

# SIT60322 - Advanced Diploma of Hospitality Management

CRICOS Course Code 113501F



## Qualification Overview

This qualification reflects the role of highly skilled senior managers who use a broad range of hospitality skills combined with specialised managerial skills and substantial knowledge of industry to coordinate hospitality operations. They operate with significant autonomy and are responsible for making strategic business management decisions.

This qualification provides a pathway to work in any hospitality industry sector and for a diversity of employers including restaurants, hotels, motels, catering operations, clubs, pubs, cafés, and coffee shops. This qualification allows for multi-skilling and for acquiring targeted skills in accommodation services, cookery, food and beverage and gaming.

The skills in this qualification must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice.

## Who can Enrol?

Target group for this program will be applicants over the age of 18 who wish to enter the hospitality industry as a senior business manager or a specialised managerial skill.

## Pathways into the qualification

Individuals may enter Advanced Diploma of Hospitality Management with limited or no vocational experience and without a lower level qualification. Even though, it is strongly recommended that individuals undertake lower level qualifications such as Diploma or Certificate IV and/or gain industry experience prior to entering.

## Pathways from the qualification

After achieving Advanced Diploma of Hospitality Management, individuals could progress into a bachelor's or master's degree program in hospitality discipline.

## Employment Pathways from the qualification

This qualification provides a pathway to work in any hospitality industry sector as a senior business manager. The diversity of employers includes as below:

- Restaurants
- Hotels
- Motels
- Catering operations
- Clubs
- Pubs
- Cafés
- Coffee shops



## Course Duration

Course duration is calculated on 20 hours per week of face-to-face training for 88 weeks & 16 weeks of allocated term break. Total Course Duration: 104 weeks

## Learning Environment

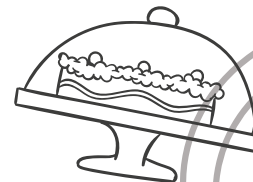
- Face to face classroom based.
- Multicultural groups in an instructor led learning environment.
- Assessment in simulated environment.

## Course Fees

Tuition Fee \$22,500 AUD  
Material Fee \$500 AUD

## Delivery & kitchen location

Level 5, 310 King Street, Melbourne VIC 3000  
Kitchen: 172 Victoria Street, Richmond, VIC 3121



## Entry requirements:

There are no formal prerequisites required to enter the Advanced Diploma of Hospitality Management course. However, Glen Institute prefers applicants to have successfully completed the SIT50422 – Diploma of Hospitality Management or a similar qualification.

Additionally, applicants must meet the following entry requirements:

### English Language Requirement

Minimum IELTS score of 6.0 Or PTE score of 51.6 or Certificate IV in EAL or equivalent.\*

\*For equivalency of various English Languages proficiency testing, and other forms of equivalency please refer to the admissions and student selection policy available in the student's handbook ([www.glen.edu.au](http://www.glen.edu.au)).

### Note:

In the absence of formal English qualifications Glen Institute may proffer English Placement Test.

## Academic Requirement

No prior academic requirements apply for this qualification; however, Glen Institute requires successful completion of Australian Equivalent Year 12 qualification or higher.

### Age Requirement

All applicants must be aged 18 years or over at the time of applying for admission to the course.

### Language Literacy and Numeracy (LLN) Requirement

Applicants will be required to demonstrate their LLN capabilities &/or complete an LLN assessment prior to the commencement of the course as per the Glen Pre-training & LLN Policy & Procedure. Glen Institute uses LLN Robot platform for the assessment.

### Other

Applicants should have proficiency in digital literacy and MS Office skills (Word, Excel and Power Point). Applicants should be in possession of their personal computer (the minimum configuration should be Intel Core i3 (sixth generation or newer) or equivalent. Operating System: Microsoft Windows 10 Professional x64, Memory: 4 GB RAM, Storage: 120 GB internal storage).

### CORE UNITS

SITXMGT004	Monitor work operations
SITXFIN009	Manage finances within a budget
SITXHRM009	Lead and manage people
SITXCCS016	Develop and manage quality customer service practices
SITXFIN010	Prepare and monitor budgets
SITXGLC002	Identify and manage legal risks and comply with law
SITXMGT005	Establish and conduct business relationships
BSBOPS601	Develop and implement business plans (ADLM)
SITXFIN011	Manage physical assets
BSBFIN601	Manage organisational finances
SITXHRM010	Recruit, select and induct staff
SITXHRM012	Monitor staff performance
SITXMPR014	Develop and implement marketing strategies
SITXWHS008	Establish and maintain a work health and safety system

### ELECTIVE UNITS

SITXFSA005	Use hygienic practices for food safety
SITHKOP013	Plan cooking operations
SITHCCC027	Prepare dishes using basic methods of cookery
SITHCCC023	Use food preparation equipment
SITHCCC030	Prepare vegetables, fruit, eggs and farinaceous products
SITHCCC028	Prepare appetisers and salads
SITHCCC031	Prepare vegetarian and vegan dishes
SITHCCC035	Prepare poultry dishes
SITHCCC037	Prepare Seafood dishes
SITHCCC036	Prepare meat dishes
SITHCCC029	Prepare stocks, sauces and soups
SITHCCC042	Prepare food to meet special dietary requirements
SITHCCC040	Prepare & serve cheese
SITHCCC044	Prepare specialised food items
SITXINV008	Control stock
SITXHRM008	Roster staff
SITXCOM010	Manage conflict
SITXWHS007	Implement and monitor work health and safety practices
SITXCCS015	Enhance customer service experiences

### Admission Process

For more information (including intake dates) please contact one of our friendly staff at [contact@glen.edu.au](mailto:contact@glen.edu.au) or call 1300 003 990.

### International Student Enrolment Form



Scan to  
ACCESS THE LINK

Note: \*The elective units may change at college's discretion, if necessary.

Australian  
Qualifications  
Framework

