LOOKING TO **EXPAND YOUR HORIZONS?**

**TAFE AND UOW BUSINESS JOINT DEGREES**

Bachelor of Commerce – TAFE Advanced Diploma of Events
Bachelor of Commerce – TAFE Advanced Diploma of Travel and Tourism
Bachelor of Commerce – TAFE Advanced Diploma of Hospitality
UOW: A FIVE-STAR UNIVERSITY

At UOW, we’re always proud of the work we’re doing. It’s nice when others acknowledge our achievements.

TOP 50 FOR UNDER 50

UOW is placed 22nd in the World among universities under 50 years old by QS Top 50 Under 50 Rankings, and 33rd by The Times Higher Education Rankings.

TOP 2% OF UNIVERSITIES IN THE WORLD

UOW is also placed in the top 2% of universities in the world by QS World University Rankings, Times Higher Education World University Rankings and the Academic Ranking of World Universities.

STUDYING WITH THE FACULTY OF BUSINESS

All degrees offered through the Faculty of Business are founded on our belief that students are a force for positive change, both socially and in business. We recognise that students of business are the future generators of sustained value for organisations and society. We have award-winning teachers and award-winning lecturers and are committed to students in attaining set of graduate qualities: socially responsible; informed; innovative and flexible; connected and be effective communicators.

ABOUT TAFE

TAFE NSW is Australia’s leading provider of vocational education and training, with more than 500,000 enrolments each year.

IS TAFE FOR YOU?

Whether you’re an individual looking for your first job, a promotion, a career change or a pathway to a degree, or if you’re an employer seeking training solutions for your workforce, TAFE NSW can deliver a range of courses and services to suit your needs.

Nationally recognised qualifications offered by TAFE NSW are developed in consultation with industry. Courses are updated regularly to ensure their currency and relevance. Employers can be confident that you can perform tasks at a required industry standard.

QUALITY ASSURANCE

TAFE NSW Institutes are Registered Training Organisations (RTOs) and meet national quality standards which are part of the VET Quality Framework. These standards ensure the quality of vocational education and training services throughout Australia.

STUDYING AT TAFE

Whatever your situation, TAFE NSW provides various learning pathways available to help you achieve your goals. The skills and knowledge you gain during your career and education are recognised and can be credited towards future studies and qualification.

The University of Wollongong attempts to ensure that the information contained in this publication is correct at the time of publication (October 2014). However, sections may be amended without notice by the University in response to changing circumstances or for any other reason. You should check with the University at the time of application/enrolment as to whether any later information is available.

University of Wollongong CRICOS Provider no.: 00102E
CONTENTS

Page 5  Joint Degrees with TAFE
Page 6  Enrolment Flowchart
Page 7  Courses
Page 8  FAQs
Page 10 How To Apply
Page 11 Contact Information
In Year 12 I did work experience in the events industry and that prompted me to undertake the course.

I am getting hands-on experience by physically running events and also the theoretical components that make up business operations as a whole. I never realised how important accounting or marketing is to business until I started my degree.

I am hoping to get into special events like one-off events and corporate events.

There are so many different areas in hotel management that we learn in the course, including food and beverage, reservations, management and marketing. The degree is an excellent balance between learning about business functions and practical operations.

I catch the Campbelltown bus to UOW and I am also studying a Certificate III in Retail as I work as a manager in a popular restaurant chain. All of these skills and knowledge I am learning are making me highly valued as an employee as I understand the reasons behind strategic business decisions.
JOINT DEGREES WITH TAFE

Events, tourism and hospitality are exciting and dynamic industries. They require organised, committed, knowledgeable and creative people to drive their success.

The joint degrees at UOW will prepare you for these rapidly growing industries. The three-year degrees are a combination of studying at UOW and at TAFE. The Business Faculty at UOW offers three joint degrees with TAFE:

- Bachelor of Commerce – TAFE Advanced Diploma of Events
- Bachelor of Commerce – TAFE Advanced Diploma of Travel and Tourism
- Bachelor of Commerce – TAFE Advanced Diploma of Hospitality

The degrees provide students with the theoretical knowledge and the practical experience that is essential to hit the ground running in the fast paced work environments of events, tourism and hospitality.

Students undertake their UOW Commerce degree concurrently with Events, Travel and Tourism or Hospitality studies at TAFE. Upon completion, students will be awarded a degree from UOW and an Advanced Diploma of Events or Hospitality or Travel and Tourism from TAFE.

HOW DOES IT WORK?

In the first three semesters students undertake full-time TAFE and part-time university. At the end of semester 1 of the second year, students have completed their TAFE studies and the final three semesters are full-time university study.

Students are able to complete both qualifications in three years due to the cross articulation agreement, which sees the Faculty of Business grant exemptions from some of their subjects based on successful completion of the TAFE units. TAFE also grants exemptions from some of their subjects based on successful completion of university subjects.

FEATURES

- Complete the Bachelor Degree and Advanced Diploma in three years; the same time as completing a Bachelor Degree.
- The program is delivered at multiple UOW and TAFE campuses, including Southern Sydney/Loftus, Wollongong and Shoalhaven/Nowra.
- The TAFE component of the program is supported under VET FEE HELP.
ENROLMENT FLOWCHART

1. UAC Application for University
2. Accept offer
3. Enrol at TAFE online in January
4. Attend information session
5. Complete enrolment at UOW
BACHELOR OF COMMERCE – TAFE ADVANCED DIPLOMA OF HOSPITALITY

COURSE OVERVIEW
This degree will provide you with the skills and knowledge to be competent as a manager in any hospitality functional area. You will develop a sound theoretical knowledge base and be able to use a range of specialised, technical or managerial competencies to plan, carry out and evaluate your own work and/or the work of your hospitality team. Work would be undertaken in various hospitality settings such as restaurants, hotels, catering operations, motels, clubs, pubs, cafés and coffee shops.

You will understand business functions such as accounting and you will be able to see the big picture of business operations as well as have an international perspective.

CAREER OPTIONS
Hospitality careers include:
- Hotel Manager
- Restaurant Manager
- Front Office Manager
- Gaming Manager
- Motel Manager

BACHELOR OF COMMERCE – TAFE ADVANCED DIPLOMA OF EVENTS

COURSE OVERVIEW
This degree will provide you with the skills and knowledge to be competent in a broad range of event management skills including significant communication, planning and organisational skills. You will develop a sound theoretical knowledge base and be able to use a range of specialised, technical or managerial competencies to plan, carry out and evaluate your own work and/or the work of your team. Work would be undertaken in both an office environment where event planning and organisation takes place, and at the event site.

The degree will see you work alongside many businesses and you will also learn about corporate social responsibility, controlling budgets, marketing and management.

CAREER OPTIONS
Careers in Events include:
- Functions Manager
- Event Manager
- Venue Coordinator
- Conference Coordinator
- Exhibition Coordinator

BACHELOR OF COMMERCE – TAFE ADVANCED DIPLOMA OF TRAVEL AND TOURISM

COURSE OVERVIEW
This degree will provide you with the skills and knowledge to be competent in wide-ranging, highly specialised technical tourism skills covering operations, sales, marketing, product development, business planning, human resource and financial management. These strategic management skills are underpinned by a range of operational competencies. Work would be undertaken in an office environment where the planning of tourism products and services takes place, in the field where tourism products are delivered, or a combination of both.

The field includes any destination, any local or regional area, any tourist precinct, any site, attraction or on board any form of transportation.

CAREER OPTIONS
Careers in Travel and Tourism include:
- Guest Services Agent
- Travel Agent
- Director of Sales and Marketing
- General Manager Operations
- Director of Operations
- Tourism Operator
- Tour Manager
FAQs

HOW LONG WILL IT TAKE TO FINISH?
You can complete the dual qualification in three years full-time or part-time equivalent. Day classes and some part-time classes are available for both full-time and part-time students to allow for flexibility and opportunity for students to gain the dual qualification.

WHAT ARE THE ENTRY REQUIREMENTS?
Entry is open to students who have gained an Australian Tertiary Admission Rank (ATAR) or equivalent at a level determined by the University of Wollongong for the calendar year. Applications are also accepted from students who have successfully completed a recognised TAFE qualification (other than Travel and Tourism, Hospitality or Events) or course of study from an accredited institution.

WHEN WILL I BE CONTACTED BY TAFE REGARDING MY ENROLMENT?
At the end of January, about two weeks before your TAFE studies commence.

WHEN DOES TAFE/UNIVERSITY START?
TAFE classes usually commence in the first week in February. There may also be an orientation session in the last week of January. University enrolment is towards the end of January. That is followed by an orientation session where you will learn more about academic expectations of your study.

Students should note that TAFE always commences earlier than the University.

Specific semester starting dates for 2015 are 2nd March 2015 for UOW at Wollongong, Southern Sydney and Shoalhaven campuses; and 3rd February 2015 for TAFE at Wollongong, Southern Sydney and Shoalhaven campuses.

WHAT ARE THE SUBJECTS I NEED TO COMPLETE FOR TAFE/UNIVERSITY?
• Students attend TAFE in Year 1 whilst completing one subject at UOW in semester 1 and one subject in semester 2.
• Students attend TAFE in semester 1 of Year 2 while completing two subjects at UOW.
• Students attend UOW only from semester 2 in Year 2.
• TAFE and UOW have agreed credit transfers from the Degree to the Advanced Diploma and from the Advanced Diploma to the Degree.

WHERE CAN I GO FOR ASSISTANCE WITH MY STUDIES?
TAFE and UOW students have access to a number of services including: Counselling and Careers Unit, Aboriginal Support Officer, International Studies Coordinator, Disabilities Teaching Consultants and the Library.

HOW DO I PROVE TO CENTRELINK THAT I AM ENROLLED AS A FULL-TIME STUDENT WHEN I AM ENROLLED PART-TIME AT TAFE AND PART-TIME AT UNIVERSITY?
Your combined enrolment at TAFE and UOW is regarded as full-time. A copy of your enrolment will indicate the number of hours you study.

WHO IS THE APPROPRIATE ACADEMIC ADVISOR AT TAFE?
The Head Teacher of the program you are enrolled in is your point of contact regarding your TAFE studies.
CAN I DEFER MY DIPLOMA/DEGREE?

TAFE does not have a system of deferral. Students who do not commence study in a session may not be guaranteed a place in a subsequent year or semester. If you are planning to defer from this program you should get in touch with the contact person identified in your letter of offer.

WHERE CAN I STUDY?

<table>
<thead>
<tr>
<th>Bachelor of Commerce – TAFE Advanced Diploma of Events</th>
<th>Wollongong Campus of UOW</th>
<th>Wollongong Campus of TAFE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Southern Sydney Campus of UOW</td>
<td>Loftus Campus of TAFE</td>
</tr>
<tr>
<td></td>
<td>Shoalhaven Campus of UOW</td>
<td>Nowra Campus of TAFE</td>
</tr>
<tr>
<td>Bachelor of Commerce – TAFE Advanced Diploma of Travel and Tourism</td>
<td>Wollongong Campus of UOW</td>
<td>Wollongong Campus of TAFE</td>
</tr>
<tr>
<td>Bachelor of Commerce – TAFE Advanced Diploma of Hospitality</td>
<td>Wollongong Campus of UOW</td>
<td>Wollongong Campus of TAFE</td>
</tr>
</tbody>
</table>

NICOLE FRELINGOS

Events

Through studying a Bachelor of Commerce at UOW Southern Sydney in conjunction with the Advanced Diploma of Events at Loftus TAFE, I feel more equipped to jump into the work force after I complete my Degree. This unique combination allows me to learn about the core business subjects through my Commerce Degree, whilst I gain hands-on events experience through assignments and volunteer work opportunities at Loftus TAFE. UOW Southern Sydney is conveniently located only 15 minutes from my home. The campus itself facilitates a great studying environment that allows me to achieve my desired results.
HOW TO APPLY

To apply for any of the joint degrees students must apply for UOW and TAFE. Both require separate enrolment.

FOR UNIVERSITY

School leavers can apply through UAC.
www.uac.edu.au

UAC Applications open each year in August. You must keep a record of the date and time of your payment. Make sure the correct course code is listed for the degree you want to undertake and the region in which you would like to study.

Direct applications (mature age) can be made online through www.apply.uow.edu.au

Once you receive notification that your application has been successful, you must accept the offer through registration online: www.uac.edu.au

FOR TAFE

After accepting the offer of entry to the Bachelor of Commerce at UOW (as outlined above), you will receive an email advising you of the TAFE online enrolment process. You should enrol online as advised.

You will subsequently receive details of an important orientation session, which you must attend.
I got into the Bachelor of Commerce through the Selective Entry program and decided to have a gap year where I travelled to places like Thailand where I gained experience in hospitality. From my travels, I knew that’s what I wanted to do so it was great to come back focused and start my hospitality degree.

I have met a lot of people through the course who will be lifelong friends. I am from the country and would recommend campus east for accommodation.