



quality education: brighter tomorrow



**CANTERBURY
TECHNICAL INSTITUTE**

 333 Adelaide St,
Brisbane Q 4000
Australia

 **+61 7 3123 4055**

 +61 7 3221 2225

 info@canterburyti.com.au

 www.canterburyti.com.au



Canterbury Technical Institute is a part of Canterbury Education Group which offers years of experience in delivering vocational courses in the international arena. We are located in the centre of Brisbane's CBD and within comfortable walking distance of the city's main transport, education, sports, government and tourist facilities.

Qualifications Offered:

Our programs attract national recognition and have been specifically created to cater for needs of international students. Our qualified academic staff and caring administrative staff will provide students with a nurturing and conducive atmosphere for their studies. Our classrooms and laboratories are fitted with up-to-date equipment to support the progressing learning process.

We welcome students from all over the world, providing multilingual assistance in all aspects of their life in Brisbane.

The qualification training packages seek to address specific skill requirements in the areas of Information Technology, Electrotechnology, & Business. The qualifications are designed to provide a comprehensive educational base for students to commence a career in one of the above mentioned occupational classifications of the Industry.

University Articulation

CTI has university articulation arrangements with*:

- University of Southern Queensland (USQ Sydney) - CRICOS: 02225M
- Australian Catholic University (ACU) - CRICOS: 00004G, 00112C, 00873F & 00885B
- Griffith University - CRICOS: 00233E

* Students will have to meet individual university program entry requirements

USQ, Sydney Education Centre accepts successful students who have completed Diploma and/or Advanced Diploma qualifications directly into the 2nd year of USQ's Bachelor Programs.

CTI Award	USQ Articulation
Diploma of Business (BSB50207)	8 papers: MGT1000 Organizational Behaviour 4 Minor Courses 3 Elective Courses BBAD Bachelor of Business Administration BBUS Bachelor of Business
Adv. Diploma of Business (BSB60207)	9 papers: MGT1000 Organizational Behaviour 4 Minor Courses 3 Elective Courses BBAD Bachelor of Business Administration BBUS Bachelor of Business
Diploma of IT (Software Development) (ICA50705)	8 papers: CIS1000 Information System Concepts CIS1101 Business Online CIS2000 Systems Analysis and Design CSC1401 Foundation Programming 4 Elective Courses 4 Minor Courses BITC Bachelor of Information Technology

ACU accepts successful students who have completed Diploma and/or Advanced Diploma qualifications as per the following articulation table:

CTI Qualification	ACU Articulation
Diploma of Business	40 credits towards Bachelor of Business
Adv. Diploma of Business	80 credits towards Bachelor of Business

Certificate III in Electronics & Communications \$12,600

1 year (40 teaching weeks, 12 weeks break)
CRICOS Code: 067618A / Course code: UEE30907

Diploma of Information Technology (Software Development) \$7,500

1 year (46 teaching weeks, 6 weeks break)
CRICOS Code: 063392B / Course code: ICA50705

Diploma of Business \$3,250

6 months (18 teaching weeks, 8 weeks break)
CRICOS Code: 063393A / Course code: BSB50207

Advanced Diploma of Business \$3,250

6 months (18 teaching weeks, 8 weeks break)
CRICOS Code: 063394M / Course code: BSB60207

Other Fees

Application Fees(Non-refundable)	\$150
Overseas Student Health Cover (OSHC)	\$390 per year
Airport pick-up / Accommodation placement fees (optional)	\$110 per person
Library deposit fee	\$70
Black and white printing (40 free pages per term)	5c per page (min charge \$1)
Colour printing	50c per page (min charge \$1)
Additional Assessment Resit Fee (3rd & 4th attempts only)	\$50 per Assessment Task

Document Processing Fee of \$15 applies to the following requests:

- Holiday Approval letter
- Confirmation of Enrolment letter and additional ECoE's
- Additional copies of Statement of Attainment / Transcript / Qualification
- Replacement of Student ID card.

Note:

- Tuition fees include the cost of all training material & resources. No additional costs apply.
- All Fees are current at the time of printing and include GST. Fees are subject to change without notice
- Application fee is non-refundable (Refer to refund policies)

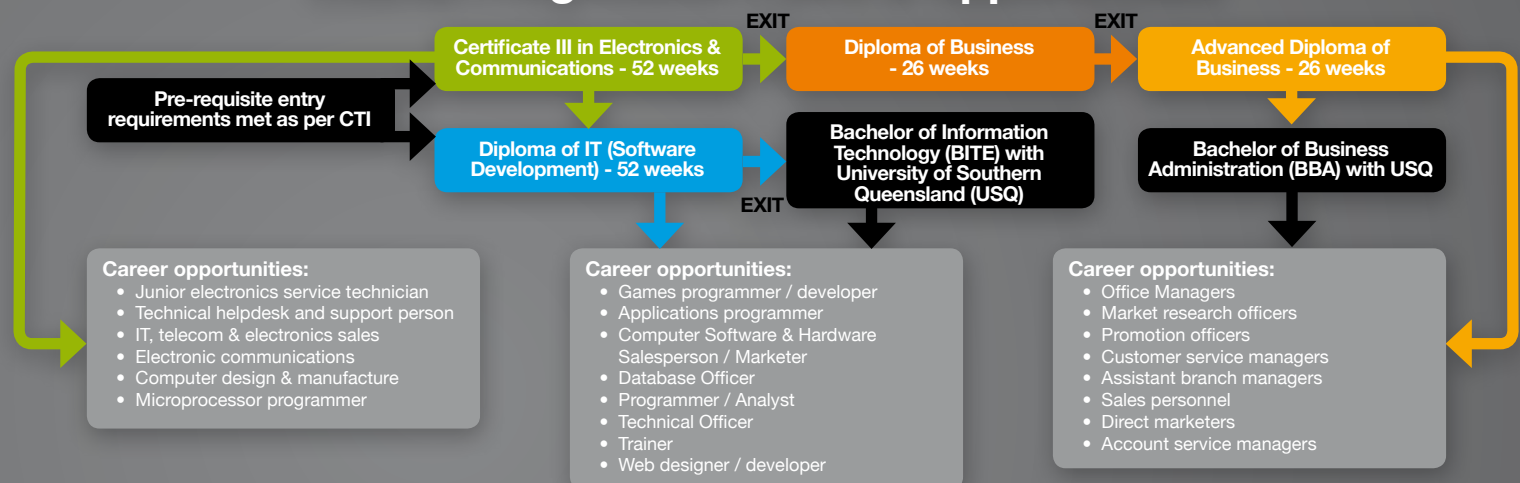
Entry Requirements for International students

- An overall IELTS band 5.5 or equivalent and above
- 18 years and above with a High School Certificate (Year 12)
- Must have met specific CTI qualification entry requirements as well
- A verified copy of the qualification & transcript is required along with the application. Qualification & transcript needs to be verified by CTI's approved student recruitment agent to confirm its genuine status

Entry Requirements for local students

- 18 years and above
- Completed Year 12 (HSC) or equivalent
- Must either produce a Statement of Attainment for the pre-requisite units as required by the qualification prior to enrolment / commencement
- Upon completion students will receive
 - a. Certificate & transcript indicating completion of the qualification or
 - b. Statement of Attainment indicating partial completion of the qualification

Course Progression Paths & Opportunities



Electronics & Communications

1 year (40 teaching weeks, 12 weeks break)*

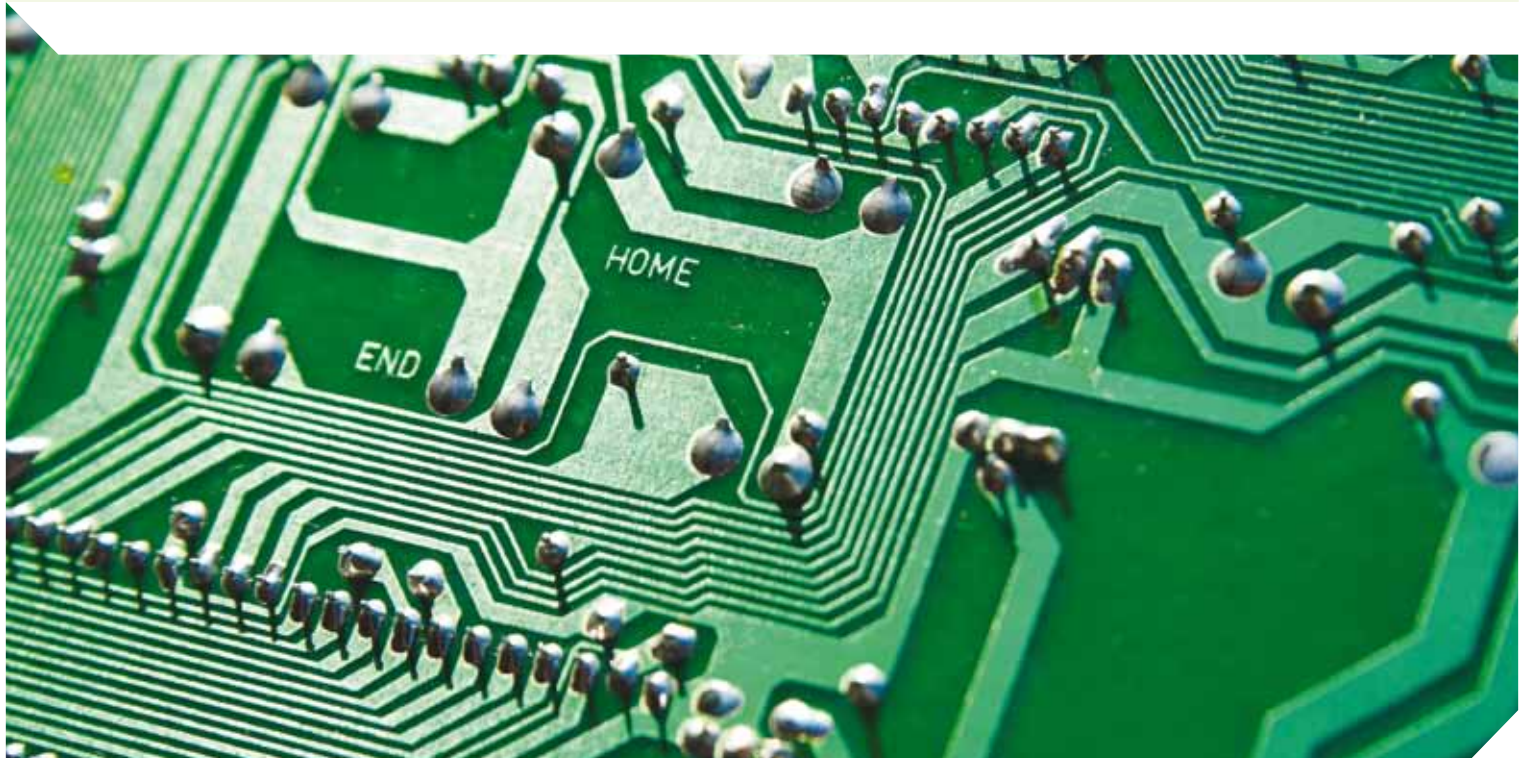
Certificate III in Electronics & Communications

The Certificate III is equivalent to the first stage of entering into the Electronics engineering domain. The program is aimed at individuals who wish to acquire knowledge of the ever evolving fields of electronic engineering. The qualification covers skills in areas of technical, business and personal skills. Graduates of these programs are therefore well equipped for entry level roles in business, electronics and IT industry.

Entry Requirements

- Please review CTI's entry requirements.
- *Graduates with Cert II in Electrotechnology (any stream) are excluded from the pre-requisite requirements.

Unit Number	Unit Name	Hours	Core / Elective
UEENEEC021B	Participate in electronics and communications work and competency development activities	20	Core
UEENEEE001B	Apply OHS practices in the workplace	20	Core
UEENEEE034B	Document occupational hazards and risks in electronics	20	Core
UEENEEE003B	Solve problems in extra-low voltage single path circuits	50	Core
UEENEEE004B	Solve problems in multiple path D.C. circuits	40	Core
UEENEEH014B	Troubleshoot frequency dependant circuits	80	Core
UEENEEE005B	Fix and secure equipment	20	Core
UEENEEE002B	Dismantle, assemble and fabricate electrotechnology components	40	Core
UEENEEH002B	Carry out basic repairs to electronic apparatus by replacement of components	30	Core
UEENEEH011B	Troubleshoot D.C. power supplies with single phase input	40	Core
UEENEEH039B	Troubleshoot basic amplifiers	30	Core
UEENEEH013B	Troubleshoot amplifiers	80	Core
UEENEEH012B	Troubleshoot digital subsystems	80	Core
UEENEEC003B	Provide quotations for installations or service jobs	20	Stream
UEENEEC010B	Deliver a service to a customer	30	Stream
UEENEEH017B	Carry out repairs of predictable faults in audio and video replay/recording apparatus	80	Elective
UEENEEH038B	Find and repair faults in complex power supplies	40	Core
UEENEEH046B	Solve fundamental problems in electronic communication systems	40	Core
UEENEEH019B	Carry out repairs of predictable faults in television receivers	80	Elective
UEENEEH071B	Find and repair faults in television receivers	80	Elective



Other Electives*

CTI does not offer all the electives in its qualification, however students can request for credits by providing evidence of a verified Statement of Attainment. **Students can request a detailed "Learning & Assessment Strategy" document for the above qualification via email: info@canterburyti.com.au**

Information Technology

1 year (46 teaching weeks, 6 weeks break)

Diploma of IT (Software Development)

The training program provides graduates with a comprehensive educational base to provide students with the skills needed to work in the Information and Communications Industry (ICT) as analyst/programmers, and/or to continue to study in University studies in the areas of systems development and programming.

The course includes units covering the areas of communication skills, project management, software testing, network and system administration, object-oriented programming in languages such as Java and C++, object-oriented systems analysis, and design.

Entry Requirements

- Please review CTI's entry requirements.
- Certificate III or IV in IT. You will need to submit verified Certificate / Statement of Attainment for recognition purposes upon approval will be exempted from the pre-requisite units. All pre-requisite/co-requisites are covered within individual clusters as marked with an asterisk (*). See the courses page for details OR
- With vocational experience in a range of work environments in software development roles but without a qualification.
- Examples of indicative job roles for candidates seeking entry based upon their vocational experience include: Junior Programmer, Software QA.

This breadth of expertise would equate to the competencies required to undertake this qualification.

Cluster Name	Unit Number	Unit Name	Hours	Core/ Elective
Basic Computing	BSBCMN106A	Follow Workplace safety procedures		Core
	ICAD2012B	Design organizational documents using computing packages		Core
	ICAU1128B	Operate a personal computer		Core
	ICAU2005B	Operate computer hardware		Core
	ICAU2006B	Operate computing packages	60	Core
	ICAU2013B	Integrate commercial computing packages		Core
	ICAU2231B	Use computer operating system		Core
	ICAW2001B	Work effectively in an IT environment		Core
Project Management (Analyse and Design)	ICAW2002B	Communicate in the workplace		Core
	ICAA4041C*	Determine and confirm business expectations and needs	14	Core
	ICAA4233B*	Determine and apply appropriate development methodologies	14	Core
	ICAW4027B*	Relate to clients on business level	14	Elective
	ICAA5151B*	Gather data to identify business requirements	14	Elective
	ICAA5158B*	Translate business needs into technical requirements	32	Core
	ICAA5050B	Develop detailed components specifications from project specifications	32	Elective
	BSBPMG505A	Manage project quality	32	Core
Security and Control (Analyse and Design)	PSPPM502B	Manage complex projects	50	Core
	ICAA6052B*	Design an IT security framework	50	Elective
	ICAA5056B	Prepare disaster recovery and contingency plans	50	Core
	User Management (Support)	ICAS5202B	Ensure privacy for users	32
ICAS5102B		Establish and maintain client user liaison	32	Elective
Advanced Programming (Build)	ICAB4225B*	Automate processes	32	Core
	ICAB4219B*	Apply introductory object-oriented language skills	50	Core
	ICAB4222B*	Apply introductory programming skills in another language	50	Core
	ICB4229B*	Apply intermediate programming skills in another language	50	Core
	ICAB5223B*	Apply intermediate object-oriented language skills	32	Core
	ICAB5226B*	Apply advanced object-oriented language skills	52	Core
	ICAB5227B*	Apply advanced programming skills in another language	52	Core
	ICAB5068B	Build using rapid application development	32	Elective
Software Testing (Test)	ICAB5230B*	Maintain custom software	32	Elective
	ICAT5077B	Develop detailed test plan	40	Elective
	ICAT5079B	Perform integration test	40	Core
	ICAT5083B*	Develop and conduct client acceptance test	40	Elective



Other Electives*

CTI does not offer all the electives in its qualification, however students can request for credits by providing evidence of a verified Statement of Attainment. **Students can request a detailed "Learning & Assessment Strategy" document for the above qualification via email: info@canterburyti.com.au**

Business

6 months (18 teaching weeks, 8 weeks break)

Diploma & Advanced Diploma of Business

Students will develop a full understanding of the Business, Marketing & Management concepts, coordinated organisational approach; and a concern for profits—and how these can be related to all other courses (subjects) in the program. The qualification highlights specialised aspects of business management such as management strategy, marketing services, product management and research.

Entry Requirements

- Please review CTI's entry requirements.
- *Graduates with Cert II / III / IV in Business are excluded from the pre-requisite requirements.

Cluster Name	Unit Number	Unit Name	Hours
Marketing 1	BSBMKG501B	Identify and evaluate marketing opportunities	50
	BSBMKG502B	Establish and adjust the marketing mix	45
	BSBMKG514A	Implement and monitor marketing activities	40
Advertising 1	BSBADV507B	Develop a media plan	40
	BSBADV511A	Evaluate and recommend advertising media options	50
General Administration	BSBADM506B	Manage business document design and development	45
Human Resource Management	BSBHRM501A	Manage human resources services	45
Information Management 1	BSBINM501A	Manage an information or knowledge management system	45

Adv. Diploma

Business

6 months (18 teaching weeks, 8 weeks break)

Advanced Diploma of Business

The Advanced Diploma of Business program has a pre-requisite of the Diploma of Business. Both the qualifications are of 6 months duration each. Students will develop a full understanding of the Business, Marketing & Management concepts, coordinated organisational approach; and a concern for profits—and how these can be related to all other courses (subjects) in the program. The qualification highlights specialised aspects of business management such as management strategy, marketing services, product management and research.

These programs are designed for students who wish to pursue a career in management, marketing, sales, business and market research.

Pre-requisite units for Advanced Diploma of Business qualification

Must complete the Diploma level qualification prior to entry into the Advanced Diploma level qualification.

If you already hold a Certificate IV or Diploma in Business, you will need to submit verified Certificate / Statement of Attainment for recognition purposes. Students with either a completion Certificate or Statement of Attainment of units for Certificate IV / Diploma / Advanced Diploma will be awarded exemptions from those units.

Cluster Name	Unit Number	Unit Name	Hours
Marketing 2	BSBMKG603B	Manage the marketing process	45
	BSBMKG605B	Evaluate international marketing opportunities	45
	BSBMKG606B	Manage international marketing programs	45
Advertising 2	BSBADV602B	Develop an advertising campaign	40
	BSBADV604B	Execute an advertising campaign	50
	BSBADV605B	Evaluate campaign effectiveness	45
Human Resource Management 2	BSBHRM602A	Manage human resources strategic planning	45
Information Management 2	BSBINM601A	Manage knowledge and information	45



Other Electives*

CTI does not offer all the electives in its qualification, however students can request for credits by providing evidence of a verified Statement of Attainment. **Students can request a detailed "Learning & Assessment Strategy" document for the above qualification via email: info@canterburyti.com.au**

Information for prospective students

Studying in Brisbane

Brisbane is one of the fastest growing cities of Australia. Our campus is conveniently located close to Central Railway Station, Central Bus Services and the centre of Brisbane City. Australia is one of the most culturally diverse countries in the world with migrants from more than 170 countries. Brisbane is a comparatively safe and clean city to live in. It offers a high standard of living, excellent health and educational facilities, and cosmopolitan shopping centres.

Living Expenses

Yearly living expenses in Australia are approximately from AUD\$18,000 plus 35% for each family dependant. (Note: School age dependants are required to pay tuition fees for their education in Australia).

Contact Hours/Terms

Study periods are divided into terms. Please contact the institute for detailed breakdown on terms for all qualifications. As per DIAC regulations, overseas students are required to study with a minimum of 20 contact hours per week on a full-time basis. CTI classes are Monday-Friday from 9am-1.15pm or 1.45pm-6pm. Please note that all programs are in full-time mode and cannot be undertaken part-time or via distance education.

Recognition of Prior Learning

RPL is the process that recognises skills and experience you currently have regardless of where and when the learning occurred. To apply for Recognition of Prior Learning you will need to complete the RPL form, which can be requested by emailing to phil@canterburyti.com.au. After completing the RPL form please scan and attach all your supporting evidence. RPL procedures are detailed in the RPL Application form. For further information on CTI's RPL process, please review, the student handbook posted on the website www.canterburyti.com.au under policies & procedures section.

Entry Requirements

Please refer to Entry requirements section on the front page.

Assessment Methods

CTI follows a combination of methods for unit assessments. For example, direct observation, role-play, practical demonstration, written tests, essays, oral tests, projects, simulation & portfolios.

Disciplinary & Dismissal Procedures

An offence involving the breach of CTI's rules and regulations can lead to dismissal, even instant dismissal. For further information on CTI's disciplinary & dismissal process, please review, the student handbook posted on the website www.canterburyti.com.au under policies & procedures section

Complaint Handling Procedure

The CTI complaint process is made up of formal and informal academic and non-academic appeals processes. If you consider that the response to a disciplinary or misconduct decision is unsatisfactory or unfair you have the right to seek further recourse. For further information on CTI's grievance & complaints procedures, please review, the student handbook posted on the website www.canterburyti.com.au under policies & procedures section

Facilities/Equipments

CTI campus is modern and well equipped according to the latest industry standards. CTI has a wide range of facilities which include specialised training rooms, computer laboratories and workshops fully-equipped with the latest equipment, appliances and tools to enhance the student learning experience.

Support Services

CTI offers a wide range of student support/welfare guidance services in both academic and personal areas.

These services are available free of charge to all enrolled students and include

- Orientation
- (overseas student health cover, ID cards, cultural adjustment, bank and financial institution services awareness, student visa conditions and requirements, library, student support services and others);
- Computing services
- Academic and personal counselling
- Awareness of medical and health services options;
- Learning support (language, numeracy, and literacy assistance)

The Manager student services acts as a point of contact and offers support to students on matters and issues that fall within his capacity. However if the student needs professional counselling or support services not offered by CTI, then the Manager student services will seek or recommend professional counselling agency.

Accommodation

If student requires the Institute to arrange home stay or other types of accommodation the Student Services staff can be contacted for assistance.

- Hostel Approx AUD\$300-375/wk
- Home stay Approx AUD\$375-420/wk
- Shared Rent Approx AUD\$225-300/wk

CTI can arrange for airport pickup if advised prior to arrival in Australia

Refund Policy

As per ESOS Act 2000 and the ESOS Regulations 2001, a student will be given a full refund if CTI is unable to offer the course within 14 days of provider default.

- In event of visa refusal, Application fees (\$150) is not refundable.
- Refund on the basis of visa rejection will require a copy of the visa rejection notification from the Australian Embassy/High Commission/DIAC and your official CTI receipt.
- Accommodation Deposit and Airport Pick up fees are refundable if Visa is not granted.
- Tuition Fees, Overseas Students Health Cover are Refundable in full where:
- CTI is advised of the cancellation 28 days or more before course starts.
- Australian Embassy rejects a Visa application.
- Requests for refunds must be made in writing.
- CTI will send the refund to the accepted student unless otherwise instructed and authorized in writing.
- Tuition fee is not transferable to any other institution or student, but may be transferred to another course within CTI.
- If you withdraw from a course once it has commenced no refund of fees is given.
- In the unlikely event that CTI is unable to deliver your course in full, you will be offered a full refund of the tuition fees you have paid.
- If you have given misleading information to CTI approved agent, CTI and / or any commonwealth agencies of Australia, no refund will be given
- All refunds will be payable in the same currency in which the fees were paid. CTI will forward the refund to the applicant in his / her country of origin unless otherwise authorized in writing
- The normal processing of a refund will be done within 4 weeks.
- All approved refunds in those cases where fees are paid from overseas are made payable to and sent to the student in his/her country of origin.
- A student dissatisfied with the refund decision handed by CTI has the right to pursue other legal remedies, which includes independent complaints & appeals handling services provided by a mediation company appointed by CTI.
- Under compassionate circumstances such as bereavement (e.g. family death) CTI will make the decision of a refund on student's application within 28 days.
- This agreement does not remove the right to take further action under Australia's consumer protection laws.
- CTI will give the student a refund statement that explains how the amount has been worked out.
- Students will be advised of this policy before any payment is given to CTI. CTI will not accept any payments from an overseas student or intending overseas student unless the student has received a copy of this refund agreement.

Course Progress policy

Students are expected to achieve a minimum of 50% pass rate in every term. For further information on CTI's academic progress process, please review, the student handbook posted on the website www.canterburyti.com.au under policies & procedures section.

Privacy

Your right to privacy is important to CTI and all personal information collected about you is treated as confidential. This statement applies to the collection of any personal information we collect on you. You may request access at any time to information we hold about you and ask us to correct it if you believe it is inaccurate, incomplete or out of date. We will only disclose your personal information if you request us to do so in writing, or where the law permits us to do so (Commonwealth and State agencies and the Fund Manager of the ESOS Assurance Fund). In these circumstances, the minimum amount of information required or requested will be disclosed. For further information on CTI's privacy policies process, please review, the student handbook posted on the website www.canterburyti.com.au under policies & procedures section.

Transfer between providers

CTI will not knowingly authorise student transfer prior to the student completing 6 months of their principal course. Students who have studied longer than this period can apply as normal and no letters of release need to be sighted or produced. For further information on CTI's provider transfer policies, please review, the student handbook posted on the website www.canterburyti.com.au under policies & procedures section.



**CANTERBURY
TECHNICAL INSTITUTE**

🏠 333 Adelaide St,
Brisbane Q 4000, Australia

☎️ +61 7 3123 4055

📞 +61 7 3221 2225

✉️ info@canterburyti.com.au

🌐 www.canterburyti.com.au