



**CCEB**  
CAIRNS COLLEGE OF  
ENGLISH & BUSINESS

**STUDY IN**

*Paradise*



CRICOS Provider Code: 03251A | RTO Provider Number: 40520



# DISCOVER *Cairns*



CAIRNS

THE WORLD'S

*Friendliest City*

AUSTRALIAN TRAVELLER

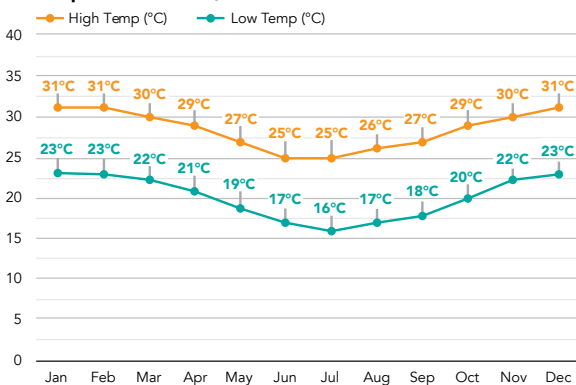
## Cairns Lifestyle

The lifestyle in Cairns is completely different to that of a big city.

Both the town and the people of Cairns are incredibly relaxed.

The relaxed vibe always rubs off onto students; they learn not to always rush things and go with the flow.

Temperature - Cairns, Australia



## Affordable Housing

options to suit all budgets and lifestyles

## Job Opportunities

for international students

More than **140 schools, TAFE and 2 top-ranked universities**

Over **400 Recreational Clubs and Sporting Facilities**

**World-class Sporting Facilities** hosting national and international events

**Easy Commute** to school and work



Unique gateway to **Great Barrier Reef** and **Wet Tropics Rainforest**



**Friendly, safe** and a great place to live



**Superb tropical climate** and relaxed lifestyle



**Free activities** run by council



Top tourism destination, over **2.8 million visitors** each year



Climate and environment are **perfect for outdoor activities**



**Stunning beachside community** surrounded by pristine environment



# ON CAMPUS AT CCEB

## Mission

Cairns College of English and Business is an independent professional international language and business college dedicated to the provision of high quality educational courses in a friendly and supportive environment.

Our dedicated and committed staff, teachers and trainers offer a personalised approach to assist students in gaining the most from their time in Australia to achieve both their academic and career goals.

- ✓ Award-Winning School
- ✓ Great Location
- ✓ Qualified and Experienced Teachers
- ✓ Variety of Activities
- ✓ English Language and Vocational Courses
- ✓ Perfect Nationality Mix

## Facilities



Café



Student kitchen



Interactive boards in all classrooms



Lunch Room



# CCEB SERVICES



## Free Wifi

Students receive free Wifi



## Accommodation Help

Variety of accommodation to choose from. Our accommodation officer will help you if required



## Student Party

Join our free weekly student party to meet new people and make a lot



## Job Assist

CCEB will check your resume and offer job workshops before you go and find a job



## Study Advice

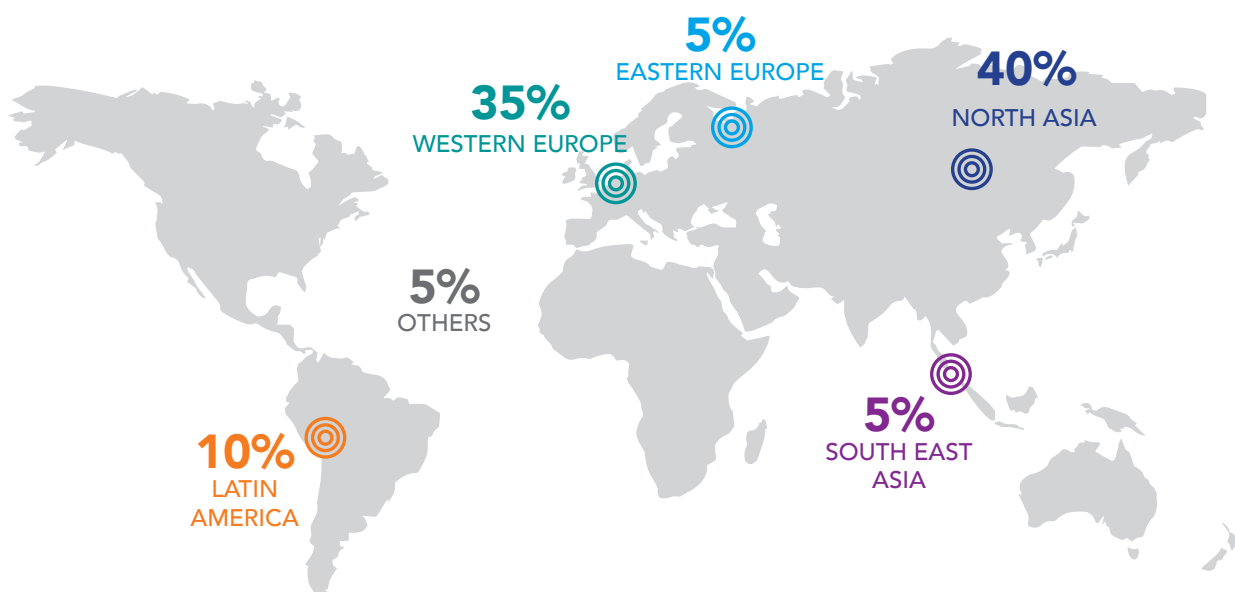
Our professional teaching team is here to help you with your learning progress



## Individual Study Support (2:30pm - 3:30pm)

Come to the individual learning centre to study extra every afternoon. One of our teaching team members is there to help you study

# NATIONALITY MIX



# SUPPORT YOUR STUDY

CEFR – Common European Framework	GENERAL ENGLISH	ENGLISH COURSES			
		IELTS EXAM PREPARATION	CAMBRIDGE EXAM PREPARATION	JOB READY PROGRAM	ENGLISH FOR ACADEMIC PURPOSES
C2	HIGH ADVANCED				
C1	ADVANCED	IELTS	CAE		ENGLISH FOR ACADEMIC PURPOSES
B2	UPPER INTERMEDIATE		FCE		
B1	INTERMEDIATE			JOB READY PROGRAM	
A2	PRE INTERMEDIATE				
A1	ELEMENTARY				

- ✓ Academic Diary
- ✓ Study Advice
- ✓ Weekly Testing
- ✓ Weekly Speaking Presentation
- ✓ English Only Policy
- ✓ No extra charge to change course between ELICOS

CEFR – Common European Framework	GENERAL ENGLISH	VOCATIONAL COURSES						
		BUSINESS	MANAGEMENT	CHILDCARE	TOURISM	HOSPITALITY	COOKERY	COMMUNITY
C2	HIGH ADVANCED		ADVANCED DIPLOMA OF LEADERSHIP & MANAGEMENT					
C1	ADVANCED	DIPLOMA OF BUSINESS	DIPLOMA OF LEADERSHIP & MANAGEMENT	DIPLOMA OF EARLY CHILDHOOD EDUCATION & CARE	DIPLOMA OF TRAVEL & TOURISM MANAGEMENT	DIPLOMA OF HOSPITALITY MANAGEMENT	DIPLOMA OF HOSPITALITY (COOKERY STRAND)	DIPLOMA OF COMMUNITY SERVICES
B2	UPPER INTERMEDIATE	CERTIFICATE IV IN BUSINESS				CERTIFICATE IV IN HOSPITALITY	CERTIFICATE IV IN COMMERCIAL COOKERY	CERTIFICATE IV IN AGEING SUPPORT
B1	INTERMEDIATE			CERTIFICATE III IN EARLY CHILDHOOD EDUCATION & CARE	CERTIFICATE III IN TOURISM MANAGEMENT	CERTIFICATE III IN HOSPITALITY MANAGEMENT	CERTIFICATE III IN COMMERCIAL COOKERY	CERTIFICATE III IN INDIVIDUAL SUPPORT

ELICOS SAMPLE TIMETABLE					
TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
9:00 - 10:30	<b>Intensive English:</b> Computer lessons / Team or pair work / Interviews / Grammar / Pronunciation / Reading / Writing / Speaking / Listening / Listening through music / Class presentations / Project work / Powerpoint Presentations / Roleplays / Problem solving				Review testing & counselling
10:30 - 11:00	MORNING BREAK				
11:00 - 12:30	<b>Intensive English:</b> Computer lessons / Team or pair work / Interviews / Grammar / Pronunciation / Reading / Writing / Speaking / Listening / Listening through music / Class presentations / Project work / Powerpoint Presentations / Roleplays / Problem solving				Student Speaking Presentation
12:30 - 13:15	LUNCH BREAK				
13:15 - 14:15	<b>Intensive English:</b> Computer lessons / Team or pair work / Interviews / Grammar / Pronunciation / Reading / Writing / Speaking / Listening / Listening through music / Class presentations / Project work / Powerpoint Presentations / Roleplays / Problem solving				Functional English
14:30 - 15:30	OPTIONAL SELF ACCESS LESSON (INDIVIDUAL STUDY SUPPORT) or ACTIVITIES				
	<b>Activities:</b> Yoga / Table tennis / BBQ / Conversation / Zumba / Cooking / Singlish / Writing / IELTS Practice...				





# ENGLISH COURSES

## GENERAL ENGLISH

CRICOS: 072892G

**Duration:** 1-52 weeks

### Course Description:

- Full-Time: 20 hours in-class and 5 hours self access. 1-52 teaching weeks and up to 8 weeks holiday.
- Part-Time: 15 hours per week. Students with limited time may study in the mornings, leaving the afternoon free.
- Weekly Intake (every Monday).

## IELTS EXAM PREPARATION

CRICOS: 073937B

This is for students who want to improve their English rapidly. The course covers techniques, strategies and practice for all exam types, and practices both General and Academic vocabulary through reading, writing, listening and speaking.

**Duration:** 1-30 weeks

**Entry Requirement:** Intermediate

### Course Description:

- Regular practice tests and tasks that allow students to become familiar with a variety of content and the exam structure
- Weekly Intake
- Feedback and academic counselling that allows students to target specific areas and ways to improve them

## CAMBRIDGE EXAM PREPARATION (FCE & CAE)

CRICOS: FCE 073934E/CAE 073935D

Improve your English skills rapidly in preparation for the First Certificate in English (FCE) or Certificate in Advanced English (CAE). This course is designed to test your ability to use English in the workplace, at universities, and with professional bodies throughout the world.

**Duration:** 10 or 12 weeks

**Entry Requirement:** FCE – Upper Intermediate, CAE – Advanced

### Course Description:

- Regular practice tests and tasks that allow students to become familiar with a variety of content and the exam structure
- Set start dates
- Feedback and academic counselling that allows students to target specific areas and ways to improve them
- Highly-qualified and experienced teachers
- Progress monitoring
- Weekly personalised feedback
- Full mock tests
- Free after-school practice (reading, writing, listening, speaking, grammar)
- Online support and practice exercises





## JOB READY PROGRAM

### Course Information

This is a fun, hands-on course specifically designed for students who need English skills and hospitality qualification to work in the Tourism and Hospitality industries. Upon successful completion of the course, students will receive the following certificates.

### You will receive:

- RSA (Responsible Service of Alcohol)
- Prepare and Serve Espresso Coffee
- Letter of reference from trainer (includes list of skills you gained in the course)
- Job Ready Program certificate
- Attendance Certificate - Work Experience at CCEB Café



**Duration:** 4 weeks

**Level:** Pre-Intermediate, Intermediate, Upper Intermediate

**Career Opportunities:** Wait staff • Hotel • Boat crew • Bar/Café staff • Tour desk staff • Retail staff

**Location:** CCEB campus/CCEB Café/Holiday Inn Hotel/Salt House restaurant

JOB READY PROGRAM SAMPLE TIMETABLE		
WEEK	DESCRIPTION	LOCATION
1	Barista & café skills, food safety certificate training	CCEB classroom/ <b>Café</b>
2	Barista & café skills, bar and restaurants skills & practical training (wine), RSA, liquor store tour	CCEB classroom/ <b>Café/ Salt House water view restaurant</b>
3	Tour desk skills and practical, barista certificate & RSA, bar training (cocktails)	CCEB classroom/ <b>Happy Travel</b>
4	Hotel skills & practical, resume-making, job interview practice, bar skills (cocktails, beer)	CCEB classroom/ <b>Holiday Inn hotel</b>

(Subject to change)



# VOCATIONAL COURSES

COURSES	DURATION (Teaching Weeks)	ENTRY REQUIREMENTS
<b>Certificate IV in Business</b> CRICOS 105723C VET National Code: BSB40120	<b>40 weeks</b>	IELTS 5.0 or completion of CCEB Upper-Intermediate level
<b>Diploma of Business</b> CRICOS 105722D VET National Code: BSB50120	<b>40 weeks</b>	IELTS 5.5 or completion of CCEB Advanced level
<b>Diploma of Leadership and Management</b> CRICOS 105437J VET National Code: BSB50420	<b>40 weeks</b>	IELTS 5.5 or completion of CCEB Advanced level
<b>Advanced Diploma of Leadership and Management</b> CRICOS 10572E VET National Code: BSB60420	<b>40 weeks</b>	IELTS 6.0 or completion of CCEB Advanced level
<b>Certificate III in Tourism</b> CRICOS 093026J VET National Code: SIT30116	<b>20 weeks</b>	IELTS 4.0-4.5 or completion of CCEB Intermediate level
<b>Diploma of Travel and Tourism Management</b> CRICOS 093027G VET National Code: SIT50116	<b>40 weeks</b>	IELTS 5.0 or completion of CCEB Upper-Intermediate level
<b>Certificate III in Early Childhood Education and Care</b> CRICOS 108263B VET National Code: CHC30121	<b>20 weeks</b>	IELTS 4.0-4.5 or completion of CCEB Intermediate level
<b>Diploma of Early Childhood Education and Care</b> CRICOS 108264A VET National Code: CHC50121	<b>40 weeks</b>	IELTS 5.0 or completion of CCEB Upper-Intermediate level
<b>Certificate III in Hospitality</b> CRICOS 093028G VET National Code: SIT30616	<b>20 weeks</b>	IELTS 4.0-4.5 or completion of CCEB Intermediate level
<b>Certificate IV in Hospitality</b> CRICOS 010027 VET National Code: SIT40416	<b>40 weeks</b>	IELTS 5.0 or completion of CCEB Upper-Intermediate level
<b>Diploma of Hospitality Management (Operation Strand)</b> CRICOS 010027 VET National Code: SIT40416	<b>20 weeks</b>	IELTS 5.0 or completion of CCEB Upper-Intermediate level
<b>Certificate III in Commercial Cookery</b> CRICOS 0100276 VET National Code: SIT30816	<b>40 weeks</b>	IELTS 4.0-4.5 or completion of CCEB Intermediate level
<b>Certificate IV in Commercial Cookery</b> CRICOS 0100322 VET National Code: SIT40516	<b>40 weeks</b>	IELTS 5.0 or completion of CCEB Upper-Intermediate level. Prerequisite is SIT30816 Certificate III in Commercial Cookery.
<b>Diploma of Hospitality Management (Commercial Cookery Strand)</b> CRICOS 093029F VET National Code:	<b>40 weeks</b>	IELTS 5.0 or completion of CCEB Upper-Intermediate level. Prerequisite is SIT30816 Certificate III in Commercial Cookery and SIT40516 Certificate IV in Commercial Cookery.
<b>Certificate III in Individual Support (Ageing)</b> CRICOS 104830H VET National Code: CHC33015	<b>40 weeks</b>	IELTS 4.0-4.5 or completion of CCEB Intermediate level
<b>Certificate III in Individual Support (Ageing, Disability)</b> CRICOS VET National Code:	<b>40 weeks</b>	IELTS 4.5 or completion of Intermediate at CCEB
<b>Certificate IV in Ageing Support</b> CRICOS 104832F VET National Code: CHC43015	<b>40 weeks</b>	IELTS 5.0 or completion of CCEB Upper-Intermediate level
<b>Diploma of Community Services</b> CRICOS 104831G VET National Code: CHC52015	<b>40 weeks</b>	IELTS 5.0 or completion of CCEB Upper-Intermediate level



# BUSINESS SERVICES

## CERTIFICATE IV IN BUSINESS

CRICOS 105723C VET National Code: BSB40120

UNIT CODE	UNIT TITLE
BSBCRT411	Apply critical thinking to work practices
BSBTEC404	Use digital technologies to collaborate in a work environment
BSBTWK401	Build and maintain business relationships
BSBWHS411	Implement & monitor WHS policies, procedures and programs
BSBWRT411	Write complex documents
BSBXCM401	Apply communication strategies in the workplace
BSBPEF402	Develop personal work priorities
BSBPEF502	Develop and use emotional intelligence
BSBCMM411	Make presentations
BSBOPS401	Coordinate business resources
BSBOPS405	Organise business meetings
BSBMKG433	Undertake marketing activities

## DIPLOMA OF BUSINESS

CRICOS 105722D VET National Code: BSB50120

UNIT CODE	UNIT TITLE
BSBCRT511	Develop critical thinking in others
BSBFIN501	Manage budgets and financial plans
BSBOPS501	Manage business resources
BSBSUS511	Develop workplace policies and procedures for sustainability
BSBXCM501	Lead communication in the workplace
BSBHRM525	Manage recruitment and onboarding
BSBOPS504	Manage business risk
BSBPMG430	Undertake project work
BSBTWK503	Manage meetings
BSBLDR522	Manage people performance
BSBTWK502	Manage team effectiveness
BSBOPS505	Manage organisational customer service

## DIPLOMA OF LEADERSHIP AND MANAGEMENT

CRICOS 105437J VET National Code: BSB50420

UNIT CODE	UNIT TITLE
BSBCMM511	Communicate with influence
BSBCRT511	Develop critical thinking in others
BSBLDR523	Lead and manage effective workplace relationships
BSBOPS502	Manage business operational plans
BSBPEF502	Develop and use emotional intelligence
BSBTWK502	Manage team effectiveness
BSBHRM524	Coordinate workforce plan implementation
BSBLDR522	Manage people performance
BSBOPS504	Manage business risk
BSBOPS505	Manage organisational customer service
BSBTWK501	Lead diversity and inclusion
BSBTWK503	Manage meetings

## ADVANCED DIPLOMA OF LEADERSHIP AND MANAGEMENT

CRICOS 105721E VET National Code: BSB60420

UNIT CODE	UNIT TITLE
BSBCRT611	Apply critical thinking for complex problem solving
BSBLDR601	Lead and manage organisational change
BSBLDR602	Provide leadership across the organisation
BSBOPS601	Develop and implement business plans
BSBSTR601	Manage innovation and continuous improvement
BSBHRM614	Contribute to strategic workforce planning
BSBXCM501	Lead communication in the workplace
BSBPEF501	Manage personal and professional development
BSBCRT511	Develop critical thinking in others
BSBCMM511	Communicate with influence



# COMMUNITY SERVICES

## CERTIFICATE III IN INDIVIDUAL SUPPORT (AGEING)

CRICOS 104830H VET National Code: CHC33015

UNIT CODE	UNIT TITLE
CHCCCS015	Provide individualised support
CHCCCS023	Support independence and wellbeing
CHCCOM005	Communicate and work in health or community services
CHCDIV001	Work with diverse people
CHCLEG001	Work legally and ethically
HLTAAP001	Recognise healthy body systems
HLTWHS002	Follow safe work practices for direct client care
CHCAGE001	Facilitate the empowerment of older people
CHCCCS011	Meet personal support needs
CHCDIS007	Facilitate the empowerment of people with disability
HLTINF001	Comply with infection prevention and control policies and procedures
CHCHCS001	Provide home and community support services
HLTAID011	Provide first aid

## CERTIFICATE III IN INDIVIDUAL SUPPORT (AGEING, DISABILITY)

CRICOS 104830H VET National Code: CHC33015

UNIT CODE	UNIT TITLE
CHCLEG001	Work legally and ethically
CHCCCS015	Provide individualised support
CHCCCS023	Support independence and wellbeing
CHCCOM005	Communicate and work in health or community services
HLTAAP001	Recognise healthy body systems
CHCDIV001	Work with diverse people
HLTWHS002	Follow safe work practice for direct client care
HLTAID011	Provide first aid
CHCCCS011	Meet personal support needs
CHCAGE001	Facilitate the empowerment of older people
CHCDIS007	Facilitate the empowerment of people with disability
CHCHCS001	Provide home and community support services
HLTINF001	Comply with infection prevention and control policies and procedures
CHCDIS001	Contribute to ongoing skills development using a strengths-based approach
CHCDIS002	Follow established person-centred behaviour supports
CHCDIS003	Support community participation and social inclusion





## DIPLOMA OF COMMUNITY SERVICES

CRICOS 104831G VET National Code: CHC52015

UNIT CODE	UNIT TITLE
CHCCCS007	Develop and implement service programs
CHCCCS007	Develop and implement service programs
CHCCOM003	Develop workplace communication strategies
CHCDEV002	Analyse impacts of sociological factors on clients in community work and services
CHCDIV003	Manage and promote diversity
CHCLEG003	Manage legal and ethical compliance
CHCMGT005	Facilitate workplace debriefing and support processes
CHCPRP003	Reflect on and improve own professional practice
HLTWHS004	Manage work health and safety
CHCADV005	Provide systems advocacy services
CHCAGE001	Facilitate the empowerment of older people
CHCAOD004	Provide alcohol and other drug withdrawal services
CHCCCS009	Facilitate responsible behaviour
CHCMGT003	Lead the work team
BSBOPS504	Manage risk
CHCDIS008	Facilitate community participation and social inclusion
CHCGRP002	Plan and conduct group activities

## CERTIFICATE IV IN AGEING SUPPORT

CRICOS 104832F VET National Code: CHC43015

UNIT CODE	UNIT TITLE
CHCADV001	Facilitate the interests and rights of clients
CHCAGE001	Facilitate the empowerment of older people
CHCAGE003	Coordinate services for older people
CHCAGE004	Implement interventions with older people at risk
CHCAGE005	Provide support to people living with dementia
CHCCCS006	Facilitate individual service planning and delivery
CHCCCS011	Meet personal support needs
CHCCCS023	Support independence and wellbeing
CHCCCS025	Support relationships with carers and families
CHCDIV001	Work with diverse people
CHCLEG003	Manage legal and ethical compliance
CHCPAL001	Deliver care services using a palliative approach
CHCPRP001	Develop and maintain networks and collaborative partnerships
HLTAAP001	Recognise healthy body systems
HLTWHS002	Follow safe work practices for direct client care
HLTAID011	Provide first aid
CHCDIS007	Facilitate the empowerment of people with disability
CHCDIV003	Manage and promote diversity

## CERTIFICATE III IN EARLY CHILDHOOD EDUCATION AND CARE

CRICOS 093024M VET National Code: CHC30113

UNIT CODE	UNIT TITLE
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety
CHCECE001	Develop cultural competence
CHCECE002	Ensure the health and safety of children
CHCECE003	Provide care for children
CHCECE004	Promote and provide healthy food and drinks
CHCECE005	Provide care for babies and toddlers
CHCECE007	Develop positive and respectful relationships with children
CHCECE009	Use an approved learning framework to guide practice
CHCECE010	Support the holistic development of children in early childhood
CHCECE011	Provide experiences to support children's play and learning
CHCECE013	Use information about children to inform practice
CHCLEG001	Work legally and ethically
CHCPRT001	Identify and respond to children and young people at risk
HLTAID012	Provide first aid response in an education and care setting
HLTWHS001	Participate in workplace health and safety
CHCECE006	Support behaviour of children and young people
CHCECE012	Support children to connect with their world
CHCECE014	Comply with family day care administration requirements



## DIPLOMA IN EARLY CHILDHOOD EDUCATION AND CARE

CRICOS 0903025K VET National Code: CHC50113

UNIT CODE	UNIT TITLE
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety
CHCECE001	Develop cultural competence
CHCECE002	Ensure the health and safety of children
CHCECE003	Provide care for children
CHCECE004	Promote and provide healthy food and drinks
CHCECE005	Provide care for babies and toddlers
CHCECE007	Develop positive and respectful relationships with children
CHCECE009	Use an approved learning framework to guide practice
CHCECE016	Establish and maintain a safe and healthy environment for children
CHCECE017	Foster the holistic development and wellbeing of the child in early childhood
CHCECE018	Nurture creativity in children
CHCECE019	Facilitate compliance in an education and care services
CHCECE020	Establish and implement plans for developing cooperative behaviour
CHCECE021	Implement strategies for the inclusion of all children
CHCECE022	Promote children's agency
CHCECE023	Analyse information to inform learning
CHCECE024	Design and implement the curriculum to foster children's learning and development
CHCECE025	Embed sustainable practices in service operations
CHCECE026	Work in partnership with families to provide appropriate education and care for children
CHCLEG001	Work legally and ethically
CHCPRT001	Identify and respond to children and young people at risk
HLTWHS003	Maintain work health and safety
BSBLED401	Develop teams and individuals
CHCINM002	Meet community information needs
CHCMGT003	Lead the work team
CHCPOL002	Develop and implement policy
CHCPOL003	Research and apply evidence to practice





# TOURISM, TRAVEL & HOSPITALITY

## CERTIFICATE III IN HOSPITALITY

CRICOS 093028G VET National Code: SIT30616

UNIT CODE	UNIT TITLE
BSBWOR203	Work effectively with others
SITHIND002	Source and use information on the hospitality industry
SITHIND004	Work effectively in hospitality service
SITXCCS006	Provide service to customers
SITXCOM002	Show social and cultural sensitivity
SITXHRM001	Coach others in job skills
SITXWHS001	Participate in safe work practices
SITHFAB001	Clean and tidy bar areas
SITHFAB002	Provide responsible service of alcohol
SITHFAB003	Operate a bar
SITHFAB004	Prepare and serve non-alcoholic beverages
SITHFAB005	Prepare and serve espresso coffee
SITXFIN001	Process financial transactions
SITXFSA001	Use hygienic practices for food safety
SITXFSA002	Participate in safe food handling practices

## CERTIFICATE IV IN HOSPITALITY

CRICOS 010027 VET National Code: SIT40416

UNIT CODE	UNIT TITLE
BSBDIV501	Manage diversity in the workplace
SITHIND004	Work effectively in hospitality service
SITXCCS007	Enhance customer service experiences
SITXCOM005	Manage conflict
SITXFIN003	Manage finances within a budget
SITXHRM001	Coach others in job skills
SITXHRM003	Lead and manage people
SITXMGT001	Monitor work operations
SITXWHS003	Implement and monitor work health and safety practices
SITHFAB001	Clean and tidy bar areas
SITHFAB002	Provide responsible service of alcohol
SITHFAB003	Operate a bar
SITHFAB004	Prepare and serve non-alcoholic beverages
SITHFAB005	Prepare and serve espresso coffee
SITHIND001	Use hygienic practice for hospitality service
SITHIND002	Source and use information on the hospitality industry
SITTTSL005	Sell tourism products and services
SITXCCS002	Provide visitor information
SITXFIN002	Interpret financial information
SITXFSA001	Use hygienic practices for food safety
SITXWHS002	Identify hazards, assess and control safety risks

## DIPLOMA OF HOSPITALITY MANAGEMENT (OPERATIONS STRAND)

CRICOS 093029F VET National Code: SIT50416

UNIT CODE	UNIT TITLE
BSBDIV501	Manage diversity in the workplace
BSBMGT517	Manage operational plan
SITXCCS007	Enhance customer service experiences
SITXCCS008	Develop and manage quality customer service practices
SITXCOM005	Manage conflict
SITXFIN003	Manage finances within a budget
SITXFIN004	Prepare and monitor budgets
SITXGLC001	Research and comply with regulatory requirements
SITXHRM002	Roster staff
SITXHRM003	Lead and manage people
SITXMGT001	Monitor work operations
SITXMGT002	Establish and conduct business relationships
SITXWHS003	Implement and monitor work health and safety practices
BSBCMM401	Make a presentation
BSBITU302	Create electronic presentations
BSBITU306	Design and produce business documents
BSBITU402	Develop and use complex spreadsheets
SITHFAB002	Provide responsible service of alcohol
SITHFAB003	Operate a bar
SITHFAB004	Prepare and serve non-alcoholic beverages
SITHFAB005	Prepare and serve espresso coffee
SITHIND001	Use hygienic practice for hospitality service
SITHIND002	Source and use information on the hospitality industry
SITHIND004	Work effectively in hospitality service
SITXFSA001	Use hygienic practices for food safety
SITXMPR002	Create a promotional display or stand
SITXMPR003	Plan and implement sales activities
SITXWHS002	Identify hazards, assess and control safety risks

## CERTIFICATE III IN COMMERCIAL COOKERY

CRICOS 0100276 VET National Code: SIT30816

UNIT CODE	UNIT TITLE
BSBSUS201	Participate in environmentally sustainable work practices
BSBWOR203	Work effectively with others
SITHCCC001	Use food preparation equipment
SITHCCC005	Prepare dishes using basic methods of cookery
SITHCCC006	Prepare appetisers and salads
SITHCCC007	Prepare stocks, sauces and soups
SITHCCC008	Prepare vegetable, fruit, egg and farinaceous dishes
SITHCCC012	Prepare poultry dishes
SITHCCC013	Prepare seafood dishes
SITHCCC014	Prepare meat dishes
SITHCCC018	Prepare food to meet special dietary requirements
SITHCCC019	Produce cakes, pastries and breads
SITHCCC020	Work effectively as a cook
SITHKOP001	Clean kitchen premises and equipment
SITHKOP002	Plan and cost basic menus
SITHPAT006	Produce desserts
SITXFSA001	Use hygienic practices for food safety
SITXFSA002	Participate in safe food handling practices
SITXHRM001	Coach others in job skills
SITXINV002	Maintain the quality of perishable items
SITXWHS001	Participate in safe work practices
HLTAID011	Provide first aid
SITHASC012	Prepare sushi
SITHCCC003	Prepare and present sandwiches
SITHCCC015	Produce and serve food for buffets





## CERTIFICATE IV IN COMMERCIAL COOKERY

CRICOS 0100322 VET National Code: SIT401516

UNIT CODE	UNIT TITLE
BSBDIV501	Manage diversity in the workplace
BSBSUS401	Implement and monitor environmentally sustainable work practices
SITHCCC001	Use food preparation equipment
SITHCCC005	Prepare dishes using basic methods of cookery
SITHCCC006	Prepare appetisers and salads
SITHCCC007	Prepare stocks, sauces and soups
SITHCCC008	Prepare vegetable, fruit, egg and farinaceous dishes
SITHCCC012	Prepare poultry dishes
SITHCCC013	Prepare seafood dishes
SITHCCC014	Prepare meat dishes
SITHCCC018	Prepare food to meet special dietary requirements
SITHCCC019	Produce cakes, pastries and breads
SITHCCC020	Work effectively as a cook
SITHKOP002	Plan and cost basic menus
SITHKOP004	Develop menus for special dietary requirements
SITHKOP005	Coordinate cooking operations
SITHPAT006	Produce desserts
SITXCOM005	Manage conflict
SITXFIN003	Manage finances within a budget
SITXFSA001	Use hygienic practices for food safety
SITXFSA002	Participate in safe food handling practices
SITXHRM001	Coach others in job skills
SITXHRM003	Lead and manage people
SITXINV002	Maintain the quality of perishable items
SITXMGT001	Monitor work operations
SITXWHS003	Implement and monitor work health and safety practices
HLTAID011	Provide first aid
SITHASC002	Prepare Asian appetisers and snacks
SITHASC012	Prepare sushi
SITHCCC015	Produce and serve food for buffets
SITHFAB002	Provide responsible service of alcohol
SITHKOP001	Clean kitchen premises and equipment
SITHPAT010	Design and produce sweet buffet showpieces

## DIPLOMA OF HOSPITALITY MANAGEMENT (COMMERCIAL COOKERY STRAND)

CRICOS 093029F VET National Code: SIT50416

UNIT CODE	UNIT TITLE
BSBDIV501	Manage diversity in the workplace
BSBMGT517	Manage operational plan
SITXCCS007	Enhance customer service experiences
SITXCCS008	Develop and manage quality customer service practices
SITXCOM005	Manage conflict
SITXFIN003	Manage finances within a budget
SITXFIN004	Prepare and monitor budgets
SITXGLC001	Research and comply with regulatory requirements
SITXHRM002	Roster staff
SITXHRM003	Lead and manage people
SITXMGT001	Monitor work operations
SITXMGT002	Establish and conduct business relationships
SITXWHS003	Implement and monitor work health and safety practices
CPPCLO2001A	Maintain hard floor surfaces
CPPCLO2009A	Clean glass surfaces
CPPCLO2017A	Clean wet areas
CPPCLO2019A	Sort and remove waste and recyclable materials
CPPCLO2035A	Maintain cleaning storage areas
SITHACS001	Clean premises and equipment
SITHCCC005	Prepare dishes using basic methods of cookery
SITHCCC018	Prepare food to meet special dietary requirements
SITHCCC020	Work effectively as a cook
SITHFAB017	Provide advice on food and beverage matching
SITHPAT006	Produce desserts
SITHPAT010	Design and produce sweet buffet showpieces
SITTTSL002	Access and interpret product information
SITTTSL006	Prepare quotations
SITXFSA001	Use hygienic practices for food safety



## CERTIFICATE III IN TOURISM

CRICOS 093026J VET National Code: SIT30116

UNIT CODE	UNIT TITLE
SITTIND001	Source and use information on the tourism and travel industry
SITXCCS006	Provide service to customers
SITXCOM002	Show social and cultural sensitivity
SITXWHS001	Participate in safe work practices
SITTTSL001	Operate online information systems
SITTTSL002	Access and interpret product information
SITXCOM001	Source and present information
SITHFAB002	Provide responsible service of alcohol
SITHFAB005	Prepare and serve espresso coffee
SITXCCS001	Provide customer information and assistance
SITXCCS002	Provide visitor information
SITXCCS003	Interact with customers
SITXFIN001	Process financial transactions
SITXFSA001	Use hygienic practices for food safety
SITXFSA002	Participate in safe food handling practices

## DIPLOMA OF TRAVEL AND TOURISM MANAGEMENT

CRICOS 093027G VET National Code: SIT50116

UNIT CODE	UNIT TITLE
BSBDIV501	Manage diversity in the workplace
SITTIND001	Source and use information on the tourism and travel industry
SITXCCS007	Enhance customer service experiences
SITXCCS008	Develop and manage quality customer service practices
SITXCOM005	Manage conflict
SITXFIN002	Interpret financial information
SITXFIN003	Manage finances within a budget
SITXFIN004	Prepare and monitor budgets
SITXHRM003	Lead and manage people
SITXMGT001	Monitor work operations
SITXMGT002	Establish and conduct business relationships
SITXWHS003	Implement and monitor work health and safety practices
BSBADM502	Manage meetings
BSBCMM401	Make a presentation
SITTPPD001	Package tourism products
SITTTSL002	Access and interpret product information
SITTTSL003	Provide advice on international destinations
SITTTSL004	Provide advice on Australian destinations
SITTTSL005	Sell tourism products and services
SITTTSL006	Prepare quotations
SITXCCS002	Provide visitor information
SITXHRM002	Roster staff
SITXHRM004	Recruit, select and induct staff



# ACTIVITIES

## *Weekday Activities*



- Yoga
- Zumba
- Aqua Zumba
- Games
- Conversation
- Job club
- English songs
- Visa information
- Cheese & wine tasting
- Movie
- Blogging
- Ping Pong
- Pizza night
- IELTS Master Class
- Basketball

## *Weekend Activities*



- Scuba diving
- Sky diving
- Bungy jump
- Green Island
- Frankland Island
- Mission Beach
- Port Douglas trip
- Fitzroy Island
- Rafting
- Paronella park
- Kuranda
- Zoo
- Paddle board
- Kayak
- Waterfalls
- Cape Tribulation



# ACCOMODATION



## HOMESTAY

- Free airport pick up and drop off
- Your family will take you to school on the first day
- 2 meals/day on weekday, 3 meals/day on weekend
- No other students of the same nationality



## SHARE HOUSE

- 15-20 minutes to city center
- 5/6 bedrooms
- Shared lounge and dining areas



## PREMIUM APARTMENT

- Private bathroom including shower & toilet
- Swipe card access, security gate, fully fenced with CCTV monitors
- Outdoor BBQ areas
- Free Wifi

# STUDY TOUR



- ✓ Tailor-made program
- ✓ Safe city
- ✓ Language assistance
- ✓ Perfect weather all year
- ✓ Great reputation
- ✓ In-house homestay arrangement and homestay coordinator
- ✓ Two World Heritage areas: The Great Barrier Reef & Rainforest

## OPTIONS

- Island Trip
- Learn about the Great Barrier Reef and Sea animals
- Hospitality Training
- Bar and café skills
- English Class
- Integration in local school and buddy program
- Aussie animals
- World Heritage sights
- Botanical garden



# TESTIMONIALS



“

**I don't like life in a big city. Life here is fantastic with relaxing atmosphere. People here are very friendly. I like people here!**

”

Gill (India)  
Diploma of Commercial Cookery



“

**I never thought that I would have such an amazing time in Cairns. Therefore I have to say I highly commend CCEB with their lovely and helpful staff**

”

Rahel (Switzerland)  
General English  
Cambridge Exam Preparation  
FCE



“

**Very warm atmosphere. The school provides you with everything you need in order to learn English, no matter your age.**

”

Robert (Poland)  
General English



“

**I love the weather! I choose to live here because it's much cheaper than living in big city. I found it easy to find a job here in hospitality industry as I speak not only English but also Japanese.**

”

Natsumi (Japan)  
General English  
Job Ready Program  
Certificate III in Hospitality



“

**Amazing school and very thoughtful of their students! Absolutely outstanding facilities and prime location. I am extremely happy here.**

”

Leydi (Colombia)  
General English



“

**I found a job easily here as I speak English & Mandarin. Love people here in Cairns.**

”

Chloe (Taiwan)  
Job Ready Program







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27 Aplin Street, Cairns QLD 4870 Australia | +61 7 4041 2322  
[www.cceb.qld.edu.au](http://www.cceb.qld.edu.au) | [marketing@cceb.qld.edu.au](mailto:marketing@cceb.qld.edu.au)

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