

Vocational Education & Training Prospectus 2020



Contents

2	2020 VET COURSE GUIDE	
3	Welcome	
4	HLT42015 CERTIFICATE IV IN MASSAGE THERAPY	
	<i>Course Overview</i>	<i>Professional Accreditation & Career Opportunities</i>
	<i>Course Duration & Delivery</i>	<i>Course structure</i>
	<i>Assessment</i>	<i>2020 Course Fees</i>
	<i>Entry Requirements</i>	<i>How to Apply</i>
8	HLT52015 DIPLOMA OF REMEDIAL MASSAGE	
	<i>Course Overview</i>	<i>Professional Accreditation & Career Opportunities</i>
	<i>Course Duration & Delivery</i>	<i>Course structure</i>
	<i>Assessment</i>	<i>2020 Course Fees</i>
	<i>Entry Requirements</i>	<i>How to Apply</i>
12	HLT52115 DIPLOMA OF TRADITIONAL CHINESE MEDICINE (TCM) REMEDIAL MASSAGE (A)	
	<i>Course Overview</i>	<i>Professional Accreditation & Career Opportunities</i>
	<i>Course Duration & Delivery</i>	<i>Course structure</i>
	<i>Assessment</i>	<i>2020 Course Fees</i>
	<i>Entry Requirements</i>	<i>How to Apply</i>
16	HLT52115 DIPLOMA OF TRADITIONAL CHINESE MEDICINE (TCM) REMEDIAL MASSAGE (B)	
	<i>Course Overview</i>	<i>Professional Accreditation & Career Opportunities</i>
	<i>Course Duration & Delivery</i>	<i>Course structure</i>
	<i>Assessment</i>	<i>2020 Course Fees</i>
	<i>Entry Requirements</i>	<i>How to Apply</i>
20	FEES POLICY FOR DOMESTIC STUDENTS	
22	FEES POLICY FOR INTERNATIONAL STUDENTS	
24	APPLICATION PROCESS	

2020 VET Course Guide

CODE	COURSE TITLE	MODE	ENROLMENT	DURATION	VSL APPROVED
HLT40215	Certificate IV in Massage Therapy	On-campus	Term 1, Term 3	6 months	No
HLT52015	Diploma of Remedial Massage	On-campus	Term 1, Term 3	12 months	Yes
HLT52115	Diploma of Traditional Chinese Medicine (TCM) Remedial Massage	On-campus	Term 1, Term 3	12 months	No

Academic Calendar 2020

TERM 1

Orientation	9 February
Term 1 start	10 February
Term 1 end	29 March
Term 1 Break	30 March—12 April

TERM 2

Term 2 start	13 April
Term 2 end	28 June
Term 2 Break	29 June—12 July

TERM 3

Term 3 start	27 July
Term 3 end	13 September
Term 3 Break	14 September—27 September

TERM 4

Term 4 start	28 September
Term 4 end	13 September
Term 4 Break	21 December—24 January 2020

Welcome

I am delighted that you are interested in studying at the Sydney Institute of Traditional Chinese Medicine (SITCM).

SITCM has been providing vocational education and training in remedial massage and TCM remedial massage for more than 10 years. We are a progressive institution, established to promote the growth and development of a broader system of health delivery within our community and the health profession.

Our Diplomas in Remedial Massage and TCM Remedial Massage have all been designed to ensure that you are supported to get the most out of your SITCM experience. By choosing SITCM, you are joining one of Australia's well established and most respected institutions of vocational education and training.

The training at SITCM is designed to empower graduates to serve the community in a variety of ways, through primary health care, ongoing education programs, and working alongside other healthcare professionals in various clinical settings. Graduates are empowered to work in a professional and ethical manner and to raise community confidence in the remedial massage industry.

On behalf of the SITCM community, I thank you for your interest and hope to welcome you in the near future.



Yifan Yang

CEO

Through its VET courses, SITCM aims to:

- * *Provide high quality accredited vocational education & training (VET) courses;*
- * *Provide accredited remedial massage education and training;*
- * *Inculcate and maintain high professional standards within the Institute and amongst staff and students;*
- * *Develop graduate industry-ready practitioners who value continuing professional development and are prepared to contribute meaningfully to the community of remedial massage practice;*
- * *Enhance the health of the broader community through the promotion of remedial massage as a valid alternative form of healthcare;*
- * *Comply with professional and industry bodies and health regulators.*

HLT42015

Certificate IV in Massage Therapy

Course Overview

This qualification is suitable for students who are wishing work as a professional massage therapist in Australia. It provides students with skills in therapeutic relaxation massage as well as basic health assessment. It does not reflect the role of a remedial massage therapist.

Student who complete this course may decide to undertake further studies in the area of remedial massage such as the HLT52015 Diploma of Remedial Massage, or Chinese medicine such as the HLT52115 Diploma of Traditional Chinese Medicine (TCM) Remedial Massage.

Course Duration & Delivery

The course is campus-based and includes practical clinic activities to be undertaken on campus at SITCM Teaching Clinic. It is delivered on a full-time basis over 24 weeks (2 terms). The course comprises of 14 weeks' face-to-face tuition (which includes theory classes and clinical practice), 4 weeks' intensive block practice, 2 weeks' assignment submission and 4 weeks' term break.

Training is conducted by face-to-face tuition in a classroom and clinic environment at the Dixon Street campus, and includes lectures, tutorials, class discussions, case scenarios, case histories, demonstrations, and practical on-site clinic activities. Students are also required to complete personal study time for each module of the program. The personal study can be conducted in any location, and SITCM will provide rooms and facilities if students wish to study on campus. All practical clinic activities are undertaken at SITCM Teaching Clinic. There is no work placement arrangement for this course.

Assessment

Assessment tasks include written tasks, demonstration, group work assignment and role play. Further evidence is gathered by clinic supervisors, who are also qualified assessors, who observe the student continuously whilst they are in the clinic. This allows the assessment of multiple skills and knowledge integrated into actual clinical massage activities and performance. Students will be required to complete a minimum of 44 client massage therapy treatments.

Entry Requirements

All applicants must:

- Be 18 years of age or over at the time that they commence the course for which they have applied; and
- Provide a copy of their Australian Senior Secondary Certificate of Education (year 12 certificate) or evidence of successful completion of an Australian Qualification Framework (AQF) Certificate IV or higher qualification.
- If the applicant does not have an Australian year 12 Certificate or have not successfully completed an AQF Certificate IV or higher qualification, they are required to undertake a Language, Literacy and Numeracy (LLN) test at SITCM and be assessed as competent at Exit Level 3 in the Australian Core Skills Framework in both reading and numeracy.

International applicants must have an IELTS score of 5.5 or above (or equivalent) and must provide documentation to that effect. Equivalent English language test scores include the following:

- Test of English as a Foreign Language (TOEFL) paper-based score of 527 or above; or internet-based test score of 46 or above;
- Cambridge English: Advanced (Certificate in Advanced English) score of 162 or above;
- Pearson Test of English (PTE) Academic score of 42 or above.

Professional Association

At the successful completion of the Certificate IV, students will be eligible to join ATMS and AMT.

Career Opportunities

Attainment of this qualification may lead to opportunities to work as massage therapists who provide general health maintenance treatments. Practitioners may be self-employed or work within a larger health service.



Course Structure

Module Code & Title	Unit Code	Unit Name
Stage One		
COM-1 Common 1	CHCCOM006	Establish and manage client relationships
	CHCDIV001	Work with diverse people
	CHCLEG003	Manage legal and ethical compliance
	BSBSMB404	Undertake small business planning
	HLTAID003 ¹	Provide first aid (via credit transfer)
HMS Human Medical Science	HLTAAP002	Confirm physical health status
	HLTAAP003	Analyse and respond to client health information
CLP-1 Clinic Practice 1	Clinic Practice component of COM-1 and HMS	
Stage Two		
SPE-1 Specialisation 1	HLTMSG001	Develop massage practice
	HLTMSG002	Assess client massage needs
	HLTREF002	Provide reflexology for relaxation
SPE-2 Specialisation 2	HLTMSG004	Provide massage treatments
	HLTINF004	Manage the control of infection
	HLTWHS004	Manage work health and safety
CLP-2 Clinic Practice 2	Clinic Practice component of SPE-1 and SPE-2	

¹The unit HLTAID003 will be delivered and assessed by an accredited training company and is granted via credit transfer. The cost of first aid training is NOT covered by tuition fees.



2020 Course Fees

Student	Tuition Fee	Enrolment Fee
Domestic	\$4,203	N/A
International	\$5,725	\$285 (Non-refundable; payable upon accepting offer)

Please peruse the relevant fees policy on pages 20-23 before applying for enrolment

- Tuition fees DO cover the charges for tuition administration, initial uniform and clinical placement handbook.
- Tuition fees DO NOT cover the charges for the third re-assessment of an assessment item, first aid training, accommodation, living expenses, non-compulsory textbooks, additional uniforms, and stationery.

All fees are subject to annual review.

Students will not be permitted to commence or continue their course at the beginning of any term until all outstanding fees, charges or accounts are paid.

Fees are set each year and are payable before each term. The current rate will apply for the academic year of enrolment but may be subject to change in subsequent years in accordance with the rate set by SITCM. All fees, charges and accounts will be payable in advance as determined by SITCM.

How to Apply

Please refer to the Application Process on page 24. If you have any questions, please contact Sydney Institute of Traditional Chinese Medicine by phone, fax or email with the subject line HLT42015.

HLT52015

Diploma of Remedial Massage

Course Overview

This qualification is suitable for students who are wishing work as a professional remedial massage therapist; it provides students with advance massage and health assessment techniques for management of musculoskeletal and some chronic health conditions.

Students who complete this course may decide to undertake further studies in the area of Traditional Chinese medicine, such as the Bachelor of Traditional Chinese Medicine (BTCM).

Course Duration & Delivery

The program is campus-based and includes practical clinic activities to be undertaken on campus at SITCM Teaching Clinic. It is delivered on a full-time basis over 51 weeks (4 terms). The course comprises of 28 weeks' face-to-face tuition (which includes theory classes and clinical practice), 9 weeks' intensive block practice, 4 weeks' assignment submission and 10 weeks' holidays between terms.

Training is conducted by face-to-face tuition in a classroom and clinic environment at the Dixon Street campus, and includes lectures, tutorials, class discussions, case scenarios, case histories, demonstrations, and practical on-site clinic activities. Students are also required to complete personal study time for each module of the program. The personal study can be conducted in any location, and SITCM will provide rooms and facilities if the students wish to study on campus. All practical clinic activities are undertaken at SITCM Teaching Clinic. There is no work placement arrangement for this course.

Assessment

Assessment tasks include written tasks, demonstration, group work assignment and role play. Further evidence is gathered by clinic supervisors, who are also qualified assessors, who observe the student continuously whilst they are in the clinic. This allows the assessment of multiple skills and knowledge integrated into actual clinical massage activities and performance. Students will be required to complete a minimum of 134 client massage therapy treatments.

Entry Requirements

All applicants must:

- Be 18 years of age or over at the time that they commence the course for which they have applied; and
- Provide a copy of their Australian Senior Secondary Certificate of Education (year 12 certificate) or evidence of successful completion of an Australian Qualification Framework (AQF) Certificate IV or higher qualification.
- If the applicant does not have an Australian year 12 Certificate or have not successfully completed an AQF Certificate IV or higher qualification, they are required to undertake a Language, Literacy and Numeracy (LLN) test at SITCM and be assessed as competent at Exit Level 3 in the Australian Core Skills Framework in both reading and numeracy.

International applicants must have an IELTS score of 5.5 or above (or equivalent) and must provide documentation to that effect. Equivalent English language test scores, including the following:

- Test of English as a Foreign Language (TOEFL) paper-based score of 527 or above; or internet-based test score of 46 or above;
- Cambridge English: Advanced (Certificate in Advanced English) score of 162 or above;
- Pearson Test of English (PTE) Academic score of 42 or above.

Professional Association

At the successful completion of the Diploma, students will be eligible to join ATMS, ANTA, AMT and FCMA.

Career Opportunities

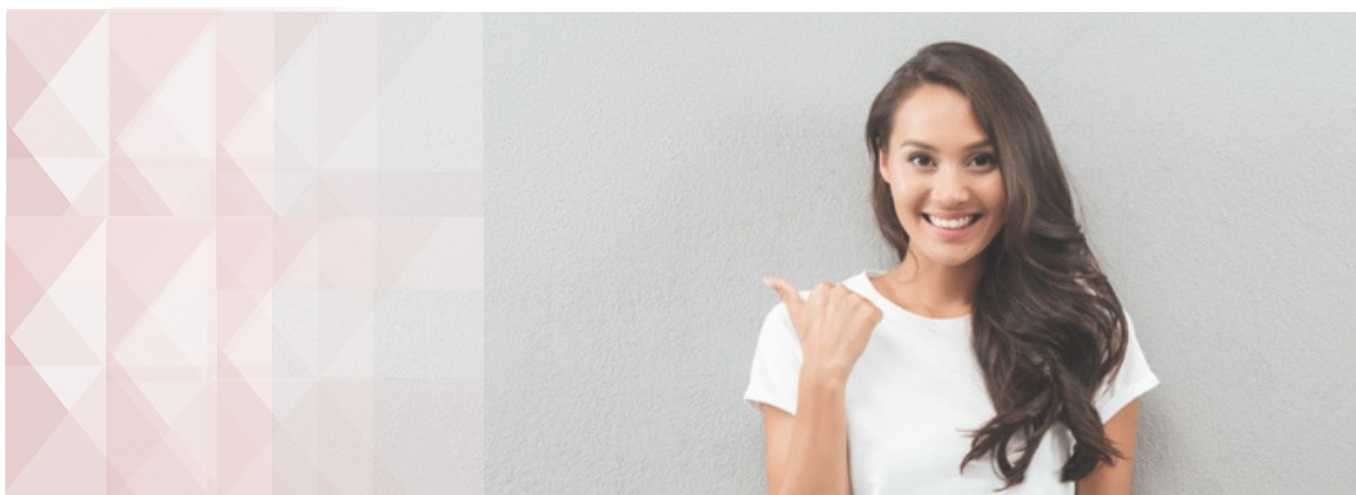
Attainment of this qualification may lead to opportunities to work as massage therapists who provide general health maintenance treatments. Practitioners may be self-employed or work within a larger health service



Course Structure

Module Code & Title	Unit Code	Unit Name
Stage One		
COM-1 Common 1	CHCCOM006	Establish and manage client relationships
	CHCDIV001	Work with diverse people
	CHCLEG003	Manage legal and ethical compliance
	BSBSMB404	Undertake small business planning
	HLTAID003 ²	Provide first aid (via credit transfer)
HMS Human Medical Science	HLTAAP002	Confirm physical health status
	HLTAAP003	Analyse and respond to client health information
CLP-1 Clinic Practice 1	Clinic Practice component of COM-1 and HMS	
Stage Two		
SPE-1 Specialisation 1	HLTMSG001	Develop massage practice
	HLTMSG002	Assess client massage needs
	HLTREF002	Provide reflexology for relaxation
SPE-2 Specialisation 2	HLTMSG004	Provide massage treatments
	HLTINF004	Manage the control of infection
	HLTWHS004	Manage work health and safety
CLP-2 Clinic Practice 2	Clinic Practice component of SPE-1 and SPE-2	
Stage Three		
COM-2 Common 2	CHCPRP003	Reflect on and improve own professional practice
	CHCPRP005	Engage with health professionals and the health system
	CHCPRP002	Collaborate in professional practice
SPE-3 Specialisation 3	HLTMSG005	Provide remedial massage treatments
CLP-3 Clinic Practice 3	Clinic Practice component of COM-2 and HLTMSG005 Provide remedial	
Stage Four		
SPE-4 Specialisation 4	HLTMSG003	Perform remedial massage musculoskeletal
	BSBSMB405	Monitor and manage small business operation
SPE-5 Specialisation 5	HLTMSG006	Adapt remedial massage practice to meet specific needs
	HLTMSG008	Monitor and evaluate remedial massage treatment
CLP-4 Clinic Practice 4	Clinic Practice component of SPE-4 and SPE-5 and HLTMSG005 Provide	

²The unit HLTAID003 will be delivered and assessed by an accredited training company and is granted via credit transfer. The cost of first aid training is NOT covered by tuition fees.



2020 Course Fees

Student	Tuition Fee	Enrolment Fee
Domestic	\$9,890	N/A
International	\$13,480	\$285

Please peruse the relevant fees policy on pages 20-23 before applying for enrolment

- Tuition fees DO cover the charges for tuition administration, initial uniform and clinical placement handbook.
- Tuition fees DO NOT cover the charges for the third re-assessment of an assessment item, first aid training, accommodation, living expenses, non-compulsory textbooks, additional uniforms, and stationery.

All fees are subject to annual review.

Students will not be permitted to commence or continue their course at the beginning of any term until all outstanding fees, charges or accounts are paid.

Fees are set each year and are payable before each term. The current rate will apply for the academic year of enrolment but may be subject to change in subsequent years in accordance with the rate set by SITCM. All fees, charges and accounts will be payable in advance as determined by SITCM.

How to Apply

Please refer to the Application Process on page 24. If you have any questions, please contact Sydney Institute of Traditional Chinese Medicine by phone, fax or email with the subject line HLT52015.

HLT52115

Diploma of Traditional Chinese Medicine (TCM) Remedial Massage (A)

Course Overview

This qualification is suitable for students who are wishing work as a professional remedial massage therapist; it provides students with advance TCM remedial massage and health assessment techniques for management of musculoskeletal, and some of the common health conditions.

Students who complete this course may decide to undertake further studies in the area of Traditional Chinese medicine, such as the Bachelor of Traditional Chinese Medicine (BTCM).

Course Duration & Delivery

The program is campus-based and includes practical clinic activities to be undertaken on campus at SITCM Teaching Clinic. It is delivered on a full-time basis over 51 weeks (4 terms). The course comprises of 28 weeks' face-to-face tuition (which includes theory classes and clinical practice), 9 weeks' intensive block practice, 4 weeks' assignment submission and 10 weeks' holidays between terms.

Training is conducted by face-to-face tuition in a classroom and clinic environment at the Dixon Street campus, and includes lectures, tutorials, class discussions, case scenarios, case histories, demonstrations, and practical on-site clinic activities. Students are also required to complete personal study time for each module of the program. The personal study can be conducted in any location, and SITCM will provide rooms and facilities if the students wish to study on campus. All practical clinic activities are undertaken at SITCM Teaching Clinic. There is no work placement arrangement for this course

Assessment

Assessment tasks include written tasks, demonstration, group work assignment and role play. Further evidence is gathered by clinic supervisors, who are also qualified assessors, who observe the student continuously whilst they are in the clinic. This allows the assessment of multiple skills and knowledge integrated into actual clinical massage activities and performance. Students will be required to complete a minimum of 159 client massage therapy treatments.

Entry Requirements—Domestic

All applicants must:

- Be 18 years of age or over at the time that they commence the course for which they have applied; and
- Provide a copy of their Australian Senior Secondary Certificate of Education (year 12 certificate) or evidence of successful completion of an Australian Qualification Framework (AQF) Certificate IV or higher qualification.
- If the applicant does not have an Australian year 12 Certificate or have not successfully completed an AQF Certificate IV or higher qualification, they are required to undertake a Language, Literacy and Numeracy (LLN) test at SITCM and be assessed as competent at Exit Level 3 in the Australian Core Skills Framework in both reading and numeracy.

Entry Requirements—International

International applicants must have an IELTS score of 5.5 or above (or equivalent) and must provide documentation to that effect. Equivalent English language test scores, including the following:

- Test of English as a Foreign Language (TOEFL) paper-based score of 527 or above; or internet-based test score of 46 or above;
- Cambridge English: Advanced (Certificate in Advanced English) score of 162 or above;
- Pearson Test of English (PTE) Academic score of 42 or above.

Professional Association

At the successful completion of the Diploma, students will be eligible to join ATMS, ANTA, AMT and FCMA.

Career Opportunities

Attainment of this qualification may lead to opportunities to work as a TCM remedial massage therapist who works with clients presenting with soft tissue dysfunction, musculoskeletal imbalance or restrictions in range of motion (ROM). Practitioners may be self-employed or work within a larger health service.



Course Structure

Module Code & Title	Unit Code	Unit Name
Stage One		
COM-1 Common 1	CHCCOM006	Establish and manage client relationships
	CHCDIV001	Work with diverse people
	CHCLEG003	Manage legal and ethical compliance
	BSBSMB404	Undertake small business planning
	HLTAID003 ³	Provide first aid (via credit transfer)
HMS Human Medical Science	HLTAAP002	Confirm physical health status
	HLTAAP003	Analyse and respond to client health information
CLP-1 Clinic Practice 1	Clinic Practice component of COM-1 and HMS	
Stage Two		
SPE-1 Specialisation 1	HLTMSG001	Develop massage practice
	HLTMSG002	Assess client massage needs
	HLTREF002	Provide reflexology for relaxation
SPE-2 Specialisation 2	HLTMSG004	Provide massage treatments
	HLTINF004	Manage the control of infection
	HLTWHS004	Manage work health and safety
CLP-2 Clinic Practice 2	Clinic Practice component of SPE-1 and SPE-2	
Stage Three		
COM-2 Common 2	CHCPRP003	Reflect on and improve own professional practice
	CHCPRP005	Engage with health professionals and the health system
SPE-3(T) Specialisation 3(TCM)	HLTTCM001	Develop Traditional Chinese Medicine (TCM) remedial massage practice
	HLTTCM002	Perform Traditional Chinese Medicine (TCM) remedial massage health assessments
CLP-3(T) Clinic Practice 3(TCM)	Clinic Practice component of COM-2 and SPE-3(T)	
Stage Four		
SPE-4(T) Specialisation 4(TCM)	HLTTCM003	Provide Traditional Chinese Medicine (TCM) remedial massage treatments
SPE-5(T) Specialisation 5(TCM)	HLTTCM004	Adapt Traditional Chinese Medicine (TCM) remedial massage practice to meet specific needs
	HLTTCM005	Monitor and evaluate Traditional Chinese Medicine (TCM) remedial massage treatments
CLP-4(T) Clinic Practice 4(TCM)	Clinic Practice component of SPE-4(T) and SPE-5(T) and HLTTCM002	

³The unit HLTAID003 will be delivered and assessed by an accredited training company and is granted via credit transfer. The cost of first aid training is NOT covered by tuition fees.



2020 Course Fees

Student	Tuition Fee	Enrolment Fee
Domestic	\$8,203	N/A
International	\$13,480	\$285 (Non-refundable; payable upon accepting

Please peruse the relevant fees policy on pages 20-23 before applying for enrolment

- Tuition fees DO cover the charges for tuition administration, initial uniform and clinical placement handbook.
- Tuition fees DO NOT cover the charges for the third re-assessment of an assessment item, first aid training, accommodation, living expenses, non-compulsory textbooks, additional uniforms, and stationery.

All fees are subject to annual review.

Students will not be permitted to commence or continue their course at the beginning of any term until all outstanding fees, charges or accounts are paid.

Fees are set each year and are payable before each term. The current rate will apply for the academic year of enrolment but may be subject to change in subsequent years in accordance with the rate set by SITCM. All fees, charges and accounts will be payable in advance as determined by SITCM.

How to Apply

Please refer to the Application Process on page 24. If you have any questions, please contact Sydney Institute of Traditional Chinese Medicine by phone, fax or email with the subject line HLT52115.

HLT52115

Diploma of Traditional Chinese Medicine (TCM) Remedial Massage (B)

Course Overview

This course is suitable for students who want to advance their skills and knowledge in TCM remedial massage, sports massage and the aromatherapy after the completion of HLT52015 Diploma of Remedial Massage.

Course Duration & Delivery

Program is campus-based and includes practical clinic activities to be undertaken on campus at SITCM Teaching Clinic. It is delivered on a full-time basis over 51 weeks (4 terms). The course comprises of 28 weeks' face-to-face tuition (which includes theory classes and clinical practice), 9 weeks' intensive block practice, 4 weeks' assignment submission and 10 weeks' holidays between terms.

Training is conducted by face-to-face tuition in a classroom and clinic environment at the Dixon Street campus, and includes lectures, tutorials, class discussions, case scenarios, case histories, demonstrations, and practical on-site clinic activities. Students are also required to complete personal study time for each module of the program. The personal study can be conducted in any location, and SITCM will provide rooms and facilities if the students wish to study on campus. All practical clinic activities are undertaken at SITCM Teaching Clinic. There is no work placement arrangement for this course.

Assessment

Assessment tasks include written tasks, demonstration, group work assignment and role play. Further evidence is gathered by clinic supervisors, who are also qualified assessors, who observe the student continuously whilst they are in the clinic. This allows the assessment of multiple skills and knowledge integrated into actual clinical massage activities and performance. Students will be required to complete a minimum of 130 client massage therapy treatments.

Entry Requirements

All applicants must:

- Be 18 years of age or over at the time that they commence the course for which they have applied; and
- Provide a copy of their Australian Senior Secondary Certificate of Education (year 12 certificate) or evidence of successful completion of an Australian Qualification Framework (AQF) Certificate IV or higher qualification.
- If the applicant does not have an Australian year 12 Certificate or have not successfully completed an AQF Certificate IV or higher qualification, they are required to undertake a Language, Literacy and Numeracy (LLN) test at SITCM and be assessed as competent at Exit Level 3 in the Australian Core Skills Framework in both reading and numeracy.

International applicants must have an IELTS score of 5.5 or above (or equivalent) and must provide documentation to that effect. Equivalent English language test scores, including the following:

- Test of English as a Foreign Language (TOEFL) paper-based score of 527 or above; or internet-based test score of 46 or above;
- Cambridge English: Advanced (Certificate in Advanced English) score of 162 or above;
- Pearson Test of English (PTE) Academic score of 42 or above.

Professional Association

At the successful obtain the qualification of HLT52115 Diploma of TCM Remedial Massage; students will be eligible to join ATMS, ANTA, AMT, AACMA and FCMA.

Career Opportunities

Attainment of this qualification may lead to opportunities to work as a TCM remedial massage therapist who works with clients presenting with soft tissue dysfunction, musculoskeletal imbalance, restrictions in range of motion (ROM) or sports injuries. Practitioners may be self-employed or work within a larger health service.

Students who complete this course may decide to undertake further studies in the area of Traditional Chinese medicine, such as the Bachelor of Traditional Chinese Medicine (BTCM).



Course Structure

Module Code & Title	Unit Code	Unit Name
Stage One		
FOM-1 Foundations of Massage 1	BSBWOR203	Work effectively with others
	HLTHPS010	Interpret and use information about nutrition and diet
	HLTAID003 ⁴	Provide first aid (via credit transfer)
FOM-2 Foundations of Massage 2	CHCPOL003	Research and apply evidence to practice
	BSBME301	Interpret and apply medical terminology appropriately
CLP-1 Clinic Practice 1	Clinic Practice component of FOM-1 and FOM-2	
Stage Two		
SPE-1(T) Specialisation 1 (T)	CHCCCS001	Address the needs of people with chronic disease
	CHCAGE001	Facilitate the empowerment of older people
SPE-2(T) Specialisation 2 (T)	SISSSPT307A	Conduct advanced tapping
	HLTARO005	Provide aromatherapy massage treatments
CLP-2 Clinic Practice 2 (T)	Clinic Practice component of SPE-1(T) and SPE-2(T)	
Stage Three		
FOM-3 Foundations of Massage 3	HLTMSG007	Adapt remedial massages practice for athletes
SPE-3(T) Specialisation 3(TCM)	HLTTCM001	Develop Traditional Chinese Medicine (TCM) remedial massage practice
	HLTTCM002	Perform Traditional Chinese Medicine (TCM) remedial massage health assessments
CLP-3(T) Clinic Practice 3(TCM)	Clinic Practice component of FOM-2 and SPE-3(T)	
Stage Four		
SPE-4(T) Specialisation 4(TCM)	HLTTCM003	Provide Traditional Chinese Medicine (TCM) remedial massage treatments
SPE-5(T) Specialisation 5(TCM)	HLTTCM004	Adapt Traditional Chinese Medicine (TCM) remedial massage practice to meet specific needs
	HLTTCM005	Monitor and evaluate Traditional Chinese Medicine (TCM) remedial massage treatments
CLP-4(T) Clinic Practice 4(TCM)	Clinic Practice component of SPE-4(T) and SPE-5(T)	

⁴The unit HLTAID003 will be delivered and assessed by an accredited training company and is granted via credit transfer. The cost of first aid training is NOT covered by tuition fees.



2020 Course Fees

Student	Tuition Fee	Enrolment Fee
Domestic	\$8,203	N/A
International	\$13,480	\$285

Please peruse the relevant fees policy on pages 20-23 before applying for enrolment

- Tuition fees DO cover the charges for tuition administration, initial uniform and clinical placement handbook.
- Tuition fees DO NOT cover the charges for the third re-assessment of an assessment item, first aid training, accommodation, living expenses, non-compulsory textbooks, additional uniforms, and stationery.

All fees are subject to annual review.

Students will not be permitted to commence or continue their course at the beginning of any term until all outstanding fees, charges or accounts are paid.

Fees are set each year and are payable before each term. The current rate will apply for the academic year of enrolment but may be subject to change in subsequent years in accordance with the rate set by SITCM. All fees, charges and accounts will be payable in advance as determined by SITCM.

How to Apply

Please refer to the Application Process on page 24. If you have any questions, please contact Sydney Institute of Traditional Chinese Medicine by phone, fax or email with the subject line HLT52115.



Fees Policy for Domestic Students

This section applies to domestic students who are permanent residents (who are not permanent humanitarian visa holders who are resident in Australia for the duration of the unit of study), and New Zealand citizens enrolled in a VET course of study offered by SITCM. All other students are considered International Students for fees purposes.

1. Tuition Fees

- Tuition fees are indicated above under each course.
- Tuition fees DO cover the charges for tuition administration, initial uniform and clinical placement handbook.
- Tuition fees DO NOT cover the charges for the third re-assessment of an assessment item, first aid training, accommodation, living expenses, non-compulsory textbooks, additional uniforms, and stationery.

2. Incidental Fees

Incidental fees are not covered by tuition fees.

- ◆ Printed copies of record books, workbooks, handouts, module books or other printed matter issued as part of the Training Material that is available online, or are lost or misplaced - \$0.20 is charged per single-sided print (b&w)
- ◆ Copies of Academic Transcripts (Where first copy provided free of charge) \$20.00
- ◆ Copies of Formal Qualifications (Where first copy provided free of charge) \$50.00
- ◆ Student ID Card (Where first copy provided free of charge) \$20.00
- ◆ Re-assessment of an assessment item (Where a student has been provided with two re-attempt opportunities at no cost) \$150.00

3. VET Student Loans

A student can pay their tuition fees for the HLT52015 Diploma of Remedial Massage course using a VET Student Loan.

A VET Student Loan is a loan from the Commonwealth. The loan will remain a personal debt until it is repaid to the Commonwealth. The loan may, until the debt is repaid, reduce a student's take-home (after-tax) wage or salary and may reduce the student's borrowing capacity. A student may wish to seek independent financial advice before applying for a loan.

All students wishing to apply for a VET Student Loan must be assessed for academic suitability to undertake a high level VET qualification. Refer to the VET Student Loan Student Entry Procedure on the SITCM website: <https://www.sitcm.edu.au/vet-courses/vet-fee-help/>

4. Late Enrolment Fee

If a student enrolls in a module of study on or after the start date and prior to the census date, a late enrolment fee of 3% of tuition fee applies to the module of study.

5. Transfer of Fees

No fees will be transferred to other external institutions or persons.

6. Centrelink Benefits

Austudy and Youth Allowance are available for eligible full-time students. Contact Centrelink for further information: www.humanservices.gov.au/customer/dhs/centrelink

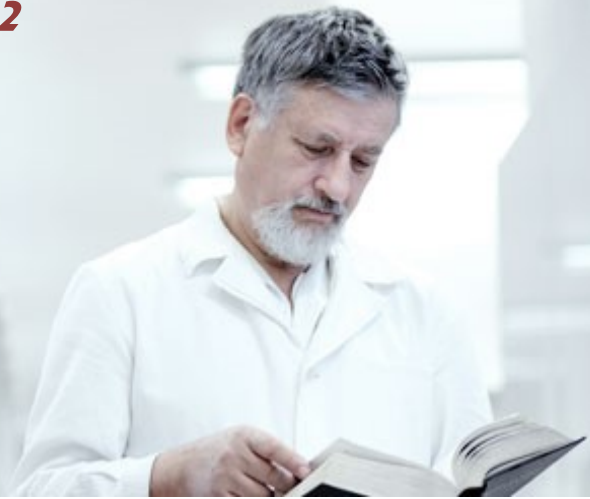
7. Payment by Instalment

Periodic instalments of tuition fees can be arranged with SITCM by application.

8. Refunds

In the event of a student withdrawing from a module on or before the census date for that module, 100% of tuition fees paid for that module will be refunded to the student. In the event of a student withdrawing from a module after the census date for that module, no refund is applicable. For details, refer to the Academic Calendar available at www.sitcm.edu.au/calendar/





Fees Policy for International Students

Please note that Sections 1 and 2 of the Fees Policy for Domestic Students are also applicable to International Students.

Application Fee

International applicants must pay a non-refundable application fee of AUD\$285.00 upon accepting an offer of enrolment.

Late Enrolment Fee

If a student enrolls in a unit of study on or after the start date and prior to the census date, a late enrolment fee of 3% of tuition fee applies to the unit of study.

Transfer of Fees

No fees will be transferred to other external institutions or persons.

Late Payment Fee

If fees are not paid by the due date, a late fee of \$250.00 may be charged, and students may lose their place in the course.

Visa Suspension/Cancellation Policy

If an application for a student visa is rejected for an international student applying for enrolment from offshore, then all tuition fees will be refunded in full provided that documentary evidence is supplied within fourteen (14) days of visa rejection. The application fee will not be refunded.

All requests for a refund must be made in writing. SITCM undertakes to make payment of all refunds within 28 days of receipt of a written application for refund. SITCM will provide a statement that explains how any refund amount has been calculated.

Refund Policy

1. If a student withdraws from a course and supplies SITCM written notification before the course commencement date, 90% of the tuition fees paid will be refunded. The enrolment fee will not be refunded.
2. If a student withdraws from a course within three (3) weeks after the course commencement date, 70% of the tuition fees paid will be refunded. The enrolment fee will not be refunded.
3. If a student withdraws from a course three (3) weeks after the course commencement date, no refund will be made.

Refunds Paid if SITCM Defaults:

- If the offered course does not start on the published or agreed starting day.
- If a course that stops being provided after it starts and before it is completed or if a course is not provided fully to the student because we have had a sanction imposed by either TEQSA, ASQA or DET under the AQTF and the ESOS Act 2000.

SITCM will pay a full refund to all international students within two (2) weeks after the default pay. SITCM will provide all students with a statement that explains how the refund amount has been calculated.

The Refund Policy is subject to review from time to time. Please check the current Refund Policy before accepting an offer. The written agreement (acceptance of an offer), 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.



Application Process

1. After reading the terms and conditions, complete the Student Application Form available at www.sitcm.edu.au/vet-courses/vet-apply/. Attach all required documentation listed on the form.

Alternatively, submit the application form and the necessary documentation to:

Sydney Institute of Traditional Chinese Medicine
PO Box K623
Haymarket, NSW 2000
AUSTRALIA

2. If your application is successful, you will receive an Offer of Enrolment & Acceptance Agreement letter for your nominated course, along with pre-enrolment and fee payment information.

You will need to sign and return the Acceptance Agreement to us, before paying your fees. Please read the Terms and Conditions of Acceptance carefully before signing the agreement.

3. An invoice will be sent to you upon receipt of your payment. International students will also receive an electronic Confirmation of Enrolment (eCoE). The eCoE is used to apply for your student visa.

International students applying to study in Australia will require a student visa. Application for, and processing of, student visas can take up to six months. An application fee applies for visas.

For all visa inquiries and applications, students should contact their local Australian Embassy, High Commission or Diplomatic Mission. It is a student's responsibility to ensure a visa is received in sufficient time to commence studies at SITCM by the commencement date of the offer.

For more information, please contact:

Australian Government embassies, high commissions, consulates, multilateral missions and representative offices <https://dfat.gov.au/about-us/our-locations/missions/Pages/our-embassies-and-consulates-overseas.aspx>

Department of Home Affairs www.immi.gov.au/contacts



VET DOMESTIC STUDENT APPLICATION FORM

Section 1. Instructions

- Complete this form using a black or blue pen. All entries must be written clearly and in **BLOCK** letters.
- Tick that you have attached JP certified copies of the following documents:
 - Identification document (e.g. driver's licence, passport)
 - Unique Student Identifier (USI)
 - Proof of citizenship (e.g. passport, birth certificate, Australian citizenship certificate)
 - Higher school certificate, or interstate/overseas equivalent
 - Copy of all relevant academic certificates and transcripts.

* Qualifications submitted in a language other than English must be accompanied by a certified official translation.
- Return the completed form and supplementary documents to Sydney Institute of Traditional Chinese Medicine (SITCM) via email (administration@sitcm.edu.au), by post (PO Box K623, Haymarket 2000), or in person at the SITCM Administration Office.

Office Use Only

Date Received

Unique Student Identifier

Student Number

Section 2. Personal Details

Have you previously applied to the Sydney Institute of Traditional Chinese Medicine? Yes No

Title: Mr Mrs Miss Ms Dr Other: _____

Family Name: _____ First Name: _____

Date of Birth (dd/mm/yyyy): / / Gender: Male Female

Unique Student Identifier (USI) (please see attached guide): _____

Emergency Contact: _____ Tel No.: _____ Relationship: _____

Section 3. Contact Details

Mailing Address

Street: _____

Suburb: _____

State: _____ Postcode: _____

Tel (Home): _____ Tel (Mobile): _____

Email: _____

Residential Address (if different to mailing address)

Street: _____

Suburb: _____

State: _____ Postcode: _____

Tel (Home): _____ Tel (Mobile): _____

Email: _____

Section 4. Course Information

Course applying for: HLT42015 Certificate IV in Massage Therapy

HLT52015 Diploma of Remedial Massage

HLT52115 Diploma of Traditional Chinese Medicine (TCM) Remedial Massage

Study Mode: Full-time Part-time Course Start Date (Term/Year): _____

Section 5. Citizenship

Student Declaration: I am (*please tick ONE*):

Domestic student: Australian Citizen New Zealand Citizen Australian Permanent Resident

International student: Temporary Resident Other: _____

Section 6. VET STUDENT LOANS

Do you intend to defer all or part of your tuition fee to VET Student Loans? (please tick)

Yes. Please refer to SITCM's VET Student Loans Procedures (available <http://www.sitcm.edu.au/vet-courses/vet-fee-help/>) for eligibility criterion. You will also need to complete a form at least 2 days before the census date for your chosen course.

Contact the Administration Office for more information.

No. Payment plans are available for eligible students. Contact the Administration Office for more information.

Do you have an existing VET FEE-HELP or FEE-HELP debt?

No.

Yes. Please provide your Commonwealth Higher Education Student Support Number (CHESSN) below (leave blank if unknown). CHESSN: _____

VET STUDENT LOANS are NOT available for the HLT42015 Certificate IV in Massage Therapy and HLT52115 Diploma of Traditional Chinese Medicine (TCM) Remedial Massage

Section 7. Cultural Background

Q1. Are you of Aboriginal or Torres Strait Islander Origin? Yes No

Q2. Were you born in Australia? Yes, go to Q4 No, go to Q3

Q3. Which COUNTRY were you born in? _____ Which YEAR did you arrive in Australia? _____

Q4. Do you speak a language other than English at home? No, go to next section Yes, I can speak: _____

Q5. How well do you speak English? Very Well Well Not Well Not at All

Q6. Do you require any language, literacy or numeracy assistance? Yes No

Section 8. Employment Status

Of the following categories, which BEST describes your current employment status?

Full time Employee

Employed - unpaid family worker

Part time Employee

Unemployed - seeking full time work

Self-employed (not employing others)

Unemployed - seeking part time work

Employer

Not employed - not seeking employment

Section 9. Education

What is your highest completed school level?

Year 12, my ATAR score is: _____

Year 11

Year 10

Year 9 or lower

In what year did you complete this year level? _____

What is the HIGHEST educational course you have participated in?

Postgraduate Degree

Higher education sub-degree level course

VET award course - incomplete

Bachelor's Degree

Secondary education

Other qualification

VET award course

Higher education course - incomplete

No prior educational attainment

What YEAR did you last participated in the above qualification? _____

Section 10. Recognition of Prior Learning

Are you intending to apply for Recognition of Prior Learning? Yes No

If YES, please submit a *Recognition of Prior Learning Application* when submitting this application.

Section 11. Disability

Do you have a disability, impairment or long term medical condition which may affect your studies? Yes No

If yes, please indicate the area/s of impairment:

Hearing

Learning

Mobility

Visual

Medical

Other

Section 12. Applicant's Declaration and Signature

I declare that I have read the information on this application form and that the information I have provided is complete and correct.

I understand that the information I have provided will remain private and confidential and may only be used for Government Statistical purposes only.

I understand that I have the right to access and amend personal information that SITCM holds about me, subject to legislation, by contacting the administration office at administration@sitcm.edu.au.

I authorise SITCM to obtain further information with respect to my application and, if necessary, seek confirmation of information provided by me.

I acknowledge that Sydney Institute of Traditional Chinese Medicine reserves the right to vary or reverse any decision regarding admission made on the basis of incorrect, incomplete or fraudulent information.

I understand that the information I have provided will remain private and confidential and may only be used for Government Statistical purposes only, including information requested by the Chinese Medicine Board of Australia about students and the mandatory notification requirements under the Health Practitioner Regulation National Law.

I agree to abide by the regulations and policies of Sydney Institute of Traditional Chinese Medicine.

Signed: _____

Date: _____

Section 13. Office Use Only

Administration Officer use:

Name of staff processing application: _____

Check application:

Completed enrolment application form Yes No

Certified documents Yes No

Certified evidence of date of birth Yes No

Entry requirements evidence Yes No

Proof of citizenship or residency status Yes No

Date sent to Registrar: _____

Signature: _____

Registrar use:

Name: _____

Date received: _____

Online application file created? Yes No

Application documentation is completed?

No. Date requested outstanding documentation:

Yes:

Student is 18 years or older? Yes No

Entry requirements satisfied? Yes No

Interview required? Yes, for serious health issues

No

Signature: _____

Registrar use:

Date of offer letter: _____

Date sent back to admin staff: _____

Date sent offer letter to applicant: _____

Applicant returned signed offer letter? Yes No

Date sent enrolment package to applicant: _____

Date documentation finalised: _____

Date filed: _____

Sydney Institute of Traditional Chinese Medicine

CRICOS Provider No: 01768K

International Student Application Form		
PERSONAL DETAILS (Please attach a copy of the biodata page of your passport)		
Family Name:		
Given Names:		
Date of Birth (dd/mm/yy):	Place of Birth:	Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female
Email Address (all correspondence will be sent by email):		
Home Address (permanent address in your home country):		
City:	Postcode:	Country: Home Phone: Mobile:
Australian Address (complete if currently living in Australia):		
City:	Postcode:	Home Phone: Mobile:
EDUCATION DETAILS (Please attach a copy of all relevant transcripts and certificates)		
Highest Level of Education	<input type="checkbox"/> School <input type="checkbox"/> Institute <input type="checkbox"/> Technical Institute <input type="checkbox"/> University	
Name of Institution(s)	1. _____	Year Completed: _____
	2. _____	Year Completed: _____
Are you currently enrolled in another course in Australia? <input type="checkbox"/> No <input type="checkbox"/> Yes; Date Started: _____		
ENGLISH LANGUAGE PROFICIENCY (See the Student Prospectus for English language requirements)		DISABILITY
Please indicate which of the following applies to you (must provide certified evidence):		Do you have a disability, impairment or long term medical condition which may affect your studies? Yes <input type="checkbox"/> No <input type="checkbox"/>
<input type="checkbox"/> I have completed or am currently studying in the following qualification that is taught in English: <input type="checkbox"/> Year 12 secondary schooling <input type="checkbox"/> One or more full year of full-time tertiary studies, accredited Tertiary Preparation Program or a Foundation Studies Program, or at AQF Associate diploma or Diploma level <input type="checkbox"/> Australian qualification recognised as at least AQF Certificate IV	If YES, please specify: Do you wish to apply for Credit for Prior Learning (Higher Education) or Recognition of Prior Learning (Vocational Education)? Yes <input type="checkbox"/> No <input type="checkbox"/>	
	If YES, please submit a Credit for Prior Learning (Advanced Standing) or Recognition of Prior Learning Application when submitting this application.	
OVERSEAS HEALTH STUDENT COVER		
<input type="checkbox"/> I have completed/intend to sit an English language proficiency test. Name of Test: _____ Results: _____ Date of Test: _____		The Australian Government requires all people entering Australia on student visa to take out Overseas Student Health Cover (OSHC) for the proposed duration of their student visa. The current provider used by SITCM is AHM and the fee for 4 years is \$AUD1950.00 per person. Do you require SITCM to assist you in arranging OSHC for you? Yes <input type="checkbox"/> No <input type="checkbox"/>
COURSE DETAILS (Please select the course you wish to enrol into by ticking the box beside the relevant course)		
<input type="checkbox"/>	Bachelor of Traditional Chinese Medicine	CRICOS Course Code: 077676G
<input type="checkbox"/>	HLT42015 Certificate IV in Massage Therapy	CRICOS Course Code: 092377E
<input type="checkbox"/>	HLT52015 Diploma of Remedial Massage	CRICOS Course Code: 092378D
<input type="checkbox"/>	HLT52115 Diploma of Traditional Chinese Medicine (TCM) Remedial Massage	CRICOS Course Code: 092379C
Intended Start Date: _____		Finish Date: _____ Duration: _____
INTERNATIONAL DETAILS		DECLARATION
Country of Citizenship:		I hereby declare that I have read, understood and accepted the terms and conditions of enrolment application stated on the reverse of this form. I also acknowledge that I have read and agree to abide by the regulations and policies contained within the SITCM Student Manual. I declare that I have read the information on this application form and that the information I have provided is complete and correct.
Passport No (if any):		
Visa Type (if any):		
Visa No (if any):		
OVERSEAS REPRESENTATIVE DETAILS (if applicable)		I understand that I have the right to access and amend personal information that SITCM holds about me, subject to legislation, by contacting the administration office at administration@sitcm.edu.au . I authorise SITCM to obtain further information with respect to my application and, if necessary, seek confirmation of information provided by me. I acknowledge that SITCM reserves the right to vary or reverse any decision regarding admission made on the basis of incorrect, incomplete or fraudulent information.
Name of Overseas Representative (Agent):		
Country:		
Email:		
		Signature: _____ Date: _____

Please attach two passport size photos

Enrolment Terms and Conditions

Enrolment fee for Courses

All Sydney Institute of Traditional Chinese Medicine course applicants must pay a non-refundable enrolment fee of AUD\$285.00 upon accepting offer of enrolment.

Tuition Fees

Tuition fees DO cover the charges for tuition administration.

Tuition fees DO NOT cover the charges for accommodation, living expenses, textbooks, uniforms, stationery, and equipment.

Transfer of Fees

No fees will be transferred to other external institutions or persons.

Late Enrolment Fee

If a student enrolls in a Unit of Study on or after the Start Date and prior to the Census Date, a late enrolment fee of 3% of tuition fee applies to the Unit of Study.

Late Payment Fee

If fees are not paid by the due date, a late fee of \$250 may be charged and students may lose their place in the course.

Deferment

Students on student visa are not permitted to defer the commencement date of their course unless on grounds of medical reasons (illness) or other exceptional circumstances beyond the student's control.

A student's enrolment may be deferred or temporarily suspended on the grounds of compassionate or compelling circumstances, or misbehaviour by the student.

Students must specify in writing the duration and reason for the deferral and visa cancellation may be initiated by DIAC if the deferral is for more than one semester. SITCM will enter a Student Course Variation to DIAC via the PRISMS System.

Visa Suspension/Cancellation & Refund policy

1. If an application for a student visa is rejected for an international student applying for enrolment from offshore, then all tuition fees will be refunded in full provided that documentary evidence is supplied within fourteen (14) days of visa rejection. The course application fee will not be refunded.
2. If a student withdraws from a course and supplies the Institute written notification before the semester commencement date, 90% of the tuition fees paid will be refunded. The course application fee and the clinical practicum fee will not be refunded.
3. If a student withdraws from a course within four (4) weeks after the semester commencement date, 70% of the tuition fees paid will be refunded. The course application fee will not be refunded.
4. If a student withdraws from a course four (4) weeks after the commencement date of the semester, no refund will be made.
5. All requests for refund must be made in writing. We undertake to make payment of all refunds within 28 days of receipt of a written application for refund.
6. We will provide a statement that explains how any refund amount has been calculated.

Refunds Paid If SITCM defaults:

1. If the offered course does not start on the published/agreed starting day.
2. If a course that stops being provided after it starts and before it is completed or if a course is not provided fully to the student because we have had a sanction imposed by either TEQSA, ASQA or DET under either and or the AQTF and the ESOS Act 2000.
3. We will pay a full refund to all international students within two weeks after the default day. We will provide all students with a statement that explains how the refund amount has been calculated.

Note: The refund policy is subject to review from time to time. Please check the current refund policy before accepting an offer. **"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 for unpaid and overdue fees."**

English language proficiency requirements

To gain admission into course students must demonstrate English language proficiency. Students must show certified proof of their proficiency or proof of having passed an English Language Test in the last two years. See the current Student Prospectus (available on <http://www.sitcm.edu.au/>) for details on how to fulfil this requirement.

Academic qualifications & credit for prior learning (Higher Education)/recognition of prior learning (Vocational Education)

Applicants who have completed post-secondary studies may request consideration for advanced standing towards the BTCM, Certificate IV in Massage Therapy, Diploma of Remedial Massage or Diploma of Traditional Chinese Medicine (TCM) Remedial Massage. Applications for credit should include full documentation of previous studies, including unit descriptions. For more information and an application form for advanced standing please contact the Institute. Enrolling students can apply for **credit for prior learning** for whole units of study and up to a limit of 50% of the course they

enrol in. **Note** that the awarding does not shorten the overall course duration as students will be required to participate in further practical clinic time due to the nature and structure of the courses.

Arrival and Orientation

If students are enrolled in the bachelor course, they are required to arrive one to two weeks prior to course commencement for enrolment and orientation programs. If students do not attend the study skills workshops and later in the semester require assistance, there will be a fee charged.

Attendance/Academic Performance

Regular attendance is a requirement for all students. All overseas students **must** attend a minimum of 80 per cent of classes to qualify for a certificate and meet student visa regulations. If students do not make satisfactory academic progress they may not be allowed to continue or to re-enrol.

Course transfer

Restrictions apply to international students who wish to change their education provider prior to completing six (6) months of their course of study with SITCM. For more information, please refer to the SITCM Student Manual available on <http://www.sitcm.edu.au/>.

Change of Address

International students are required to notify the Institute within seven days of their change of address. Failure to do so may lead to the cancellation of their student visa.

Fees Payable Prior To Commencement

1. AUD\$11280 (Bachelor course)+AUD\$285 (Enrolment Fee) = AUD\$11565

Or

2. AUD\$5725 (Diploma course)+AUD\$285 (Enrolment Fee) = AUD\$6010

Or

3. AUD\$2669 (Cert IV course)+AUD\$285 (Enrolment Fee) = AUD\$2954

AND

1. OSHC: See below.

Overseas Student Health Cover (OSHC)

It is an Australian Government requirement that international students studying on a student visa have compulsory Overseas Student Health Cover (OSHC) for the duration of their stay in Australia. It is the student's responsibility to check the conditions of this health cover.

This fee is not payable to the Institute but to Australian Health Management Group (AHM) directly. We can arrange the cover for you on production of a completed application form and a bank draft or bank cheque payable to AHM for the appropriate premium.

The student will then be issued with a membership card upon processing of the application by AHM. OSHC for a single is \$1950*, and for a family \$22737* for a total of 4 years. These fees are payable in advance of the commencement of the courses.

* These prices are determined by AHM and may be subject to change. For further information visit AHM on the web at: <http://ahmoshc.com/>

Indicative Cost of Living (\$AUD)

The figures below are estimates only to give an indication of living expenses in the city of Sydney for one year (excluding course fees):

Accommodation/Electricity/Phone/Food	18,200
OSHC (as above)	372 p.a. for single
Travel/Incidentals	2,100
Yearly Total	20,672

How to Apply: A step-by-step guide for International Students. Read this information carefully.

1. Choose a course and check the course outline for English and academic entry requirements.
2. After reading the terms & conditions on this page, complete the International Student Application Form on reverse of this page.
3. Ensure you have attached all the relevant documentation.
4. Return your application form, and the necessary documentation to:

Sydney Institute of Traditional Chinese Medicine

PO BOX K623, Haymarket, NSW 2000, AUSTRALIA.

5. If your application is successful you will receive an Offer of Enrolment & Acceptance Agreement letter for your nominated course, along with pre-enrolment and fee payment information. You will need to sign and return the Acceptance Agreement to us. Please read the Terms and Conditions of Acceptance carefully before signing the agreement.
6. A receipt will be sent to you upon receipt of your payment. International students will also receive an electronic Confirmation of Enrolment (eCoE) form. The eCoE is used to apply for your student visa.

Information provided by a student may be made available to Commonwealth and State agencies and the Fund Manager of the ESOS Assurance Fund, pursuant to the Institute's obligations under the *ESOS Act 2000* and the National Code.



2020 ACADEMIC CALENDAR

Semester 1 (Term 1 and 2)

Dates	Higher Education	VET
10 – 16	Week 1 – Class	T1W1 – Class
17 – 23	Week 2 – Class	T1W2 – Class
24 – 01	Week 3 – Class	T1W3 – Class 28 Feb: Census Date
02 – 08	Week 4 – Class 06 Mar: Census Date	T1W4 – Class
09 – 15	Week 5 – Class	T1W5 – Class
16 – 22	Week 6 – Class	T1W6 – Class
23 – 29	Week 7 – Class	T1W7 – Class
30 – 05	Week 8 – Class	Term 1 Break
06 – 12	07-13 Apr: Mid Semester Break	
13 – 19	Week 10 – Class	T2W1 – Class
20 – 26	Week 11 – Class	T2W2 – Class
27 – 03	Week 12 – Class	T2W3 – Class 01 May: Census Date
04 – 10	Week 13 – Class	T2W4 – Class
11 – 17	Week 14 – Class	T2W5 – Class
18 – 24	Week 15 – Class / Revision	T2W6 – Class
25 – 31	Study Vacation Period	T2W7 – Class
01 – 07	Examination Period	Intensive Block Training (available by student demand)
08 – 14		
15 – 21		
22 – 28	Semester 1 Break Start	Term 2 Break
29 – 05		
06 – 12	08 Jul: Semester 1 Results release/ Supplementary Exam offer and timetable release	27 Jul: Final Assessments due
13 – 19	13-17 Jul: Deferred and Supplementary Exam Period	
20 – 26	22 Jul: Deferred and Supplementary Exam results release	

Important Dates:
10 Apr – 13 Apr: Good Friday and Easter (Public Holiday)
25 Apr: Anzac Day (Public Holiday)
08 Jun: Queens Birthday (Public Holiday)

Semester 2 (Term 3 and 4)

Dates	Higher Education	VET
27 – 02	Week 1 – Class	T3W1 – Class
03 – 09	Week 2 – Class	T3W2 – Class
10 – 16	Week 3 – Class	T3W3 – Class 14 Aug: Census Date
17 – 23	Week 4 – Class 21 Aug: Census Date	T3W4 – Class
24 – 30	Week 5 – Class	T3W5 – Class
31 – 06	Week 6 – Class	T3W6 – Class
07 – 13	Week 7 – Class	T3W7 – Class
14 – 20	14-20 Sep: Mid Semester Break	Term 3 Break
21 – 27	Week 9 – Class	
28 – 04	Week 10 – Class	T4W1 – Class
05 – 11	Week 11 – Class	T4W2 – Class
12 – 18	Week 12 – Class	T4W3 – Class 16 Oct: Census Date
19 – 25	Week 13 – Class	T4W4 – Class
26 – 01	Week 14 – Class	T4W5 – Class
02 – 08	Week 15 – Class / Revision	T4W6 – Class
09 – 15	Study Vacation Period	T4W7 – Class
16 – 22	Examination Period	Intensive Block Training (available by student demand)
23 – 29		
30 – 06	Semester 2 Break Start	Term 4 Break
07 – 13		
14 – 20	16 Dec: Semester 2 Results release / Supplementary Exam offer and timetable release	
21 – 27	11-15 Jan: Deferred and Supplementary Exam Period	
11 – 17	27 Jan: Deferred and Supplementary Exam results release	01 Feb: Final Assessments due
18 – 24		
25 – 31		

Important Dates:
05 Oct: Labour Day (Public Holiday)
06 Dec: End-of-Year Dinner Celebration
25 Dec – 10 Jan 2021: SITCM holiday closure



SITCM Admin Office

Level 5, 25 Dixon Street,
Sydney 2000 NSW

F +61 2 9281 4268

P +61 2 9212 1968

E administration@sitcm.edu.au

Postal Address

PO BOX K23
Haymarket, 2000 NSW Australia

RTO Code 5143

CRICOS Provider No. 01768k

Sydney Institute of Health Sciences Pty Ltd trading as Sydney Institute of Traditional Chinese Medicine is registered with the Tertiary Education Quality and Standards Agency (TEQSA) as an approved higher education provider and is registered on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) to offer the BTCM to international students in Australia on a student visa.

Sydney Institute of Traditional Chinese Medicine is a registered business name of Sydney Institute of Health Sciences Pty Ltd

