



**Certificate III in Automotive Mechanical Technology (AUR30405)** CRICOS 062114K  
**Diploma of Business (Frontline Management) (BSB51004)** CRICOS 056646K

### Description of the Qualifications

The Certificate III in Automotive Mechanical Technology is designed to provide trainees with suitable skills in the Automotive Trade whilst also providing exposure to workshop practices and procedures, allowing opportunities for trainees to enter the Automotive Industry. Trainees will be trained to service, repair and diagnose faults in motor vehicles weighing up to 4.5 tonnes and are also taught how to diagnose service and repair faults in light vehicle engines, transmission, suspension, steering, brake and electrical systems and components. The structure of the course gives trainees a sound understanding of the vehicles' construction, component identification and operating principles. The Diploma of Business (Frontline Management) has been specifically designed to develop the trainee's management skills in the workplace and focuses on building communication, leadership and planning skills which are fundamental in all managerial positions. For further information on the course content please refer to the course syllabus overleaf.

### Work Experience

In addition to the training undertaken in the Certificate III in Automotive Mechanical Technology and Diploma of Business (Frontline Management) courses, trainees are given the opportunity to undertake 900 hours of unpaid work experience. (Additional fees apply)

### Duration

The Certificate III in Automotive Mechanical Technology is delivered over 36 weeks in one academic year and comprises four, 9 week terms per year. The study mode is full time, which consists of 20 teacher contact hours per week. Trainees have the option to study in a daytime or evening schedule subject to availability. The Diploma of Business (Frontline Management) is delivered over 36 weeks in one academic year and comprises four, 9 week terms per year. Trainees who undertake both courses will complete 2 academic years of study. The study mode is full time and consists of 20 teacher contact hours per week.

### Entry Requirement

The entry requirements for these courses are the successful completion of Year 11 or the equivalent level of studies in the trainee's home country and minimum English level of IELTS 5.5. A Year 12 pass or its equivalent in science related subjects is desirable. Please note that the Certificate IV in Spoken and Written English at Cambridge International College has a direct pathway into all Certificate and Diploma courses.

### Pathway Programs

Trainees who are interested in furthering their studies with a focus on the business side of the industry may enter Holmesglen Institute of TAFE in their Bachelor of Business (Administration) (CRICOS BXAD06).

### Campus – Melbourne

Refer to [www.cambridgecollege.com.au](http://www.cambridgecollege.com.au) and DIAC [www.immi.gov.au](http://www.immi.gov.au) for more information.

### 2008 Course Fees

Registration Fee	A\$ 120
Course Fees: Certificate III in Automotive Mechanical Technology	A\$ 12,000
Diploma of Business (Frontline Management)	A\$ 7,500
Materials Fee	A\$ 500
Work Experience Fee	A\$ 4,500
OSHC (Medical Insurance)	A\$ 348 per year

### 2008 Course Start Dates

**2008:** February 4<sup>th</sup>    April 21<sup>st</sup>    July 7<sup>th</sup>    September 22<sup>nd</sup>    December 8<sup>th</sup>

<b>AUR 30405</b>	<b>Certificate III in Automotive Mechanical Technology CRICOS 062114K</b>
<b>Unit Code</b>	<b>Unit Name</b>
AURC270130A	Apply Safe Working Practices
AURC270789A	Communicate effectively in the workplace
AURC270688A	Work effectively with others
AURT271781A	Implement and monitor environmental regulations in the automotive mechanical industry
AURE218676A	Test, service, and charge batteries
AURE320666A	Repair ignition systems
AURE218708A	Carry out repairs to single electrical circuits
AURT303166A	Repair petrol fuel systems
AURT202170A	Inspect and service cooling systems
AURT202166A	Repair cooling systems
AURT270278A	Use and maintain workplace tools and equipment
AURT200108A	Carry out servicing operations
AURT201170A	Inspect and service engines
AURT301166A	Repair engines and associated engine components
AURT304666A	Repair and replace emission control systems
AURT305671A	Inspect and repair engine forced induction systems
AURT306170A	Inspect, service and/or repair clutch assemblies and associated operating system components
AURT306666A	Repair transmissions (manual)
AURT310166A	Repair hydraulic braking systems
AURT207170A	Inspect and service Transmissions (Automatic)
AURT21670A	Inspect and service steering systems
AURT315166A	Repair steering systems
AURT215170A	Inspect and service suspension systems
AURT316166A	Repair suspension systems
AURT217108A	Carry out wheel alignment
AURE319166A	Repair charging systems
AURE319266A	Repair starting systems
AURE218664A	Remove and replace electrical/electronic units/assemblies
AURE321171A	Service and repair electronic spark ignition engine management systems
AURT217665A	Service air conditioning systems
AURT217665A	Remove and inspect wheel assemblies
AURT217606A	Balance wheel and tyres
AURT312666A	Repair final drive assemblies
AURT313166A	Repair final drive assemblies (drive line)
AURT366108A	Carry out diagnostic procedures
AURT365508A	Carry out vehicle safety/roadworthy inspection
<b>BSB51004</b>	<b>Diploma of Business (Frontline Management) CRICOS 056646K</b>
<b>Unit Code</b>	<b>Unit Name</b>
BSBCMN311A	Maintain workplace safety
BSBCMN302A	Organise personal work priorities and development
BSBFLM303B	Contribute to effective workplace relationships
BSBFLM305B	Support operational plan
BSBFLM311B	Support a workplace learning environment
BSBCMN416A	Identify and apply risk management processes
BSBMGT505A	Ensure a safe workplace
BSBFLM507B	Manage quality customer service
BSBFLM503B	Manage effective workplace relationships
BSBFLM506B	Manage workplace information systems
BSBFLM509B	Facilitate continuous improvement
BSBFLM501B	Facilitate and capitalise on change and innovation
BSBFLM510B	Manage personal work priorities and professional development
BSBFLM512A	Ensure team effectiveness
BSBCMN419A	Manage projects
BSBFLM514A	Manage people
BSBFLM513A	Manage budgets and financial plans within a work team