



Pricing, Policies & Enrolment Information

DOMESTIC STUDENT

Academies Australasia Hair & Beauty - Important Information

We hope you find the following points helpful in making your decision to study at Brisbane School of Beauty (BSB) and Brisbane School of Hairdressing (BSH), Brisbane School of Barbering, Gold Coast School of Barbering and Gold Coast School of Hairdressing

CAMPUS LOCATION

- The Brisbane campus is conveniently located on Queen Street Mall in the heart of Brisbane City in the Queen Adelaide Building, Ground Floor, Upper Ground Floor (UG) and Level 3.
- The Gold Coast is located in Pivotal Point Towers, 2 Nerang Street Southport
- Buses and trains from various locations of the city are a few minutes' walk to the campus.
- Our facilities are clean, bright and modern and utilise the latest equipment and resources.

ACCOMMODATION

There are many useful websites providing information about share house, home-stay, rental housing and units and houses for purchase. Share accommodation starts from around \$110 per week, inner city apartments rent from around \$250 per week, and home-stay costs around \$180 - \$250 per week.

LITERACY AND NUMERACY TEST

All students will be required to complete a Pre-Commencement Literacy and Numeracy test. This test may be completed at time of interview/tour or on day of commencement.

TRANSFERRING FROM ANOTHER COLLEGE

If you have been studying at another college you can change schools. Simply provide the required enrolment documents, successfully complete our Literacy and Numeracy Test, pay your fees and we will enrol you.

SO WE CAN ASSESS YOUR TRANSFER APPLICATION PLEASE PROVIDE THE FOLLOWING:

All documents on our enrolment checklist, a list of all your tools, equipment, text books, hair-goods that you own plus details of your current enrolment. This should include where and when you started, how much you have paid to date and a Statement of Attainment or academic transcript listing all the Units of Competency you have completed. It will be necessary to attend a personal interview at our Brisbane Campus where we will assess and prepare a quote for you to complete your studies with BSB and BSH.

CREDIT TRANSFERS

The school accepts and recognises qualifications and statements of attainment issued to applicants by other registered training organisations (RTO) registered in Qld or other State/Territory from the current qualification. Direct credits will also be given to applicable units already completed within the course package. If you wish to apply for credit transfer you will need to complete a Course Credit Transfer application form and provide supporting documentation.

RECOGNITION OF PRIOR LEARNING (RPL)

Recognition of Prior Learning is the formal recognition of skills and knowledge that a person holds, regardless of how, when or where the learning occurred. The attainment of competencies can occur in a number of ways including:

formal or informal training and education
work experience
general life experience

Applications for RPL are accepted during initial interview on or prior to commencement and previous skills will be assessed against endorsed industry competency standards or outcomes. Applicants will be required to supply evidence which may include certification, references from past employers, testimonials from clients, performance, demonstration or skills tests and/or written presentation. Our assessors will ensure that the evidence is authentic, valid, reliable, current and sufficient.

Further information and an RPL eligibility form may be requested by contacting Student Services or administration.

Fees are applicable to vocational pathway students, for the RPL process and quoted on individual units of competency. The course may be shortened if Credits or RPL are applied.

HOLIDAYS

- Hairdressing/Barbering courses are continuous, therefore holidays may only be taken by prior arrangement with the college of up to four (4) weeks per year and may extend the duration of the course. Hairdressing courses also break for approx.10 days between Xmas & New Year.
- Beauty courses are run over 4 terms per year with breaks in between and approx. 4 weeks over the Xmas/New Year period. Please refer to the BSB calendar for term dates.
- All Queensland and Australian National Holidays are respected.

COURSE DURATION SUMMARY

The following is a summary of course duration for all local students.

HAIRDRESSING			
Course	Domestic Duration	Course	Domestic Duration
Certificate II in Salon Assistant - SHB20216	12 weeks	Certificate IV in Hairdressing - SHB40216	42 weeks
Certificate III in Hairdressing - SHB30416	52 or 85 weeks	Diploma of Salon Management - SHB50216	35 weeks
Certificate III in Barbering - SHB30516	52 weeks	Barber Pathway Programme (SOA)	16 weeks

BEAUTY			
Course	Domestic Duration	Course	Domestic Duration
Certificate II in Retail Cosmetics - SHB20116	2 Terms	Certificate III in Make-Up - SHB30215	2 Terms
Certificate III in Nail Technology - SHB30315	2 Terms	Certificate IV in Beauty Therapy - SHB40115	4 Terms
Certificate III in Beauty Services - SHB30115	3 Terms	Diploma of Beauty Therapy - SHB50115	4 Terms
** Course durations may be shortened due to RPL & Credits			

ENTRY REQUIREMENTS

Course name	Entry requirements
Certificate II in Salon Assistant	15 years, Completed Year 10, LLN test
Certificate III in Hairdressing	15 years, Completed Year 10, LLN test
Certificate III in Beauty Services	15 years, Completed Year 10, LLN test
Certificate III in Barbering	15 years, Completed Year 10, LLN test
Certificate III in Makeup	15 years, Completed Year 10, LLN test
Certificate III in Nail Technology	15 years, Completed Year 10, LLN test
Certificate IV in Beauty Therapy	18 years, Completed Year 10, LLN test
Certificate IV in Hairdressing	Completed Cert III in Hairdressing + 1yr experience working in industry post qualification, LLN test
Diploma of Beauty Therapy	18 years, Completed Year 12, Diploma LLN test
Diploma of Salon Management	Completed Year 12, Diploma LLN test

STUDY TIMETABLE / MODE OF DELIVERY

Hairdressing courses are run at 3 days per week (Mon, Tues, Wed) or 5 days per week (Mon-Fri), 9.00am-5.00pm on a continuous study pattern (except 10 days Xmas/New Year break).

Barber courses are run at 3 days per week (Mon, Tues, Wed) 9.00am-5.00pm on a continuous study pattern (except 10 days Xmas/New Year break).

Beauty courses are run at 3 days per week (Dip, Cert IV & Nails Mon, Tues, Wed and all other Cert III's Wed, Thur, Fri) 9.00am-5.00pm in line with state school terms (4 per year).

- All study is completed on campus at all times (face to face/practical demonstrations)
- Students undertaking all courses in Beauty and Hair will attend the assigned BSB/BSH campus as per their study pattern outline.
- Flexible arrangements may be approved on a case by case basis.

EXTRA CURRICULAR ACTIVITIES RELATING TO HAIRDRESSING

We encourage and help our students to get involved in activities relating to the beauty industry, such as shows, photography shoots and competitions. Details will be provided by your educator during your course.

DEFERRALS OR SUSPENSION OF STUDIES

The college may defer or suspend your enrolment in the case of illness where a medical certificate is issued by a registered medical practitioner that states that you are unable to attend classes as a result of illness. The college may also defer or suspend your enrolment in the case of misbehaviour. The maximum deferment or suspension is 3 months. While you are enrolled at the college your fees are still payable unless special arrangements have been made with the General Manager.

ASSESSMENTS

For successful completion of all Units of Competency, students will undertake written and practical assessments. Written Assessments will be in an in-class environment under supervision. Practical assessment will be in class and on the clinic floor. Students are given the opportunity of further training and reassessment should they not meet the assessment criteria.

SUBMISSION OF ASSESSMENTS

Students are expected to do their own work at all times. Cheating in exams, plagiarism, copying from other students or submitting other students' work as your own is unacceptable and may lead to suspension or cancellation of your enrolment. The objective of your course is for you to become competent in all the units of competency in the course therefore you must do your own course work.

ACADEMIC PERFORMANCE

Unsatisfactory academic performance is defined by the college in accordance with Australian Government standards. Your academic progress will be recorded on a regular basis and should your progress become a matter of concern to the college, you will be required to attend a mediation session and take steps to rectify the situation or to undertake other commitments required by the college. Should you not make academic progress after this rectification process your enrolment may be cancelled.

ATTENDANCE

AAHB has the expectation that your attendance will be 100%. Please be mindful that you will be required to pay extra fees if you are unable to finish within the required period. The college monitors attendance in accordance with Australian Government standards and records absenteeism on your file due to any circumstances.

ABSENTEE or LATE NOTIFICATION

AAHB has a dedicated phone number operating 24 hours a day for students that will be absent and or late for class. Please call 30464949 stating your full name and intake date so the message can be forwarded to the appropriate staff member.

COMPLETING YOUR COURSE

We will provide you with assistance where possible to successfully complete your training program within the specified times. We also provide you with extensive resources, excellent instruction, plenty of practise on our regular and new clients. To graduate you need to:

- Successfully complete all units of competency.
- Complete at least the minimum number of hours in the course.
- Complete the productivity targets (numbers of each type of service).
- Maintain a high level of attendance (above 90%).
- Pay all fees on time.

NOTIFICATION OF ADDRESS / CONTACT DETAILS

You must advise us of your residential address and other contact details from the date of applying for enrolment until you have finished your course and received your certificates. You must notify the School of any changes to your residential address within seven (7) days of changing address.

CAREER OPTIONS

A demand for quality beauty and hair industry specialists currently exists within Australia. You may use Brisbane School of Beauty and Brisbane School of Hair's free job placement service that is available to our graduates.

To find out about positions currently available in personal services visit www.seek.com.au or www.careerone.com.au.

ABOUT THE UNIQUE STUDENT IDENTIFIER (USI)

Every year, an estimated three million Australians build and sharpen their skills by undertaking nationally recognised training. From 1 January 2015, all students doing nationally recognised training need to have a Unique Student Identifier (USI). This includes students doing Vocational Education Training (VET) in schools.

A USI is a reference number made up of numbers and letters. Creating a USI is free. It creates a secure online record of your nationally recognised training that you can access anytime and anywhere, and it's yours for life.

The USI is linked to the National Vocational Education and Training (VET) Data Collection, and this means an individual's nationally recognised training and qualifications gained anywhere in Australia, from different training organisations, will be kept all together.

STUDENT SUPPORT SERVICE

AAHB has support services and systems to help both our local and International students. These services include counselling, grievance handling and dispute resolution. Information is also provided regarding Orientation and Academic Progress.

- We are sensitive to cross cultural issues.
- We will try to meet any reasonable special needs you may have.
- We have a fair process for handling any complaints.
- We will take reasonable steps to help you overcome any college-related problem you may have.

Student Liaison officers are available to provide assistance to our students.

Contact & Title	Phone	Email
Sam Atkins Student Contact Officer	07 3229 2999	sam@brishair.com.au
Marcelo Pangoni Student Contact & Critical Incident Officer	07 3229 2999	m.pangoni@academies.edu.au

REPLACEMENT FEES FOR LOST ITEMS

Item	Cost
College t-shirt	\$20 each
Reissue Certificates/Statement of Attainment	\$50 per Certificate
Records Recovery from Archives	\$150
ID Card Replacement	\$10
Application fee	\$300
Recognition of Prior Learning (RPL)	\$200 per qualification
Re-assessment (assignment/Exam/Test)	\$75 each
Change of course (initiated by student)	\$150 per change
Late payment fees	5% of late fees
Re-enrollment fee	\$150
LLN Support and Training	\$50 per hour

ADDITIONAL FEES AND CHARGES

If you agree to a payment plan but fail to make your payments within 7 days of the due date a 5% administration charge will be added to your payment. If you have not reached your minimum hours and achieved all competencies by the end of the course, then a re-enrolment fee of at least AUD\$60 per day will be charged.

PROVISION OF EDUCATION AND TRAINING SERVICES

- We maintain high professional standards of training and student management.
- We provide a learning environment that helps you to succeed in your studies and your career.
- Our Certificate and Diploma courses are registered with State and National government organisations
- Our trainers and our management team are sensitive to various cultural needs and expectations.

MARKETING OF AAHB

- We aim to market our College simply, accurately, and honestly.
- The information we provide is the most up to date and accurate information available to us regarding our courses, the College, our education and training system/s.

OUR FINANCIAL STANDARDS

We will protect the money you pay us until it is needed to pay for your course.

The agreement between you and AAHB will be clearly documented in writing. The College grants you certain rights and these are balanced by your responsibilities to the College.

SOCIAL MEDIA POLICY

Students are reminded that only positive notes about the college and fellow students are displayed on social media sites when making reference to AAHB. Under no circumstances should offensive or derogatory comments be made about AAHB staff, students or clients on the internet. This may amount to cyber-bullying and could be deemed a disciplinary offence. Circumstances where online use of social media may result in disciplinary action include:

- Use of sites to bully, harass, discriminate or vilify work colleagues and customers;
- Use of the sites as a forum to publicise workplace disputes or grievances;
- Posting of defamatory content on such sites;
- Disclosure of confidential information or intellectual property on the sites; or
- Serious or repeated breaches of this policy.

Students who engage in breach of policies even outside college, may be liable to face disciplinary action. Failure to comply with the policy may result in disciplinary action being taken against students which may include suspension.

The College may take and use photos and/or videos of you and your work whilst you are studying at the College for administration, marketing and promotional purposes.

CANCELLATION OR SUSPENSION OF YOUR ENROLMENT

- The school has a policy regarding cancellation of enrolment for academic misconduct or for general misconduct.
- Penalties for misconduct take into account the nature, extent and or the repetition of the misconduct.
- Time lost when you are under suspension is penalised as absenteeism and may lead to a student being reported to Centrelink.
- Withdrawal from your enrolment results in a report being made to Centrelink and a final account to the date of withdrawal is issued.

HOW WE SETTLE DISPUTES

The school has a formal procedure for addressing complaints and academic appeals. Our procedure ensures that if you ever have any need to complain the school will handle it promptly and fairly. In the event of a complaint concerning any matter in relation to the training, a student can:

- Talk directly with the person concerned to try and resolve the problem.
- Seek the assistance of his/her educator.
- Consult the Principal.
- Consult the General Manager.
- If the problem is still unresolved, the student will be advised of external organisations, e.g. Consumer Affairs, the Attorney General or the relevant Government Department.
- All records of any complaint will be kept on file.
- AAHB abides by Freedom of Information and Privacy principles.
- AAHB will maintain the student's enrolment while the dispute process is ongoing.
- Students will be given a written statement of outcomes of the complaint including reasons for the decision.
- This dispute resolution policy does not prevent a student from exercising their rights to other legal remedies.

COLLEGE RULES

Professional conduct is the only level of conduct we expect from our students. Professionals do not arrive late; they treat clients, instructors and fellow students with courtesy and respect. They take the time to follow the rules of good grooming and proper hygiene and maintain an awareness of their surroundings at all times. The following rules reflect the level of conduct you will be expected to maintain throughout your career. The best way to begin that career is to act like the professional you want to be.

1. Normal college hours are Mon-Thu: 9.00am-5.00pm and Fridays 8.30am-5.00pm public holidays excluded. Theory classes run from 9.00am-5.00pm. Students should arrive 10 minutes early to be ready for class.
2. Lunch break is of 30 minutes duration and is to be taken at a time designated by the Instructor or Floor Manager.
3. Students should not leave the College during college hours without the permission of the Floor Manager, Instructor or the Principal.
4. Students must record only their own attendance on the college's computer every day on arrival and when leaving. Logging on or off for someone else is unacceptable.
5. Students must telephone College Reception between 8.30am and 9.00am if they are unable to attend classes or will be late.
6. All programs are continuous and no allowance can be made for absenteeism or lateness.
7. Applications for Holidays or Leave of Absence must be approved by the Principal before you purchase tickets or take leave.
8. Students should be well groomed and neatly attired at all times. Clean black and/or white clothing and comfortable closed-toed shoes should be worn. Soiled and stained clothing is not acceptable. (BSH/BSB T-shirts may be purchased at a very reasonable price).
9. Students must wear their name badge during college hours.
10. Students are responsible for their own Kit. Students must not borrow equipment, books or goods from others.
11. Each student must clean up his or her workstation including the floor area, after each service. Items must be swept up immediately after each service is completed.
12. We expect everyone to be courteous and happy in the salon. Under no circumstances will bad manners, bad temper or criticism be tolerated.
13. English must be used at all times with clients unless an Instructor or the Floor Manager has granted special permission.
14. Students must follow all work instructions given by the Floor Manager, Instructors or College Management.
15. Students must not refuse clients assigned to them by the Floor Manager or Instructor.
16. While a student is working with a client, no other student may visit him or her and students may not help each other without the permission of an Instructor.
17. An Instructor must check all work done by students and are happy to help with consultation, guidance, sales and advice.
18. Students must pay in advance for any college supplies for personal use.
19. Students on dispensary duty are responsible for checking out and documenting receipt of all supplies and equipment.
20. Students on the duty list will perform the duties listed at the prescribed times.
21. Students under 18 must provide a consent form signed by their parent or guardian for all off campus activities, holidays and absenteeism.
22. The student lunchrooms must be kept clean and tidy at all times.
23. Mobile phones and music players must be turned off during college hours.
24. No personal calls are to be made on the business telephone except in case of emergency.
25. Eating, drinking, smoking, using illicit drugs, consuming alcohol and chewing gum are not permitted in the college.
26. Copying, cheating, plagiarism or passing off other student's work as your own is unacceptable.
27. Theft of any college property or from other students will not be tolerated.
28. Sexual harassment violence and discrimination on the basis of age, race, gender or sexual preference are unacceptable.
29. Visitors are permitted only in the reception area.
30. All units must be completed and students must have reached competency in each unit within 20 days of the completion date of the course. If further training is required after that date extra fees will apply.
31. Workplace Health & Safety rules apply throughout all areas of the college.

WITHDRAWAL AND REFUND POLICY

The applicable Application Fee for the course/s you have enrolled in is not refundable under any circumstances.

Any pre-paid tuition fees are held in trust until the commencement of the course.

This agreement and the availability of complaints and appeals processes does not remove the right of the student to take action under Australia's Consumer Protection laws.

Cancellation before course commencement

If a student withdraws/cancels from a course prior to the scheduled commencement date, tuition fees prepaid will be refunded (not including any application fee).

Cancellation/withdrawal after course commencement

If a student withdraws from a Qualification course after the scheduled commencement date, then the student must complete a Withdrawal Form and is obligated to pay the full course fees equivalent to their term of enrolment as per the applicable fee schedule for your enrolled course/s. All fees for this term must be paid even if you are asked to leave the college for non-compliance of school rules, or if your visa is cancelled.

If a student withdraws from a Short course all fees are due and payable even if you get a job or leave during the course.

If the school cancels a course, all fees will be refunded (incl. application fee) or transferred to a future course.

All withdrawals will be considered on a case by case basis. The scheduled commencement date, and the date of the Withdrawal Form becomes your enrolment period. Any calculations will be based on this enrolment period. At the school's discretion any final account will be calculated using the applicable fee schedule. Once a period of study has commenced, then fees are due for that whole period of study e.g. month, term.

Please visit www.brishair.com.au for full details of Refund Policy and Fee Schedule.

Requests for Refunds

Applications for refunds must be made on an "Application for Refund Form" & submitted as soon as practicable. If a student is under 18 years of age a guardian must co-sign the Application for Refund form.

The school will consider extenuating circumstances and reserves the right to decide if it will pay a refund. Please contact our Director in writing.

Refunds are only paid in AUD\$ and will take up to 21 working days to process from the date we receive the completed Application for Refund.

If a student's fees remain outstanding no certificates or statements will be issued.

Course Deferment

Students physically unable to continue their studies due to exceptional circumstances may complete a "Course Deferment Form" and an interview with the principal. A deferment is valid for up to 3 months from the date it is granted. Fees due during deferment must continue to be paid.

Any refund in relation to tuition fees and non-tuition fees in the case of student default and provider default are paid to the student or person who pays the fees via reverse transactions back to the same payment method. The refund will be credited into the same account payments came from, unless written authorisation is given by the student/guardian in favour of another party.

**FEE SCHEDULE -**

ENROLLMENT PERIOD (Term)		Cert III In Nail Technology 3 DAYS p/wk 36wks max Dom & Intl 2 Terms \$1000	Cert III In Makeup 3 DAYS p/wk 36wks max Dom & Intl 2 Terms \$1000	Cert III In Beauty Services 3 DAYS p/wk 36 wks Dom & Intl 3 Terms \$1000	Cert IV In Beauty Therapy 3 DAYS p/wk 48 wks 65 wks 4 Terms 5 Terms DOMESTIC INTL \$1000 \$1000	Diploma Of Beauty Therapy 3 DAYS p/wk 50 wks 79 wks 4 Terms 6 Terms DOMESTIC INTL \$1000 \$1000
BEAUTY						
1		50%	50%	34%	25% 25%	25% 24%
2		50%	50%	33%	25% 25%	25% 24%
3				33%	25% 24%	25% 24%
4					25% 24%	25% 24%
5					2%	2%
6						2%

Payment Options

PAYMENT PLANS

To make your tuition affordable, pre-approved payment plans are available at no extra cost to you. These plans are outlined during your interview and tour.

Pre-Approved payment plans are offered for your convenience; course deposit fee is due with your enrolment documents and is non-refundable. Tool kit fees are due before commencement date. AAHB are happy to consider alternative plans to suit your needs. Please submit your preferred payment plan in writing with your application for consideration on a case by case basis. A 5% administration fee will apply if your payment is more than seven (7) days late.

COURSE FEES

Fees can be paid by Cash, EFTPOS or Internet Transfer. Bank details are on page two of the enrolment form.

Please provide by e-mail (admin@brishair.com.au) a copy of the bank documentation so we can start processing your enrolment application. (AAHB does not accept Diners or American Express Cards)

Additional fees

- At the completion of your enrolment period you will be given 20 free days of training to complete your course. A tuition fee of AUD\$60 per day applies if you fail to complete a course within this time.
- Purchase of a standard kit is sufficient to meet the requirements of the qualification.

CERTIFICATE 3 GUARANTEE PROGRAM

The Certificate 3 Guarantee is a key initiative under the Queensland Government's five-year training reform action plan, Great skills. Real opportunities. The Certificate 3 Guarantee provides a government subsidy to support eligible individuals to complete their first post-school certificate III qualification. It also supports Queensland's Year 12 graduates to transition to employment by providing fee-free training in high priority qualifications.

Please contact our office for more information on funding and eligibility criteria for the Certificate 3 Guarantee program.

Price Schedule

Certificate II in Retail Cosmetics - SHB20116 (subject to availability)

Application Fee (non refundable)	\$500
Tool Kit & Materials	\$200
Tuition Fees (payment plan available)	\$2,300
TOTAL COST (includes kit)	\$3,000

Certificate III in Nail Technology - SHB30315 *Cert 3 Guarantee (2 terms)

Application Fee (non refundable)	\$1,000
Tool Kit & Materials	\$500
Tuition Fees (payment plan available)	\$3,000
TOTAL COST	\$4,500

Certificate III in Make-up - SHB30215 (2 terms)

Application Fee (non refundable)	\$1,000
Tool Kit & Materials	\$500
Tuition Fees (payment plan available)	\$3,000
TOTAL COST	\$4,500

Certificate III in Beauty Services - SHB30115 *Cert 3 Guarantee (3 terms)

Application Fee (non refundable)	\$1,000
Tool Kit & Materials	\$500
Tuition Fees (payment plan available)	\$4,000
TOTAL COST	\$5,500

Certificate IV in Beauty Therapy - SHB40115 (4 terms)

Application Fee (non refundable)	\$1,000
Tool Kit & Materials	\$800
Tuition Fees (payment plan available)	\$10,000
TOTAL COST	\$11,800

Diploma of Beauty Therapy - SHB50110 (4 terms)

Application Fee (non refundable)	\$1,000
Tool Kit & Materials	\$800
Tuition Fees	\$11,000
TOTAL COST	\$12,800

Diploma of Salon Management - SHB50216

Application Fee (non refundable)	\$1,000
Tuition Fees (payment plan available)	\$4,000
TOTAL COST	\$5,000

GOVERNMENT FUNDED & UPGRADING COURSES

As a student you may be eligible for specific government funding. Please be aware that you must meet eligibility requirements before enrollment can be finalised. In Queensland support is currently available under:

Certificate 3 Guarantee - Current Queensland Governments co-contribution is \$2,280 (non concession) or \$3,040 (full concession)

The Certificate 3 Guarantee supports eligible individuals to complete their first post-school certificate III level qualification (students will no longer be eligible for a government-subsidised training place under this program once they complete the qualification level targeted through the program) and increase their skills to move into employment, re-enter the workforce or advance their career. The program also supports school students to access training and Queensland's Year 12 graduates to transition to employment by providing fee-free training in high priority qualifications.

For more information on the Certificate 3 Guarantee, including eligibility requirements, subsidy information, concessional student status and program related documents please read the Certificate 3 Guarantee student fact sheet and other information available at www.training.qld.gov.au/certificate3guarantee.

Cost of upgrading to additional courses varies depending on units required, please talk to your AAHB consultant about your specific needs.

Prices subject to change - E&OE

Pre-Approved payment plans are available on all courses, please speak to the AAHB enrolments staff for more information.

Units of Competency

SHB20116 - Certificate II in Retail Cosmetics	
Core Units (10)	
BSBWHS201	Contribute to health and safety of self and others
SHBBCCS001	Advise on beauty products and services
SHBBMUP002	Design and apply make-up
SHBXCCS001	Conduct salon financial transactions
SHBXCCS004	Recommend products and services
SHBXIND001	Comply with organisational requirements within a personal services environment
SHBXIND002	Communicate as part of a salon team
SIRRMER001	Produce visual merchandise displays
SIRXIND003	Organise personal work requirements
SIRXSL001	Sell to the retail customer
Elective Units (5)	
BSBSUS201	Participate in environmentally sustainable work practices
SHBBRES001	Research and apply beauty industry information
SIRRINV001	Receive and handle retail stock
SHBBFAS001	Provide lash and brow services
SHBBMUP003	Design and apply make-up for photography

SHB30215 - Certificate III in Make-Up	
CRICOS Course Code - 092338A	
Core Units (9)	
SHBBMUP002	Design and apply make-up
SHBBMUP003	Design and apply make-up for photography
SHBBMUP004	Design and apply remedial camouflage make-up
SHBBMUP005	Apply airbrushed make-up
SHBBMUP006	Design and apply creative make-up
SHBBRES001	Research and apply beauty industry information
SHBXCCS002	Provide salon service to clients
SHBXIND001	Comply with organisational requirements within a personal services environment
SHBXWHS001	Apply safe hygiene, health and work practices
Elective Units (6)	
SHBBCCS001	Advise on beauty products and services
SHBBFAS001	Provide lash and brow services
SHBBMUP001	Apply eyelash extension
SHBBBOS001	Apply cosmetic tanning products
SHBXCCS001	Conduct salon financial transactions
SIRRMER001	Produce visual merchandise displays

SHB30315 - Certificate III in Nail Technology	
CRICOS Course Code - 092337B	
Core Units (11)	
SHBBCCS001	Advise on beauty products and services
SHBBNLS001	Provide manicure and pedicure services
SHBBNLS002	Apply gel nail enhancements
SHBBNLS003	Apply acrylic nail enhancements
SHBBNLS004	Apply Nail Art
SHBBNLS005	Use electric file equipment for nail services
SHBBRES001	Research and apply beauty industry information
SHBXCCS001	Conduct salon financial transactions
SHBXCCS002	Provide salon services to clients
SHBXIND001	Comply with organisational requirements within a personal services environment
SHBXWHS001	Apply safe hygiene, health and work practices
Elective Units (4)	
SHBBNLS006	Apply advanced nail art
BSBSMB304	Determine resource requirements for the micro business
SIRRMER001	Produce visual merchandise displays
SIRRMER001	Receive and handle retail stock

SHB30115 - Certificate III in Beauty Services	
CRICOS Course Code 089085K	
Core Units (11)	
SHBBBOS001	Apply cosmetic tanning products
SHBBCCS001	Advise on beauty products and services
SHBBFAS001	Provide lash and brow services
SHBBHRS001	Provide waxing services
SHBBMUP002	Design and apply make-up
SHBBNLS001	Provide manicure and pedicure services
SHBBRES001	Research and apply beauty industry information
SHBXCCS001	Conduct salon financial transactions
SHBXCCS002	Provide salon services to clients
SHBXIND001	Comply with organisational requirements within a personal services environment
SHBXWHS001	Apply safe hygiene, health and work practices
Elective Units (4)	
SHBBMUP001	Apply eyelash extensions
SHBBMUP003	Design and apply make-up for photography
SIRRMER001	Produce visual merchandise displays
SHBBMUP004	Design and apply remedial camouflage make-up

SHB50115 - Diploma of Beauty Therapy	
CRICOS Course Code 089041M	
Core Units (13)	
SHBBBOS002	Provide body massages
SHBBBOS003	Provide body treatments
SHBBFAS001	Provide lash and brow services
SHBBFAS002	Provide facial treatments and skin care recommendations
SHBBFAS003	Provide specialised facial treatments
SHBBHRS001	Provide waxing services
SHBBMUP002	Design and apply make-up
SHBBNLS001	Provide manicure and pedicure services
SHBBRES001	Research and apply beauty industry information
SHBXCCS001	Conduct salon financial transactions
SHBXCCS002	Provide salon services to clients
SHBXIND001	Comply with organisational requirements within a personal services environment
SHBXWHS001	Apply safe hygiene, health and work practices
Elective Units (12)	
SHBBBOS004	Provide aromatherapy massages
SHBBBOS005	Use reflexology relaxation techniques in beauty treatments
SHBBCCS002	Prepare personalised aromatic plant oil blends for beauty treatments
SHBBSPA003	Provide stone therapy massages
SHBBSPA004	Provide Indian head massages for relaxation
SHBBINF001	Maintain infection control standards
SHBBBOS001	Apply cosmetic tanning products
SHBBCCS001	Advise on beauty products and services
SHBBHRS002	Provide female intimate waxing services
SHBBMUP003	Design and apply make-up for photography
SHBBMUP004	Design and apply remedial camouflage make-up
SHBBSKS005	Provide micro-dermabrasion treatments

SHB40115 - Certificate IV in Beauty Therapy	
CRICOS Course Code 089062F	
Core Units (13)	
SHBBBOS001	Apply cosmetic tanning products
SHBBBOS002	Provide body massages
SHBBBOS003	Provide body treatments
SHBBFAS001	Provide lash and brow services
SHBBFAS002	Provide facial treatments and skin care recommendations
SHBBHRS001	Provide waxing services
SHBBMUP002	Design and apply make-up
SHBBNLS001	Provide manicure and pedicure services
SHBBRES001	Research and apply beauty industry information
SHBXCCS001	Conduct salon financial transactions
SHBXCCS002	Provide salon services to clients
SHBXIND001	Comply with organisational requirements within a personal services environment
SHBXWHS001	Apply safe hygiene, health and work practices
Elective Units (6)	
SHBBINF001	Maintain infection control control standards
SHBBCCS001	Advise on beauty products and services
SHBBMUP003	Design and apply make-up for photography
SHBBMUP004	Design and apply make-up for remedial camouflage make-up.
SHBBSKS005	Provide micro-dermabrasion treatments
SHBBFAS003	Provide specialised facial treatments

SHB50216 - Diploma of Salon Management	
CRICOS Course Code 078696G	
Core Units (7)	
BSBHRM404	Review human resource functions
BSBHRM506	Manage recruitment selection and induction processes
BSBSUS501	Develop workplace policy and procedures for sustainability
SHBXPSM001	Lead teams in a personal services environment
SHBXPSM002	Manage treatment services and sales delivery
SHBXPSM003	Promote a personal services business
SHBXWHS002	Provide a safe work environment
Elective Units (3)	
BSBSMB406	Manage small business finances
BSBSMB304	Determine resource requirements for the micro business
SHBXPSM004	Develop a product and service range

Note: All units listed in the competency tables must be completed to a satisfactory level to achieve your Certificate or Diploma as required through the institutional pathway.

Price Schedule

Certificate II in Salon Assistant - SHB20216

(Pre-Vocational Study Program (VETiS) & Fee for Service)

Application Fee (non refundable) VETiS	\$0
Cert II tool kit	INC
Tuition Fees	\$0
TOTAL COST FOR VETiS Students (see below for eligibility)	\$0
Application Fee (non refundable) Fee for Service	\$500
Cert II tool kit	INC
Tuition Fees (payment plan available)	\$2,000
TOTAL COST	\$2,500

Certificate III in Barbering - SHB30516

Application Fee (non refundable)	\$1,000
Tool Kit (Industry kit including mannequins)	\$950
Tuition Fees (payment plan available)	\$7,000
TOTAL COST	\$8,950

Certificate III in Hairdressing - SHB30416

Application Fee (non refundable)	\$1,000
BSH Industry starter kit	\$1,100
Tuition Fees (payment plan available)	\$9,000
TOTAL COST	\$11,100

Certificate IV in Hairdressing - SHB40216

Application Fee (non refundable)	\$1,000
Tuition Fees (payment plan available)	\$3,500
TOTAL COST	\$4,500

Diploma of Salon Management - SHB50216

Application Fee (non refundable)	\$1,000
Tuition Fees (payment plan available)	\$4,000
TOTAL COST	\$5,000

Barber Pathway Programme

Application Fee	\$1,000
Industry Starter Tool kit (must be purchased on or before course commencement)	\$795
Tuition Fees (payment plan available)	\$2,200
TOTAL COST	\$3,995

Vocational Education and Training in Schools (VETiS)

VETiS is the delivery of nationally recognised qualifications to school students, providing them with the skills and knowledge required for employment in specific industries. VETiS qualifications can be undertaken in years 10, 11 and 12, and can count towards the Queensland Certificate of Education. Please note that all VETiS courses must be completed at least four (4) weeks prior to year 12 completion date.

Fees

VETiS funded by the VET investment budget must be fee-free for students. The government determines the level of subsidy available as a public contribution to the cost of the training, and provides the maximum subsidy for VETiS students in most circumstances. It is intended that the level of subsidy for each VETiS qualification should cover the costs associated with participating in the training.

Prices subject to change - E&OE

Pre-Approved payment plans are available on all courses, please speak to BSH/BSB/GCSH enrolments staff for more information.

SHB20216 - Certificate II in Salon Assistant	
Core Units (8)	
BSBWHS201	Contribute to health and safety of self and others
SHHBAS001	Provide Shampoo and basin services
SHBHDES001	Dry hair to shape
SHBHIND001	Maintain and organise tools, equipment and work areas
SHBXCCS001	Conduct salon financial transactions
SHBXCCS003	Greet and prepare for salon services
SHBXIND001	Comply with organisational requirements within a personal services environment
SHBXIND002	Communicate as part of a salon team
Elective Units	
SHBHCLS001	Apply hair colour products
SHBHDES002	Braid hair
SIRRMER001	Produce visual merchandise displays
SHBHIND002	Research and use hairdressing industry information

SHB30516 - Certificate III in Barbering	
CRICOS Course Code - 092335D	
Core Units (21)	
BSBSUS201	Participate in environmentally sustainable work practices
SHHBAS001	Provide shampoo and basin services
SHBHCUT001	Design haircut structures
SHBHCUT002	Create one length or solid haircut structures
SHBHCUT003	Create graduated haircut structures
SHBHCUT004	Create layered haircut structures
SHBHCUT005	Cut hair using over-comb techniques
SHBHCUT007	Create combined traditional and classic men's haircut structures
SHBHCUT009	Cut hair using freehand clipper techniques
SHBHCUT011	Design and maintain beards and moustaches
SHBHCUT012	Shave heads and faces
SHBHCUT013	Provide men's general grooming services
SHBHDES001	Dry hair to shape
SHBHIND001	Maintain and organise tools, equipment and work areas
SHBHIND003	Develop and expand a client base
SHBHTRI001	Identify and treat hair and scalp conditions
SHBXCCS001	Conduct salon financial transactions
SHBXCCS002	Provide salon services to clients
SHBXIND001	Comply with organisational requirements within a personal services environment
SHBXIND002	Communicate as part of a salon team
SHBXWHS001	Apply safe hygiene, health and work practices
Electives	
SHHBAS002	Provide head, neck & shoulder massages for relaxation
SHBCCCS004	Recommend products and services
SIRRVIN001	Receive and handle stock
SIRRMER001	Produce visual merchandise displays
SHBHCUT010	Create haircuts using tracks and carving

SHB30416 - Certificate III in Hairdressing	
CRICOS Course Code 078697F	
Core Units (21)	
BSBSUS201	Participate in environmentally sustainable work practices
SHHBAS001	Provide shampoo and basin services
SHBHCLS002	Colour and lighten hair
SHBHCLS003	Provide full and partial head highlighting treatments
SHBHCLS004	Neutralise unwanted colours and tones
SHBHCLS005	Provide on scalp full head and retouch bleach treatments
SHBHCUT001	Design haircut structures
SHBHCUT002	Create one length or solid haircut structures
SHBHCUT003	Create graduated haircut structures
SHBHCUT004	Create layered haircut structures
SHBHCUT005	Cut hair using over-comb techniques
SHBHDES003	Create finished hair designs
SHBHIND001	Maintain and organise tools, equipment and work areas
SHBHIND003	Develop and expand a client base
SHBhref002	Straighten and relax hair with chemical treatments
SHBHTRI001	Identify and treat hair and scalp conditions
SHBXCCS001	Conduct salon financial transactions
SHBXCCS002	Provide salon services to clients
SHBXIND001	Comply with organisational requirements within a personal services environment
SHBXIND002	Communicate as part of a salon team
SHBXWHS001	Apply safe hygiene, health and work practices
Electives	
SHBHCUT006	Create combined haircut structures
SHBHCUT007	Create combined traditional and classic men's haircut structures
SHBHDES004	Create classic long hair up-styles
SIRRMER001	Produce visual merchandise displays
SHBXCCS004	Recommend products and services
SHBhref003	Straighten and relax hair with protein treatments
SIRRVIN001	Receive and handle retail stock

SHB50216 - Diploma of Salon Management	
CRICOS Course Code 078696G	
Core Units (7)	
BSBHRM404	Review human resource functions
BSBHRM506	Manage recruitment selection and induction processes
BSBSUS501	Develop workplace policy and procedures for sustainability
SHBXPSM001	Lead teams in a personal services environment
SHBXPSM002	Manage treatment services and sales delivery
SHBXPSM003	Promote a personal services business
SHBXWHS002	Provide a safe work environment
Elective Units	
BSBSMB406	Manage small business finances
BSBSMB304	Determine resource requirements for the micro business
SHBXPSM004	Develop a product and service range

Barber Pathway Programme	
9 units to be completed:	
SHBHCUT001	Design haircut structures
SHBHCUT002	Create one length or solid haircut structures
SHBHCUT003	Create graduated haircut structures
SHBHCUT005	Cut hair using over-comb techniques
SHBHCUT011	Design and maintain beards and moustaches
SHBHCUT012	Shave heads and faces
SHBHIND001	Maintain and organise tools, equipment and work areas
SHBXIND002	Communicate as part of a salon team
SHBXWHS001	Apply safe hygiene, health and work practices

SHB40216 - Certificate IV in Hairdressing	
CRICOS Course Code 078695G	
11 units must be completed	
SHBHTLS001	Provide technical leadership to hairdressing teams
SHBHTLS002	Research and use hairdressing trends to advance creative work
Group A - Hairdressing Technical	
SHBHCLS006	Solve complex colour problems
SHBHCLS007	Enhance hair designs using creative colouring and lightening techniques
SHBHCUT006	Create combined haircut structures
SHBHCUT008	Design and perform creative haircuts
SHBHDES004	Create classic long hair up-styles
SHBHDES005	Select and apply hair extensions
SHBHDES006	Design and style long hair creatively
SHBHREF003	Straighten and relax hair with protein treatments
Group B - General Electives	
SHBBMUP003	Design and apply make-up for photography
SHBHTLS003	Work as a session stylist** (on availability)

