



## HOW TO USE OUR GUIDE

Gold Coast Institute of TAFE offers a diverse range of programs to support our community in training. This guide provides details of our programs in a range of these areas including:

### Main Programs

The Program Guide for 2009 introduces a wide range of accredited short courses and programs delivered at a Certificate, Diploma or Advanced Diploma level, ensuring that graduates are equipped to enter the workforce or go on to further tertiary study.

Programs on offer are divided into key industry sectors including: Business, Financial Services and Administration; IT and Creative Industries; Property and Investment; Trades; Built Environment; Engineering and Marine; Health, Beauty and Community Services; and Hospitality and Tourism.

Semester 1 programs commence January/February and Semester 2 programs commence June/July. Each Semester has a mid term break. Students will find out dates on their first day at orientation.

### Speciality Programs

The Institute offers a selection of speciality programs targeted at adults with special needs, youth and speakers of English as a Second Language. For details, see page 20.

### Programs for the Industry Experienced

Gold Coast Institute of TAFE offers a number of fast tracked 17 week programs for the industry experienced. These programs have been developed by highly successful industry professionals to update and develop skill sets to ensure that business employees, leaders and managers retain a competitive advantage.

For details, see page 23.

### Programs for Industry and Employers

Gold Coast Institute of TAFE has designed programs for industry and employers in terms of corporate training, apprenticeships and traineeships, government incentives, recognition of prior learning, workshops and upskilling. For details, see page 24.

### Funding Assistance

Some students may also be eligible for funding assistance in a range of training areas, via the Federal Government's Productivity Placement Program. Funding is available across a number of programs. To find out more, contact our Customer Service staff.

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Information correct at time of printing and is subject to change without notice. Programs are subject to minimum numbers. Information regarding services for students with disabilities should be requested from the Disability Officer prior to enrolment. 04/09. 09.2057v4