



International Students

CHC52021 Diploma of Community Services (CRICOS Course Code: 115189D)



DESCRIPTION

This qualification reflects the role of community services workers in delivering, managing, and coordinating person-centred services to individuals, groups, and communities.

At this level, workers have specialised skills in community services and work autonomously within their scope of practice under broad directions from senior management.

Workers support people in making changes in their lives to improve their personal and social well-being. They may also be responsible for supervising other workers and volunteers, undertaking case management and program coordination.

To achieve this qualification, the candidate must have completed at least 200 hours of work as detailed in the Assessment Requirements of units of competency. However, Anderson's student will carry out 280 hours of work placement.

The skills in this qualification must be applied in accordance with Commonwealth and State or Territory legislation, Australian standards and industry codes of practice

ACCREDITATION

This qualification is nationally recognised under the Australian Qualifications Framework (AQF).

CLIENT GROUPS

Overseas / International students will be:

- Holding valid Student Visa
- Fee for service

Learners with experience in the relevant industry or education can apply for Recognition of Prior Learning (RPL) and Credit Transfer. Please refer to 'RECOGNITION OF PRIOR LEARNING AND CREDIT TRANSFER' section or Anderson College.

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ENTRY REQUIREMENTS

QUALIFICATION PACKAGE ENTRY REQUIREMENTS

There are no specific entry requirements are for this course.

Anderson College Admission requirements

There are no specific entry requirements as per the qualification details or training package. International students entering this course at Anderson College must meet the following entry requirements:

Age requirements

Students must be a minimum age of 18 years or above at the time of course commencement.

Academic Requirements

Satisfactory completion of studies in applicant's home country equivalent to an Australian Year 12 qualification is required for entry into this course.

English Language Requirements

To enter this qualification, applicants must also meet English Language Requirements - IELTS (Academic) overall score of 6.0 or PTE Academic 52 or equivalent. English language competence can also be demonstrated through documented evidence of any of the following:

- Minimum five (5) years of study in English in Australia, Canada, New Zealand, Britain, America, South America or Ireland.
- Completion of at least 50% of a qualification at AQF level 4 or higher in Australia in English.
- Completion of Year 12 of secondary school in Australia in English.
- Completion of a recognised ELICOS program and attainment of an English Proficiency level of upper intermediate or equivalent.

Applicants without the documented evidence to demonstrate the required English language competence may undertake the Language Literacy and Numeracy (LLN) test online to achieve a result of ACSF level 3 to meet Anderson College's English Language entry requirement.

Pre-training review

All international learners will undertake pre-training review to determine suitability for the course and student needs. The aim of the review is to identify their training needs through questions on previous education or training, relevance of the course to applicant, and relevant experience. This pre-training review also aims to identify any support needs and possible RPL or credit transfer opportunities.

Language, Literacy and Numeracy (LLN) Assessment

All students will be required to complete an LLN assessment prior to the commencement of the course. – it is a diagnostic process to identify if prospective student requires LLN support during study.

Note: Students who have completed the LLN test during the enrolment process in order to meet Anderson College's English language entry requirement, will not be required to do the LLN test again)

Hardware/Software requirements

Anderson College provides learners Office 365 account (free of charge) with access to online Outlook, Word, PowerPoint, Excel, OneDrive etc to facilitate the training and communication. Anderson College will provide access to computers/laptops for students to use on campus. However, for students to work on assessments, tasks and self-study, all learners are expected to have access to a laptop or computer with Windows/macOS operating system at their own cost.

Note: Some assessment tasks are completed using a computer and internet, and it is essential for the student to possess basic computer skills.

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Anderson College
Address: Level 6, 190 Queen Street
Melbourne, VIC 3000
Contact: (+61) 433 518 191
www.andersoncollege.vic.edu.au

Required Australian Core Skills Framework (ACSF) level

ACSF level 3 is required in reading, writing, learning, numeracy and oral communication.

LICENSING / REGULATORY INFORMATION

No licensing, legislative, regulatory or certification requirements apply to this qualification at the time of publication.

PATHWAY FROM THE QUALIFICATION

Training Pathway

This qualification may provide a pathway to further studies in Bachelor Of Psychological Sciences, Bachelor Of Media and Communication, Bachelor of Arts, Bachelor of Exercise and Sport Science.

Employment Pathway

Here are some places you can start working after getting your Diploma of Community Services:

- Community Centre Manager.
- Community Support Worker.
- Youth Worker.
- Community Development Worker.
- Research Officer.
- Program Manager.
- Family Support Worker.
- Case Manager.

Source: <https://www.myskills.gov.au/courses/details?Code=CHC52021>

TRAINING DELIVERY

The program for international students takes place in a classroom environment with access to a simulated environment where required.

The participants in each program group will be provided with detailed learning resources to support the learning activities. These resources will include learning, assessment and other reference material relevant to the unit of competency being delivered.

Duration

This qualification will be delivered over 104 weeks, including 80 weeks of training and assessment spread over 8 terms and 24 weeks of holidays. The qualification requires that a work placement of a minimum 200 hours will be completed, however Anderson's student will complete 280 hours of work placement.

Recognition Of Prior Learning And Credit Transfer

The underlying principle of Nationally Recognised Training is that a learner does not have to repeat training and assessment that has already been undertaken.

Anderson College has a Recognition of Prior Learning (RPL) and Credit Transfer Policies and Procedures and can be found at Anderson College's website, which outlines in detail a process to be followed for granting recognition and credit transfer. This is supported through the RPL guidelines for this qualification which focus specifically on all units.

Learners are encouraged to apply for RPL prior to or immediately after formal enrolment but prior to the facilitated delivery of units to ensure that they do not miss any training opportunities offered should they be unsuccessful in the RPL process.

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Credit Transfer relates to the recognition of learning achieved through formal education and training, and involves assessing a previously completed course or units to see if it provides equivalent learning or competency outcomes to those required within the current course of study. Learners must provide transcripts of results and/or statements of attainment for credit transfer to be assessed.

Where a learner is successful in the RPL or Credit Transfer (CT) application, the units to be undertaken and course duration will be adjusted accordingly.

Where RPL is granted, learners do not have to participate in further training and assessment for skills and knowledge that they already possess.

INTAKE AND FEE SCHEDULE

Published on website www.Andersoncollege.vic.edu.au

Note: Students will be provided the option of Easy Monthly Instalments. Students are advised contact the Institute in relation to the updated and recent fees for the course. Course fee is subject to change.

Terms and Conditions:

- Anderson College will strive to maintain highly competitive fair and reasonable fee structures.
- Anderson College adjusts its fees and charges from time to time. Changes to fees will be fairly and equitably applied, advertised and clearly indicate the date from which the change will take effect.
- Anderson College provides details of course fees in all course information.
- Anderson College will ensure these fees are applied and communicated to clients prior to enrolment.
- In accordance with the Standards for RTOs 2015, Anderson College adopts the following to protect fees paid in advance:
 - Flexible payment arrangements/ options will accommodate individual circumstances.
 - Fees must be paid in full before certification will be issued.
 - Acceptable payment options can be made via credit card, direct debit, and EFT remittance to accommodate the diverse financial situations.

COURSE STRUCTURE

This qualification is expected to be completed in 104 weeks. This will include 80 weeks of face-to-face training and assessment spread over 5 terms of 10 weeks each and 24 weeks of holidays (in total) of term breaks. All students are expected to give few hours per unit as self-directed study.

As per package rules, 20 units must be completed. These include 12 core units and 8 elective units.

Core Units

| Unit Code | Unit Title | Pre-Requisite |
|-----------|--|---------------|
| CHCCCS004 | Assess co-existing needs | Nil |
| CHCCCS007 | Develop and implement service programs | Nil |
| CHCCCS019 | Recognise and respond to crisis situations | Nil |
| CHCCSM013 | Facilitate and review case management | Nil |
| CHCDEV005 | Analyse impacts of sociological factors on people in community work and services | Nil |
| CHCDFV001 | Recognise and respond appropriately to domestic and family violence | Nil |
| CHCDIV001 | Work with diverse people | Nil |

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| CHCDIV002 | Promote Aboriginal and/or Torres Strait Islander cultural safety | Nil |
| CHCLEG003 | Manage legal and ethical compliance | Nil |
| CHCMGT005 | Facilitate workplace debriefing and support processes | Nil |
| CHCPRP003 | Reflect on and improve own professional practice | Nil |
| HLTWS003 | Maintain work health and safety | Nil |

Elective Units

| Unit Code | Unit Title | Pre-Requisite |
|-----------|---|---------------|
| BSBCMM511 | Communicate with influence | Nil |
| BSBCRT511 | Develop critical thinking in others | Nil |
| BSBPEF401 | Manage personal health and wellbeing | Nil |
| CHCCS003 | Increase the safety of individuals at risk of suicide | Nil |
| CHCCOM003 | Develop workplace communication strategies | Nil |
| CHCCSL007 | Support counselling clients in decision-making processes | Nil |
| CHCDIV003 | Manage and promote diversity | Nil |
| CHCMHS004 | Work collaboratively with the care network and other services | Nil |

COURSE COMMENCEMENT

Please get in touch with Anderson College for the intake dates.

ASSESSMENT METHODS

A range of assessment methods employed by Anderson College ensures that assessments are fair, valid, reliable and reasonable while ensuring that Anderson College meets the requirements of the relevant Training Package and the rules of evidence. Assessments for this course have been designed for classroom-based face-to-face delivery and assessment.

Based on the assessment methods for each unit of competency, assessment styles incorporated by Anderson College include a range of assessment tasks such as knowledge questions; projects, which may include project portfolios, role-plays, case study, Research Report, undertaken at prescribed assessment schedules. Tasks will require in-class work to evidence aspects of skills and knowledge as well as ensure a consistent approach to the unit of competency through continuous engagement and feedback.

- Knowledge questions are designed to help the student demonstrate the knowledge which they have acquired during the unit.
- Projects are provided to help students demonstrate the knowledge and skills that they have developed during their course. Supporting templates and resources, including project portfolios, role-plays, case study, Research Report, are provided to the student and marking guidance is provided to the assessor.

Assessments are developed based on principles of assessment and rules of evidence and address all of the unit's performance criteria, performance and knowledge evidence. The assessment mapping table is provided in a separate document to the trainers/assessor.

RESOURCES / MATERIALS

The training facilities are equipped with all the required equipment in accordance with the training package (<https://training.gov.au/Training/Details/CHC52021>). Students will be provided with access to the following resources required to complete the qualification successfully upon enrolment:

- Units Notes.
- Student Workbooks and Resources.
- PowerPoint Slides and Handouts.
- Computers.
- Microsoft Office Suite.

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COMPLETION

Upon successful completion of this course, student will receive a nationally recognised CHC52021 Diploma of Community Services. Students who do not complete all units may be eligible for a Statement of Attainment for partial completion of the CHC52021 Diploma of Community Services.

COURSE DELIVERY LOCATION

Level 6,190 Queen Street, Melbourne, VIC, 3000

(Various Work Places, if applicable)

FURTHER INFORMATION

Before enrolment, each student should ensure she/he meets the following requirements:

- Enrolment Application Form can be downloaded from website <https://Andersoncollege.vic.edu.au/> or request to be emailed can be forwarded to Info@andersoncollege.vic.edu.au
- Read and understand the complete information available at Anderson College's website <https://Andersoncollege.vic.edu.au> or email your request to Info@andersoncollege.vic.edu.au Read and understand all policies and procedures available at Anderson College's website or email your request to Info@andersoncollege.vic.edu.au
- Provide Anderson College with their Unique Student Identifier (USI) number. For more information, see <https://www.usi.gov.au/students/create-your-usi>
- You can post or visit us at our head office in Level 6, 190 Queen Street, Melbourne, 3000, Victoria, or call us at +61433518191
- You will also find further information about fees and refunds and the enrolment process applied by Anderson College on the website <https://Andersoncollege.vic.edu.au/> and Student Handbook.
- For further details or queries, Anderson College can be contacted via email at Info@andersoncollege.vic.edu.au or call +61433518191.

IMPORTANT INFORMATION

- Anderson College has got the systems in place to make ensure that students are getting quality training during the course. Anderson College is responsible for compliance and training & assessment of this course and there are no third-party training provider services acquired by Anderson College.
- Please go through the policies and procedures regarding enrolment, fee refunds, course progress and complaints & appeals available on the website <https://Andersoncollege.vic.edu.au>.

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