



Vocational Education and Training Course Guide

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Welcome from The Principal

Times Academy is a Training College with a difference. The focus at Times Academy is not only on excellence in teaching, learning and training, but on development of the whole student. At Times Academy you will not only develop your language and employability skills, but you will flourish in your Australian experiences and personal growth.

Times Academy has a superior modern campus right by Town Hall in the center of the city. Easily reached by public transport with state-of-the-art computer facilities, wireless connections and bright naturally lit classrooms, students get to experience all that Sydney has to offer at their doorstep.

Times Academy has a range of innovative vocational education and training courses including Early Childhood Education and Care, Ageing Support and Leadership & Management. These quality courses are approved by the Australian Skills Quality Authority and give students the skills and knowledge they need to succeed in Australia.

The well-qualified teaching staff at Times are enthusiastic, innovative and create vibrant energetic learning environments. With regular and varied assessment, student receive feedback that helps them to advance their language skills in minimal time.

Students feel comfortable and confident in their new surroundings, as Times is small enough to give you a sense of family in Australia. Student services staff at Times provide comprehensive services to help you adjust to your new life in Australia. Times has amazing social events including Culture Days, excursions to points of interest and a comprehensive orientation program.



Heidi Reid
Principal, Times Academy
BA, Grad DipEd, MTESOL, MBA



Times Academy for Success

Students from all over the world choose Times Academy as their destination to study English and Vocational Skills! With interactive, innovative lessons and fun and informative workshops and social activities, Times has created a welcoming, supportive learning environment to help our students achieve success.

Campus Facilities

- Modern and up-to-date
- Air-conditioned spacious classrooms
- Natural light
- Campus Wi-fi Access for students
- Study Centre
- Student Library and Lounge
- Computer laboratories
- Student Lounge with kitchenette, microwaves, fridge and vending machines.



Student Support

Student Services

- Help to arrange accommodation
- Information about life in Australia
- Community support
- Multicultural services
- Help adjusting to your new life in Australia
- Counselling support
- Overseas Student Health Cover (OSHC)
- Help to find essential services
- Help to open a bank account
- Assistance in securing student ID cards
- Support for learning difficulties
- Information on Student Visa conditions
- Assistance to find part-time work
- Help with transport issues

Orientation

On your first day at Times Academy you will have orientation and a placement test. You will get all the information you need for your school life in Australia. Please bring your Australian and home country contact details with you on your first day. You can tell us all about your study goals and we can help you to achieve them!

Student Pathways

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

Childhood Education and care

Certificate III in Early Childhood Education and Care

CHC30113

Diploma of Early Childhood Education and Care

CHC50113

Leadership and Management

Certificate IV in Leadership and Management

BSB42015

Diploma of Leadership and Management

BSB51915

Advanced Diploma Leadership and Management

BSB61015

Ageing care

Certificate III in Individual Support

CHC33015

Certificate IV in Ageing Support

CHC43015

Higher Education

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

Vocational Education and Training Courses

Early Childhood Education and Care



Certificate III in Early Childhood Education and Care

CRICOS Course Code 095091F | CHC30113

This qualification reflects the role of workers in a range of early childhood education settings who work within the requirements of the Education and Care Services National Regulations and the National Quality Standard. They support the implementation of an approved learning framework, and support children's wellbeing, learning and development. Depending on the setting, educators may work under direct supervision or autonomously.

Working towards this qualification is the minimum requirement to work in Early childhood setting.

Entry Requirements

There are no entry requirements for this qualification however it is recommended that individuals should:

- be 18 years or older;
- and have completed Year 11 or its equivalent with suitable English language skills. International Students are also required to have an English ability at the IELTS 5.5 or equivalent.
- A working with children check is required for work placement and for gaining employment

Working with Children Check

Due to the mandatory work placement requirement, students wishing to study CHC30113 will be required to undergo and satisfy Working with Children Checks. This should be done during orientation so that approval is provided prior to the first work placement.

Course Structure

This qualification is made up of 18 stand alone units of competency (15 core and 3 elective units); however, they have been sequenced and structured into 7 clusters to train and assess units of competency together that have common skills and knowledge or because they share a common work function and based on industry consultation. The course is structured to provide a logical, efficient learning sequence.

Pathways to Further Study

CHC50113 Diploma of Early Childhood Education and Care.

Job Roles

Job roles and titles may vary across early childhood settings. Upon successful completion of CHC30113 a person could seek employment opportunities in roles such as;

- Early Childhood Educator
- Family day care educator
- Preschool assistant
- Nanny or in-home care educator

Cluster & Unit(s)

- | | | |
|----------|--|--|
| 1 | CHCLEG001
CHCECE009
BSBWOR301 | Work legally and ethically
Use an approved learning framework to guide practice
Organise personal work priorities and development |
| 2 | CHCECE001
CHCDIV002 | Develop cultural competence
Promote Aboriginal and/or Torres Strait Islander cultural safety |
| 3 | HLTAID004 | Provide an emergency first aid response in an education and care setting |
| 4 | HLTWHS001
CHCECE002
CHCPRT001
CHCPRT003 | Participate in work health and safety,
Ensure the health and safety of children,
Identify and respond to children and young people at risk
Work collaboratively to maintain an environment safe for children and young people |
| 5 | CHCECE005
CHCECE003
CHCECE004 | Provide care for babies and toddlers,
Provide care for children,
Promote and provide healthy food and drinks |
| 6 | CHCECE013
CHCECE011
CHCECE010 | Use information about children to inform practice
Provide experiences to support children's play and learning
Support the holistic development of children in early childhood |
| 7 | CHCECE007
CHCECE006 | Develop positive and respectful relationships with children
Support behaviour of children and young people |

Delivery Modes

The program uses a variety of methods to provide a rich and engaging learning experience for learners. Students attend classes for 15 hours per week and undertake a total of 170 hours of work placement.

Course Duration

Thirty Five (35) weeks including Eight (8) weeks holidays.



Diploma of Early Childhood Education and Care

CRICOS Course Code 095092E | CHC50113

This qualification reflects the role of workers in a range of early childhood education settings who work within the requirements of the Education and Care Services National Regulations and the National Quality Standard. They support the implementation of an approved learning framework, and support children's wellbeing, learning and development. Depending on the setting, educators may work under direct supervision or autonomously.

Entry Requirements

There are no entry requirements for this qualification however it is recommended that individuals should:

- be 18 years or older; and
- have completed Year 12 or its equivalent with suitable English language skills. International Students are also required to have an English ability at the IELTS 5.5 or equivalent.
- A working with children check is required for work placement and for gaining employment

Working with Children Check

Due to the mandatory work placement requirement, students wishing to study CHC50113 will be required to undergo and satisfy Working with Children Checks. This should be done during orientation so that approval is provided prior to the first work placement.

Course Structure

This qualification is made up of 28 stand alone units of competency (23 core and 5 elective units); however, they have been sequenced and structured into 13 clusters to train and assess units of competency together that have common skills and knowledge or because they share a common work function and based on industry consultation. The course is structured to provide a logical, efficient learning sequence.

Pathways from The Qualification

Higher Education pathways exist depending on the university, courses include:

- Bachelor of Early Childhood
- Master of Teaching (Birth to 12 years old)

Job Roles

Job roles and titles may vary across early childhood settings. Upon successful completion of CHC50113 a person could seek employment opportunities in roles such as:

- Early Childhood Educator
- Family day care educator
- Preschool assistant
- Nanny or in home care educator
- Room leaders
- Nominated or authorised supervisor for a centre under 29 children

Cluster & Unit(s)

- | | | |
|-----------|--|---|
| 1 | CHCLEG001
CHCECE009 | Work legally and ethically
Use an approved learning framework to guide practice |
| 2 | CHCECE001
CHCDIV002 | Develop cultural competence
Promote Aboriginal and/or Torres Strait Islander cultural safety |
| 3 | HLTAID004 | Provide an emergency first aid response in an education and care setting |
| 4 | CHCECE002
CHCPRT001 | Ensure the health and safety of children
Identify and respond to children and young people at risk |
| 5 | CHCECE005
CHCECE003
CHCECE004 | Provide care for babies and toddlers
Provide care for children
Promote and provide healthy food and drinks |
| 6 | HLTWHS003
CHCECE016 | Maintain work health and safety
Establish and maintain a safe and healthy environment for children |
| 7 | CHCECE007 | Develop positive and respectful relationships with children |
| 8 | CHCPOL403C
CHCPOL002
CHCECE019 | Undertake research activities
Develop and implement policy
Facilitate compliance in education and care services |
| 9 | CHCMGT003
CHCECE025 | Lead the work team
Embed sustainable practices in service operations |
| 10 | CHCECE017

CHCECE018 | Foster the holistic development and wellbeing of the child in early childhood

Nurture creativity in children |
| 11 | CHCECE020
CHCECE022
CHCECE021 | Establish and implement plans for developing cooperative behaviour
Promote children's agency
Implement strategies for the inclusion of all children |
| 12 | CHCECE023
CHCECE026

CHCECE024 | Analyse information to inform learning
Work in partnership with families to provide appropriate education and care for children

Design and implement the curriculum to foster children's learning and development |
| 13 | CHCORG627B
CHCPRP003 | Provide mentoring support to colleagues
Reflect on and improve own professional practice |

Delivery Modes

The program uses a variety of methods to provide a rich and engaging learning experience for learners. Students attend classes for 15 hours per week and undertake a total of 375 hours of work placement.

Course Duration

One Hundred (100) weeks including Twenty Eight (28) weeks holidays.

Vocational Education and Training Courses

Individual and Ageing Support



Certificate III in Individual Support

CRICOS Course Code 096160A | CHC33015

This qualification reflects the role of workers in the community and/or residential setting who follow an individualised plan to provide person-centred support to people who may require support due to ageing, disability or some other reason. Work involves using discretion and judgement in relation to individual support as well as taking responsibility for own outputs. Workers have a range of factual, technical and procedural knowledge, as well as some theoretical knowledge of the concepts and practices required to provide person-centred support.

Entry Requirements

There are no entry requirements for this qualification however it is recommended that individuals should:

- be 18 years or older;
- have completed Year 12 or its equivalent with suitable English language skills. International Students are also required to have an English ability at the IELTS 5.5 or equivalent.
- A working with children check and National Police check is required for work placement and for gaining employment. This should be done during orientation so that approval is provided prior to the first industry placement

Course Structure

This qualification is made up of 13 units of competency (7 core units and 6 electives units)

Pathways to Further Study

Education pathways courses may include:

- Certificate IV in Ageing Support
- Certificate IV in Disability
- Diploma of Nursing
- Diploma of Community Services

Job Roles

Job roles and titles may vary across the community services sector including:

- Support worker
- Personal care giver
- Respite care worker
- Disability service worker
- Accommodation support worker

Code and Unit Name

Core Units

CHCCCS015	Provide individualised support
CHCCCS023	Support independence and well being
CHCCOM005	Communicate and work in health or community services
HLTAAP001	Recognise healthybody systems
HLTWHS002	Follow safe work practices for direct client care
CHCLEG001	Work legally and ethically
CHCDIV001	Work with divers epeople

Elective Units

CHCAGE001	Facilitatethe empowerment of older people
CHCAGE003	Coordinate service for older people
CHCAGE005	Provide support to people living with dementia
HLTINF001	Comply with infectionprevention control policies and procedures
CHCCCS011	Meet personal support needs
CHCDIS001	Contribute to ongoing skill development using a strength-based approach

Delivery Modes

The program uses a variety of methods to provide a rich and engaging learning experience for learners. Students attend classes for 15 hours per week and undertake a total of 180 hours of work placement.

Course Duration

Forty Eight (48) weeks including Twelve (12) weeks holidays

Certificate IV in Ageing Support

CRICOS Course Code 096161M | CHC43015

This qualification reflects the role of support workers who complete specialised tasks and functions in aged services; either in residential, home or community based environments. Workers will take responsibility for their own outputs within defined organisation guidelines and maintain quality service delivery through the development, facilitation and review of individualised service planning and delivery.

Workers may be required to demonstrate leadership and have limited responsibility for the organisation and the quantity and quality of outputs of others within limited parameters.

Entry Requirements

There are no entry requirements for this qualification however it is recommended that individuals should:

- be 18 years or older;
- have completed Year 12 or its equivalent with suitable English language skills. International Students are also required to have an English ability at the IELTS 5.5 or equivalent.
- A working with children check and National Police check is required for work placement and for gaining employment. This should be done during orientation so that approval is provided prior to the first industry placement

Course Structure

This qualification is made up of 18 units of competency (15 core units and 3 electives units)

Pathways to Further Study

Education pathways exist depending on the college/university, courses include:

- Diploma of Nursing
- Diploma of Community Services
- Bachelor of Nursing

Job Roles

Job roles and titles may vary across the community services sector including:

- Aged care activity worker
- Care service team leader
- Care supervisor
- Disability officer
- Disability support worker
- Accommodation support worker

Code and Unit Name

Core Units

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

Elective Units

CHCAGE002	Implement fall prevention strategies
CHCCOM002	Communication to build relationships
HLTWHS003	Maintain health and safety

Delivery Modes

The program uses a variety of methods to provide a rich and engaging learning experience for learners. Students attend classes for 15 hours per week and undertake a total of 180 hours of work placement.

Course Duration

Forty Eight (48) weeks including Twelve (12) weeks holidays

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Vocational Education Training Courses

Leadership and Management

Certificate IV in Leadership and Management

CRICOS COURSE CODE 095419J | BSB42015

This qualification reflects the role of individuals working as developing and emerging leaders and managers in a range of enterprise and industry contexts. As well as assuming responsibility for their own performance, individuals at this level provide leadership, guidance and support to others. They also have some responsibility for organising and monitoring the output of their team. They apply solutions to a defined range of predictable and unpredictable problems, and analyse and evaluate information from a variety of sources.

Entry Requirements

There are no entry requirements for this qualification. However, substantial work experience would be highly regarded. It is recommended that individuals should:

- be 18 years or older;
- and have completed Year 11 or its equivalent with suitable English language skills.
- International Students are also required to have an English ability at the IELTS 5.5 or equivalent.

Course Structure: Duration 48 Weeks

This qualification is made up of twelve units of competency (four core units and eight electives)

BSBLDR401	Communicate effectively as a workplace leader
BSBLDR402	Lead effective workplace relationships
BSBLDR403	Lead team effectiveness
BSBMGT402	Implement operational plans
BSBWHS401	Implement and monitor WHS policies, procedures and programs to meet legislative requirements

BSBWOR404	Develop work priorities
BSBRSK401	Identify risk and apply risk management processes
BSBINN301	Promote innovation in a team environment
BSBCMM401	Make a presentation
BSBWRT401	Write complex documents
BSBCUS402	Address customer needs
BSBRES401	Analyse and present research information

Pathways to Further Study

After achieving this qualification candidates may choose to study BSB51915 Diploma of Leadership and Management or other Diploma qualifications.

Job Roles

- Team Leader
- Supervisor
- Coordinator
- Leading Hand

Diploma of Leadership and Management

CRICOS COURSE CODE 095406C | BSB51915

This course aims to provide:

- Training and skills development in the functions of business and the environment in which business operates at a management level;
- An overview of a wide range of well – developed managerial skills within the business sector;
- Skills and knowledge for operation within the business sector at a managerial level and the ability to manage the work of others and to add value to or review management practices;
- Interpersonal skills essential for a managerial career within the business sector.

Entry Requirements

it is recommended that individuals should:

- be 18 years or older;
- and have completed Year 12 or its equivalent with suitable English language skills.
- International Students are also required to have an English ability at the IELTS 5.5 or equivalent.

Course Structure: Duration 48 Weeks

This qualification is made up of twelve units of competency (four core and eight elective units).

BSBLDR501	Develop and use emotional intelligence
BSBMGT517	Manage operational plans
BSBLDR502	Lead and manage effective workplace relationships
BSBWOR502	Lead and manage team effectiveness
BSBFIM501	Manage budgets and financial plans
BSBCUS501	Manage quality customer service

BSBHRM405	Support the recruitment, selection and induction of staff
BSBPMG522	Undertake project work
BSBRSK501	Manage risk
BSBMGT502	Manage people performance
BSBADM506	Manage business document design and development
BSBSUS501	Develop workplace policy and procedures for sustainability

Pathways to Further Study

BSB61015 Advanced Diploma of Leadership and Management or other Advanced Diploma qualifications.

Job Roles

- Office Manager
- Business Development Manager
- Accounts Manager

Advanced Diploma of Leadership and Management

CRICOS COURSE CODE 095407B | BSB61015

This course aims to provide:

- Training and skills development in the functions of business and the environment in which business operates at a management level;
- An overview of a wide range of well – developed managerial skills within the business sector;
- Skills and knowledge for operation within the business sector at a managerial level and the ability to manage the work of others and to add value to or review management practices;
- The ability to analyse, diagnose, design and execute business management functions
- Interpersonal skills essential for a managerial career within the business sector.

Entry Requirements

It is recommended that individuals should:

- be 18 years or older;
- and have completed Year 12 or its equivalent with suitable English language skills.
- International Students are also required to have an English ability at the IELTS 5.5 or equivalent.

Course Structure: Duration 48 Weeks

This qualification is made up of twelve units of competency (four core and eight elective units).

BSBFIM601	Manage finances	BSBCOM603	Plan and establish compliance management systems
BSBINN601	Lead and manage organisational change	BSBMKG609	Develop a marketing plan
BSBMGT605	Provide leadership across the organisation	BSBHRM602	Manage human resources strategic planning
BSBMGT617	Develop and implement a business plan	BSBMKG608	Develop organisational marketing objectives
BSBINM601	Manage knowledge and information	BSBWHS605	Develop, implement and maintain WHS management systems
BSBMGT608	Manage innovation and continuous improvement		
BSBMGT616	Develop and implement strategic plans		

Pathways to Further Study

After achieving this qualification candidates may choose to undertake studies at higher education level.

Job Roles

- Area Manager
- Department Manager
- Regional Manager

Living and Studying in Sydney



Sydney is one of the world's most loved cities and it has a sunny and vibrant mood that attracts people from around the world !

Australia is a truly multicultural nation with people from all parts of the world. It is surrounded by water so there are many beaches. Australia has a beautiful natural environment with National Parks and a relaxed lifestyle. The country is made up of eight states and territories each with their own government as well as the federal government. Sydney is the largest and the most well known city in Australia. It has the world famous Opera House and the beautiful Sydney Harbour Bridge. Sydney is a cosmopolitan city with many restaurants and shopping areas within a short distance of stunning beaches and parks. There are always plenty of things to do while living and studying in Sydney.

Estimated Cost of Living

Living expenses can include accommodation, transportation, food, clothes, books and entertainment. You will need approximately AUD \$20,000 to cover the whole year of study in Sydney (excluding tuition fees). Rents are fairly high in Sydney but this depends on whether you choose to share with friends and which suburb you choose to live in. Transport is easy to access as all trains, buses, ferries and light rail leads to the CBD.

You should have at least AUD \$2,000 when you first arrive to cover your initial expenses. These figures do not include large household items such as a refrigerator or a car. For more information, visit www.studyinaustralia.gov.au

Overseas Student Health Cover (OSHC)

The Australian government requires that all international students have Overseas Student Health Cover (OSHC). OSHC offers you access to a world-class health care system. This is great for the quality of treatment for anyone injured or sick in Australia. However, it can be come costly. Having OSHC can assist in mitigating these costs. BUPA is a popular insurance company with international students.

Find Work While You Study

International students are allowed to work for 40 hours per fortnight whilst studying full-time. There are numerous casual and part-time jobs available for students in cafes, restaurants, or retail businesses. Working offers you the right to minimum wage as well as superannuation. For more information, visit www.fairwork.gov.au.

Finding A Place to Live

Accommodation

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

Homestay

Homestay gives you the opportunity to live with an Australian family in their home. Homestay can be a great option for younger students as you will have a supportive family environment and a home away from home. Some homestay options include meals and others are self-catered, so you can choose the option that best suits your needs.

Rentals

Another accommodation option is to rent your own unit or room in a shared apartment, flat or house. In a rental arrangement, each person usually has their own bedroom and shares the bathroom, kitchen and living areas with housemates. Many students choose homestay when they first arrive and then move onto rental accommodation once they've settled into the area and have a better idea of where they'd like to live and the type of accommodation they'd prefer.

Assessment Strategies

The assessment methods in this qualification have been designed to include research tasks, role plays, case studies and Observation/Supervisor report among other work placement tasks while covering the critical elements of evidence

Recognition of Prior Learning

Times Academy supports the national policy of recognition of qualifications and Statements of Attainment issued by other Registered Training Organisations (RTO), regardless of the location, provided that the RTO is registered to offer units of competency which exist within the qualification offered by Times Academy and which may also exist in other Training Packages.

An application can be made for RPL when the student believes that they have already attained the necessary skills and competencies elsewhere (work other study etc.). An RPL application form is available from the Admin Manager, Student Administration Services upon request.

Fee & Charges

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

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

Intake Dates

	2018	2019	2020	2021
Term 1	08 Jan	07 Jan	06 Jan	11 Jan
Term 2	09 Apr	08 Apr	06 Apr	12 Apr
Term 3	09 Jul	08 Jul	06 Jul	12 Jul
Term 4	08 Oct	08 Oct	06 Oct	12 Oct

Choose when you want to study. Times Academy has 4 intake dates all year round. Don't wait and start whenever you like!

Sample Timetable

At Times Academy we try our best to accommodate our student's need. We understand the importance of a good school life balance. Our students can select a study timetable from a variety of options that suite their lifestyle needs. We hope that students enjoy their time at TA.

Shift	Mon	Tues	Wed	Thur	Fri	Sat
1	8:45 16:45	8:45 16:45				
2			8:45 16:45	8:45 16:45		
3					8:45 16:45	8:45 16:45
4	17:45 21:30	17:45 21:30	17:45 21:30	17:45 21:30		

How to Apply

- 1. Complete Your Application Form**

You can either complete our online application or download a printable application form in pdf and return it to our office via email or through an approved education agent.
- 2. Attach All Supporting Documents**
 - A copy of your current passport
 - A copy of any further studies offer to an Australian institution: University, foundation studies or TAFE/ VET certificate (if you hold one)
 - A copy of your current visa (if you hold one)
 - A copy of your official English test results: IELTS, TOEFL, PTE or Cambridge (if available)
 - A signed and dated Application Form.
 - A signed and completed Under 18 - Care Arrangement Form, if you are under 18 years of age.
- 3. Submit Your Application**

Return your application form and the necessary documents to:

*Times Academy Level 4, 338 Pitt Street
Sydney NSW 2000 Australia*

OR email to :
info@times.edu.au
- 4. Receive An Offer Letter**

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

CRICOS Code 03457J **RTO No.** 45070

 Level 4, 338 Pitt St, Sydney NSW 2000, Australia

 +61 2 8316 6688  info@times.edu.au

 TimesSydney  **ABN** 29 602 112 505



Website



Wechat

Disclaimer

The information in this brochure is correct as of Nov 2017. Changes in circumstances after this date may alter the accuracy of the information. TA reserves the right to alter any matter described in this brochure without notice. Readers are responsible for verifying information that pertains to them by contacting the college.

Version 18 , Oct 2018