Hamro Institute of Business Technology Pty Ltd
(trading as Hamro College)

Certificate IV in Information Technology

National Code: ICT40115; **CRICOS Code**:

Description:
This qualification provides the skills and knowledge for an individual to work, as a junior-level independent ICT specialist, or as part of a team, the installation of a range of networks, including internetworking, security and systems. Possible junior-level job titles relevant to this qualification include: Network administrator; System administrator; IT administrator; IT operations administrator; Network services administrator; Network support coordinator; and website designer/developer.

Entry requirements:

1. **English language/literacy/numeracy requirements:**
   International students applying either off-shore or on-shore will require:

   i)   either a minimum IELTS test score of 5.5 or 65 score in TOEFL or equivalent; Results older than two years are not acceptable, **OR**
   ii)   to provide evidence that they have studied in English for at least five years in Australia, Canada, New Zealand, Republic of Ireland, South Africa, United Kingdom or United States, **OR**

2. **Academic requirements:**
   For entry into this qualification, international students should have completed Australian Year 12 equivalent or Certificate IV or higher, and the domestic students should have completed Australian Year 11 equivalent or Certificate III or higher. The entry requirement can also be met by evidence of equivalent competency to either of the above through recognition of prior learning, RPL.

3. **Age requirements:**
   International students must be 18 years of age or above at the time of their course commencement at the Institute. For under 18 students, they should have acceptable arrangements for their accommodation, support and general welfare for the duration of the student visa or until they turn 18 (whichever happens first) as per the ESOS Act and National Code. In case of domestic students, if the applicant has not completed Year 11 or Certificate III or higher, the applicant must successfully complete Hamro College's language and numeracy test, be aged 18 or over and demonstrate through an enrolment interview, either in person or by phone, that they have the skills and ability to succeed in their chosen course.

Course structure:

This course is delivered in 52 weeks (four terms), including 12 weeks of term breaks and holidays. Students will need to complete 20 units (5 core and 15 elective) of competency to attain the qualification.

Unit Code	Unit Name
	Core
BSBWHS304	Participate effectively in WHS communication and consultation processes
BSBCUS401	Implement and monitor environmentally sustainable work practices
ICTICT202	Work and communicate effectively in an ICT environment
ICTICT401	Determine and confirm client business requirements
ICTICT418	Contribute to copyright, ethics and privacy in an ICT environment
	Elective
ICTNWK401	Install and manage a server
ICTNWK406	Install, configure and test network security
ICTWEB411	Produce basic client-side script for dynamic webpages
ICTNWK410	Install hardware to a network
ICTNWK411	Deploy software to networked computers
ICTNWK408	Configure a desktop environment
ICTDBS501	Monitor and improve knowledge management system
ICTICT403	Apply software development methodologies
ICTICT408	Create technical documentation
ICTWEB401	Design a website to meet technical requirements
ICTDBS412	Build a database
ICTSAS417	Undertake ICT system capacity planning
ICTICT415	Provide one-to-one instruction
ICTSAD401	Develop and present feasibility reports
ICTPMG401	Support small-scale ICT projects

Career prospects/ vocational outcomes:

The purpose of this course is to provide students with knowledge, understanding and employability skills required to guide their actions and perform their duties within the network and system environment. A wide range of theories, methods and practical skills are delivered in this course. The relevant information will provide greater understanding when undertaking projects, case studies and assignments to various networking and system environments, which will prepare the student's employment in an IT support environment. The course encourages students gain understanding of the appropriate work practices required to competently undertake their roles and responsibilities. The target participants for this course are local and overseas students wanting a career in IT networking.

Preferred pathways to the qualification:

- After achieving the Certificate III in Information Technology or other relevant qualification/s
- With some vocational experience but without formal qualification

Preferred pathways from the qualification:

After completing this qualification, participants may seek relevant employment opportunities, or any training options. After achieving this qualification candidates may undertake Diploma level qualifications within BSB Business Service Training Package, or other relevant Training Packages.

Training pathway:

ICT40115 Certificate IV in Information Technology	ICT50115 Diploma of Information Technology	ICT60115 Advanced Diploma of Information Technology

Course delivery:

Students appear in face-to-face tuition of a minimum of 15 hours within an institution-based environment and on-line of 5 hours per week from college, home or other locations. Delivery of this qualification will combine theory-based material and practical sessions involving small discussion groups, individual and team activities and practical projects. Throughout the training program participants will be provided with training and resource materials that contain various worksheets, handouts, additional reading materials (where required) and the assessment tasks.

Upon successful completion of this course, students will receive a nationally recognized Certificate IV in Information Technology (ICT40115) qualification.

Assessments:

The theoretical components of each unit of competency are classroom based, face-to-face training led whilst the practical components are delivered through observation and practical demonstration. Mode of delivery will be 75% face-to-face and 25% on-line. Each unit of competency involves assessment tasks conducted in a range of contexts. Assessment methods include:

- Project
- Case study
- Written assessment
- Presentations/observations

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CRICOS 03360G

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Course fees:

Total Course Fee: A$10000 (A$2500 per term)

Please note that course money may change during a student's enrolment. At least 30 days' notice will be provided to all students when course fees have changed.

Note: It is a requirement that an international student must have a valid health insurance cover for the duration of their visa.

Delivery site: Level 2, 133-135 Oxford St, Bondi Junction, NSW 2022, Australia

ESOS framework:

The ESOS Act 2000 and the National Code of Practice 2007 for Registration Authorities and Providers of Education and Training to Overseas Students (The National Code 2007) protect overseas students and uphold high quality standards of education within Australian Education Institutions. For further information about the ESOS Act and the National Code please refer to:

https://aei.gov.au/regulatory-information/pages/regulatoryinformation.aspx