

# Hospitality Passport (ShortCourse)

COURSE CODE	3120HOS131
LOCATIONS	Warrnambool
STUDY MODE	On Campus, Short Course
Length	Three days
Commencement	Follow the book now button for upcoming dates
Timetable	Day 1 - coffee making and food and beverage. Seven-hour day, 9am - 4pm including a lunch break. You will learn coffee making for three hours and food and beverage for three hours.
	Day 2 - safe food handling. Eight-hour day, 9am - 5pm including a lunch break.
	Day 3 - responsible service of alcohol. Six-hour day.
	This course is run over three consecutive days.

## 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

#### Skill up for a job in hospitality

The 'Hospitality Passport' is aimed at those looking to start work soon in the hospitality industry, and is led by seasoned industry trainers.

### What will I learn?

This 3-day express course allows you to gain all of the skills and certificates needed to work in the hospitality industry including:

- Responsible Service of Alcohol (RSA)
- Non-alcoholic and Mocktail methodology
- Espresso coffee basics
- Safe Food Handling
- Food and Beverage service
- Point of Sale/EFTPOS
- Quality Customer service

### Course outcomes

You will gain essential skills to provide them with entry into the hospitality industry. They will be trained in food service and customer service skills, learn their way around a coffee machine, learn how to prepare food and coffee orders and complete an RSA.

## Course Requirements

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

### Units offered

#### Core Units

Unit Code	Unit Name	Unit Hours	Unit Credits
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Unit Code	Unit Name	Unit Hours	Unit Consumables
SITHFAB021	Provide responsible service of alcohol	10	\$0.00
SITXFSA005	Use hygienic practices for food safety	15	\$22.05

## 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 Institute'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.

## 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.

<b>Course Fees</b>	<b>\$350.00</b>
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*No concession or government funding applies*

Additional course fees	Indicative Course Fee
Course consumable/materials (approximate)	\$0.00

## How do I pay for the short course?

Booking your short course is easy and starts online. Once you've completed your online booking, you can choose from the following convenient payment options:

- **Online:** pay securely via our online payment portal.
- **Over the phone:** we will call you to take EFTPOS payment over the phone using your credit or debit card.
- **In person:** visit your nearest campus to pay by card.
- **Authority to Invoice:** if you nominate a third party (such as your employer) to cover your course cost, we will email you an Authority to Invoice form.

## 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 book for a short course

There are 5 simple steps when booking a short course with us.

1. **Book** – Book online and complete our enrolment details at [swtafe.edu.au](http://swtafe.edu.au)
2. **Verify** – You will be asked to verify your identity online as part of the booking process.
3. **Pay** – Pay online, in person, over the phone, or request an invoice for third-party payment.

4. **Assessment** – Some courses require a Language, Literacy and Numeracy (LLN) assessment. We'll let you know if it's needed.
5. **Attend** – Once confirmed, we'll email all the course details and any pre-reading required.

If need any assistance with completing your booking, contact our team via the live chat below, call 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](#).