

LE ROSEY
HOSPITALITY INSTITUTE



Course Guide

— www.lerosey.edu.au —

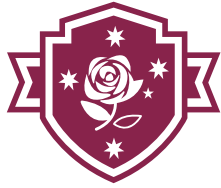
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We are providing

better education for you!

Le Rosey Hospitality Institute is a Registered Training Organisation (LRHI), registered by the Australian Skills Quality Authority (ASQA) under the authority of the National Vocational Education and Training Regulator Act 2011 (NVR2011) / Standards for Registered Training Organisations 2015. Le Rosey Hospitality Institute is also registered on the Commonwealth Register of Institutions & Courses for Overseas Students (CRICOS).



LE ROSEY

HOSPITALITY INSTITUTE



A message from

Principal Executive Officer

Gai Warner

Le Roseyb Hospitality (LRHI) is a fully accredited Registered Training Organisation located in Sydney. LRHI provide courses including Accounting, Commercial Cookery, and Hospitality Management. LRHI aims to provide a course that provides a basis in as many professional opportunities for students as possible.

LRHIs campus combines state of the art facilities with the latest in computer technology and expert Trainers with the most recent vocational currency in their fields of expertise. Our Trainers pride themselves on their up-to-date work experience and industry knowledge which allows every student to access knowledge relating to the realities of the world of work outside the classroom.

LRHI aim to provide the best educational experience possible to ensure that you, the student, are fully equipped to enter the world of work or further education when you have graduated.

To ensure that you achieve your educational aspirations, LRHI will do everything possible to assist you to succeed in your chosen field.

We look forward to seeing you in the very near future. Thank you.

Gai Warner

Principal Executive Officer





Content

06-07 WHY CHOOSE LE ROSEY

08 FURTHER STUDY AND PATHWAY

09 LIFE IN AUSTRALIA

10-12 COURSE INFORMATION

13 FEES & CHARGES, INTAKE DATES, TIMETABLE

14 HOW TO APPLY

Incredible life

at LRHI



Orientation and enrollment

At Le Rosey Hospitality Institute we provide orientation at the start of every term for new students. Orientation is usually held Thursday mornings at 9AM prior to the course commencement date. This session is compulsory for all newly arriving international students. Students will get a chance to meet the staff, tour the campus, receive their timetables and student IDs. This also gives you the opportunity to ask any questions you might have about the program or living in Australia. Students will also receive their USB lanyards containing the Student Handbook and all forms relevant to their time at Le Rosey Hospitality Institute.



Academic support

All of the academic staff members at Le Rosey Hospitality Institute are highly qualified. Trainers and assessors are certified with experience inside the classroom and in their fields. They are also aware of industry trends and stay up-to-date with the latest information to help you achieve your future career goals.



Flexible study

Our 33% online study option is available to all our students. This study pathway is best for students who prefer a flexible schedule that matches their daily routine and study at your own pace learning style.

Students who enrol in our course will have access to Le Rosey Hospitality Institute's learning resources through our online platform 'E-learning.' Studying the theory component of our course online will not change the learning outcomes required by the course.



Student support

At the Le Rosey Hospitality Institute we seek to present students with the best service during their time of study. We offer welfare officers who provide on-going support services to students. This includes advice regarding academia, student visas, health insurance, welfare, social activities, and effective study methods. These welfare officers are also your main point of contact at Le Rosey Hospitality Institute.



Get prepared for
a Dynamic and
Agile career in
your life"



Flexible study option

33% of the courses are delivered online that gives you flexibility at your suitable time



Teaching quality

All the students are satisfied with the teaching they have received



Learner engagement

Students are satisfied with their engagement with learning at their institution and whether they had a sense of belonging at their institution.



Campus futures

Modern and up-to-date new campus with multiple facilities which located in Sydney CBD, closed to transports, mall and restaurants.



Student support

Students are satisfied with the support they received at their institution, whether enrolment systems, learning advice, careers advisors and health services were available and helpful.

Further studies and pathways

The pathway of studying Vocational Education and Training courses provide students with qualifications to enter other Colleges of Higher Learning. Credit packages and articulation arrangements will vary from Institutes depending upon the course you wish to study and can be applied for separately.



CERTIFICATE III



CERTIFICATE IV



DIPLOMA



ADVANCED DIPLOMA



HIGHER EDUCATION

Credit packages and articulation arrangements will vary from Institution to Institution depending upon the course you wish to study



Life in

Australia

Sydney was the first city established in Australia. It's also the largest and most popular. This cosmopolitan city boasts the famous Sydney Opera House and Harbour Bridge. There are also numerous world class restaurants and shopping areas. Students joining Open Study Hub will always have something to do whilst in Sydney.



Average temperature: 8.8°C – 25.8°C



Population: 4.627 million



236 days of sunshine a year



State capital of New South Wales



One of the world's most liveable cities



Cultural diversity

Overseas student health cover

The health care system in Australia is one of the best but the cost of treatment can be expensive. While you are enjoying your student life in Sydney, the last thing you want to worry about is medical expenses if you get sick or have an accident. It is a visa requirement that all international students have Overseas Student Health Cover (LRHIC) for the duration of their student visa.

Find work while you study

As an international student you are allowed to work for 40 hours per fortnight. The Permission to work is automatically included with your student visa. A variety of casual jobs can be found in cafes, restaurants and other retail outlets. Australia's minimum wage depends on your age, job classification and what industrial instrument these are covered by.

Estimated cost of living

Living expenses can include accommodation, transportation, food, clothes, books and entertainment. You will need approximately AUD \$21,041 to cover the whole year of study in Sydney (excluding tuition fees). Rents are fairly high in Sydney but this depends on whether you choose to share with friends and which suburb you choose to live in. Transport is easy to access as all trains, buses, ferry and light rails lead to the CBD.

Finding a place to live

There are a range of accommodation options available in Australia to suit your needs and budget. The most common types of accommodation are homestay and rentals.



Quality Courses

providing from LRHI

CERTIFICATE IV IN ACCOUNTING AND BOOKKEEPING

This qualification reflects the role of individuals in the accounting and bookkeeping industry, including business activity statement (BAS) agents and contract bookkeepers; and of those employees performing bookkeeping tasks for organisations in a range of industries. It includes preparing and lodging business and instalment activity statements, data processing, monthly reconciliations, preparing budgets, preparing reports on financial performance and the position of the business, preparing end-of-year adjustments, and finalising financial records after year-end.

Dealing with the Commissioner of Taxation on behalf of a taxpayer in relation to activity statements and other lodgement matters is also a key component of the role that this qualification reflects. Individuals in these roles apply theoretical and specialist skills and knowledge to work autonomously, and exercise judgement in completing routine and non-routine activities.

COURSE INFORMATION

DURATION	MODE OF DELIVERY
52 weeks	67% face to face + 33% online delivery

ENTRY REQUIREMENT

There are no pre-requisite requirements for this course. However, substantial work experience would be highly regarded. Students will also be assessed for their suitability to study the course prior to enrolment.

It is recommended that individuals should:

- Be 18 years or older, and
- Have completed Australian Year 11, or equivalent.
- International Students are also required to have an English ability at the IELTS 5.5 or equivalent.

POTENTIAL CAREER OUTCOMES

Job roles and titles vary across different industry sectors. According to the FNS training package companion volume guide, a possible job title relevant to this qualification is:

- ✔ Accounts administration
- ✔ Accounts clerk
- ✔ Accounts payable officer
- ✔ Accounts receivable Officer
- ✔ Bookkeeper
- ✔ Debtors clerk
- ✔ Payroll officer

Completion of this course does not automatically register you as a BAS agent. Student seeking BAS agent registration should check current registration requirements with the Tax Practitioners Board (TPB) at <https://www.tpb.gov.au/apply-register-bas-agent>, as registration requirements are reviewed regularly.

QUALIFICATION STRUCTURE

BSBTEC302	Design and produce spreadsheets
FNSACC321	Process financial transactions and extract interim reports
FNSACC322	Administer subsidiary accounts and ledgers
FNSACC412	Prepare operational budgets
FNSACC414	Prepare financial statements for non-reporting entities
FNSACC418	Work effectively in the accounting and bookkeeping industry
FNSACC421	Prepare financial reports
FNSACC426	Set up and operate computerised accounting systems
FNSTPB411	Complete business activity and instalment activity statements
FNSTPB412	Establish and maintain payroll systems
BSBTEC301	Design and produce business documents
BSBTEC402	Design and produce complex spreadsheets
FNSACC323	Perform financial calculations

PATHWAYS FROM THE QUALIFICATION

FNS50222 Diploma of Accounting or other Diploma qualifications.

CERTIFICATE III IN COMMERCIAL COOKERY

This qualification reflects the role of cooks who use a wide range of well-developed cookery skills and sound knowledge of kitchen operations to prepare food and menu items. Using discretion and judgement, they work with some independence and under limited supervision using plans, policies and procedures to guide work activities.

- Completion of this qualification contributes to recognition as a trade cook.
- This qualification provides a pathway to work as a cook in organisations such as restaurants, hotels, clubs, pubs, cafes, and coffee shops.
- The skills in this qualification must be applied in accordance with Commonwealth and State or Territory legislation, Australian standards and industry codes of practice.
- No occupational licensing, certification or specific legislative requirements apply to this qualification at the time of publication.

COURSE INFORMATION

DURATION	MODE OF DELIVERY
52 weeks	67% face to face + 33% online + Work Placement

ENTRY REQUIREMENT

There are no pre-requisite requirements for this course. However, substantial work experience would be highly regarded. Students will also be assessed for their suitability to study the course prior to enrolment.

It is recommended that individuals should:

- Be 18 years or older, and
- Have completed Australian Year 11, or equivalent.
- International Students are also required to have an English ability at the IELTS 5.5 or equivalent.

POTENTIAL CAREER OUTCOMES

No occupational licensing, certification or specific legislative requirements apply to this qualification at the time of publication.

- ☑ Chef
- ☑ Cook
- ☑ Sous Chef

PATHWAYS FROM THE QUALIFICATION

After achieving this qualification, candidates may choose to study, SIT40521 Certificate IV in Kitchen Management or other SIT qualifications.

WORK PLACEMENT

Students will need to complete 200 hours of work placement for the unit SITHCCC043 – Work effectively as a cook, in an approved Commercial Kitchen.

QUALIFICATION STRUCTURE

SITHCCC023	Use food preparation equipment
SITHCCC027	Prepare dishes using basic methods of cookery
SITHCCC029	Prepare stocks, sauces and soups
SITHKOP009	Clean kitchen premises and equipment
SITXFSA005	Use hygienic practices for food safety
SITHCCC030	Prepare vegetables, fruit, eggs and farinaceous dishes
SITHCCC035	Prepare poultry dishes
SITXINV006	Receive, store and maintain stock
SITXWHS005	Participate in safe work practices
SITHCCC036	Prepare meat dishes
SITHCCC037	Prepare seafood dishes
SITHCCC041	Produce cakes, pastries and breads
SITHPAT016	Produce desserts
SITXFAS006	Participate in safe food handling practices
SITHCCC042	Prepare food to meet special dietary requirements
SITHCCC031	Prepare Vegetarian and vegan dishes
SITHCCC044	Prepare specialised food items
SITHCCC028	Prepare appetisers and salads
SITHCCC038	Produce and serve food for buffets
SITHCCC040	Prepare and serve cheese
SITHKOP010	Plan and cost recipes
SITXHRM007	Coach others in job skills
SITXCOM007	Show social and cultural sensitivity
SITXINV007	Purchase goods
SITHCCC043	Work Effectively as a cook

CERTIFICATE IV IN KITCHEN MANAGEMENT

This qualification reflects the role of chefs and cooks who have a supervisory or team leading role in the kitchen. They operate independently or with limited guidance from others and use discretion to solve non-routine problems.

- This qualification provides a pathway to work in organisations such as restaurants, hotels, clubs, pubs, cafes and coffee shops, or to run a small business in these sectors.
- The skills in this qualification must be applied in accordance with Commonwealth and State or Territory legislation, Australian standards and industry codes of practice.
- No occupational licensing, certification or specific legislative requirements apply to this qualification at the time of publication.

COURSE INFORMATION

DURATION	MODE OF DELIVERY
91 weeks	67% face to face + 33% online + Work Placement

ENTRY REQUIREMENT

There are no pre-requisite requirements for this course. However, substantial work experience would be highly regarded. Students will also be assessed for their suitability to study the course prior to enrolment.

It is recommended that individuals should:

- Be 18 years or older, and
- Have completed Australian Year 11, or equivalent.
- International Students are also required to have an English ability at the IELTS 5.5 or equivalent.

POTENTIAL CAREER OUTCOMES

No occupational licensing, certification or specific legislative requirements apply to this qualification at the time of publication.

- ☑ Chef
- ☑ Cook
- ☑ Sous Chef

PATHWAYS FROM THE QUALIFICATION

After achieving this qualification, candidates may choose to study, SIT50422 Diploma of Hospitality Management or other SIT qualifications.

WORK PLACEMENT

Students will need to complete 400 hours of work placement for the units SITHCCC043 – Work effectively as a cook and SITHKOP013 – Plan Cooking Operations, in an approved Commercial Kitchen.

QUALIFICATION STRUCTURE

SITHCCC023	Use food preparation equipment
SITHCCC027	Prepare dishes using basic methods of cookery
SITHCCC029	Prepare stocks, sauces and soups
SITHKOP009	Clean kitchen premises and equipment
SITXFSA005	Use hygienic practices for food safety
SITHCCC030	Prepare vegetables, fruit, eggs and farinaceous dishes
SITHCCC035	Prepare poultry dishes
SITXINV006	Receive, store and maintain stock
SITXWHS005	Participate in safe work practices
SITHCCC036	Prepare meat dishes
SITHCCC037	Prepare seafood dishes
SITHCCC041	Produce cakes, pastries and breads
SITHPAT016	Produce desserts
SITXFAS006	Participate in safe food handling practices
SITHCCC042	Prepare food to meet special dietary requirements
SITHCCC031	Prepare Vegetarian and vegan dishes
SITHCCC044	Prepare specialised food items
SITHCCC028	Prepare appetisers and salads
SITHCCC038	Produce and serve food for buffets
SITHCCC040	Prepare and serve cheese
SITHKOP010	Plan and cost recipes
SITXHRM007	Coach others in job skills
SITXCOM007	Show social and cultural sensitivity
SITXINV007	Purchase goods
SITHCCC043	Work Effectively as a cook

DIPLOMA OF HOSPITALITY MANAGEMENT

This qualification reflects the role of highly skilled senior operators who use a broad range of hospitality skills combined with managerial skills and sound knowledge of industry to coordinate hospitality operations. They operate independently, have responsibility for others and make a range of operational business decisions.

This qualification provides a pathway to work in any hospitality industry sector as a departmental or small business manager. The diversity of employers includes restaurants, hotels, motels, catering operations, clubs, pubs, cafés, and coffee shops. This qualification allows for multiskilling and for acquiring targeted skills in accommodation services, cookery, food and beverage and gaming.

COURSE INFORMATION

DURATION	MODE OF DELIVERY
78 weeks	67% face to face + 33% online + Work Placement

ENTRY REQUIREMENT

There are no pre-requisite requirements for this course. However, substantial work experience would be highly regarded. Individuals should:

- Be 18 years or older, and
- Have completed Australian Year 12, or equivalent.
- International Students are also required to have an English ability at the IELTS 5.5 or equivalent.

POTENTIAL CAREER OUTCOMES

The skills in this qualification must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice.

- ✔ Function manager
- ✔ Executive housekeeper
- ✔ Front office manager
- ✔ Motel manager
- ✔ Unit manager (catering operations)

PATHWAYS FROM THE QUALIFICATION

After achieving this qualification candidates may choose to study SIT60322 Advanced Diploma of Hospitality Management or other Advanced Diploma qualifications.

WORK PLACEMENT

Students will need to complete 200 hours of work placement for the unit SITHCCC043 – Work effectively as a cook, in an approved Commercial Kitchen.

QUALIFICATION STRUCTURE

SITXCCS015	Enhance customer service experiences
SITXCCS016	Develop and manage quality customer service practices
SITXCOM010	Manage conflict
SITXFIN009	Manage finances within a budget
SITXFIN010	Prepare and monitor budgets
SITXGLC002	Identify and manage legal risks and comply with law
SITXHRM008	Roster staff
SITXHRM009	Lead and manage people
SITXMGT004	Monitor work operations
SITXMGT005	Establish and conduct business relationships
SITXWHS007	Implement and monitor work health and safety practices
SITXFSA005	Use hygienic practices for food safety
SITHCCC043	Work Effectively as a cook
SITHCCC023	Use food preparation equipment
SITHCCC027	Prepare dishes using basic methods of cookery
SITHCCC029	Prepare stocks, sauces and soups
SITHCCC030	Prepare vegetables, fruit, eggs and farinaceous dishes
SITHCCC035	Prepare poultry dishes
SITHCCC042	Prepare food to meet special dietary requirements
SITHCCC031	Prepare Vegetarian and vegan dishes
SITHCCC044	Prepare specialised food items
SITHCCC028	Prepare appetisers and salads
SITHCCC038	Produce and serve food for buffets
SITHCCC040	Prepare and serve cheese
SITHKOP012	Develop menus for special dietary requirements
SITHKOP015	Design and cost menus
SITXFSA008	Develop and implement a food safety program
SITHKOP009	Clean kitchen premises and equipment

ADVANCED DIPLOMA OF HOSPITALITY MANGEMENT

This qualification reflects the role of highly skilled senior managers who use a broad range of hospitality skills combined with specialised managerial skills and substantial knowledge of industry to coordinate hospitality operations. They operate with significant autonomy and are responsible for making strategic business management decisions.

This qualification provides a pathway to work in any hospitality industry sector and for a diversity of employers including restaurants, hotels, motels, catering operations, clubs, pubs, cafés, and coffee shops. This qualification allows for multi-skilling and for acquiring targeted skills in accommodation services, cookery, food and beverage and gaming.

COURSE INFORMATION

DURATION	MODE OF DELIVERY
104 weeks	67% face to face + 33% online + Work Placement

ENTRY REQUIREMENT

There are no pre-requisite requirements for this course. However, substantial work experience would be highly regarded. individuals should:

- Be 18 years or older, and
- Have completed Australian Year 12, or equivalent.
- International Students are also required to have an English ability at the IELTS 5.5 or equivalent.

POTENTIAL CAREER OUTCOMES

The skills in this qualification must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice.

- | | |
|--------------------------------------|-----------------------------|
| ✔ Area Manager or Operations Manager | ✔ Executive Housekeeper |
| ✔ Café Manager | ✔ Executive Sous Chef |
| ✔ Club Secretary or Manager | ✔ Food and Beverage Manager |
| ✔ Executive Chef | ✔ Head Chef |
| | ✔ Motel Manager |

PATHWAYS FROM THE QUALIFICATION

After achieving this qualification candidates may choose to progress into a Bachelors program with Universities.

WORK PLACEMENT

Students will need to complete 200 hours of work placement for the unit SITHCCC043 – Work effectively as a cook, in an approved Commercial Kitchen.

QUALIFICATION STRUCTURE

BSBFIN601	Manage organisational finances
BSBOPS601	Develop and implement business plans
SITXCCS016	Develop and manage quality customer service practices
SITXFIN009	Manage finances within a budget
SITXFIN010	Prepare and monitor budgets
SITXFIN011	Manage physical assets
SITXGLC002	Identify and manage legal risks and comply with law
SITXHRM009	Lead and manage people
SITXHRM010	Recruit, select and induct staff
SITXHRM012	Monitor staff performance
SITXMGT004	Monitor work operations
SITXMGT005	Establish and conduct business relationships
SITXMPR014	Develop and implement marketing strategies
SITXWHS008	Establish and maintain a work health and safety system
SITXFSA005	Use hygienic practices for food safety
SITHCCC043	Work Effectively as a cook
SITHCCC023	Use food preparation equipment
SITHCCC027	Prepare dishes using basic methods of cookery
SITHCCC029	Prepare stocks, sauces and soups
SITHCCC030	Prepare vegetables, fruit, eggs and farinaceous dishes
SITHCCC035	Prepare poultry dishes
SITHCCC042	Prepare food to meet special dietary requirements
SITHCCC031	Prepare Vegetarian and vegan dishes
SITHCCC044	Prepare specialised food items
SITHCCC028	Prepare appetisers and salads
SITHCCC038	Produce and serve food for buffets
SITHCCC040	Prepare and serve cheese
SITHKOP012	Develop menus for special dietary requirements
SITHKOP015	Design and cost menus
SITXFSA008	Develop and implement a food safety program
SITHKOP009	Clean kitchen premises and equipment
SITXHRM008	Roster Staff
SITXCOM010	Manage Conflict

Study at

Le Rosey Hospitality Institute

FEES & CHARGES

Enrolment fee (not refundable)	AUD \$200
Change of Course fee	AUD \$200
Deferment fee	AUD \$250
Priority Processing fee	AUD \$50
Confirmation of Enrolment fee (COE) (not refundable)	AUD \$50

For information regarding school holidays, please refer to the Academic Calendar. For additional fee information, please refer to the to Student fees & charges page that is available on our website at www.lerosey.edu.au.

INTAKE DATES

	TERM1	TERM2	TERM3	TERM4
2024 Main Intake	08 Jan	08 Apr	08 Jul	07 Oct
2024 Mid Intake	05 Feb	06 May	05 Aug	04 Nov

Choose when you want to study. Le Rosey Hospitality Institute has 4 main intake dates all year round. Don't wait and start whenever you like!

SAMPLE TIMETABLE

At Le Rosey Hospitality Institute we try our very best to accommodate our student's needs. We understand the importance of a good school life balance. Our students can select a study timetable from a variety of options that suite their lifestyle needs. We hope that students enjoy their time at Le Rosey Hospitality Institute and Sydney, Australia.

SHIFT	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	8:45 16:00	8:45 16:00				
2			8:45 16:00	8:45 16:00		
3					8:45 16:00	8:45 16:00
4	16:30 21:30	16:30 21:30	16:30 21:30			
5				16:30 21:30	16:30 21:30	16:30 21:30

HOW TO APPLY?

STEP 1: CHOOSE A COURSE

Check out our course outline and entry requirements at www.lerosey.edu.au

STEP 2: COMPLETE ENROLLMENT FORM

Read the terms & conditions and the Student Handbook available from our website

STEP 3: PROVIDE RELEVANT DOCUMENTS

Attach all relevant documents. For example

- ☑ Certified copies of passport
- ☑ Education qualifications
- ☑ English qualifications
- ☑ Working experience (if relevant)
- ☑ RPL application (if relevant)

STEP 4: SUBMIT YOUR APPLICATION

Return your application form and the necessary documents to :

Le Rosey Hospitality Institute

Head office: Level 1, 338 Pitt Street, Sydney NSW 2000

Campus: Ground floor, 54 Parramatta Road, Forest Lodge

NSW 2037 AUSTRALIA

OR email to : info@lerosey.edu.au

STEP 5: RECEIVE AN OFFER LETTER

Upon receipt of your Enrolment Form and supporting documents, an interview will be conducted by a member of the Institute's Admission Team or a delegate to assess on your suitability to the course that you have applied for.

If your application is successful you will receive a letter of offer for you nominated course along with a written agreement. When we receive your signed student agreement and fees, we will send you an electronic Confirmation of Enrolment(eCoE). This eCoE is used to apply for your student visa. Once the visa is granted, you are ready to go!

Start your study journey

with us



DISCLAIMER: The information in this brochure is correct as of Feb 2024. Changes in circumstances after this date may alter the accuracy of the information. LRHI reserves the right to alter any matter described in this brochure without notice. Readers are responsible for verifying information that pertains to them by contacting the College.

Feb 2024, Version 1



Make Quality Education

Fair and Accessible

CONTACT US

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