

Diploma of Community Services

COURSE CODE	CHC52015
LOCATIONS	Warrnambool
STUDY MODE	Full-time, On Campus, Online
Length	Two years
Commencement	June 2022
Timetable	Two days a week of face-to-face and virtual classes in the first year and two and half days a week in the second year.

Course Overview

This section gives you an introduction to what you will be learning in this course, plus course outcomes, career opportunities, and student support.

Introduction

This qualification will give you the tools and knowledge needed to provide a range of services and interventions to clients within the community service sector.

This course gives you real-life industry experience where you will gain knowledge and skills in working with individuals, groups and whole communities through 400 hours of work placement.

This is an Australian Community Workers Association (ACWA) accredited course. This is a generalist course and offers a wide range of employment opportunities upon graduation in a large range of contexts.

Mode of delivery

This course is two days a week via a combination of face-to-face and virtual classes. You will also be required to undertake placement during the course.

***Virtual classroom**

A live online teaching and learning environment where teachers and students can present course materials, engage and interact with one another, and work in groups together.

Course Outcomes and Career Opportunities

- Community services worker
- Family support worker
- Welfare worker
- Case manager
- Child protection clinician
- Advocate
- Homeless support worker
- Youth justice worker
- Community corrections worker
- Student welfare coordinator
- Family violence case worker
- Community development worker

Pathways

This course offers a pathway into Deakin University, Warrnambool Campus.

Placement

This course includes industry experience where you will gain knowledge and skills in working with individuals, groups and whole communities. This experience is gained through 400 hours practical work placement undertaken throughout the course.

You will be required to hold a Working with Children Check (volunteer) and pass a police check prior to commencing placement.

Information Session

Why don't you come along to our next course info session to find out everything you need to start your learning journey? You can chat with our teachers, tour our facilities, learn more about the course, find out about the application process and get your questions answered by our course experts.

[Find the next info session near you](#)

Course Requirements

This section gives you an overview of entry requirements, course units and electives, skills recognition, and assessment criteria.

Entrance requirements & pre-requisites

Entry Requirements for this course include:

- * Must be over 17 yrs of age
- * Written entrance test and participation in a group activity
- * Selection interview and submission of a resume
- * Be able to pass Working with Children Checks and Police Checks immediately prior to undertaking mandatory work placements. Although this is not an entry requirement of itself inability to complete mandatory work placement due to failing these requirements will preclude students from completing the course and gaining the qualification

Course requirements

To be eligible for this qualification you must successfully complete 16 units: 8 core and 8 elective.

You will be required to hold a Working with Children Check (volunteer) prior to commencing placement.

Units offered

Core Units

Unit Code	Unit Name	Unit Hours	Unit Consumables
CHCCCS007	Develop and implement service programs	100	\$0.00
CHCCOM003	Develop workplace communication strategies	100	\$0.00
CHCDEV002	Analyse impacts of sociological factors on clients in community work and services	100	\$0.00
CHCDIV003	Manage and promote diversity	80	\$0.00

CHCLEG003	Manage legal and ethical compliance	80	\$0.00
CHCMGT005	Facilitate workplace debriefing and support processes	120	\$0.00
CHCPRP003	Reflect on and improve own professional practice	120	\$0.00
HLTWHS004	Manage work health and safety	40	\$0.00

Elective Units

Unit Code	Unit Name	Unit Hours	Unit Consumables
CHCADV005	Provide systems advocacy services	90	\$0.00
CHCCCS004	Assess co-existing needs	80	\$0.00
CHCCDE011	Implement community development strategies	70	\$0.00
CHCCSL003	Facilitate the counselling relationship and process	120	\$135.00
CHCCSM005	Develop, facilitate and review all aspects of case management	75	\$0.00
CHCDEV001	Confirm client developmental status	60	\$0.00
CHCDFV006	Counsel clients affected by domestic and family violence	70	\$135.00
CHCGRP002	Plan and conduct group activities	70	\$0.00
CHCMHS013	Implement trauma informed care	80	\$135.00

Assessment

This course involves accredited units. You will be required to complete assessment tasks to demonstrate your underpinning knowledge, skills and attributes to meet the course outcomes. A combination of [written, oral and practical assessment](#) strategies will be used in either a classroom, online or workplace environment.

Where units require demonstration of skills in a workplace environment, you will have the opportunity to do this either in your own workplace (where appropriate), through a practical placement, or by using one of the organisation's simulated workshops/classrooms. Detailed information about the types, conduct and dates of assessments will be provided in advance. You will also be provided with information about the opportunity for reassessment and appeal.

After applying

Once you have applied for your chosen course, you will receive a thank you email from South West TAFE with a few steps to help process your enrolment.

Complete a Pre-Training Review

You will receive an email to complete a Pre-Training Review online evaluation. This evaluation helps us tailor your training to suit your needs.

Create or provide a Unique Student Identifier (USI)

A USI is a nationally recognised reference number that provides an online record of your training qualifications gained in Australia.

[Create your USI](#)

Already have a USI but can't remember it? [Find your USI](#)

Skills recognition

If you have experience or prior qualifications, you may be eligible to apply for [recognition of prior learning](#) and gain credits. You will be asked to provide any relevant Statement of Attainment to support identified credits.

Fees

This section gives you an overview of course fees, subsidies, and how they can be paid.

Course Fees

Here's an outline of fees and costs associated with your course.

Your fees each year can be made up of 3 different elements. Everyone has different circumstances that can affect what you pay and how much you pay. :

1. Tuition fees - charged as an hourly rate that varies from course to course. A large portion of the tuition is subsidised by the Victorian Government for eligible students.
2. Resource and/or materials costs - covers the cost of materials and other incidentals. This fee will vary according to the course being undertaken.
3. Booklist items - such as textbooks, equipment and stationery recommended for your course

Tuition fees

There are 4 different rates of tuition fees. Only one will apply to you (depending on your eligibility and circumstances).

1. Government Subsidised Fee - you could be eligible for a government-subsidised rate under the Skills First funding depending on your age, educational history, and citizenship or residency status. If you are eligible, the government will contribute to the cost of your training. [Find out more about subsidised training](#)
2. Government Subsidised Concession Fee - If you are eligible for a Skills First government-subsidised place and hold a current healthcare or pension card, that you can provide at enrolment, you may be eligible for the concession rate. Note, the concession rate is not applicable to Diploma level courses. [Find out more about concession rates](#)
3. Free TAFE - Students who are eligible for Victorian government-subsidised training will not pay course tuition fees for the duration of their enrolment in this course, however, there may be some consumable/material fees for the course (find out more below). Any resource or material costs, or booklist items for this course are listed in the table below. [Find out more about Free TAFE](#)
4. Full fee - If you are not eligible for a Skills First government-subsidised place, exemption, concession or are enrolling in a course that isn't government-subsidised, you may be required to pay the full fee rate.

FIND OUT MORE ABOUT FEES AND ELIGIBILITY

The fees listed below are indicative only. The student tuition fees as published are subject to change given individual circumstances at enrolment. Funding made available to eligible individuals by State and Commonwealth Governments. If funding is utilised, this may affect future opportunities to access additional funding in the future.

Course fees by student type	Indicative Course Fee
Government subsidised rate (if eligible)	\$11,060.00
Full fee rate (if not eligible for govt subsidy)	\$11,060.00

Additional course fees	Indicative Course Fee
Course consumable/materials (approximate)	\$405.00

This is a Free TAFE course

Students who are eligible for Victorian government-subsidised training will not pay course tuition fees for the duration of their enrolment in this course, however, there may be some consumable/material fees for the course (find out more below). The consumable fees for this course are listed in the above table.

[Find out more](#) or chat with our Customer Service team on [1300 648 911](tel:1300648911), or visit a [SWTAFE Campus](#).

Resource and/or materials costs

Some courses require specific resources or materials necessary for your study eg: tools of the trade, excursions, etc. Final costs will be determined upon enrolment.

Booklist

Your course may require you to purchase additional materials or books. You can choose where to purchase these items from. You can download the booklist for this course here: <https://www.swtafe.edu.au/media/3069/community-services-work-diploma.pdf>

How do I pay my fees?

Once we have processed your enrolment form, you will receive an email with your invoice.

You have [three options when organising your payment](#):

1. [Upfront payment](#) - can be made over the phone with EFTPOS
2. [Payment plan](#) - can be directly debited from your bank account, debited from your Centrelink payments or via a [VET Student Loan](#) (for diploma or advanced diploma courses only)
3. [Paid by employer, school or job network agency](#) - if your fees are being paid by your employer, school or job network agency, you will need to complete an Authority to Invoice form.

Payments will need to be arranged within five(5) business days of receiving the email containing your invoice.

We also offer a range of [scholarships](#) each year which you may be eligible to apply for to assist with course fees.

Next Steps

Ready to take the next step? Here you can make an enquiry, attend an information session or begin the application process.

How to apply

There are [five simple steps to apply for a course](#) with us.

1. **Apply** - [complete a short online application form](#). Once this form is submitted we'll send you a thank you email.
2. **Get ready** - your thank-you email will contain links to a pre-training review, to a unique student identifier and to government-subsidised training eligibility.
3. **Chat with your teacher** - your teacher or course specialist will contact you about your Pre-Training Review outcomes and additional course information.
4. **Enrol** - after chatting with your teacher, you will receive an email with your enrolment form and a link to verify your identity.
5. **Sign** - once you've completed your enrolment, you will receive a declaration form to review and sign.

If need any assistance with applying, [contact our Customer Service team](#) on 1300 648 911 or [visit your nearest campus](#).

Careers and Course Advice

Not sure which course is right for you? South West TAFE will help you find your way.

Our Careers Coaches at the [Skills and Jobs Centre](#) is here to support you. Whether you're exploring career options, transitioning from school to the workforce or looking to study after school we're here to help you.

Student Support

As a SWTAFE student, you can access a variety of support services that will enhance your study experience and help you complete your studies successfully. For more information about any of these services, [visit our student page](#).