

Certificate II in

# Agriculture

National Course Code:

RUA20198

## General Information

Certificate II in Agriculture will be offered in the following:

- Beef Cattle Production
- Grain Production
- Sheep & Wool (including wool harvesting)
- General Agriculture

Training may include units of competency in:

- Potato Production
- Dairy
- Pigs
- Goats
- Production Horticulture

There are in excess of 400 units of competency in Agriculture, too many to list, but a sample certificate is attached suitable for:

1. Mixed grazing operation, and
2. Grains Production

The final selection of units of competency is achieved at the interview when the training plan is established.

## Career Opportunities

The Course is designed to meet the competency requirements of a farmhand/stationhand.

## Mode of Study and Location

Flexible – combination of on job and off job training designed to suit the needs of workplace RTO and trainee centred at Primary Industries Training Centre – University of Ballarat.

## Entry Requirements

### Traineeship/Apprenticeship Requirements

All trainees must have a signed agreement between employer and trainee lodged with a New Apprenticeship Centre (NAC). Contact the Primary Industries Training Centre for a list of contact numbers for NACs. Information on Government employment incentives/subsidies and wages is also available from NACs.

## Course Structure

12 months (maximum)

### Training Plan

Each trainee will have an individual training plan established which will be designed to meet the needs of the trainee, the employer, the work place and the registered training organisation (University of Ballarat).

The training plan will reflect the qualifications, experience and the required training both on and off the job.

The training plan also identifies:

- Training conducted by the employer (on the job)
- Homestudy requirements of the trainee
- Training in Ballarat University (off the job)
- Assessments on and off the job

The training plan hence reflects the agreed commitment to the training by the employer, the trainee and the University of Ballarat.

## Course Content

### Training Requirements

*Six Mandatory Units in Agriculture (no points attached to Mandatory Units)*

CORE1A	Industry requirements
CORE2A	OHS procedures for agriculture
CORE3A	Hazardous substances in agriculture
CORE4A	Communications
CORE5A	Minimising Emergencies
CORE6A	Daily work planning

### Remaining Requirements

Trainees will select units to a total score of 30 points to gain the Certificate II.

### Certificate II Agriculture (General)

Units of competency may be selected across the whole range of commodity groups.

### Specific Commodity Groups

For example: Beef Cattle, Sheep and Wool, Grains  
24 points to be selected from main commodity group (usually reflects main farm enterprise)  
6 points from any Rural units of competency

### Sample Certificate

#### Example 1 – Training Program for mixed grazing operation – Certificate II in Agriculture (General)

#### Point Score - Six mandatory core units

Farmcare chemical user course	4
Perform routine maintenance	2
Operate ride on farm vehicles	2
Operate tractors	2
Muster and move cattle	2
Must and move sheep	2
Feed livestock	2
Handle sheep in yards	2
Carry out basic fencing operations	2
Maintain stock water supply equipment	2
Carry out lamb marking duties	2
Carry out calf marking duties	2
Care for working dogs	3
Slaughter sheep	

### Total Nominal Hours

31

**Example 2 – Training Program for grain operation  
– Certificate II in Agriculture (Grain Production)**

**Point Score - Six mandatory core units**

Farmcare chemical user course	4
Carry out basic field duties	2
Prepare grain storages	2
Operate ride on farm vehicles	2
Operate property vehicles	2
Perform routine maintenance	2
Fabricate and repair metal and plastic structures	2
Operate plant and machinery	2
Operate trailed/mounted equipment	2
Carry out basic fencing operations	2
Maintain farm improvements	2
Prepare paddocks for chosen land use	3
Muster and move sheep	2
Handle sheep in yards	2

**Total Nominal Hours 31**

**Other courses available include:**

- Farm Chemical Courses
- Farm Computer Courses
- Managing Farm Safety Course
- Woolclassing
- Owner Woolclassing
- Certificate IV in Agriculture
- Chainsaw Trimming and Cross-Cutting – Crosscutting
- Chainsaw Level Two – Falling
- O.H.S/Environmental Care
- Forestry Assessments
- Chainsaws
- Log Truck Driving
- Plant Operator
- Front End Loader Assessment (Agricultural)
- 4x4 Training/Assessment

**Assessment**

A combination of workplace assessment and off job assessment conducted by qualified workplace assessors.

**Fees**

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

**Recognition of Prior Learning**

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

**Application Information**

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

**Course Enquiries**

For further course information contact:

**SMB Campus - Ballarat**

Robyn Grigg  
School of Business Services – Primary Industries  
Telephone (03) 5334 3510 or (03) 5327 8228

Certificate III in

# Agriculture

National Course Code:

RUA30198

## General Information

**Certificate III in Agriculture will be offered in the following:**

- Beef Cattle Production
- Grain Production
- Sheep & Wool (including wool harvesting)
- General Agriculture

**Training may include units of competency in:**

- Potato Production (Production Horticulture)
- And other commodity units by negotiation

## Career Opportunities

This course is designed to meet the competency requirements for a farm tradesperson, senior farm hand or station hand.

## Mode of Study and Location

This course is offered in a flexible mode using a combination of on job and off job training, designed to suit the needs of workplace RTO and trainee centred at Primary Industries Training Centre, University of Ballarat.

## Entry Requirements

### Traineeship/Apprenticeship Requirements

All trainees must have a signed agreement between employer and trainee lodged with a New Apprenticeship Centre (NAC). Contact the Primary Industries Training Centre for a list of contact numbers for NACs. Information on Government Employment Incentives/Subsidies and wages is also available from NACS.

## Course Structure

### Duration

- 36 months (maximum)
- 24 months (maximum - with completion of Certificate II Agriculture)

Entry into Certificate III is not conditional upon completion of Certificate II)

There are in excess of 400 units of competency in Agriculture, too many to list, but we have listed a sample certificate suitable for:

1. Mixed farming operations and
2. Grains production.

The final selection of units of competency is achieved at the interview when the training plan is established.

## Training Plan

Each trainee will have an individual training plan established which will be designed to meet the needs of the trainee, the employer, the work place and the registered training organisation (University of Ballarat).

The training plan will reflect the qualifications, experience and the required training both on and off the job.

The training plan also identifies:

- Training conducted by the employer on the job
- Home study requirements of the trainee
- Training with Ballarat University (off the job)
- Assessments on and off the job

The training plan hence reflects the agreed commitment to the training by the employer, the trainee and the University of Ballarat.

## Course Content

### Training Requirement

#### Six Mandatory Units in Agriculture\*

Unit Code	Module
CORE1A	Industry requirements
CORE2A	OHS procedures for agriculture
CORE3A	Hazardous substances in agriculture
CORE4A	Communications
CORE5A	Minimising Emergencies
CORE6A	Daily work planning

*(no points attached to mandatory units)*

### Remaining requirements

Trainees will select units to a total score of 36 points (minimum) to gain their Certificate III.

### Certificate III Agriculture (general)

36 points to be selected across the whole range of commodity groups.

### Specific Commodity Groups

30 points to be selected from main commodity group (and usually reflects main farm enterprise).

6 points selected from any rural units of competency.

### Other courses available include:

- Farm Chemical Courses
- Farm Computer Courses
- Managing Farm Safety Course
- Woolclassing
- Owner Woolclassing
- Certificate IV in Agriculture
- Chainsaw Trimming and Cross-Cutting – Crosscutting
- Chainsaw Level Two – Falling
- O.H.S/Environmental Care
- Forestry Assessments
- Chainsaws
- Log Truck Driving
- Plant Operator
- Front End Loader Assessment (Agricultural)
- 4x4 Training/Assessment

### Sample Certificates

#### Example 1 - Training Program for a mixed farming operation - Certificate III in Agriculture (General)

##### Point Score

Six mandatory core units	0
Farmcare chemical user course	4
Prepare paddocks for chosen land use	3
Sow crop	3
Handle grain in storage area	3
Implement & monitor enterprise OH & S Program	3
Design and construct conventional fencing	3
Establish pasture and crops	3
Select livestock for market	3
Select sheep for market	3
Implement internal parasite control programs	3
Implement external parasite control	3
Care for working dogs	3

**Total Score** **37**

#### Example 2 - Training Program for grain production - Certificate III in Agriculture (Grain Production)

##### Point Score

Six mandatory core units	0
Farmcare chemical user course	4
Perform routine maintenance	2
Prepare paddocks for chosen land use	3
Sow crop	3
Harvest the crop	3
Handle grain in storage area	3
Plan for sowing	4
Implement and monitor O.H & S. program	3
Manage maintenance	3
Service of equipment	3
Transport grain and fertilizer	3
Save prepare and store seed	3

**Total Score** **37**

### Assessment

A combination of workplace assessment and off job assessment, conducted by qualified workplace assessors.

### Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

### Recognition of Prior Learning

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

### Application Information

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

### Course Enquiries

For further course information contact:

#### SMB Campus - Ballarat

Robyn Grigg

School of Business Services – Primary Industries

Telephone (03) 5334 3510 or (03) 5327 8228

Certificate IV in

# Agriculture

National Course Code:

RUA40198

## General Information

**Certificate IV in Agriculture will be offered in the following:**

- Beef Cattle Production
- Grain Production
- Sheep & Wool (including wool harvesting)
- General Agriculture

**Training may include units of competency in:**

- Potato Production (Production Horticulture)
- And other commodity units by negotiation

## Career Opportunities

This course is designed to meet the competency requirements for an Agricultural Supervisor.

## Mode of Study and Location

This course is offered in a flexible mode using a combination of on job and off job training, designed to suit the needs of workplace RTO and trainee centred at Primary Industries Training Centre, University of Ballarat.

## Entry Requirements

### Traineeship/Apprenticeship Requirements

All trainees must have a signed agreement between employer and trainee lodged with a New Apprenticeship Centre (NAC). Contact the Primary Industries Training Centre for a list of contact numbers for NACs. Information on Government Employment Incentives/ Subsidies and wages is also available from NACS.

## Course Structure

### Duration

- 48 months (maximum)
- 24 months (maximum - with completion of Certificate III Agriculture)

Entry into Certificate IV is not conditional upon completion of Certificate III

There are in excess of 400 units of competency in Agriculture, too many to list.

The final selection of units of competency is achieved at the interview when the training plan is established.

### Training Plan

Each trainee will have an individual training plan established which will be designed to meet the needs of the trainee, the employer, the work place and the registered training organisation (University of Ballarat).

The training plan will reflect the qualifications, experience and the required training both on and off the job.

The training plan also identifies:

- Training conducted by the employer on the job
- Home study requirements of the trainee (using learning guides)
- Training with Ballarat University (off the job)
- Assessments on and off the job

The training plan hence reflects the agreed commitment to the training by the employer, the trainee and the University of Ballarat.

## Course Content

### Training Requirement

#### Six Mandatory Units in Agriculture\*

Unit Code	Module
CORE1A	Industry requirements
CORE2A	OHS procedures for agriculture
CORE3A	Hazardous substances in agriculture
CORE4A	Communications
CORE5A	Minimising Emergencies
CORE6A	Daily work planning

*(no points attached to mandatory units)*

### Remaining requirements

Trainees will select units to a total score of 40 points (minimum) to gain their Certificate IV.

### Certificate IV Agriculture (general)

40 points to be selected across the whole range of commodity groups.

### Specific Commodity Groups

32 points to be selected from main commodity group (and usually reflects main farm enterprise).

8 points selected from any rural units of competency.

### Other courses available include:

- Farm Chemical Courses
- Farm Computer Courses
- Managing Farm Safety Course
- Woolclassing
- Owner Woolclassing
- Chainsaw Trimming and Cross-Cutting – Crosscutting
- Chainsaw Level Two – Falling
- O.H.S/Environmental Care
- Forestry Assessments
- Chainsaws
- Log Truck Driving
- Plant Operator
- Front End Loader Assessment (Agricultural)
- 4x4 Training/Assessment

### **Assessment**

A combination of workplace assessment and off job assessment, conducted by qualified workplace assessors.

### **Fees**

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

### **Recognition of Prior Learning**

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

### **Application Information**

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

### **Course Enquiries**

For further course information contact:

#### **SMB Campus - Ballarat**

Robyn Grigg

School of Business Services – Primary Industries

Telephone (03) 5334 3510 or (03) 5327 8228

Certificate III in

# Agriculture (Clip Preparation)

National Course Code: **RUA31498**

## General Information

The course provides woolgrowers with the skills to prepare and class their own woolclips for sale.

## Career Opportunities

Upon successful completion graduates may apply to the Australian Wool Exchange for registration as a owner classer. This course forms part of the Certificate IV in Agriculture (Wool Classing), which leads to registration as a professional woolclasser.

## Mode of Study and Location

### **Horsham (Longerenong) Campus:**

Fleximode, full time or part-time basis.

### **SMB Campus (Ballarat):**

Fleximode, or part-time basis.

### **Ararat Campus and Edenhope:**

Part-time basis.

This course can be completed via flexible delivery, home study/in shed training component, together with on campus delivery. Duration varies between 3 – 10 weeks depending on experience.

The course is available at the Ballarat, Horsham (Longerenong) and Stawell Campuses as well as Edenhope, and various regional locations based on demand.

## Entry Requirements

Satisfaction of entry requirements whereby a prospective student can demonstrate the ability to achieve the aims of the course.

## Course Structure

This course is self-paced competency based program.

## Course Content

Unit Code	Unit of Competence
2430WHA	Fulfil employment requirements
2431WHA	Meet workplace health and safety requirements
2435WHA	Ensure shed and yards prepared for shearing
2432WHA	Pen up sheep
2433WHA	Prepare wool
2434WHA	Press wool into bales
3436WHA	Work as a team

3437WHA	Arrange preparation of non-fleece wool
3438WHA	Class fleece wool
3431WHA	Document a woolclip
4430WHA	Supervise wool handlers
3021OHA	Implement and monitor the enterprise OHS program

**Total Nominal Hours** **452**

Unit Code	Electives
3433WHA	Prepare shearing team wages
3434WHA	Provide information

**Total Nominal Hours** **70**

## Competency Information

### **Fulfil employment requirements**

To provide the theoretical knowledge and practical skills to source and complete work documentation.

### **Meet Workplace O.H.S. requirements**

To provide the theoretical knowledge and practical skills to adopt healthy, safe work practices and act in emergencies.

### **Pen up Sheep**

To provide the theoretical knowledge and practical skills to avoid contamination, monitor and move mobs of sheep in the shed and fill catching pens.

### **Prepare wool**

To provide the theoretical knowledge and practical skills to perform the duties of the board person and wool roller in the shearing shed.

### **Press wool into bales**

To provide the theoretical knowledge and practical skills to press, brand, weigh and stack wool bales.

### **Ensure shed and yards prepared for shearing**

To provide the theoretical knowledge and practical skills to check sheep yards and shed for safety, contamination and cleanliness prior to shearing.

### **Implement and monitor the OHS program**

To provide the theoretical knowledge and practical skills to implement and monitor an OHS program for farm workers and administer first aid.

### **Document a wool clip**

To provide the theoretical knowledge and practical skills to complete all documentation associated with the wool clip including classer wage statements.

### **Work as a team**

To provide the theoretical knowledge and practical skills to communicate, support and contribute to the shearing teams operation.

**Arrange preparation of non-fleece wool**

To provide the theoretical knowledge and practical skills to oversee wool rollers and board persons in the preparation of bellies, skirtings and other non-fleece wools for sale.

**Class fleece wool**

To provide the theoretical knowledge and practical skills to determine a wool room layout and class fleeces to Industry Code of Practice Standards.

**Supervise wool handlers**

To provide the theoretical knowledge and practical skills to allocate, supervise and instruct wool handling staff in their duties.

**Electives****Prepare shearing team wages**

To provide the theoretical knowledge and practical skills to maintain staff records, calculate wages and pay staff.

**Provide information**

To provide the theoretical knowledge and practical skills to collect information and advise the woolgrower on all aspects pertaining to the wool clip.

**Assessment**

Assessment will be conducted in the workplace, or off the job by qualified workplace assessors.

**Fees**

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

**Recognition of Prior Learning**

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

**Application Information**

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

**Course Enquiries**

For further course information contact:

**Ararat Campus**

Telephone (03) 5355 3000

**Horsham Campus**

Peter Sudholz or Ashley Fithall  
School of Business Services – Primary Industries  
Telephone (03) 5384 7335 or (03) 5362 2636

**SMB Campus - Ballarat**

Graham Shearer  
School of Business Services – Primary Industries  
Telephone (03) 5334 3245 or (03) 5327 8228



Certificate III In

# Agriculture (Rural Merchandising)

National Course Code:

**RUA31298**

## General Information

This course is designed for participants that are employed in Rural merchandising either as a New Apprentice or an Existing Worker.

## Career Opportunities

This course is designed to meet the competency requirements for a person working in the Rural Merchandising industry. Forming a pathway to a certificate which is more management orientated to Diploma and Advanced Diploma levels.

## Mode of Study and Location

This course is offered in a flexible mode using a combination of on job and off job training and assessment designed to suit the needs of workplace, Registered Training Organisation and trainee at Ballarat/Horsham campuses of the university of Ballarat.

## Entry Requirements

Traineeship/Apprenticeship Requirements

New Apprenticeship or Existing Employee in Rural Merchandising.

All New/Apprentices must have a signed agreement between employer and apprentice lodged with a New Apprenticeship Centre (NAC). Contact the Primary Industries Training Centre for a list of contact numbers for NACs. Information on Government employment incentives/subsidies and wages is also available from NACs.

Existing workers need to meet Commonwealth Funding guidelines)

## Course Structure

36 months (maximum)

24 months (maximum) on completion of Certificate II Rural Operations

## Training Plan

Each trainee will have an individual training plan established which will be designed to meet the needs of the trainee, the employer, the work place and the registered training organisation (University of Ballarat). The training plan will reflect the qualifications, experience and the required training both on and off the job.

The training plan also identifies

- training conducted by the employer (on the job)
- Homestudy requirements of the trainee (using learning guides)
- Training with Ballarat University (off the job)
- Assessments on and off the job

The training plan hence reflects the agreed commitment to the training by the employer, the trainee and the University of Ballarat.

## Course Content

**Total Score required – minimum 37 points consisting of 6 mandatory units (no points attached to mandatory units)**

RUACORE1A	Meet Industry requirements
RUACORE2A	Follow enterprise OHS procedures
RUACORE3A	Use Hazardous substances safely
RUACORE4A	Communicate in the workplace
RUACORE5A	Act to minimize emergencies
RUACORE6A	Plan daily work routines

### 4 points from units

RUAAG2817RMA	Sell farm chemicals
RUAAG2818RMA	Provide advice on farm chemical usage

21 points from Rural Merchandising core units of competency at Level 3

12 points from any 6 Rural Merchandising units at Falling

Total hours – individual training plans are established so hours vary.

### Other courses available include:

- Farm Chemical Courses
- Farm Computer Courses
- Managing Farm Safety Course
- Woolclassing
- Owner Woolclassing
- Certificate II in Agriculture
- Certificate III in Agriculture
- Certificate IV in Agriculture
- Chainsaw Trimming and Cross-Cutting – Crosscutting
- Chainsaw Level Two – Falling
- O.H.S./Environmental Care
- Forestry Assessments
- Chainsaws
- Log Truck Driving
- Plant Operator
- Front end loader assessment (Agricultural)
- 4 X 4 training/assessment

### **Assessment**

A combination of workplace assessment and off job assessment conducted by qualified workplace assessors.

### **Fees**

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

### **Recognition of Prior Learning**

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

### **Application Information**

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

### **Course Enquiries**

For further course information contact:

#### **SMB Campus - Ballarat**

Robyn Grigg

School of Business Services – Primary Industries

Telephone (03) 5334 3510 or (03) 5327 8228

Diploma In

# Agriculture (Sheep and Wool) or (Goat Production)\*

**Diploma in Agriculture (Sheep & wool)**National Course Code: **RUA51398****Diploma in Agriculture (Goat production)\***National Course Code: **RUA50598****General Information**

This course provides a high degree of training in the technical knowledge and skills required to operate and manage a sheep and wool, mohair or associated animal fibre production system. It covers all aspects associated with pastures, nutrition, animal health and selection. Fibre production and classing, marketing, information technology, resource and business management.

**Career Opportunities**

This course is designed for careers in animal fibre production and related agricultural services fields. Careers include property managers/overseers, stock and station agent representatives, fibre buyer/valuers and agribusiness representatives. Successful students may apply to the Australian Wool Exchange for Australian Professional Woolclasser Regulation.

**Mode of Study and Location**

18-month full time course or optional flexible delivery work shop structure

Course conducted at Longerenong Agricultural College, via Horsham Victoria. The Diploma is a joint venture in partnership with the University of Melbourne, Longerenong.

**Entry Requirements**

Post Year 12 or mature age. Applicants may be required to attend an interview.

**Course Structure**

The course is structured around a series of specialist workshops conducted throughout the 18 month period. This underpinned with students completing the wool classing course and other competencies in either a full time of, if available, flexible delivery format.

**Course Content**

Unit Code	Module
CORE2A	Follow enterprise OHS Procedures
CORE3A	Use Hazardous Substances Safely
CORE5A	Act to Minimise Emergencies
2430WHA	Fulfil Employment Requirements
2432WHA	Pen up Sheep
2433WHA	Prepare Wool
2434WHA	Press Wool into Bales
2437WHA	Crutch Sheep
2801RMA	Communicate within the Rural Merchandise
2803RMA	Service Customer Needs
3200BM	Process Records
3404SWA	Implement Sheep Husbandry Practices
3408SWA	Develop Flock Health and Welfare Strategies
3431WHA	Document a Wool Clip
3434WHA	Provide Information
3437WHA	Arrange Preparation of Non-Fleece Wool
3438WHA	Class Fleece Wool
3463GTA	Class Goat Fibre
3531DYA	Install and Maintain Farm Water Supplies
4403SWA	Develop Feeding Plans
4430WHA	Supervise Wood Handlers
4431WHA	Manage Shearing Operations
4433WHA	Determine Classing Strategies
4807RMA	Provide Service to Wool/Fibre Producers
5201BMAZ	Market Products
5202BMAZ	Administer the Business
5205BMA	Manage Pastures Fodder and Crop Production
5206BMA	Manage Livestock Production
5402SWA	Develop and Implement a Breeding Strategy
TEC202A	Operate a Computer to Access/Retrieve Data

**Total Hours****1490**

\* NOTE: For students who select to gain the qualification in Goat Production, additional and/or alternate enrolment in goat competencies is required.

**Assessment**

Assessment is based on competency performance, which may include a combination of task performance, skill demonstration, assignments, tests, written and oral evidence.

Competency based training is concerned with assisting people to gain specific competencies which are required in the workplace. This course has been designed to meet the particular skills and knowledge appropriate to this vocational area. A student will be assessed by performing set tasks at specified standards, under prescribed conditions.

## **Fees**

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

## **Recognition of Prior Learning**

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

## **Application Information**

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

## **Course Enquiries**

For further course information contact:

### **Horsham Campus**

Peter Sudholz or Ashley Fithall  
School of Business Services – Primary Industries  
Telephone (03) 5384 7335 or (03) 5362 2600  
Fax (03) 5384 7233

Certificate IV in

# Agriculture (Wool Classing)

National Course Code: **RUA41498**

## General Information

This course provides the necessary training to apply for registration as an Australian professional Woolclasser with the Australian Wool Exchange and to further your knowledge in clip preparation, shed management and wool marketing.

## Career Opportunities

Employment opportunities include working as a professional woolclasser or in other positions associated with the wool industry.

## Mode of Study and Location

### Horsham (Longerenong) Campus:

Fleximode full-time or part-time basis.

### SMB Campus (Ballarat):

Fleximode, or part-time basis.

### Stawell Campus and Edenhope:

Part-time basis.

This course can be completed in 8 – 17 weeks of full-time study or 2 years of part-time study. The flexible delivery format can be completed in 6 – 12 months, with the theory component being completed at home and the practical component on campus. Practical shearing shed experience includes on the job training and assessment. Full-time may commence between February and August; part-time and fleximode students may commence at any time.

## Entry Requirements

Satisfaction of entry requirements whereby a prospective student can demonstrate the ability to achieve the aims of the course.

## Course Structure

This certificate is a self-paced competency based program.

## Course Content

Unit Code	Unit of Competence
AG2430WHA	Fulfil employment requirements
AG2431WHA	Meet workplace health and safety requirements
AG2435WHA	Ensure shed and yards prepared for shearing
AG2432WHA	Pen up sheep

AG2433WHA	Prepare wool
AG2434WHA	Press wool into bales
AG3436WHA	Work as a team
AG3437WHA	Arrange preparation of non-fleece wool
AG3438WHA	Class fleece wool
AG3431WHA	Document a woolclip
AG4430WHA	Supervise wool handlers
AG3434WHA	Provide information
AG4433WHA	Determine classing strategies

**Total Hours** **625**

## Electives

AG3021OHA	Implement and monitor the enterprise OHS program
AG3432WHA	Account for shearing shed supplies
AG3433WHA	Prepare shearing team wages
AG4432WHA	Arrange employment
AG4021OHA	Establish and maintain the enterprise OHS program
AG4202BMA	Deliver and evaluate training

**Total Hours** **138**

## Competency Information (Core)

### Fulfil Employment Requirements

To provide theoretical knowledge and practical skills to source and complete work documentation.

### Meet Workplace OHS Requirements

To provide the theoretical knowledge and practical skills to adopt healthy, safe work practices and act in emergencies.

### Pen up Sheep

To provide the theoretical knowledge and practical skills to avoid contamination, monitor and move mobs of sheep in the shed and fill catching pens.

### Prepare wool

To provide the theoretical knowledge and practical skills to perform the duties of the board person and wool roller in the shearing shed.

### Press wool into bales

To provide the theoretical knowledge and practical skills to press, brand, weigh and stack wool bales.

### Ensure shed and yards prepared for shearing.

To provide the theoretical knowledge and practical skills to check sheep yards and shed for safety, contamination and cleanliness prior to shearing.

### Document a wool clip

To provide the theoretical knowledge and practical skills to complete all documentation associated with the wool clip including classer wage statements.

**Provide Information**

To provide the theoretical knowledge and practical skills to collect information and advise the woolgrower on all aspects pertaining to the wool clip.

**Work as a team**

To provide the theoretical knowledge and practical skills to communicate, support and contribute to the shearing teams operation.

**Arrange preparation of non-fleece wool**

To provide the theoretical knowledge and practical skills to oversee wool rollers and board persons in the preparation of bellies, skirtings and other non-fleece wools for sale.

**Class fleece wool**

To provide the theoretical knowledge and practical skills to determine a wool room layout and class fleeces to Industry Code of Practice Standards.

**Supervise wool handlers**

To provide the theoretical knowledge and practical skills to allocate, supervise and instruct wool handling staff in their duties.

**Manage Shearing Operations**

To provide the theoretical knowledge and practical skills to plan and implement the shearing operation for livestock, shearing shed staff and equipment.

**Determine classing strategies**

To provide the theoretical knowledge and practical skills to determine appropriate classing strategies based clip technical data and industry standards.

**Assessment**

Assessment will be conducted in the workplace, or off the job by qualified workplace assessors.

**Fees**

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

**Recognition of Prior Learning**

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

**Application Information**

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

**Course Enquiries**

For further course information contact:

**Ararat Campus:**

Telephone (03) 5355 3000

**Horsham Campus**

Peter Sudholz or Ashley Fithall

School of Business Services – Primary Industries

Telephone (03) 5384 7335 or (03) 5362 2600

**SMB Campus - Ballarat**

Graham Shearer

School of Business Services – Primary Industries

Telephone (03) 5334 3245

Certificate II in

# Agriculture (Wool Handling)

National Course Code:

RUA21498

## General Information

This course aims to provide participants with a range of shedhand skills including picking up and throwing, skirting and rolling, wool preparation, pressing and branding.

## Career Opportunities

Graduates enter the shearing industry working as a shed hand. This course forms part of the Certificate IV in Agriculture (Australian Woolclasser) and Certificate III in Agriculture (Owner Classer).

## Mode of Study and Location

This course can be completed on the job via flexible delivery or a home study theory package with on campus practical component and shearing shed practical experience. (2 – 6 weeks depending on study mode).

The course is available at the Ballarat, Ararat and Horsham (Longerenong) Campuses.

## Entry Requirements

Satisfaction of entry requirements whereby a prospective student can demonstrate the ability to achieve the aims of the course.

## Course Structure

This certificate is a self-paced competency based program.

## Course Content

Unit Code	Unit of Competence
AG2430WHA	Fulfil employment requirements
AG 2431WHA	Meet workplace health and safety requirements
AG 2435WHA	Ensure shed and yards prepared for shearing
AG 2432WHA	Pen up sheep
AG 2433WHA	Prepare wool
AG 2434WHA	Press wool into bales
AG 3436WHA	Work as a team

Total Nominal Hours

220

## Competency Information

### Fulfil Employment Requirements

To provide theoretical knowledge and practical skills to source and complete work documentation.

### Meet Workplace OHS Requirements

To provide the theoretical knowledge and practical skills to adopt healthy, safe work practices and act in emergencies.

## Pen up Sheep

To provide the theoretical knowledge and practical skills to avoid contamination, monitor and move mobs of sheep in the shed and fill catching pens.

## Prepare wool

To provide the theoretical knowledge and practical skills to perform the duties of the board person and wool roller in the shearing shed.

## Press wool into bales

To provide the theoretical knowledge and practical skills to press, brand, weigh and stack wool bales.

## Ensure shed and yards prepared for shearing.

To provide the theoretical knowledge and practical skills to check sheep yards and shed for safety, contamination and cleanliness prior to shearing.

## Work as a team

To provide the theoretical knowledge and practical skills to communicate, support and contribute to the shearing teams operation.

## Assessment

Assessment will be conducted in the workplace, or off the job by qualified workplace assessors.

## Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

## Recognition of Prior Learning

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

## Application Information

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

## Course Enquiries

For further course information contact:

### Ararat Campus

Telephone (03) 5355 3000

### Horsham Campus

Peter Sudholz and Ashley Fithall  
School of Business Services – Primary Industries  
Telephone (03) 5384 7335 Or (03) 5362 2600

### SMB Campus - Ballarat

Graham Shearer  
School of Business Services – Primary Industries  
Telephone (03) 5334 3245

Certificate II &amp; III in

# Forest and Forest Products (Harvesting)

## Certificate II in Forest and Forest Products (Harvesting)

National Course Code: **FPI20399**

## Certificate III in Forest and forest Products (Harvesting)

National Course Code: **FPI30399**

### General Information

This course is designed to integrate people into Forest Harvesting sector at Certificate II level through on the job training.

### Career Opportunities

Course is designed to meet the competency requirements of a forest operators licence.

### Mode of Study and Location

Flexible – combination of on job and off job training designed to suit the needs of workplace RTO and trainee centred at Primary Industries Training Centre - University of Ballarat.

### Entry Requirements

#### Traineeship/Apprenticeship Requirements

All trainees must have a signed agreement between employer and trainee lodged with a New Apprenticeship Centre (NAC). Contact the Primary Industries Training Centre for a list of contact numbers for NACs. Information on Government employment incentives/subsidies and wages is also available from NACs.

### Course Structure

#### Certificate II

12 months (maximum) – full time

20 months (maximum) – part time

#### Certificate III

36 months (maximum) – full time

### Training Plan

Each trainee will have an individual training plan established which will be designed to meet the needs of the trainee, the employer, the work place and the registered training organisation (University of Ballarat). The training plan will reflect the qualifications,

experience and the required training both on and off the job.

The training plan also identifies

- training conducted by the employer (on the job)
- Homestudy requirements of the trainee (using learning guides)
- Training with Ballarat University (off the job)
- Assessments on and off the job

The training plan hence reflects the agreed commitment to the training by the employer, the trainee and the University of Ballarat.

### Course Content

#### Training Requirements

#### Six Mandatory Units (no points attached to mandatory units)

FPIOHS1A	Follow defined occupational health & safety procedures
FPIG16A	Maintain interactive communication in the workplace
FPIG22A	Plan to undertake a routine task
FPIG25A	Work effectively with others
FPIG30A	Interpret and solve numerical problems - basic
FPIG39A	Implement quality control - basic

**Training hours – depending on selection of units – each student has an individual training plan.**

#### Remaining requirements

Trainees will select units to a total score of 22 points to gain the Certificate II. Apprentices will select units to the total of 39 points to gain the certificate III.

#### Other courses available include:

- Farm Chemical Courses
- Farm Computer Courses
- Managing Farm Safety Course
- Woolclassing
- Owner Woolclassing
- Certificate II, III and IV in Agriculture
- Chainsaw Trimming and Cross-Cutting – Crosscutting
- Chainsaw Level Two – Falling
- O.H.S./Environmental Care
- Forestry Assessments
- Chainsaws
- Log Truck Driving
- Plant Operator
- Front end loader assessment (Agricultural)
- 4 X 4 training/assessment

### Assessment

A combination of workplace assessment and off job assessment conducted by qualified workplace assessors.

### Fees



Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

### **Recognition of Prior Learning**

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

### **Application Information**

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

### **Course Enquiries**

For further course information contact:

#### **SMB Campus - Ballarat**

Robyn Grigg

School of Business Services – Primary Industries

Telephone (03) 5334 3510 or (03) 5327 8228

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Certificate II in

# Racing (Thoroughbred) Stablehand Level 1

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National Course Code: **RGR20198**

### General Information

This course provides the necessary training to allow persons to operate as a Stablehand in the thoroughbred racing industry, being responsible to the Trainer for the care of horses.

### Career Opportunities

Persons successfully completing this course are eligible for employment in the thoroughbred Industry as a stablehand.

### Mode of Study and Location

This course will be delivered from the Horsham Campus through on the job training and assessment as well as on campus workshops where applicable.

### Entry Requirements

Satisfaction of entry requirements whereby a prospective student can demonstrate the ability to achieve the aims of the course. Prospective students should be actively involved in the industry.

### Course Structure

This course is delivered on the job through a training plan and theory resource booklets.

### Course Content

<b>Core Units</b>	<b>Compulsory Units of Competence</b>
RGR006A	Apply Occupational Health and Safety Procedures
RGR007A	Handles Horses Safely 1
RGR008A	Work Effectively in the Racing Industry 1
RGR0098	Care for Horses

<b>Unit Codes</b>	<b>Electives (select 1)</b>
RGR010A	Handle Horses Safely 2
RGR011A	Work Effectively in the Racing Industry 2

**Total Nominal Hours** **380**

### Assessment

Assessment will be conducted either in the workplace or off the job by qualified workplace assessors.

### Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

### Recognition of Prior Learning

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

### Application Information

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

### Course Enquiries

For further course information contact:

#### Horsham Campus

Lyn Parish  
School of Business Services – Primary Industries  
Telephone (03) 5362 2636  
Fax (03) 5362 2610

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Certificate III in

# Racing (Thoroughbred) Stablehand Level 2

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National Course Code: **RGR30198**

### General Information

This course provides the necessary training to allow persons to operate as a Senior Stablehand being responsible for staff and accountable to the Trainer for efficient management of the training program and operation of the stable.

### Career Opportunities

Persons successfully completing this course are eligible for employment in the thoroughbred Industry as a senior stablehand.

### Mode of Study and Location

This course will be delivered from the Horsham Campus through on the job training and assessment as well as on campus workshops where applicable.

### Entry Requirements

Satisfaction of entry requirements whereby a prospective student can demonstrate the ability to achieve the aims of the course. Prospective students should be actively involved in the industry.

### Course Structure

This course is delivered on the job through a training plan and theory resource booklets.

### Course Content

Core Units	Compulsory Units of Competence
RGR006A	Apply Occupational Health and Safety Procedures
RGR007A	Handles Horses Safely 1
RGR008A	Work Effectively in the Racing Industry 1
RGR0098	Care for Horses
RGR010A	Handle Horses Safely 2
RGR011A	Work Effectively in the Racing Industry 2

### Plus 2 Electives From The Following:

RGR012A	Ride or Drive Horses at Track Work
RGR016B	Maintain Thoroughbreds in a Healthy State and Safe Environment
RGR017A	Determine Nutritional Requirements for Thoroughbreds
RGR018A	Assess Health and First Aid for Thoroughbreds

**Total Nominal Hours** **500**

### Assessment

Assessment will be conducted either in the workplace or off the job by qualified workplace assessors.

### Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

### Recognition of Prior Learning

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

### Application Information

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

### Course Enquiries

For further course information contact:

#### Horsham Campus

Lyn Parish  
School of Business Services – Primary Industries  
Telephone (03) 5362 2636  
Fax (03) 5362 2610

Certificate IV in

# Racing (Thoroughbred) Thoroughbred - Trainer Level 1

National Course Code: **RGR40298**

### General Information

This course provides the necessary training to allow persons to be responsible for the care, maintenance and racing performance of animals as well as the performance of all tasks and duties associated with running a racing establishment.

### Career Opportunities

Persons successfully completing this course are eligible to apply to Racing Victoria for a Trimming and Cross-Cutting Trainers Licence.

### Mode of Study and Location

This course will be delivered from the Horsham Campus through on the job training and assessment as well as on campus workshops where applicable.

### Entry Requirements

Satisfaction of entry requirements whereby a prospective student can demonstrate the ability to achieve the aims of the course. Prospective students should be actively involved in the industry.

### Course Structure

This course is delivered on the job through a training plan and theory resource booklets.

### Course Content

Unit Code	Compulsory Competencies
RGR006A	Apply Occupational Health & Safety Procedures
RGR007A	Handle Horses or Greyhounds Safely
RGR008A	Work Effectively in the Racing Industry (1)
RGR009A	Care for Horses or Greyhounds
RGR010A	Handle Horse or Greyhounds Safely (2)
RGR011A	Work Effectively in the Racing Industry (2)
RGR016B	Maintain Greyhounds, Stdbreds, Thoroughbred Health
RGR017A	Determine Nutritional Requirements for Greyhounds, Std, Thoroughbreds

RGR019A	Plan Train Race Prog Greyhounds, Std, Thoroughbreds
RGR022A	Assess Train Race Prog Greyhounds, Std or Thoroughbreds
RBR023A	Manage a Training and Racing Program (1)
RBR024A	Manage the Maintenance of Plant, Equipment
RGR025A	Manage Finances (1)
RGR026A	Manage Self and Others (1)

### Electives From The Following:

RGR027A	Manage a Training and Racing Program (2)
RGR028A	Manage and Maintain Plant, Equipment and Property (2)

**Total Nominal Hours** **960**

### Assessment

Assessment will be conducted either in the workplace or off the job by qualified workplace assessors.

### Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

### Recognition of Prior Learning

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

### Application Information

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

### Course Enquiries

For further course information contact:

#### Horsham Campus

Lyn Parish  
School of Business Services – Primary Industries  
Telephone (03) 5362 2636  
Fax (03) 5362 2610

Certificate II In

# Rural Operations

National Course Code:

RUH20901

## General Information

This program is currently offered as a traineeship over a 12 month period. The qualification is designed so that 50% can be offered from the Horticulture or Agriculture Training Package and the other 50% from any other nationally recognised training package. Employers to offer cross industry skill opportunities to their employees.

## Career Opportunities

This course is designed to meet the competency requirements for participants who are employed across two industries eg Farming/Tourism, Horticulture/Administration

## Mode of Study and Location

This course is offered in a flexible mode using a combination of on job and off job training and assessment designed to suit the needs of workplace, Registered Training Organisation and trainee at Ballarat/Horsham campuses of the university of Ballarat.

## Entry Requirements

Traineeship/Apprenticeship Requirements

All trainees must have a signed agreement between employer and trainee lodged with a New Apprenticeship Centre (NAC). Contact the Primary Industries Training Centre for a list of contact numbers for NACs. Information on Government employment incentives/subsidies and wages is also available from NACs.

## Course Structure

12 months traineeship

## Course Content

**Total Score required – minimum 30 points consisting of Six Mandatory Units (no points attached to mandatory units)**

RUHCORE1A	Meet Industry requirements
RUHCORE2A	Meet workplace health and safety requirements
RUHCORE3A	Use Hazardous substances safely
RUHCORE4A	Cooperate in the workplace
RUHCORE5A	Act in an emergency
RUHCORE6A	Plan daily work routines

A minimum of 15 points from Rural (Horticulture and Agriculture Training Packages) units of competency.

The balance of the points (a minimum of 15 points) from other Rural units of competency or units from a

maximum of three other endorsed Training Packages currently offered by the University of Ballarat.

Total hours – individual training plans are established so hours vary.

## Other courses available include:

- Farm Chemical Courses
- Managing Farm Safety Course
- Woolclassing
- Owner Woolclassing
- Certificate II in Agriculture
- Certificate III in Agriculture
- Certificate IV in Agriculture
- Chainsaw Trimming and Cross-Cutting – Crosscutting
- Chainsaw Level Two – Falling
- O.H.S/Environmental Care
- Forestry Assessments
- Chainsaws
- Log Truck Driving
- Plant Operator
- Front end loader assessment (Agricultural)
- 4 X 4 training/assessment

## Assessment

A combination of workplace assessment and off job assessment conducted by qualified workplace assessors.

## Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

## Recognition of Prior Learning

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

## Application Information

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

## Course Enquiries

For further course information contact:

### SMB Campus

Robyn Grigg

School of Business Services – Primary Industries

Telephone (03) 5334 3510 or (03) 5327 8228

Certificate III In

# Rural Operations

National Course Code: **RUH30901**

## General Information

This program is currently offered as a new apprenticeship over a 3 year period. The qualification is designed so that 50% can be offered from the Agriculture or Horticulture Training Package and the other 50% from any other nationally recognised training package offered by the University of Ballarat. Allowing employers to offer cross-industry skill opportunities to their employees.

## Career Opportunities

This course is designed to meet the competency requirements for participants who are employed across two industries eg Farming/Engineering, Horticulture/Administration

## Mode of Study and Location

This course is offered in a flexible mode using a combination of on job and off job training and assessment designed to suit the needs of workplace, Registered Training Organisation and trainee at Ballarat/Horsham campuses of the university of Ballarat.

## Entry Requirements

Traineeship/Apprenticeship Requirements

All New/Apprentices must have a signed agreement between employer and apprentice lodged with a New Apprenticeship Centre (NAC). Contact the Primary Industries Training Centre for a list of contact numbers for NACs. Information on Government employment incentives/subsidies and wages is also available from NACs.

## Course Structure

36 months (maximum)

24 months (maximum) on completion of Certificate II Rural Operations

Entry into Certificate III is not conditional upon completion of Certificate II

## Course Content

Total minimum points required is 36 points and comprises the following:

## Six Mandatory Units (no points attached to mandatory units)

RUHCORE1A	Meet Industry requirements
RUHCORE2A	Meet workplace health and safety requirements
RUHCORE3A	Use Hazardous substances safely
RUHCORE4A	Cooperate in the workplace
RUHCORE5A	Act in an emergency
RUHCORE6A	Plan daily work routines

A minimum of 18 points from Rural (Horticulture and Agriculture Training Packages) units of competency.

The balance of the points (a minimum of 18 points) from other Rural units of competency or units from a maximum of three other endorsed Training Packages currently offered by the University of Ballarat.

Total hours – individual training plans are established so hours vary.

## Other courses available include:

- Farm Chemical Courses
- Farm Computer Courses
- Managing Farm Safety Course
- Woolclassing
- Owner Woolclassing
- Certificate II in Agriculture
- Certificate III in Agriculture
- Certificate IV in Agriculture
- Chainsaw Trimming and Cross-Cutting – Crosscutting
- Chainsaw Level Two – Falling
- O.H.S./Environmental Care
- Forestry Assessments
- Chainsaws
- Log Truck Driving
- Plant Operator
- Front end loader assessment (Agricultural)
- 4 X 4 training/assessment

## Assessment

A combination of workplace assessment and off job assessment conducted by qualified workplace assessors.

## Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

## Recognition of Prior Learning

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

**Application Information**

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

**Course Enquiries**

For further course information contact:

**SMB Campus - Ballarat**

Robyn Grigg

School of Business Services – Primary Industries

Telephone (03) 5334 3510 or (03) 5327 8228

# Chainsaw Operations

This course consists of units from the:

**Certificate III in Forest & Forest Products (Forest Growing & Management)**

National Course Code **FPI30199**

**Certificate III in Forest & Forest Products (Harvesting)**

National Course Code **FPI30399**

## General Information

These courses are particularly suited to people involved in Harvesting, Logging or Milling of Timber and Forest Products (commercial) and occasional users or persons in the amenity tree industry (non-commercial).

The course is also relevant to

- Forestry Workers
- Timber Yard Workers
- Farmers
- Horticulturists and Arborists
- Lines Persons engaged in Clearing Lines
- Staff employed in Local Government
- Staff employed in State Emergency Service
- Members of Country Fire Authority

## Career Opportunities

**NOTE:**

The Course in Chainsaw Operations - Trimming and Cross-Cutting and Falling was developed to train a novice faller to the minimum level of skill required for production falling in a forest.

The course does not provide training in rugged, steep or mountainous terrain.

## Mode of Study and Location

**Practical Training**

**Trimming and Cross-Cutting** – 40 hours (One full week)

**Falling** – 80 hours (Two full weeks)

**Forest Environment**

Centred at Primary Industries Training Centre – UB

## Entry Requirements

**Trimming and Cross-Cutting** – There are no prerequisites.

**Falling** – Trimming and Cross-Cutting Chainsaw Accreditation or RPL for Trimming and Cross-Cutting.

## Course Structure

**Trimming and Cross-Cutting** consists of 40 hours full time training conducted over a week.

**Falling** consists of 80 hours full time training conducted over two weeks.

## Course Content

**TRIMMING AND CROSS-CUTTING:**

Non Commercial

FPIFGM069A Trim and cross-cut felled trees (non-commercial/non-production)

Commercial

FPIH2001A Trim and cross-cut felled trees (production)

**Total Nominal Hours 40**

**FALLING:** (Trimming and Cross-Cutting is a prerequisite)

Falling covers:

- Safe, efficient and approved work practices and procedures for chainsaw operation in a forest harvesting environment
- Work site assessment and preparation
- Approved falling techniques, small, medium and large trees in different forest environments

Non Commercial

FPIFGM110A Fall trees manually – basic (non-commercial/non-production)

FPIFGM111A Fall trees manually – intermediate (non-commercial/non-production)

FPIFGM112A Fall trees manually – advanced (non-commercial/non-production)

Commercial

FPIH2003A Harvest trees manually – basic

FPIH3020A Harvest trees manually – intermediate

FPIH3041A Harvest trees manually – advanced

**Total Nominal Hours 80**

## Assessment

Forest and Forest Product Skills Employment Company Accreditation recognised by the DNRE and Workcover Authority.

## Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.



### **Recognition of Prior Learning**

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

### **Application Information**

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

### **Course Enquiries**

For further course information contact:

#### **SMB Campus - Ballarat**

Adrian Lucas

School of Business Services – Primary Industries

Telephone (03) 5334 3239 or 0438 847 087

Robyn Grigg

School of Business Services – Primary Industries

Telephone (03) 5327 8228 or (03) 5334 3510

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# Course in Farm Chemical Use

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National Course Code: **1326**  
State Code: **2001ATC**

## General Information

Safe farming is better farming for you, your family, your farm and the environment!

Learn to use chemicals safely, effectively and with better returns.

The Victorian Farm Chemical Users Course was developed and endorsed by: Victorian Farmers Federation, AVCARE and Agriculture Victoria.

## How would you describe the Farm Chemical Users Course?

### A Shopping Guide

The Farm Chemical Users Course helps you decide which farm chemicals to buy. You will find out:

- Pests controlled
- The characteristics of chemicals
- Equipment needed
- Legal obligations

### A Handling Guide

From when you purchase a farm chemical until you dispose of the empty container, regulations apply to ensure safe handling. Through the Farm Chemical Users Course you will learn:

- How these regulations apply in your situation
- How to read the label
- The correct protective clothing to be used
- Container management and disposal

### A Guide in the Calibration of Equipment

As farm chemicals become more expensive and selective it is important that no more than the recommended rate is applied.

Through the Farm Chemical Users Course you will learn to calibrate and maintain your equipment so that the exact dose will be given. You will also avoid wasting chemicals.

### A Guide to Environmental Protection

By undertaking the Farm Chemical Users Course you will learn to appreciate the concerns of the wider community about farm chemicals and learn how to take precautions to protect yourselves, your family and the total environment.

## A Guide to Integrated Pest Control

Through the Farm Chemical Users Course you will learn that farm chemicals are not used in isolation. Their use is part of a total program for the management of crops or animals. Integrated pest control is the smart way to use chemicals.

## Will the Farm Chemical Users Course suit my needs?

The Farm Chemical Users Course is the first chemical course in Victoria specifically designed for farmers. It offers practical help for all farmers, plus each group receives specialist information for their own industry, for example:

- Horticulturists
- Crop farmers
- Sheep and beef farmers
- Dairy farmers

The course can also be customised for other users of farm chemicals - for example: Council Operators, Foresters and Government departments.

The course also provides a forum for discussion with other users of farm chemicals.

## What will I receive?

Each participant will receive a set of course notes and information relevant to the safe and proper use of chemicals.

## What is the status of Farm Chemical Users Course?

Farm Chemical Users Course is developed and endorsed by AVCARE, VFF and Agriculture Victoria. Those completing the course will receive a certificate of participation and have their name placed in a central registry held by the registrar of the course.

The Farm Chemical Users Course is the recognised training program for those wishing to apply for an Agricultural Chemical Users Permit or a Commercial Operators Licence.

The Farm Chemical Users Course is coordinated by ChemCert Australia (Vic) Inc.

## Career Opportunities

Designed to meet the training requirements for those wishing to apply for application permits in Victoria.

## Mode of Study and Location

The course can be conducted over 3 evenings or over two days or a combination of evenings and days. Course leaders will target the needs of those doing the course.

Participants without practical applications experience will have to undertake the full 30 hour course.

## Entry Requirements

There are no entry requirements.

## Course Structure

The course is written in competency-based terms and is designed such that the various subject areas are sequenced in a logical progression to maximise student learning.

The course structure is based on an integration of the practical skills and background theory subjects.

## Course Content

Unit Code	Module	
VAH337	Chemical Selection/Reading the Label	
VAH346	Clean Up & Disposal of Chemicals	
VAH436	Decanting & Mixing	
VAH492	Emergency Procedures & First Aid	
VAH672	Application of Chemicals	
VAH928	Pests & Pest Control	
VAH942	Planning Chemical Usage	
VAJ225	Transport & Storage of Chemicals	
VAJ247	Understanding Farm Chemicals	
<b>Total Hours</b>		<b>30</b>

## Assessment

Assessment will be conducted throughout the duration of the course, including label reading and equipment calibration assessments.

## Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

## Recognition of Prior Learning

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

## Application Information

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

## Course Enquiries

For further course information contact:

### Horsham Campus

Lyn Parish  
School of Business Services – Primary Industries  
Telephone (03) 5362 2636

### SMB Campus - Ballarat

John Taylor  
School of Business Services – Primary Industries  
Telephone (03) 5327 8228

Robyn Grigg

School of Business Services – Primary Industries  
Telephone (03) 5334 3510

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# Environmental Care for Forest Workers

# Occupational Health & Safety for Forest Workers

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This course consists of units from:

## **Certificate III in Forest & Forest Products (Harvesting)**

National Course Code: **FPI30399**

### **General Information**

#### **Primary Client Group**

People involved in forest logging and harvesting industries, soft wood and hard wood and seed gathering.

All persons involved with commercial harvesting of forest products in state forests are required to hold a Forest Operator's Licence. Occupational Health and Safety and Environmental Care are pre-requisites for the issue of a Forest Operator's Licence.

### **Career Opportunities**

This course is a pre-requisite for the Forest Operators Licence, which can be obtained through the Department of Natural Resources and Environment (DNRE)

### **Mode of Study and Location**

Theory work is carried out at the Primary Industries Training Centre or in the Workplace.

### **Entry Requirements**

There are no entry requirements.

### **Course Structure**

These courses are jointly conducted over 1 day or two evening sessions.

To receive a certificate all modules must be completed.

### **Course Content**

#### **ENVIRONMENTAL CARE**

<b>Unit Code</b>	<b>Unit of competency</b>
FPICI009A	Act in an environmentally responsible manner

**Total Nominal Hours** **20**

#### **OCCUPATIONAL HEALTH & SAFETY**

<b>Unit Code</b>	<b>Unit of competency</b>
FPIOHS1A	Follow defined occupational health and safety policies and procedures

**Total Nominal Hours** **20**

### **Assessment**

Minimum levels of achievement must be attained before progression to the next module.

### **Competency Based Training**

Competency Based Training is concerned with assisting people to gain specific competencies required in the workplace.

This course has been designed to meet the particular skills and knowledge appropriate to this vocational area.

A student will be assessed as Competent or Not Competent by performing set tasks at specified standards, under prescribed conditions.

### **Fees**

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

### **Recognition of Prior Learning**

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

### **Application Information**

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

### **Course Enquiries**

For further course information contact:

#### **SMB Campus - Ballarat**

Adrian Lucas  
School of Business Services – Primary Industries  
Telephone (03) 5334 3239 or 0438 847 087

Robyn Grigg  
School of Business Services – Primary Industries  
Telephone (03) 5327 8228

Certificate II in

# Food Processing (Wine)

National Course Code: **FDF20498**

## General Information

This competency based training program aims to provide students with basic knowledge and skills to operate effectively within the viticultural industry.

## Career Opportunities

Within the viticultural industry there are a wide range of tasks that could be performed under supervision. Students may be already employed in the industry and are updating their skills and knowledge.

## Mode of Study and Location

Training is available through the University facilities in Ararat, Stawell and Ballarat.

## Entry Requirements

Satisfactory completion of General Certificate in Education or equivalent.

## Course Structure

Part time studies for this qualification could be completed in 12 months.

## Course Content

Unit Code	Core Units
CORCOM1A	Communicate in the workplace
CORCOM2A	Collect, present and apply workplace information
CORFS1A	Apply basic food safety practices
CORFS2A	Implement the food safety plan
CORNUM1A	Apply basic mathematical concepts
COROHS1A	Apply safe work procedures
COROHS2A	Implement occupational health and safety principles and procedures
CORQA1A	Apply basic quality assurance practices
CORQA2A	Implement the quality system
WIUINDA	Perform effectively in the workplace

Unit Codes	Elective Units
WGGPVHA	Plant vines by hand
WGGCMBA	Carry out basic canopy maintenance
WGGTVA	Train vines
WGGHPVA	Hand prune vines
WGGVCA	Take vine cuttings
WGGISMA	Undertake irrigation systems maintenance activities

WGGISA	Operate irrigation system
HRT206	Operate tractors
WGGVEQA	Operate vineyard equipment
WGGSSSEA	Operate spreading and seeding equipment
WGGHPA	Co-ordinate hand pruning activities
18.1AA	Use hand tools
OPTTW2A	Participate in teams
D397A	Handle dangerous and hazardous goods
WGGVDDA	Monitor and control vine disorders and damage

**Total Nominal Hours** **610**

## Assessment

Assessments may be through a combination of practical work, assignments, tests or on job assessment.

## Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

## Recognition of Prior Learning

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

## Application Information

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

## Course Enquiries

For further course information contact:

### SMB Campus - Ballarat

Tony Thake  
School of Business Services – Primary Industries  
Telephone (03) 5339 3533 or (03) 5327 8223

Certificate III in

# Food Processing (Wine)

National Course Code: **FDF30498**

## General Information

This competency based training program aims to provide students with knowledge and skills to operate effectively within the viticultural industry.

## Career Opportunities

Within the viticultural industry there are a wide range of tasks that could be performed. Students may be already employed in the industry and are updating their skills and knowledge.

## Mode of Study and Location

Training is available through the University facilities in Ararat, Stawell and Ballarat

## Entry Requirements

Satisfactory completion of General Certificate in Education or equivalent.

## Course Structure

Part time studies for this qualification could be completed in 12 months after the completion of Certificate II.

## Course Content

<b>Unit Code</b>	<b>Core Units</b>
CORCOM3A	Analyse and convey workplace information
CORFS3A	Monitor the implementation of the food safety plan
COROHS3A	Monitor the implementation of occupational health and safety
CORQA3A	Monitor the implementation of the quality system
<b>Unit code</b>	<b>Elective Units</b>
WGSSEA	Operate spreading and seeding equipment
WGGCBAA	Apply chemicals and biological agents
WGGVDDA	Monitor and control vine disorders and damage
WGGHPA	Co-ordinate hand pruning activities
WGGCMAA	Co-ordinate manual canopy management activities
OPTTW3A	Facilitate teams

OPTPT3A	Prepare for training
OPTRT3A	Review training
OPTAT3A	Conduct assessment in accordance with an established assessment procedure
OPTDT3A	Deliver training

**Total Nominal Hours** **400**

## Assessment

Assessments may be through a combination of practical work, assignments, tests or on job assessment.

## Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

## Recognition of Prior Learning

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

## Application Information

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

## Course Enquiries

For further course information contact:

### SMB Campus - Ballarat

Tony Thake  
School of Business Services – Primary Industries  
Telephone (03) 5339 3533 or (03) 5327 8223

Certificate II in

# Horticulture (Parks & Gardens)

National Course Code: **RUH20698**

## General Information

This skills based training program aims to provide students with basic knowledge and skills to operate effectively within various horticultural industries.

## Career Opportunities

Within the horticultural industry there are a wide range of gardening tasks that could be performed under supervision.

## Mode of Study and Location

Training is available through the University Horticulture facility, corner of Gregory and Gillies Streets, Ballarat.

## Entry Requirements

Satisfactory completion of General Certificate in Education or equivalent.

## Course Structure

Full time studies could be completed in a six-month time frame.

## Course Content

### Unit Code Core Modules

HRTC1	Meet employment requirements
HRTC2	Meet workplace health & safety requirements
HRTC3	Use hazardous substances safely
HRTC4	Cooperate in the workplace
HRTC5	Act in an emergency
HRTC6	Plan daily work routine

### Unit Elective Modules

HRT201	Treat weeds
HRT202	Treat pests and diseases
HRT203	Plant trees and shrubs
HRT204	Communicate in the workplace
HRT206	Operate tractors
HRT207	Operate equipment and machinery
HRT208	Prune trees and shrubs
HRT212	Apply chemicals and biological agents
HRT217	Maintain properties and structures
HRT222	Operate and maintain a chainsaw
HRT226	Undertake propagation activities
HRT238	Install paving
HRT226	Undertake irrigation systems maintenance activities
HRT227	Recognise plants, products and treatments
HRT233	Renovate grassed areas

**Total Nominal Hours**

**390**

## Assessment

Competency based training provides students with skills that can be assessed at the University of Ballarat Horticulture facility. Assessments may be through a combination of practical work, assignments or tests.

## Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

## Recognition of Prior Learning

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

## Application Information

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

## Course Enquiries

For further course information contact:

### SMB Campus - Ballarat

Tony Thake  
School of Business Services – Primary Industries  
Telephone (03) 5339 3533 or (03) 5327 8223

Certificate III in

# Horticulture (Parks and Gardens)

National Course Code: **RUH30698**

## General Information

This skills based training program aims to provide students with knowledge and skills to operate effectively within various horticultural industries.

## Career Opportunities

Qualified gardening in various horticultural industries performing a wide range of tasks.

## Mode of Study and Location

Training is available through the University Horticulture facility, corner of Gregory and Gillies Streets, Ballarat.

## Entry Requirements

Satisfactory completion of general education certificate in education or equivalent.

## Course Structure

Full time studies can be completed in 12 – 18 months.

## Course Content

<b>Unit Code</b>	<b>Core Modules</b>
HRTC1	Meet employment requirements
HRTC2	Meet workplace health & safety requirements
HRTC3	Use hazardous substances safely
HRTC4	Cooperate in the workplace
HRTC5	Act in an emergency
HRTC6	Plan daily work routine
<b>Unit Code</b>	<b>Elective Units</b>
HRT302	Cultivate turf
HRT306	Establish planted areas
HRT312	Install drainage systems
HRT313	Install irrigation systems
HRT316	Control weeds
HRT317	Control pests and disease
HRT318	Undertake operational maintenance of machinery
HRT324	Propagate plants
HRT326	Provide information on plants, products & treatments
HRT343	Install brick structures and features
HRT353	Select chemicals & biological agents
HRT359	Implement a plant nutrition program

**Total Nominal Hours** **840**

## Assessment

Competency based training provides students with skills that can be assessed at the University of Ballarat Horticulture facility. Assessments may be through a combination of practical work, assignments or tests.

## Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

## Recognition of Prior Learning

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

## Application Information

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

## Course Enquiries

For further course information contact:

### SMB Campus - Ballarat

Tony Thake  
School of Business Services – Primary Industries  
Telephone (03) 5339 3533 or (03) 5327 8223



Certificate IV in

# Horticulture (Parks and Gardens)

National Course Code: **RUH40698**

## General Information

This program is designed to further develop the horticultural skills and knowledge of students in order to enable them to be eligible for middle management and supervisory positions in the horticulture industry. The course would ideally suit new owners of horticulture businesses, those looking for work in the horticulture industry and suppliers of horticultural materials or services.

## Career Opportunities

Graduates can expect to gain middle management and supervisory positions within varying areas of the horticultural industry and may also establish their own business.

## Mode of Study and Location

Training is available through the University Horticulture facility, corner of Gregory and Gillies Streets, Ballarat on a full time basis for two years or a part time basis in the day or evening.

## Entry Requirements

Students must provide evidence of prior knowledge and skills (ie trade qualifications, industry experience) that would demonstrate sufficient underpinning knowledge to gain entry at level 4.

If sufficient underpinning knowledge cannot be demonstrated, enrolment in levels 2 or 3 would be necessary.

## Course Structure

Full time studies can be completed in 18 – 24 months. Part time studies will take longer.

## Course Content

### Unit Code Core Modules

HRTC1	Meet employment requirements
HRTC2	Meet workplace health & safety requirements
HRTC3	Use hazardous substances safely
HRTC4	Cooperate in the workplace
HRTC5	Act in an emergency
HRTC6	Plan daily work routine

### Unit Code Elective Modules

HRT403	Source information
HRT410	Implement and soil preparation program
HRT412	Develop and integrate pest management program
HRT415	Develop a mowing program
HRT416	Recommend plants, products and treatments
HRT417	Deliver on the job training
HRT418	Supervise staff
HRT427	Prepare a landscape design
HRT401	Plan revegetation works
HRT431	Promote plant health

**Total Nominal Hours** **960**

## Assessment

Competency based training provides students with skills that can be assessed either by practical demonstration, assignments, group work or tests.

## Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

## Recognition of Prior Learning

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

## Application Information

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

## Course Enquiries

For further course information contact:

### SMB Campus - Ballarat

Tony Thake  
School of Business Services – Primary Industries  
Telephone (03) 5339 3533 or (03) 5327 8223

Diploma of

# Horticulture (Parks & Gardens)

National Course Code: **RUH50698**

## General Information

This course will further develop the skills and knowledge of the students to enable them to undertake the tasks of management within the horticulture industry. This course will be ideal for students in middle management or supervisory roles wishing to upgrade their skills to become competent with the management of a horticultural enterprise.

## Career Opportunities

Graduates can expect to gain managerial or supervisory positions within the horticultural industry.

## Mode of Study and Location

Training is available through the University Horticulture facility, corner of Gillies and Gregory Streets Wendouree. The study will encompass work on job and will form an integral part of the course.

## Entry Requirements

### Please Note

Students will be required to provide evidence of prior knowledge and skills that would demonstrate sufficient underpinning knowledge to gain entry at level 5.

If sufficient underpinning knowledge were not demonstrated, enrolment at lower levels would be required.

## Course Structure

Full time studies can be completed in two to three years. Part time studies will take longer.

## Course Content

### Unit Code Core Units

HRTC1	Meet workplace health and safety requirements
HRTC3	Use hazardous substances safely
HRTC5	Act in an emergency

### Unit Code Elective Units

HRT503	Prepare estimates and quotes
HRT506	Negotiate with clients and others
HRT512	Prepare and monitor budgets and financial reports
HRT513	Manage business operations
HRT517	Manage plant health
HRT520	Implement sustainable horticultural practices

HRT522	Collect and manage data
HRT524	Provide specialist advice on plants, products and treatments
HRT528	Prepare reports
HRT529	Manage weeds, pests and disease infestations

**Total Nominal Hours** **1230**

## Assessment

Competency based training involving demonstrations of skills along with assignments, work groups, folios, tests and written reports.

## Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

## Recognition of Prior Learning

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

## Application Information

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

## Course Enquiries

For further course information contact:

### SMB Campus - Ballarat

Tony Thake  
School of Business Services – Primary Industries  
Telephone (03) 5339 3533 or (03) 5327 8223