply. Visit [freetafe.vic.gov.au](http://freetafe.vic.gov.au)

**FIND OUT MORE ABOUT  
FREE TAFE AND FREE TAFE  
PRIORITY PATHWAYS**

**[KANGAN.EDU.AU/COURSES/FREE-TAFE](http://KANGAN.EDU.AU/COURSES/FREE-TAFE)**

**[FREETAFE.VIC.GOV.AU](http://FREETAFE.VIC.GOV.AU)**

**13 TAFE (8233)**

# WHERE DO I START?

## PREREQUISITES

You may need to meet some entry requirements in order to enrol in one of our programs. These requirements vary for each course, but may include:

- A minimum age (some courses require that you are over 18 so that you can legally work in the industry).
- Satisfactory language, literacy and numeracy skills.
- A Police Check or a Working with Children Check (if you are working in an industry that has contact with children or the public).
- Evidence of immunisations. Some courses such as health care may require additional immunisations.

These prerequisites are not designed to be a blocker to entry to the course, but to ensure that you are compliant and ready to be employed in the industry once you complete your training with us.

To find out more about our prerequisites, please contact us on 13 TAFE (13 8233)

## RECOGNITION OF PRIOR LEARNING (RPL) AND SKILLS RECOGNITION

If you have acquired relevant skills and knowledge in your workplace through previous training, or even via volunteer work, you may not need to complete further study to obtain a qualification.

With our skills recognition program you can save time and get an accredited qualification to improve your career prospects.

Find out more at [kangan.edu.au/study-with-us/prospective-students/skills-recognition-and-change-of-preference](http://kangan.edu.au/study-with-us/prospective-students/skills-recognition-and-change-of-preference) or contact us on 13 TAFE (13 8233)

## INTERNATIONAL STUDENTS

Kangan Institute offers a range of courses to international students taught by experienced teachers and supported through a variety of free and confidential services.

For more information about our courses available to international students please visit [kangan.edu.au/international](http://kangan.edu.au/international) or contact us at [international@kangan.edu.au](mailto:international@kangan.edu.au) or call 1300 175 176 to discuss your options.



# INDIGENOUS ENGAGEMENT CENTRE

The Indigenous Engagement Centre (IEC) at Kangan Institute is an innovative environment that fosters and promotes Indigenous learning, while supporting Indigenous students undertaking study and training in a wide array of courses across the institute.

Honouring the traditional landowners of the area, the Gunung-Willam-Balluk and Wurundjeri peoples, the centre merges the cultural heritage and values of these landowners with contemporary Aboriginal culture and strong networks with key Aboriginal organisations to ensure that our students are supported through their time with us.

As one of the state's largest providers of training and education, Kangan Institute delivers a wide range of courses and programs. Our courses are designed in consultation with communities and employers which means that Aboriginal students gain skills and knowledge while improving their networks and employment options.

## OUR STUDENTS

The IEC welcomes all Indigenous Australians. Our students come from many different backgrounds ranging from early school leavers to people over 50.

We support students engaged in a variety of courses across the institute and conduct a number of events through the year, celebrating Aboriginal culture and key milestones to which all the students are invited to along with their friends and family.

Most importantly, we have a dedicated Koorie Student Support Officer, Koorie Liaison Officer as well as a Koorie Counsellor Officer based at the IEC to assist students in accessing the full range of support services and assistance in dealing with government agencies and other relevant organisations.

To speak with one of our Koorie Liaison Officers please contact us on 1300 328 329.

## OUR PARTNERSHIPS

The IEC has forged strong relationships with key Aboriginal organisations across Victoria. We work closely with these organisations to ensure that our students have access to all the resources they require throughout their time with us.

## INDIGENOUS CULTURAL AWARENESS TRAINING (ICAT)

We are committed to supporting organisations in gaining a greater understanding of Aboriginal and Torres Strait Islander History and Culture. This program enables workforces to build successful working relationships with Aboriginal and Torres Strait Islander communities.

The ICAT program is designed to provide participants with a practical understanding required for successfully working with the Victorian Indigenous Community. It also builds awareness of Indigenous issues in every day situations and aims to eradicate apprehension or misconception about Indigenous people.

We focus on developing improvement of strategies targeted at Indigenous recruitment and employment with follow-up support and ongoing consultation.

Contact the Indigenous Engagement Centre for more information on 13 TAFE (13 8233) or visit [kangan.edu.au/campus/broadmeadows/gunung-willam-balluk-learning-centre](http://kangan.edu.au/campus/broadmeadows/gunung-willam-balluk-learning-centre)





# WE SUPPORT YOU THROUGH YOUR JOURNEY

## NEXT STEP

NEXT STEP is a free service for those aged 15-24 years looking for advice on study pathway options and career planning. Our skilled staff will always give you personalised advice to help you find the best course to get you on the right track.

Contact NEXT STEP: Call 1300 289 290 or email [nextstep@kangan.edu.au](mailto:nextstep@kangan.edu.au)

## DISABILITY SUPPORT

The Disability Liaison Officer provides essential support and accommodation to students with disabilities or conditions that affect their ability to study or participate fully in student life.

They will assist in implementing suitable strategies for your participation and learning needs and propose and discuss reasonable adjustments to provide the necessary support to successfully complete your studies.

To make an appointment, call 9279 2511 or email [disability@kangan.edu.au](mailto:disability@kangan.edu.au)

## LEARNING SUPPORT

The Learning Support Unit offers courses that will help you achieve your education and career goals. You can access help with language, literacy and numeracy to ensure you are able to meet the requirements of the course you are enrolled in, whilst building on what you already know.

To find out how we can help you, call 9098 5999 or email [learningsupport@kangan.edu.au](mailto:learningsupport@kangan.edu.au)

## RECONNECT

Reconnect is a free service that can provide wrap-around supports and course related financial assistance to disengaged, high needs learners. This service works with your strengths and your individual learning and non-learning goals to support you into study or employment pathways.

To be eligible for the Reconnect program you must meet the eligibility requirements listed at [kangan.edu.au/study-with-us/skills-and-job-centre/reconnect](http://kangan.edu.au/study-with-us/skills-and-job-centre/reconnect)

Kangan Institute is funded to deliver the Reconnect program in Hume. To find out how we can help you, call 1300 327 328 or go to [info.kangan.edu.au/reconnectprogram](http://info.kangan.edu.au/reconnectprogram)

## EMPLOYMENT CENTRE

Our Employment Centre is specifically dedicated to helping you develop your employability skills. Our experts can help you with job search, one-on-one coaching and access to the weekly vacancy listing and other useful resources.

You can contact the centre on 1300 484 335 or email [employmentcentre@kangan.edu.au](mailto:employmentcentre@kangan.edu.au)

## SKILLS AND JOBS CENTRES

Our Skills and Jobs Centres are staffed by qualified Career Practitioners to provide students and the wider community with free career counselling and advice on job opportunities, vocational training, career planning and employability skills, whilst assisting individuals to prepare for their future.

This is your first port-of-call when you are looking to enter the workforce, start training, re-skill, or for employers to meet their workforce needs.

To make an appointment, register for our workshops or to find out more, visit [kangan.edu.au/study-with-us/skills-and-job-centre](http://kangan.edu.au/study-with-us/skills-and-job-centre)

Call 1300 100 606 or email [skills&jobscentre@kangan.edu.au](mailto:skills&jobscentre@kangan.edu.au)

# WE SUPPORT YOU THROUGH YOUR JOURNEY

## LIBRARY

Our Library services are available to all Kangan Institute students. Located at all our campuses, the Libraries have an extensive range of books, online databases, video streaming and e-books.

Open access computers are available for you to use the internet, email, Microsoft Office and more. The Library catalogue is available at [libguides.mylibrary.bendigokangan.edu.au/home/kangan](http://libguides.mylibrary.bendigokangan.edu.au/home/kangan)

For further information students can contact our Kangan Institute Libraries: 9279 2424

## COUNSELLING

Kangan Institute's Counselling Services provides free, confidential, short-term counselling to currently enrolled students. In-person, telephone and video consultations are available at all campuses. Our counsellors are available to talk about any issues you may have – whether they are personal issues, mental health and wellbeing issues or study-related issues. You don't need to be in crisis or dealing with a serious problem to go to counselling.

To make an appointment, call 13 TAFE (8233) or email [studentsupport@kangan.edu.au](mailto:studentsupport@kangan.edu.au)

## WELFARE

Student Welfare Support can assist you with budgeting skills, Centrelink advice and assistance, housing advice and referrals and accessing emergency relief for students experiencing financial stress. The team can also assist with applying for scholarships available to Kangan Institute students.

To make an appointment, call 13 TAFE (8233) or email [welfare@kangan.edu.au](mailto:welfare@kangan.edu.au)

## YOUTH WORK

Our Youth Workers assist young people in a variety of ways including health and wellbeing, and acknowledges the social and cultural environments within which young people live. The key difference between Youth Workers and other support is that young people are their primary focus. The Youth Workers' primary role is to ensure young people feel supported in developing the skills they need to succeed while at Kangan Institute.

To make an appointment, call 13 TAFE (8233) or email [studentsupport@kangan.edu.au](mailto:studentsupport@kangan.edu.au)



# ELIGIBILITY & FEES

How much you pay is determined by the course you enrol in, the scheduled hours you commit to undertake, your eligibility for a government subsidised place and any concession entitlements you might be eligible for.

## GOVERNMENT SUBSIDIES

You may be eligible for government subsidised training if you meet the eligibility requirements.

## ADDITIONAL FEES

In addition to the tuition fee you may be required to pay any applicable materials and consumables fees.

To find out more about government subsidies, concession or fees and charges refer to

[kangan.edu.au/courses/fees](http://kangan.edu.au/courses/fees)  
or call **13 TAFE (8233)**

## FULL FEE

If you are not eligible for government subsidised training you will pay the full fee listed on the respective course page.

## CONCESSION

You may be entitled to a concession on your tuition fees if you are in a government subsidised place and you meet the eligibility criteria. If your tuition fee concession application is successful, your concession fee will be charged at 20% of the government subsidised tuition rate for your program.

Aboriginal and Torres Strait Islander students in a government subsidised place will receive a fee waiver for tuition fees under the current Skills First Program at all program levels (including diploma, advanced diploma, vocational graduate certificate and vocational graduate diploma programs). You will still have to pay the materials and consumables fee (if studying a government subsidised course) and other non-tuition fees (if applicable) at the time of enrolment.

# PATHWAYS TO UNIVERSITY

Getting started on your journey after finishing school can be tough. With so many choices, expenses and paths to follow it can be a challenge to work out what's right for you.

TAFE is the perfect transition between school and university.

Your ATAR score is no barrier to further study, you can gain a Kangan Institute qualification and still go to university too.

Kangan Institute has formalised pathways with reputable universities.

To find out more about our pathways, refer to [kangan.edu.au/students/pathways-to-university](http://kangan.edu.au/students/pathways-to-university)

There are benefits to completing your studies at TAFE before you start university:

- Develop your knowledge with hands-on, industry specific learning.
- Work in your chosen field while studying.
- Start off in a supportive environment with small class sizes and one-on-one interaction with teachers.
- Gain credits towards the completion of your degree course which could reduce the duration.

# PAYMENT OPTIONS

## FLEXIBLE PAYMENT PLAN

Kangan Institute offers eligible students the option of paying their course fees over time by setting up either weekly or fortnightly instalment payments to cover their tuition, materials and consumables.

Find out more about our payment plan visit [kangan.edu.au/study-with-us/prospective-students/ways-to-pay](https://kangan.edu.au/study-with-us/prospective-students/ways-to-pay)

## SCHOLARSHIPS AND GRANTS

At Kangan Institute, we believe in rewarding hard work and achievement. We offer a number of scholarships and grants to help pay for your course.

Find out more on what you can apply for at [kangan.edu.au/study-with-us/prospective-students/scholarships](https://kangan.edu.au/study-with-us/prospective-students/scholarships)

## VET STUDENT LOANS

A student loan scheme is available for eligible students and only applicable to Diploma and Advanced Diploma level courses to assist in the payment of tuition fees whilst studying at TAFE. These are called VET Student Loans and are capped according to the course you are studying. These loans are income contingent and interest free and are repaid via the Australian Taxation Office when your income reaches a certain threshold. For 2024-2025 income year, the threshold is \$54,435. The loan will continue to be a debt to the government until it is repaid.

For further information visit [studyassist.gov.au](https://studyassist.gov.au)

You will still have to pay the materials and consumables fee (if studying a government subsidised course) and other non-tuition fees (if applicable) at the time of enrolment. You must meet the eligibility criteria to access a VET Student Loan.

For details and more information visit [kangan.edu.au/study-with-us/prospective-students/vet-student-loan](https://kangan.edu.au/study-with-us/prospective-students/vet-student-loan)

## APPRENTICESHIPS INCENTIVES PROGRAM

The Australian government has established the Australian Apprenticeships Incentives Program to encourage genuine opportunities for people to enter into skills based training through Australian Apprenticeships.

Apprentices may be eligible for a range of payments to assist them with the initial set up costs and completion of their apprenticeship.

For more information about the different incentives available to you, please refer to: [apprenticeships.gov.au](https://apprenticeships.gov.au) or your local Apprentice Connect Australia Provider provider.



# SCHOOLS INFORMATION

Our schools engagement team provide schools with a single point of contact when dealing with us, to help you get the best value from our services.

Our resources and support for schools ensure that you and your students are well equipped with information about career paths and further study options.

The schools engagement team can assist your school to create career pathways for your students through:

## SCHOOL VISITS

We can visit your school and talk to your students about our training programs via a tailored presentation or at a careers expo.

## CAMPUS TOURS

Our campus tours provide school groups with the opportunity to get a glimpse of campus life and an overview of what vocational and higher education is all about.

## CAREER ADVISORS NEWSLETTER

Our regular newsletter for career advisors and practitioners will help you stay abreast of upcoming events, new and updated courses and other relevant information about our organisation.

## FUTURE OPTIONS

Our Future Options events provide secondary school students with the opportunity to visit our facilities and gain an insight into vocational education through a series of interactive workshops.

## COURSE GUIDE

We've designed our course guide as a helpful reference tool for you and your students. It provides an overview of the wide range of courses we offer, study pathways and possible career outcomes.

## CAREER ADVISORS SEMINAR

Our annual career advisors seminar offers a professional development opportunity for career advisors to learn more about courses offered at Kangan Institute. This event has a strong education and employment pathway focus with our Industry partners, current students and teaching staff actively participating to reinforce the value of undertaking a VET qualification at Kangan Institute.

Find out more at [kangan.edu.au/for-schools](http://kangan.edu.au/for-schools)



# APPRENTICESHIPS & TRAINEESHIPS

Apprenticeships and traineeships are customised training programs that are developed to meet evolving industry needs.

They are a great way to kick-start your career in a variety of industries and roles by combining your training and paid employment.

## WHAT ARE APPRENTICESHIPS AND TRAINEESHIPS?

If you are interested in working in a skilled trade such as building, hairdressing, automotive or electrical then an apprenticeship is for you. If you are interested in working in a vocational role such as office administration or information technology then a traineeship will get you started. All our apprenticeship and traineeship programs incorporate learning that takes place in the workplace to help you to graduate with confidence, experience and ready for the workforce with real skills.

## APPRENTICESHIP SUPPORT PROGRAM

Apprenticeship Support Officers (ASOs) are located across Victoria and offer a free and confidential support and advice service to registered apprentices and employers. They're part of a Victorian Government initiative to keep more apprentices in jobs and help more people complete their training.

For further information, please check the following: [kangan.edu.au/courses/apprenticeships-and-traineeships/apprenticeship-support-program](https://kangan.edu.au/courses/apprenticeships-and-traineeships/apprenticeship-support-program)

To contact a Kangan Institute ASO, email: [apprenticeshipsupportprogram@kangan.edu.au](mailto:apprenticeshipsupportprogram@kangan.edu.au)

For further information, please contact the ASO Hotline 1300 311 820 or email: [apprenticeship.support@djsir.vic.gov.au](mailto:apprenticeship.support@djsir.vic.gov.au)

## WHY DO AN APPRENTICESHIP OR TRAINEESHIP?

**There are many reasons to consider an apprenticeship or traineeship including:**

- Start earning money while you study.
- Train on-the-job, on-campus or both.
- Develop knowledge and skills from expert teachers with extensive industry experience.
- Learn with the latest technology and tools in our well-equipped facilities.
- Graduate with a nationally recognised qualification.
- Access our Employment Centre after you graduate.

# STEPS TO BECOME AN APPRENTICE

## STEP 1

### PREPARATION AND RESEARCH

Figure out what trade you are interested in, do research on job opportunities and write or update your resume.

You can also speak to one of our friendly Skills and Jobs representatives on: 1300 100 606 who can advise on job opportunities or vocational training.  
[kangan.edu.au/skills-and-jobs](http://kangan.edu.au/skills-and-jobs)

## STEP 2

### JOB HUNTING

Start applying for jobs through networking with people you know, online or via Jobactive providers.

You can register with our Employment Centre to receive our weekly vacancy list and access other useful resources.

1300 484 335  
[kangan.edu.au/employment-centre](http://kangan.edu.au/employment-centre)

## STEP 3

### SIGN UP

Once you've found an employer, you both must contact an Apprentice Connect Australia Provider (ACAP). Select Kangan Institute as your preferred training provider to get started. If you are eligible for a Health Care Card, make sure you apply for one prior to enrolling so you are eligible for concession fees.

## FOR APPRENTICES

### Group Training Organisations (GTOs)

GTOs partner with a range of businesses and offer you expert advice and assistance to find you the right apprenticeship. GTOs can place you with the right business and also monitor your progress and support you as you need it. Find out more at [naen.com.au](http://naen.com.au)

### Apprentice Connect Australia Provider (ACAP)

ACAPs are contracted by the Government to support and facilitate the apprenticeship process for employers and individuals. ACAPs can also help you with the recruitment process and provide mentoring and career advice. Visit [australianapprenticeships.gov.au](http://australianapprenticeships.gov.au) for more information or call them on 13 38 73.

### Pre-apprenticeships

A pre-apprenticeship with Kangan Institute can get you in the fast lane and give you the skills and confidence to start your apprenticeship. Whether you are currently doing VCE Vocational Major or you've left school early, a pre-apprenticeship also combines literacy and numeracy skills units to give you extra support to get employed and into an apprenticeship.

## FOR EMPLOYERS

### Workplace delivery

To help your business grow, we work closely with you and your apprentices to develop training plans and deliver high quality training to improve staff satisfaction and productivity in your business.

Your apprentices learn the latest and most relevant skills from industry experts with extensive experience.

### Why send your apprentice to us?

We know that a successful business is built on delivering exceptional levels of service to create lasting relationships with your clients.



# OUR CAMPUSES

## BROADMEADOWS

### Pearcedale Parade

Study areas: Trades, Foundation, Business, IT, Health and Community, English, Hospitality, Animals, Plants and Sciences.

Kangan Institute's largest campus is situated in the north west of Melbourne, in a culturally diverse neighbourhood. The campus offers a wide range of courses, support services and is home to our Indigenous Engagement Centre (IEC), where the Indigenous people of Australia can learn in a supported and caring environment.

Our fully-licensed training restaurant gives our hospitality students real work experience in a real restaurant while they study. Offering a modern and eclectic menu and an extensive wine list, Richards Restaurant is also host to various themed events and fundraising dinners throughout the year.



## CREMORNE

### 85 Cremorne Street

Creative + Digital Skills

Study areas: Fashion, Hair, Barbering, Beauty, Security, IT, Data Foundations and Cyber Security.

This boutique campus located in the heart of Melbourne's fashion, creative and tech hub delivers innovative and relevant training.

With purpose built facilities for cyber security, refurbished spaces for our exciting creative courses, as well as a hair and beauty salon, that is open to the public, our students have access to real world experiences and industry leading products and equipment. Our Textile and Fashion Hub is an industry based training centre, providing a unique opportunity for students to test garment design against modern manufacturing standards which is equipped with the latest automated knitting machines.





## **DOCKLANDS**

### **1 Batmans Hill Drive**

Automotive Centre of Excellence (ACE) and ELICOS Centre.

Study areas: Automotive and English

Kangan Institute's Automotive Centre of Excellence is a purpose-built, state-of-the-art facility, providing simulated workshops and training in automotive, large vehicles, marine and outdoor equipment.

The Docklands campus also hosts Kangan Institute's ELICOS and International Services department. The ELICOS Centre is a leading facility that provides excellent English language training for international students, working holiday and tourist visa holders. In the midst of the hustle and bustle of central Melbourne, the Docklands campus is a great base to see and explore Melbourne.



## **ESSENDON**

### **38 Buckley Street**

Study areas: Nursing, Pathology, Allied Health, Health Services Assistance and Individual Support.

Our newly refurbished Essendon Health Hub is located in the leafy surroundings of Melbourne's north. Offering high quality teaching and specialist training with the latest equipment and technology our Health team also assist with opportunities for placements and employment support.

## **SUNBURY**

### **44 Macedon Street**

Kangan Institute at Hume Global Learning Centre in Sunbury.

Study areas: Training and Assessment (TAE40122) and English as an Additional Language (EAL).

With a commitment to enriching the local community, these courses offer valuable skills and certifications, catering to a diverse spectrum of educational pursuits and professional aspirations.



# INDUSTRY CONNECTIONS

We work with some of the best industry brands to give our students access to practical work placements, the latest industry tools and real skills.

## AUTOMOTIVE CONNECTIONS



## HEALTH & COMMUNITY CONNECTIONS



## BUSINESS, ACCOUNTING & IT CONNECTION



## HAIR, BARBERING, BEAUTY & FASHION CONNECTIONS



AUSTRALIAN FASHION COUNCIL

## ANIMALS, PLANTS & SCIENCES CONNECTIONS



## TRADES CONNECTIONS



# HEALTH & COMMUNITY

HEALTH SERVICES  
ASSISTANCE

ALLIED HEALTH  
ASSISTANCE

INDIVIDUAL  
SUPPORT

PATHOLOGY  
COLLECTION

NURSING

MENTAL HEALTH

JUSTICE

EDUCATION  
SUPPORT

EARLY CHILDHOOD  
EDUCATION &  
CARE

COMMUNITY  
SERVICES

DENTAL ASSISTING

YOUTH SERVICES

ALCOHOL AND  
OTHER DRUGS

IDENTIFYING AND  
RESPONDING TO  
FAMILY VIOLENCE  
RISK



Our Health and Community Centre of Excellence delivers high-quality teaching and provides you access to state-of-the-art facilities with a focus on applied learning.

Health and Community courses are delivered at the Broadmeadows and Essendon campus.

You will have access to the latest information on industry trends and practices through regular contact with health professionals, guest speakers and industry projects within community and health education.

We place a strong focus on the application of education theory through work placement, training programs, simulated labs and operational environments that give you access to the latest technologies and work practices.

Our focus is on promoting situational awareness through simulation-based learning allowing you to learn via guided and immersive real-life experiences.

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# PATHWAYS TO YOUR CAREER

## HEALTH

### Career opportunities:

- Orderly
- Health Services Assistant
- Patient Services Assistant
- Health Support Services Worker

### Course to get you there:

- Certificate III in Health Services Assistance (HLT33115)

### Career opportunities:

- Allied Health Assistant
- Physiotherapy Assistant
- Occupational Therapy Assistant
- Therapy Assistant
- Rehabilitation Assistant

### Course to get you there:

- Certificate IV in Allied Health Assistance (HLT43021)

## INDIVIDUAL SUPPORT

### Career opportunities:

- Personal Care Worker
- Personal Care Assistant
- Community Care Worker
- Residential Care Worker

### Course to get you there:

- Certificate III in Individual Support (Ageing and Disability) (CHC33021)

## PATHOLOGY COLLECTION

### Career opportunities:

- Specimen and Pathology Collector
- Allied Health Assistant

### Course to get you there:

- Certificate III in Pathology Collection (HLT37215)

## NURSING

### Career opportunities:

- Rehabilitation Nurse
- Community Nurse
- Mental Health Nurse
- Acute Medical and/or Surgical Nurse
- Enrolled Nurse

### Course to get you there:

- Diploma of Nursing (HLT54121)

## DENTAL ASSISTING

### Career opportunities:

- Dental Assistant
- Dental Nurse

### Courses to get you there:

- Certificate III in Dental Assisting (HLT35021)
- Certificate IV in Dental Assisting (HLT45021)

## JUSTICE

### Career opportunities:

- Australian Customs Officer
- Youth Justice

- Legal Assistant with legal firms, government departments, law enforcement agencies and legal aid agencies

- Local and Municipal Law Enforcement

- Officer (policing state and federal forces)

- Prison officer

- Community Corrections Officer

- Investigator

- Loss prevention work

- Court services work

### Course to get you there:

- Diploma of Justice (22594VIC)

## EDUCATION SUPPORT

### Career opportunities:

- Education Support Worker

- Integration Support

- Education Assistant - Special Needs

- Home Tutor

- Support worker for children with disabilities

### Course to get you there:

- Certificate III in School Based Education Support (CHC30221)

### Career opportunities:

- Education support

- Integration support

- Assisting students with special needs

- Home tutoring

- Support work for children with disabilities

### Course to get you there:

- Certificate IV in School Based Education Support (CHC40221)

## EARLY CHILDHOOD EDUCATION & CARE

### Career opportunities:

- Early childhood educator

- Family day care educator

- Kindergarten Assistant

### Course to get you there:

- Certificate III in Early Childhood Education and Care (CHC30121)

### Career opportunities:

- Early Childhood Educator

- Kindergarten Assistance

- Family day care educator

- Early intervention

- Centre Director

### Course to get you there:

- Diploma of Early Childhood Education and Care (CHC50121)

## COMMUNITY SERVICES

### Career opportunities:

- Residential Youth Worker

- Case Support Worker

- Community Services Worker

- Community Support Worker

- Community Worker

### Course to get you there:

- Certificate IV in Community Services (CHC42021)

### Career opportunities:

- Family services worker

- Child protection worker

- Out of Home Care worker

- Mental health support worker

- Youth worker

- Housing worker

- Drug and alcohol worker

### Course to get you there:

- Diploma of Community Services (CHC52021)

## MENTAL HEALTH

### Career Opportunities

- Community Rehabilitation Worker

- Community Rehabilitation and Support Worker

- Outreach Officer

- Mental Health Outreach Worker

- Assistant Community Services Worker

### Course to get you there:

- Certificate IV in Mental Health (CHC43315)

## ALCOHOL AND OTHER DRUGS

### Career opportunities:

- Alcohol and other drugs support worker

- Community outreach worker

- Rehabilitation counsellor

- Case manager

- Community worker

- Residential worker

- Needle and Syringe program worker

- Peer worker

### Courses to get you there:

- Certificate IV in Alcohol and Other Drugs (CHC43215)

- Alcohol and Other Drugs Skill Set (CHCSS00093)

## YOUTH SERVICES

### Career opportunities:

- Community development manager

- Youth program manager

- Youth services coordinator

- Youth and family services manager

- Youth housing support manager

- Youth mental health manager

- Juvenile justice manager

### Course to get you there:

- Diploma of Youth Work (CHC50421)

## HEALTH SERVICES ASSISTANCE

### ALLIED HEALTH ASSISTANCE INDIVIDUAL SUPPORT



## CERTIFICATE III IN HEALTH SERVICES ASSISTANCE HLT33115

Essendon, Broadmeadows | Full-time: 6 months

### FREE TAFE COURSE

*Tuition is free. Other fees and charges, including materials and consumables, and eligibility criteria may apply. Find out more on page 6.*

### ABOUT THE COURSE

This qualification will provide you with the skills required to work in a health care setting and client patient support services including food services, bed making, general cleaning, work health and safety, clinical or general cleaning, and movement of patients. Placement is a mandatory part of the course (120 hours) and this is organised by Kangan Institute.

### PREREQUISITES

Satisfactory language, literacy and numeracy skills to undertake this course. Minimum of 18 years at the time of placement.

Current National Police Check (sighting no disclosable outcomes)

Volunteer (or full) Working with Children Check  
Statutory Declaration

NDIS Worker Screening Check

Current Year Seasonal Influenza Vaccine

Infection Control Training (NHHI)

Completed Immunisation Form documenting evidence of immunity against a variety of nominated diseases per the publication Vaccination for healthcare workers published by the Victorian Department of Health.

### FURTHER STUDY

Go further with the Certificate IV in Allied Health Assistance (HLT43021).

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## CERTIFICATE IV IN ALLIED HEALTH ASSISTANCE HLT43021

Essendon, Broadmeadows | Full-time: 11 months

### FREE TAFE COURSE

*Tuition is free. Other fees and charges, including materials and consumables, and eligibility criteria may apply. Find out more on page 6.*

### ABOUT THE COURSE

Start working in public and private hospitals including the rehabilitation sector. With an Allied Health Assistance qualification you will be trained to provide therapeutic and program related support under the guidance of an Allied Health Professional. Placement is a mandatory part of the course (120 hours) and is organised by Kangan Institute

### PREREQUISITES

Satisfactory language, literacy and numeracy skills to undertake this course. Must attend an Information Session. Written Assessment.

Upon commencing the course, students must provide a Current National Police Check (sighting no disclosable outcomes)

Volunteer (or full) Working with Children Check  
Statutory Declaration

NDIS Worker Screening Check

Current Year Seasonal Influenza Vaccine

Infection Control Training (NHHI)

Completed Immunisation Form documenting evidence of immunity against a variety of nominated diseases per the publication Vaccination for healthcare workers published by the Victorian Department of Health.

Emotional competence and physical mobility. You will need to be over the age of 18 to complete the work placement/practical component of this course

### FURTHER STUDY

Students who have completed this course can undertake further studies with the Diploma of Nursing (HLT54121).

## CERTIFICATE III IN INDIVIDUAL SUPPORT (AGEING AND DISABILITY) CHC33021

Essendon, Broadmeadows | Full-time: 7 months

### FREE TAFE COURSE

*Tuition is free. Other fees and charges, including materials and consumables, and eligibility criteria may apply. Find out more on page 6.*

### ABOUT THE COURSE

Get qualified to work in a variety of aged-care settings, residential facilities, client's homes and community groups. Our friendly and experienced teachers will equip you with the skills to help maintain client's personal care, health and wellbeing. Placement is a mandatory part of the course (120 hours) and this is organised by Kangan Institute.

### PREREQUISITES

Current National Police Check (sighting no disclosable outcomes)

Volunteer (or full) Working with Children Check.  
Statutory Declaration

NDIS Worker Screening Check

Current Year Seasonal Influenza Vaccine

Infection Control Training (NHHI)

You will need to be over the age of 18 to enrol in this course and complete the work placement/practical component. Evidence of current immunisation status within one month of starting this course.

NOTE: Placement providers reserve the right to refuse you for placement based on the results of the above-mentioned declarations.

### FURTHER STUDY

Further your career in healthcare with the Diploma of Nursing (HLT54121).

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# INDIVIDUAL SUPPORT PATHOLOGY COLLECTION NURSING

## CERTIFICATE III IN INDIVIDUAL SUPPORT (DISABILITY) CHC33021

Essendon | Full-time: 7 months

### FREE TAFE COURSE

*Tuition is free. Other fees and charges, including materials and consumables, and eligibility criteria may apply. Find out more on page 6.*

### ABOUT THE COURSE

Get qualified to work in a disability support service, Home and Community care or with a diverse group of clients in their homes. Our friendly and experienced teachers will equip you with the skills to help maintain client's personal care, health and wellbeing. Placement is a mandatory part of the course (120 hours) and this is organised by Kangan Institute.

### PREREQUISITES

Satisfactory language, literacy and numeracy skills to undertake this course; A Working with Children Check (WWCC), NDIS Worker Screening Check (Paid Check), NDIS Worker Orientation Module 'Quality, Safety and You' and a Resume. You will need to be over the age of 18 to enrol in this course and complete the work placement/practical component. Covid vaccinations are not mandatory for this course, however it

is subject to the host organisation requirements.

Note: Placement providers reserve the right to refuse you for placement based on the results of the above-mentioned declarations.

### FURTHER STUDY

Further your career in healthcare with the Diploma of Nursing (HLT54121).



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## CERTIFICATE III IN PATHOLOGY COLLECTION HLT37215

Essendon, Broadmeadows | Full-time: 6 months

### ABOUT THE COURSE

This qualification reflects the role of pathology collectors. You will learn the technical skills and be trained to follow routine procedures, use discretion and judgement in different situations and work under general supervision. Placement is a mandatory part of the course (35 hours) and this is organised by Kangan Institute.

### PREREQUISITES

Satisfactory level of numeracy, literacy. You must be over the age of 18 to undertake this course. Please note: this course includes blood collection and students are required to provide evidence of immunity against hepatitis B. Vaccinations must commence once you have been accepted into the course. Within one month of commencing the course applicants must obtain:

Current National Police Check (sighting no disclosable outcomes)

Volunteer (or full) Working with Children Check

Current Year Seasonal Influenza Vaccine

Infection Control Training (NHHI)

Completed Immunisation Form documenting evidence of immunity against Hepatitis B per the publication Vaccination for healthcare workers published by the Victorian Department of Health.

### FURTHER STUDY

Students who have completed this course can undertake the Certificate IV in Laboratory Techniques (MSL40122), Certificate IV in Allied Health Assistance (HLT43021) or the Diploma of Nursing (HLT54121).

## DIPLOMA OF NURSING HLT54121

Essendon, Broadmeadows | Full-time: 2 years | Part-time: 2.5 years

### FREE TAFE COURSE

*Tuition is free. Other fees and charges, including materials and consumables, and eligibility criteria may apply. Find out more on page 6.*

### ABOUT THE COURSE

As an Enrolled Nurse you will work under the direction and supervision of a registered nurse to assist in the provision of preventive, curative and rehabilitative nursing care in hospitals, aged-care facilities, the community and other health care settings. Placement is a mandatory part of the course (440 hours) and this is organised by Kangan Institute and may be in Metropolitan Melbourne or Regional Victoria.

### PREREQUISITES

You must be 18 year of age prior to the commencement of the first clinical placement or older to enrol in this course. You must have successfully completed VCE or equivalent, or be of mature age and have related work experience. You must achieve the minimum score or higher to be considered for enrolment.

English Language Requirement; Undertake a BKSB Assessment AND achieve the following results: Literacy (Level 4) or above, numeracy (Level 4) or above and English Writing Skills (Level 4) or above. Valid for 12 months. Meet the Nursing and Midwifery Board of Australia (NMBA) English Language requirements.

Upon commencing the course, students must provide a:

Current National Police Check (sighting no disclosable outcomes)

Volunteer (or full) Working with Children Check Statutory Declaration

NDIS Worker Screening Check

Current Year Seasonal Influenza Vaccine

Completed Immunisation Form documenting evidence of immunity against a variety of nominated diseases per the publication Vaccination for healthcare workers published by the Victorian Department of Health.

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YOUTH SERVICES  
MENTAL HEALTH  
FAMILY VIOLENCE  
ALCOHOL AND  
OTHER DRUGS  
JUSTICE



## DIPLOMA OF YOUTH WORK

CHC50421

Broadmeadows City | Full-time 18 months

### ABOUT THE COURSE

This qualification reflects the role of people who work in youth work and operate under a broad supervision framework. They work within clearly defined organisational guidelines, with responsibility for the development and the outcomes of programs and services for young people that are managed and designed to meet the social, behavioural, health, wellbeing, developmental and protection needs of young people. This work may be undertaken through employment in community, government and other agencies.

### PREREQUISITES

All applicants for this course will complete an assessment to evaluate their language, literacy and numeracy (LLN) skills, or are mature age and have sufficient work experience to successfully undertake the course.

## CERTIFICATE IV IN MENTAL HEALTH

CHC43315

Broadmeadows | Full-time: 11 months

### FREE TAFE COURSE

*Tuition is free. Other fees and charges, including materials and consumables, and eligibility criteria may apply. Find out more on page 6.*

### ABOUT THE COURSE

This course is designed for individuals who are responsible for providing care and support to individuals with mental illness and psychiatric disabilities. This qualification will teach you how to provide psychological care for clients. You will learn the skills and knowledge you need to meet their needs and help them maintain their well-being. Workers in this role implement community-based programs and activities that focus on mental health, mental illness, and psychiatric disability.

### PREREQUISITES

All applicants for this course will complete an assessment to evaluate their language, literacy and numeracy (LLN) skills. A Working with Children Check (WWCC), NDIS Worker Screening Check (Paid Check), and a Resume.

COVID vaccinations are not mandatory for this course, however it is subject to the host organisation requirements.

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## COURSE IN IDENTIFYING AND RESPONDING TO FAMILY VIOLENCE RISK 22660VIC

Broadmeadows | Part-time 3 months

### ABOUT THE COURSE

This course is designed to further develop the skills of workers in universal roles within the community who may encounter family violence through their work. This course provides foundational understanding of family violence and risk. Students may opt to undertake further levels of specialization in family violence risk assessment and management through additional study and professional development.

### PREREQUISITES

All applicants for this course will complete an assessment to evaluate their language, literacy and numeracy (LLN) skills. Must attend an interview. Generally students undertaking this course are working in roles where they may encounter family violence throughout the course of their work, though it is not their core role or specialisation.

## ALCOHOL AND OTHER DRUGS SKILL SET CHC5500093

Broadmeadows | Part-time: 16 weeks

### ABOUT THE COURSE

This skill set reflects the skill requirements for support workers providing services to clients with alcohol and other drugs issues. This skill set is for workers with existing experience or qualifications in direct client care roles seeking to broaden their skills.

### PREREQUISITES

This skill set has been endorsed by industry as suitable for individuals who:

- hold a qualification at Certificate III level or higher in Community Services, Health or related field
- or have skills equivalent to the qualification requirement validated through a recognition of prior learning process
- or have substantial industry experience, on the job training and development along with supervisor assessment of capacity.

All applicants for this course will complete an assessment to evaluate their language, literacy and numeracy (LLN) skills. Must attend an interview

## CERTIFICATE IV IN ALCOHOL AND OTHER DRUGS CHC43215

Broadmeadows Full-time 12 months

### FREE TAFE COURSE

*Tuition is free. Other fees and charges, including materials and consumables, and eligibility criteria may apply. Find out more on page 6.*

### ABOUT THE COURSE

This qualification reflects the role of workers within an alcohol and other drug setting who deliver person-centered services to individuals and/or groups. Workers may provide support, advocacy or interventions to individual clients, groups or communities across a range of services.

### PREREQUISITES

All applicants for this course will complete an assessment to evaluate their language, literacy and numeracy (LLN) skills. Applications from mature-aged students with work experience in a related field are encouraged.

## DIPLOMA OF JUSTICE 22594VIC

Broadmeadows | Full-time: 1 year  
Part-time: 1.5 years

### ABOUT THE COURSE

This course will train you for work within the justice industry. This includes justice careers in the state or federal police forces, customs service, sheriff's department, local government, correctional services, courts, youth justice, community corrections and various non-government organisations.

### PREREQUISITES

You need to have completed VCE (or equivalent) or be of mature age and have sufficient work experience. You also need to have a high level of language, literacy and numeracy skills following completion of an LLN assessment.

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## EDUCATION SUPPORT EARLY CHILDHOOD EDUCATION & CARE



## CERTIFICATE III IN SCHOOL BASED EDUCATION SUPPORT

CHC30221

Broadmeadows | Full-time: 9 months

### FREE TAFE COURSE

*Tuition is free. Other fees and charges, including materials and consumables, and eligibility criteria may apply. Find out more on page 6.*

### ABOUT THE COURSE

Start working as an education support worker in primary and secondary schools, specialist schools and community education environments. As part of this course, you will be required to complete a work placement component of 100 hours in a school setting during your studies.

### PREREQUISITES

You will need to have satisfactory literacy and numeracy levels; A current Working with Children Check (WWCC) and a National Police Check is required prior to the commencement of placement.

### FURTHER STUDY

You can further your study with a Certificate IV in School Based Education Support (CHC40221).

## CERTIFICATE IV IN SCHOOL BASED EDUCATION SUPPORT

CHC40221

Broadmeadows | Full-time: 1 year  
Part-time: 15 months | Workplace: 2 years

### FREE TAFE COURSE

*Tuition is free. Other fees and charges, including materials and consumables, and eligibility criteria may apply. Find out more on page 6.*

### ABOUT THE COURSE

This course reflects the role of workers who assist teachers and support student learning in a range of classroom settings under the guidance of a teacher or other educational professional.

### PREREQUISITES

You will need to have satisfactory literacy and numeracy levels; a current Working with Children Check (WWCC) and a National Police Check prior to the commencement of placement.

FIND OUT MORE AND APPLY: 13 TAFE | [KANGAN.EDU.AU](http://KANGAN.EDU.AU)

## CERTIFICATE III IN EARLY CHILDHOOD EDUCATION AND CARE CHC30121

Broadmeadows | Workplace | Traineeship  
Full-time: 1 year

### FREE TAFE COURSE

*Tuition is free. Other fees and charges, including materials and consumables, and eligibility criteria may apply. Find out more on page 6.*

### ABOUT THE COURSE

Work while you get qualified in an early childhood service. We will provide you with the skills and knowledge to best enhance and enrich the growth, learning and development of children.

Placement is a mandatory part of the course (160 hours) and this is organised by Kangan Institute.

### PREREQUISITES

Applicants must be able to demonstrate appropriate language, literacy and numeracy skills. A current Working with Children Check (WWCC) and a National Police Check prior to the commencement of placement.

### FURTHER STUDY

Students who have completed this course can undertake the Diploma of Early Childhood Education and Care (CHC50121).

Note: If you are enrolling in this course as a Traineeship, you must have employment in the relevant industry before commencing the course.

## DIPLOMA OF EARLY CHILDHOOD EDUCATION AND CARE CHC50121

Broadmeadows | Traineeship | Workplace  
Full-time: 1 year

### FREE TAFE COURSE

*Tuition is free. Other fees and charges, including materials and consumables, and eligibility criteria may apply. Find out more on page 6.*

### ABOUT THE COURSE

Work and get qualified in early childhood education and care and be responsible for educating children and families, developing curriculum, supervising staff and volunteers.

Placement is a mandatory part of the course (280 hours) and this is organised by Kangan Institute.

### PREREQUISITES

Applicants must be able to demonstrate appropriate language, literacy and numeracy skills. A current Working with Children Check (WWCC) and a National Police Check prior to the commencement of placement. Applicants will be required to have obtained the Certificate III in Early Childhood Education and Care (CHC30113/CHC30121) prior to enrolling.

Note: If you are enrolling in this course as a Traineeship, you must have employment in the relevant industry before commencing the course.

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## COMMUNITY SERVICES

### CERTIFICATE IV IN COMMUNITY SERVICES CHC42021

Broadmeadows | Full-time: 9 months

#### FREE TAFE COURSE

*Tuition is free. Other fees and charges, including materials and consumables, and eligibility criteria may apply. Find out more on page 6.*

#### ABOUT THE COURSE

The qualification reflects the role of community service workers who design and deliver person-centred services. Workers may provide support, advocacy or interventions to individual clients, groups or communities across a range of services.

#### PREREQUISITES

You will be assessed to ensure that you have proficient oral and written communication.

#### FURTHER STUDY

Students who have completed this course can undertake the Diploma of Community Services (CHC52021).



**FIND OUT MORE AND APPLY: 13 TAFE | [KANGAN.EDU.AU](http://KANGAN.EDU.AU)**

# DIPLOMA OF COMMUNITY SERVICES CHC52021

Broadmeadows | Full-time: 21 months

## FREE TAFE COURSE

*Tuition is free. Other fees and charges, including materials and consumables, and eligibility criteria may apply. Find out more on page 6.*

### ABOUT THE COURSE

Learn counselling skills, group work skills, human rights, cultural inclusion and strategies for effective service delivery, all skills you will need to start working in individual and family case work and group work. Work placement is a compulsory part of this course. This course is also ACWA (Australian Community Workers Association) Accredited, which requires the completion of practical placement within a Community Service setting. Placement is a mandatory part of the course (400 hours) and this is organised by Kangan Institute.

### PREREQUISITES

You need to have completed VCE or an approved equivalent course and the satisfactory completion of the work requirements (eligibility to transfer) or are mature age and have sufficient work experience to successfully undertake the course. (Mature age is anyone over the age of 18 who has been out of full-time education for more than 12 months). You need to have a high level of language, literacy and numeracy skills following completion of an LLN assessment. A current Working with Children Check (WWCC), a Satisfactory National Police Check and a Resume.

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## DENTAL ASSISTING

## CERTIFICATE III IN DENTAL ASSISTING HLT35021

Traineeship | Full-time: 1 year | Part-time: 2 years

### FREE TAFE COURSE

*Tuition is free. Other fees and charges, including materials and consumables, and eligibility criteria may apply. Find out more on page 6.*

### ABOUT THE COURSE

This qualification provides the knowledge and skills needed to assist a Dentist, Dental Hygienist or Dental Therapist during all dental care procedures. Delivery combines work experience and supported self-paced to competently and safely assist the dental professional during oral health care procedures.

### PREREQUISITES

You must be employed in a dental practice for a minimum of 15 hours per week.

### FURTHER STUDY

You can further your study with a Certificate IV in Dental Assisting (HLT45021).



FIND OUT MORE AND APPLY: 13 TAFE | [KANGAN.EDU.AU](http://KANGAN.EDU.AU)



## CERTIFICATE IV IN DENTAL ASSISTING HLT45021

Workplace | Traineeship | Full-time: 1 year  
Part-time: 2 years

### FREE TAFE COURSE

*Tuition is free. Other fees and charges, including materials and consumables, and eligibility criteria may apply. Find out more on page 6.*

### ABOUT THE COURSE

This qualification provides the knowledge and skills needed to provide an advanced level of assistance to a Dentist, Dental Hygienist, Dental Prosthetist or Oral Health Therapist, which contributes to the quality of oral health care. Delivery combines work experience and structured training to competently and safely assist the dental professional during oral health care procedures. There are two streams available in this qualification. Your teacher will discuss this with you and your employer. Radiography Specialisation or Oral Health Specialisation.

### PREREQUISITES

You should be experienced at working in a dental practice for a minimum of 12 months. In your role, you should be: Mentoring and inducting new employees. Implementing and monitoring infection control and Work Health and Safety (WHS) policies and procedures. Monitoring compliance for WHS and infection control. Conducting workplace risk assessments. Students need to have successfully completed Certificate III in Dental Assisting (HLT31812), Certificate III in Dental Assisting (HLT35015) or in Certificate III in Dental Assisting (HLT35021) before starting this course.

## CERTIFICATE IV IN DENTAL ASSISTING (DENTAL RADIOGRAPHY) HLT45021

Workplace | Traineeship | Full-time: 1 year  
Part-time: 2 years

### FREE TAFE COURSE

*Tuition is free. Other fees and charges, including materials and consumables, and eligibility criteria may apply. Find out more on page 6.*

### ABOUT THE COURSE

This qualification provides the knowledge and skills needed to provide an advanced level of assistance to a Dentist, Dental Hygienist, Dental Prosthetist or Oral Health Therapist, which contributes to the quality of oral health care. Delivery combines work experience and structured training to competently and safely assist the dental professional during oral health care procedures. There are two streams available in this qualification.

Radiography specialisation will enable the dental assistant to apply to the Department of Health (Victoria) for a licence to take both intra-oral and extra-oral radiographs under request from a licensed Dental Practitioner

### PREREQUISITES

You should be experienced at working in a dental practice for a minimum of 12 months. In your role, you should be: Mentoring and inducting new employees. Implementing and monitoring infection control and Work Health and Safety (WHS) policies and procedures. Monitoring compliance for WHS and infection control. Conducting workplace risk assessments. Students need to have successfully completed Certificate III in Dental Assisting (HLT31812), Certificate III in Dental Assisting (HLT35015) or in Certificate III in Dental Assisting (HLT35021) before starting this course.

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# FOUNDATION, PATHWAYS & TEACHING

ENGLISH  
LANGUAGE

LEARNING  
SUPPORT

WORK  
EDUCATION

VICTORIAN  
PATHWAYS  
CERTIFICATE  
(VPC)

VICTORIAN  
CERTIFICATE  
OF EDUCATION  
VOCATIONAL  
MAJOR (VCE VM)

TEACHING  
ENGLISH  
(TESOL)

TRAINING &  
ASSESSMENT



Our strong partnerships with schools, youth focused service providers and the Indigenous community across Victoria provide a wide range of education options for young people. We provide a safe and nurturing environment that delivers a variety of education programs designed as an alternative to complement the traditional education framework. Our courses provide the opportunity to complete a high school certificate in a supportive adult learning environment forming strong pathways.

We also work closely with schools to offer VET programs and deliver a large range of courses in a variety of industries. From VET Delivered to Secondary School Students, apprenticeships and certificates, through to advanced diplomas, we are able to work with schools and students alike to find their right fit.

We also offer adult literacy and basic education courses to improve reading and writing skills. Providing you with extra help in a safe learning environment to improve your English skills. Our range of teaching courses includes Teaching English (TESOL) and Training and Assessment to enable you to transfer your knowledge, skills and experience to enter the world of teaching.

**FIND OUT MORE AND APPLY: 13 TAFE | [KANGAN.EDU.AU](http://KANGAN.EDU.AU)**

# PATHWAYS TO YOUR CAREER

## ENGLISH LANGUAGE

Designed for people learning English as a second language.

- Study further in a course of your interest

**Courses to get you there:**

- Course in EAL (22637VIC)
- Course in Initial EAL (22636VIC)
- Certificate I in EAL Access (22638VIC)
- Certificate II in EAL Access (22639VIC)
- Certificate III in EAL Access (22640VIC)

## LEARNING SUPPORT

- Increase your employability
- Gain the language, literacy, and numeracy skills you need to join the Australian Defence Force
- Study further at Kangan Institute

**Courses to get you there:**

- Certificate II in General Education for Adults (Australian Defence Force Preparation) (22473VIC)

## WORK EDUCATION

Courses designed for people with an intellectual or learning disability.

**Career opportunities:**

- Labourer
- Administration Assistant
- Sales
- Kitchen Hand
- Office Administrator
- Store Clerk
- Gardening Assistant

**Courses to get you there:**

- Course in Initial Adult Literacy and Numeracy (22554VIC)
- Certificate I in Initial Adult Literacy and Numeracy (22555VIC)
- Certificate I in Transition Education (22567VIC)
- Certificate I in Work Education (22566VIC)
- Certificate II In Work Education (22631VIC)

## VICTORIAN PATHWAYS CERTIFICATE (VPC0000001) & VICTORIAN CERTIFICATE OF EDUCATION VOCATIONAL MAJOR (VCE VM) (VCE0000001)

These courses will enable students to complete their year 11 and 12 high school certificate developing vocational and applied learning skills for further studies and career opportunities.

**Career opportunities:**

- Our courses will develop skills and knowledge in literacy, numeracy, personal and work related skills allowing you to make informed choices and become eligible for pathways into further studies and employment in a variety of industries.
- Call 1300 823 323 or email [vce@kangan.edu.au](mailto:vce@kangan.edu.au) for more information.

## TEACHING ENGLISH (TESOL)

**Career opportunities:**

- Teaching English in Australia or overseas

**Course to get you there:**

- Certificate IV in English Language Teaching (TESOL) (11021NAT)

## TRAINING & ASSESSMENT

**Career opportunities:**

- Enterprise Trainer
- Enterprise Assessor
- Registered Training Organisation (RTO) Trainer
- RTO Assessor
- Training Advisor or Training Needs Analyst
- Vocational Education Teacher (VET)
- Development and Learning Officer
- Officer for Human Resources Specialising in Trainers

**Course to get you there:**

- Certificate IV in Training and Assessment (TAE40122)

SCAN QR CODE TO FIND OUT MORE



## COURSE IN INITIAL EAL 22636VIC

Broadmeadows | Full-time: 6 months

### ABOUT THE COURSE

This course is designed for pre-literate students many of whom arrive in Australia with severely interrupted education and little or no previous education or learning experiences. These pre arrival experiences may influence their ability to settle in Australia and apply the skills required to learn a new language.

The course is intended to provide participants with the following educational outcomes:

- basic decoding and encoding skills
- handwriting skills such as copying and hand-eye coordination
- recognition of common high frequency function words and nouns to convey familiar personal information
- conventions of an Australian classroom such as punctuality and attendance.

### PREREQUISITES

You must attend an assessment to make sure your English proficiency level is sufficient for this level.

### FURTHER STUDY

Course in EAL (22637VIC)

## COURSE IN EAL 22637VIC

Broadmeadows | Full-time: 6 months | Part-time: 1 year

### ABOUT THE COURSE

This course is designed for EAL participants who have little prior educational experience or whose circumstances have resulted in disrupted education and who need to develop initial level basic English speaking, listening, reading and writing, numeracy and learning skills.

The course is intended to provide participants with the following education outcomes:

- extremely familiar vocabulary for immediate needs
- extremely simple grammatical structures (spoken and written)
- written representations of sounds and words
- numbers, time and dates related to time and location.

### PREREQUISITES

Course in Initial EAL (22636VIC), or must attend an assessment to make sure your English proficiency level is sufficient for this level.

### FURTHER STUDY

Certificate I in EAL (Access) (22638VIC)



## CERTIFICATE I IN EAL (ACCESS)

22638VIC

Broadmeadows, Docklands and Sunbury  
Full-time: 6 months | Part-time: 1 year

### ABOUT THE COURSE

This course focuses on the development of English language speaking, listening, reading and writing skills. The purpose of this qualification is preparation for participation in further English language study or vocational training which may include English language support or employment. The course is intended to provide participants with the following education outcomes:

- features and conventions of short and simple written and spoken texts
- simple writing conventions for example in short and simple messages and forms
- simple text and grammatical structures.

### PREREQUISITES

Course in EAL (22637VIC), or must attend an assessment to make sure your English proficiency level is sufficient for this level.

### FURTHER STUDY

Certificate II in EAL Access (22639VIC)

## CERTIFICATE II IN EAL (ACCESS)

22639VIC

Broadmeadows, Docklands and Sunbury  
Full-time: 6 months | Part-time: 1 year

### ABOUT THE COURSE

This course focuses on the development of simple English language speaking, listening, reading and writing skills for everyday communication and community participation. The course is intended to provide participants with the following education outcomes:

- responding to simple texts in different genres such as information and instructions
- conventions of writing simple texts
- features and conventions of simple written texts and conversations
- simple text and grammatical structures
- simple vocabulary for different contexts.

### PREREQUISITES

Certificate I in EAL (22638VIC), or must attend an assessment to make sure your English proficiency level is sufficient for this level.

### FURTHER STUDY

Certificate III in EAL Access (22640VIC)

## CERTIFICATE III IN EAL (ACCESS)

22640VIC

Broadmeadows and Docklands  
Full-time: 6 months | Part-time: 1 year

### ABOUT THE COURSE

This course focuses on the consolidation of English language speaking, listening, reading and writing skills. The course is intended to provide participants with the following education outcomes:

- responding to straightforward texts in different genres including informational, transactional and narrative texts
- applying conventions and format to write straightforward texts
- using straightforward text and grammatical structures

### PREREQUISITES

Certificate II in EAL (22639VIC), or must attend an assessment to make sure your English proficiency level is sufficient for this level.

### FURTHER STUDY

Students completing this course can further study in apprenticeships, traineeships, higher education, and training or directly into employment.

## CERTIFICATE II IN GENERAL EDUCATION FOR ADULTS (AUSTRALIAN DEFENCE FORCE PREPARATION)

22473VIC

Online | Flexible: 6 months

### ABOUT THE COURSE

Don't have the high school grades required for joining the Australian Defence Force? You're not alone! We have set up a year 10 equivalency program, specialising in Maths, English and Science which will give you the confidence in preparation to help with your ADF application. This is a flexible program which allows you to complete your studies both online and through practical workshops. Attendance is based purely on your needs

### PREREQUISITES

Individual interview. Minimum 15 years of age and not currently enrolled in school.

SCAN  
QR CODE  
TO FIND  
OUT MORE



## LEARNING SUPPORT

### COURSE IN INITIAL ADULT LITERACY AND NUMERACY

22554VIC

Broadmeadows | Part-time: 1 year

#### ABOUT THE COURSE

This course is intended to support the development of literacy and numeracy skills of learners with intellectual disabilities.

#### PREREQUISITES

There are no set prerequisites however you will have an interview to determine motivation and ability to study in an adult learning environment.

#### FURTHER STUDY

Students completing this course can apply for and undertake the Certificate I in Initial Adult Literacy and Numeracy (22555VIC).



### CERTIFICATE I IN INITIAL ADULT LITERACY AND NUMERACY

22555VIC

Broadmeadows | Part-time: 1 year

#### ABOUT THE COURSE

Certificate I in Initial Adult Literacy and Numeracy (22555VIC) is designed to develop the literacy and numeracy skills of learners with intellectual disabilities. The program is delivered over three days and is for any student who requires the development of basic literacy and numeracy skills. It focuses on addition, subtraction, weighing, measuring, money and basic literacy.

#### PREREQUISITES

There are no set prerequisites however you will have an interview to determine motivation and ability to study in an adult learning environment.

#### FURTHER STUDY

Students completing this course can apply for and undertake the Certificate I in Work Education (22566VIC) or the Certificate I in Transition Education (22567VIC).

FIND OUT MORE AND APPLY: [13 TAFE | KANGAN.EDU.AU](https://www.kangan.edu.au)

# CERTIFICATE I IN TRANSITION EDUCATION 22567VIC

Broadmeadows | Full-time: 1 year

Part-time: 3 years

## ABOUT THE COURSE

This course is intended to support learners with permanent intellectual disabilities to develop the skills to find the most appropriate option for them in the community after leaving school. You will also get the opportunity to work on producing and acting in your very own short film to be screened at our short film festival. We encourage you to apply whether you've just left school or are a mature aged student.

## PREREQUISITES

You will be successful as long as you are motivated and able to study independently in an adult learning environment.

## FURTHER STUDY

You will be able to move into the Certificate I in Work Education (22566VIC) or other mainstream vocational education courses with integration assistance.

SCAN  
QR CODE  
TO FIND  
OUT MORE



## WORK EDUCATION

### VICTORIAN PATHWAYS CERTIFICATE (VPC)

### VICTORIAN CERTIFICATE OF EDUCATION VOCATIONAL MAJOR (VCE VM)

## CERTIFICATE I IN WORK EDUCATION 22566VIC

Broadmeadows | Full-time: 2 years

Part-time: 4 years

### ABOUT THE COURSE

This course will give you the practical skills required to work in the retail, logistics, warehousing, event management, customer service, graphic arts, healthcare, hospitality and administration industries. You will practice in our specialised training facilities, such as our Health and Community Centre of Excellence, which simulates a hospital environment and Richards Restaurant, where you will learn food handling.

### PREREQUISITES

This entry-level course has been designed specifically for people who have a mild intellectual/learning disability. You will be successful if you are motivated to work and meet levels of independence required to study in an adult learning environment.

## CERTIFICATE II IN WORK EDUCATION 22631VIC

Broadmeadows | Full-time: 1 year

### ABOUT THE COURSE

This course is designed to provide students with work placement and practical skills to complement their learnings in class. Additional units from accredited hospitality or retail services courses will be undertaken alongside job seeking, literacy and numeracy, workplace health and safety, and teamwork skills to further enhance employability skills.

### PREREQUISITES

This course is a progression from the Certificate I in Work Education (22566VIC) and is designed for students with special learning needs to help prepare them for employment. Credits will be given for the additional units if the student undertakes further study in the nominated industry area.



FIND OUT MORE AND APPLY: 13 TAFE | [KANGAN.EDU.AU](http://KANGAN.EDU.AU)



## VICTORIAN PATHWAYS CERTIFICATE (VPC) VPC0000001

Broadmeadows | Full-time: 1 year

### ABOUT THE COURSE

The VPC course provides you with practical, hands-on options and VET units. The course is a 1-year vocational and applied learning program. This course will support students to develop both academic and practical skills. It employs a more diverse range of assessment strategies rather than exams, alleviating some of the pressure that students face.

### FURTHER STUDY

It aims to prepare students to transition successfully into the VCE Vocational Major, further study in apprenticeships, traineeships, higher education, and training or directly into employment.

## VICTORIAN CERTIFICATE OF EDUCATION VOCATIONAL MAJOR (VCE VM) VCE0000001

Broadmeadows | Full-time: 2 years  
Units 1 and 2 are completed in year 1  
Units 3 and 4 are completed in year 2

### ABOUT THE COURSE

We provide hands-on learning experiences and are inclusive to all kinds of learners. Our teachers and staff care about individual learning needs. We understand everyone learns differently and at their own pace. The VCE Vocational Major course provides you with a practical, hands-on option in Years 11 and 12. The course is a 2-year vocational and applied learning program within the VCE. The skills learned will prepare students to transition successfully into apprenticeships, traineeships, further education and training, university, or directly into employment. The course will support students in developing both academic and practical skills. It employs a more diverse range of assessment strategies rather than exams, alleviating some of the pressure students face when considering VCE options.

SCAN  
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TO FIND  
OUT MORE



## TEACHING POLICE PREP

## CERTIFICATE IV IN ENGLISH LANGUAGE TEACHING (TESOL)

11021NAT

Docklands | Part-time: 23 weeks

### ABOUT THE COURSE

This nationally recognised qualification provides people with practical skills in teaching English to speakers of other languages. The course aims to develop candidates' language analysis skills and awareness of cultural factors in language learning. Upon graduation, candidates will be able to plan lessons for learners at different levels in a variety of contexts, design and adapt classroom materials, conduct lessons effectively and analyse language for teaching purposes.

### PREREQUISITES

You must demonstrate satisfactory language, literacy and numeracy skills, have completed year 12 (or overseas equivalent) and be over 18 years old. An individual for whom English is not their first language must also demonstrate an IELTS (Academic) score of 6.5 or similar, though IELTS 7.0 and above is preferred.



FIND OUT MORE AND APPLY: 13 TAFE | [KANGAN.EDU.AU](http://KANGAN.EDU.AU)

## CERTIFICATE IV IN TRAINING AND ASSESSMENT TAE40122

Essendon | Sunbury | Part-time blended learning:  
1 year

### FREE TAFE COURSE

*Tuition is free. Other fees and charges, including materials and consumables, and eligibility criteria may apply. Find out more on page 6.*

### ABOUT THE COURSE

This is the qualification required by trainers and assessors to train and assess nationally recognised qualifications in the vocational education and training (VET) sector which includes TAFE or private registered training organisations (RTOs). It represents a great option if you are currently employed in a role that involves training others or wish to upgrade your training and assessment qualifications.

### PREREQUISITES

Potential students are asked to attend a 'TAE Information Session'. All students undertake a Pre-Training Review to ensure the Certificate IV Training and Assessment (TAE40122) course is suitable and appropriate for them; students are given feedback on that review prior to enrolment.

Those entering this qualification must be able to demonstrate vocational competence in their proposed training and assessing area. Vocational competence is defined as broad industry knowledge and experience, and may include, but is not limited to, holding a relevant unit of competency or qualification.

## POLICE ENTRANCE EXAM PREPARATION (SHORT COURSE)

**B350AP01**

Online: 5 weeks

### ABOUT THE COURSE

Equip yourself with the confidence and skills needed to undertake your Victorian Police Entrance Exam and progress on your pathway to becoming a police officer. Revise skills and strategies in spelling, Maths, reasoning ability, English and writing. Course runs for 5 weeks ensuring that you're ready to take your exam sooner and move into police careers.

This short course will enable you to learn skills and techniques to assist you to confidently undertake the Victorian Police Entrance Examination prior to pursuing your career as a police officer. However, it does not guarantee entry as you will need to meet other criteria specified by Victoria Police.

### PREREQUISITES

No prerequisites, but it is advisable to have researched Victorian Police entry requirements prior to enrolment.

SCAN  
QR CODE  
TO FIND  
OUT MORE





## Campuses

### Broadmeadows campus

Pearcedale Parade

### Cremorne campus

85 Cremorne Street

### Docklands campus

1 Batmans Hill Drive

### Essendon campus

38 Buckley Street

### Hume Global Learning Centre in Sunbury

44 Macedon Street

## Need more info?

We have services providing  
you the support that you need

### Student Support

[kangan.edu.au/student-support](https://kangan.edu.au/student-support)

### Skills & Jobs Centre

[kangan.edu.au/skills-and-jobs](https://kangan.edu.au/skills-and-jobs)

### Employment Centre

[kangan.edu.au/employment-centre](https://kangan.edu.au/employment-centre)

### NEXT STEP

[kangan.edu.au/next-step](https://kangan.edu.au/next-step)

The information in this publication is correct at the time of release (March 2025).

Every effort has been made to ensure details are correct and accurate, however Kangan Institute reserves the right to change information with respect to course costs, timing and selection criteria without notice. Conduct of courses and service offerings are dependent on student numbers and sufficient funding.

Some or all of this training is delivered with Victorian and Commonwealth Government funding.

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\*Free TAFE on selected courses only. Eligibility criteria apply. Tuition is free. Other fees and charges, including materials and consumables may apply. Visit [freetafe.vic.gov.au](https://freetafe.vic.gov.au)

## Free TAFE courses available\*

## 13 TAFE | [kangan.edu.au](https://kangan.edu.au)

**Unleash You** at Kangan Institute

TAFE VICTORIA