

COURSE CODE

SIT40116

COURSE

## Certificate IV in Travel and Tourism

ENROL TODAY

TAFENSW.EDU.AU or 131 601

### WHY CHOOSE TAFE NSW?



**Opens career doors.** Our industry relationships lead many students directly into work with a range of employers including agencies, studios, galleries and fashion houses.



**Global prospects.** TAFE NSW graduates possess the technical knowledge, creative-thinking and specialised skills that are highly sought after by employers around the world.



**State-of-the-art facilities.** Purpose-built creative studios and industry standard software mean you will master the same tools of the trade as leading professionals.



**Industry exposure.** TAFE NSW partners with industry to provide you with hands-on experience through networking, sponsor programs, competitions, talks, lectures and other creative industry events.



**Recognised and respected.** TAFE NSW has built its reputation on delivering trusted, industry aligned and nationally recognised training for over 130 years.

# Certificate IV in Travel and Tourism

National Course Code: SIT40116 | TAFE NSW Code: SIT40116-01V01-19ULT-019

Qualification Level	Certificate IV
Study Type	Full Time
Course Start Date	Enquire Now
Hours Per Week	24
Duration	18 Weeks
Delivery Locations	Ultimo, Marcus Clark (Building W)
Course Fees	<p><b>Subsidised Prices</b>            First Qualification: \$1,570.00            Second Qualification: \$1,840.00            Traineeship: \$1,000.00            You may be eligible for the NSW Smart &amp; Skilled <b>Fee Free</b> Traineeship which will be verified at enrolment.            Concession: \$240.00</p> <p><b>Non-subsidised Prices</b>            Full Fee: \$8,560.00</p>
Course Features	Nationally Recognised Training Traineeship Allowed This training is subsidised by the NSW Government

## Course Description

Embark on a global career with our nationally accredited Certificate IV in Travel and Tourism. Learn from seasoned travel professionals about how to create life-changing experiences for your clients in this growing industry.

### LEARN NEW SKILLS

Through theory and practical course-work, you will learn to:

- Build customer relationships
- Operate tours
- Construct airfares
- Interpret product information
- Market travel and tourism destinations

### DEVELOP YOUR TALENT

Develop the personal qualities and skills needed to get ahead in this field:

- Communication skills to connect with clients
- Customer service, collaboration and consultation skills
- Patience and attention to detail

### ACHIEVE YOUR GOALS

Completing this course will equip you with:

- National recognition as a qualified travel consultant
- Strong foundation for an exciting pathway to higher level qualifications

### **GROW YOUR CAREER**

Continue your education adventure with further study:

- Diploma of Travel and Tourism
- Advanced Diploma of Travel and Tourism Management

### **INDUSTRY DEMAND**

Tourism is one of five key 'super-growth sectors' driving new jobs and growth in the economy over the next decade. It is a key driver of the Australian economy.

Tourism is a \$100 billion industry (total revenue for the last financial year) and accounts for 10% of Australia's exports. There is an estimated shortage of 38,000 workers in this sector.

## **Entry Requirements**

When you study with TAFE NSW, we want you to succeed. Entry requirements allow us to make sure that you have the right pre-existing knowledge and skills to achieve your chosen qualification. You will need to provide evidence that you meet the requirements listed in this section

**\*\*TRAINING PACKAGE REQUIREMENTS\*\***

There are no Training Package entry requirements for this qualification.

### **TAFE NSW REQUIREMENTS**

There are no TAFE NSW entry requirements for this qualification.

### **LICENSING REQUIREMENTS**

No licensing, legislative or certification requirements apply to this qualification.

### **WORK PLACEMENT**

There is no work placement requirement for this qualification.

### **BE PREPARED**

To be prepared for this course, it is recommended that you have:

- Literacy and numeracy skills comparable to successfully completing high school

If you need support in preparation for study, contact us about your options.

## **Information Sessions and more about the course**

It's all happening at TAFE NSW InfoFest. [Register](#) for an information session to broaden your skills set to get ahead. Can't find an Information Session for you? [Enquire Online](#) or call 131601

### **INFORMATION SESSION**

Attend this information session to meet with the teaching staff, discuss the course and get more information about enrolment and next steps on Wednesday 25 September 2019 at 12:30pm and 5:00pm at Travel and Tourism, Level 6, Room W6.20a, Ultimo College, Marcus Clark Campus (Building W), 827 George Street, Railway Square, Ultimo.

## MORE ABOUT THIS COURSE

Did you know as a TAFE NSW student you have unlimited access to Lynda.com which is an online library of video courses in software, design, technology, communication, learning and business. These skills can help you to achieve your study goals. Visit the Student Portal to get started.

We offer student services and study support to ensure you can achieve your goals. Learn about TAFE NSW [Student Services](#)

As a TAFE NSW student in this course, you will have access to:

- LinkedIn Learning (formerly Lynda.com)
- Studiosity - online access to a real life tutor
- Easy computing online short courses
- Access to local TAFE libraries

## Attendance

You will need to attend approximately 24 hours of class a week over 4 days. An indication of how your weekly timetable may look is: Tuesday 9:30am to 4:45pm; Wednesday 9:30am to 5:30pm, Thursday 10:00am to 4:45pm and Friday 9:30am to 4:30pm

## Fee Details

### SMART AND SKILLED FEES

This course is government-subsidised, meaning you pay a portion of the full course fee to TAFE NSW and the NSW Government will pay the balance. However, you must meet certain eligibility criteria for this to apply.

Depending on your previous qualifications and experience, your fee may be less than the maximum fee quoted. Your actual fee and eligibility for concession/exemption will be calculated and confirmed during the enrolment process. Payment plans are available through TAFE NSW for Smart and Skilled eligible qualifications.

For further information about eligibility and explanations of the different fee categories, visit [Are You Eligible?](#)

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The fee category that will apply to you depends on your eligibility and your individual circumstances. Your fee and eligibility for concession/exemption will be calculated and confirmed during the enrolment process.

For further information about eligibility and explanations of the different fee categories, visit <https://smartandskilled.nsw.gov.au/are-you-eligible>

### PAYMENT OPTIONS AND ASSISTANCE

Fees: <https://www.tafensw.edu.au/enrol/fees>

Payment - funding: <https://www.tafensw.edu.au/enrol/payment-funding>

## ADDITIONAL RESOURCES

You may be required to pay your own costs for some activities such as entry to tourism attractions, transport for excursions and field trips, etc. of around \$100.00 during your course.

## RECOGNITION

Recognition is a process of acknowledging previously completed qualifications, skills, knowledge or experience relevant to your course. This may reduce the amount of learning required, reduce your course fees and allow you to achieve your qualification faster.

Find out more about recognition: <https://www.tafensw.edu.au/enrol/recognition-credit-transfers>

### READ BEFORE YOU ENROL

Learn about TAFE NSW [Fees](#)

Learn about TAFE NSW [Payment/Funding](#)

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Learn about Recognition at TAFE NSW [Recognition](#)

# How to Enrol

Semester one starts early February 2020. Enquire now to be notified when enrolments open.

To find out more information on this course including the next start date, submit an online enquiry by clicking the **Enquire Now** button on this page, or call 131 601 during business hours\* to chat with a member of our friendly customer service team.

\*Our customer service team are available from Monday to Friday, 9am to 5pm AEST.

Enrolling with us is easy, though the exact process does depend on your course and any prerequisites that go with it.

Be sure to read your chosen course information carefully to make sure it is the right qualification, location and study type for you.

Enrol and pay online via our secure payment gateway to secure your place.

As you progress through the enrolment process you will be prompted to provide additional information.

If you are interested in studying as a Trainee or Apprentice please call 131 601 for full details.

# Units

SITXFIN002	Interpret financial information
SITXCCS007	Enhance customer service experiences
SITXWHS003	Implement and monitor work health and safety practices
SITXCOM005	Manage conflict
SITXCOM002	Show social and cultural sensitivity
SITTIND001	Source and use information on the tourism and travel industry
SITXHRM001	Coach others in job skills
SITTTSL006	Prepare quotations

SITTTSL012	Construct normal international airfares
SITTTSL013	Construct promotional international airfares
SITTTSL004	Provide advice on Australian destinations
SITTTSL003	Provide advice on international destinations
SITTTSL005	Sell tourism products and services
SITXEB001	Use social media in a business
SITTTSL016	Provide specialist advice on cruises
SITTTSL002	Access and interpret product information
SITTTSL008	Book supplier products and services
SITTTSL009	Process travel-related documentation
SITTTSL010	Use a computerised reservations or operations system