

# INTERNATIONAL STUDENT TIMETABLE

## MELBOURNE CAMPUS

### TERM DATES



Term	Induction Day	Term Dates*		Holiday Periods*		Student Fees	Public Holidays
<b>2018</b>	<i>(New Students only)</i>	<b>Commence</b>	<b>Until</b>	<b>Commence</b>	<b>Until</b>	<b>Due</b>	<b>Public Holidays</b>
<b>Term 4</b>	Fri 05 <sup>th</sup> Oct (09:00am – 11:30am)	Mon 08 <sup>th</sup> Oct	Fri 14 <sup>th</sup> Dec	Sat 15 <sup>th</sup> Dec	Mon 28 <sup>th</sup> Jan	03 <sup>rd</sup> Sep 2018	<i>Tue 06<sup>th</sup> Nov – Melbourne Cup (Details about rescheduled classes will be provided before the start of the term)</i>
<b>2019</b>	<i>(New Students only)</i>	<b>Commence</b>	<b>Until</b>	<b>Commence</b>	<b>Until</b>	<b>Due</b>	<b>Public Holidays</b>
<b>Term 1</b>	Fri 25 <sup>th</sup> Jan (09:00am – 11:30am)	Tue 29 <sup>th</sup> Jan	Fri 05 <sup>th</sup> Apr	Sat 06 <sup>th</sup> Apr	Mon 22 <sup>nd</sup> Apr	24 <sup>th</sup> Dec 2018	<i>Mon 28<sup>th</sup> Jan – Australia Day &amp; Mon 11<sup>th</sup> Mar – Labour Day (Details about rescheduled classes will be provided before the start of the term)</i> <b>Compulsory Additional Revision Session for Evening Class Students – Week 7 Fri 15<sup>th</sup> Mar – 8:30am -12:30pm &amp; 1:15pm – 4:45pm.</b>
<b>Term 2</b>	Thu 18 <sup>th</sup> Apr (09:00am – 11:30am)	Tue 23 <sup>rd</sup> Apr	Fri 28 <sup>th</sup> Jun	Sat 29 <sup>th</sup> Jun	Sun 14 <sup>th</sup> Jul	18 <sup>th</sup> Mar 2019	<i>Mon 22<sup>nd</sup> Apr – Easter Monday &amp; Mon 10<sup>th</sup> Jun – Queen’s Birthday (Details about rescheduled classes will be provided before the start of the term)</i> <i>Thu 25<sup>th</sup> April – Anzac Day (Details about rescheduled classes will be provided before the start of the term)</i> <b>Compulsory Additional Revision Session for Evening Class Students – dates to be advised</b>
<b>Term 3</b>	Fri 12 <sup>th</sup> Jul (09:00am – 11:30am)	Mon 15 <sup>th</sup> Jul	Fri 20 <sup>th</sup> Sep	Sat 21 <sup>st</sup> Sep	Sun 06 <sup>th</sup> Oct	10 <sup>th</sup> Jun 2019	<i>N/A</i> <b>Compulsory Additional Revision Session for Evening Class Students – dates to be advised</b>
<b>Term 4</b>	Fri 04 <sup>th</sup> Oct (9:00am – 11:30am)	Mon 07 <sup>th</sup> Oct	Fri 13 <sup>th</sup> Dec	Sat 14 <sup>th</sup> Dec	Mon 27 <sup>th</sup> Jan	02 <sup>nd</sup> Sep 2019	<i>Tue 05<sup>th</sup> Nov – Melbourne Cup (Classes that fall on Public Holidays will <u>not</u> be rescheduled)</i> <b>Compulsory Additional Revision Session for Evening Class Students – dates to be advised</b>
<b>2020</b>	<i>(New Students only)</i>	<b>Commence</b>	<b>Until</b>	<b>Commence</b>	<b>Until</b>	<b>Due</b>	<b>Public Holidays</b>
<b>Term 1</b>	Fri 24 <sup>th</sup> Jan (09:00am – 11:30am)	Tue 28 <sup>th</sup> Jan	Fri 03 <sup>rd</sup> Apr	Sat 04 <sup>th</sup> Apr	Sun 19 <sup>th</sup> Apr	23 <sup>rd</sup> Dec 2019	<i>Mon 27<sup>th</sup> Jan – Australia &amp; Mon 09<sup>th</sup> Mar – Labour Day (Details about rescheduled classes will be provided before the start of the term)</i> <b>Compulsory Additional Revision Session for Evening Class Students – dates to be advised</b>

\*Please note study periods are generally 10 weeks. However due to Public Holidays, the length of study periods and holiday periods will vary. Please refer to the dates above and look out for additional information provided in class for rescheduled classes due to public holidays.

## Important Information

### Enrolment

### Expectations

- The College recommends early enrolment to ensure students have plenty of time to arrange a student visa.
- New students must attend Induction Day as a compulsory session for your course.
- The College will attempt to keep the original timetable for any given term the same throughout that term. However, in some circumstances, ALG may need to change the timetable and in this case reserves the right to change or modify a student’s original timetable if required. Students will need to accept these changes.

### Medical Conditions

### Attendance & Course

### Progress

### Student Fees

### Course Requirements

- Students are expected to make study a high priority and must not let their employment interfere with their studies and ALG cannot be held responsible for any employment related matters arising from required timetable changes.
- Please disclose any medical conditions to your Trainer and Assessors before commencing studies. You will need clearance from your doctor before you can commence studies.
- Students are required to maintain satisfactory course progress by completing all course assessments by the due date and achieving a competent result for all units and subjects. Satisfactory class attendance to a course module is a requirement of demonstrating satisfactory course progress in all classroom modules delivered by the College. If you cannot attend a class, you may be able to attend a Catch Up class during term breaks.
- Fees are due 5 weeks before the commencement of the following term. Late payment fees apply if fees are not paid by the due date. Please contact the College in ADVANCE of the payment date should you require advice.
- All students are required to bring their own laptop or tablet device to participate in all classes. They are not provided for students. This device must have an 8 hour battery life, WiFi-enabled capability and basic software such as Word or Excel.
- All 4Life students except Early Childhood Education and Care (ECEC) and Diploma of Mental Health/Community Services/Counselling will need to provide a clear and current national police check prior to the start of any work placement. Students need to apply at least 6 weeks prior to undertaking a work placement. The costs for a national police check is the responsibility of the student and not included in course fees. Some host employers may require ECEC and Diploma students to provide police check. The College will provide more information on how to obtain police check if you are required to provide one.
- All students except Certificate III in IS (Ageing) and Certificate IV in Ageing Support are required to have a current and valid Working with Children Check (WWCC) before the start of your work placement. The student is required to cover the cost of obtaining the WWCC if any.
- Students should be aware that work in this industry can be physically demanding. Learners need to be reasonably physically fit in order to work with children. Bending, reaching, stretching and kneeling are common movements required by Early Learning Educators. It is recommended that learners have the following immunisations: hepatitis B, diphtheria, tetanus, whooping cough, measles, mumps, rubella and varicella (Chickenpox).
- 4Life College provides students on work placement with 2 polo shirts. Whilst on work placement students are required to provide at their cost, and wear, navy or black slacks/ trousers/skirt and enclosed flat soled shoes (not sports runners).

**TERM TIMETABLE – Term 4, 2018**

Qualification	Duration	Terms	Options	Start Date	Class Timetable	Venues
Certificate III in Early Childhood Education and Care <sup>1</sup>	9 months	3 x Terms	<input type="checkbox"/> Option 1	Mon 08 <sup>th</sup> Oct	Mon & Tue 8.30am – 4.45pm	4Life Campus
Diploma of Early Childhood Education and Care <sup>1</sup> <i>Includes all modules of Certificate III in Early Childhood Education and Care</i>	24 months	8 x Terms	<input type="checkbox"/> Option 1 <input type="checkbox"/> Option 2	Mon 08 <sup>th</sup> Oct Tue 09 <sup>th</sup> Oct	Mon & Tue 8.30am – 4.45pm Tue, Wed & Thu 5:15pm – 10:00pm + 1 additional revision session <sup>#</sup>	4Life Campus
Certificate III in Individual Support (Ageing) <sup>1</sup>	9 months	3 x Terms	<input type="checkbox"/> Option 1	Wed 10 <sup>th</sup> Oct	Wed & Thu 8.30am – 4.45pm	4Life Campus
Certificate III in Individual Support (Disability) <sup>1</sup>	9 months	3 x Terms	<input type="checkbox"/> Option 1	Wed 10 <sup>th</sup> Oct	Wed & Thu 8.30am – 4.45pm	4Life Campus
Diploma of Mental Health <sup>1</sup>	24 months <sup>^</sup>	8 x Terms	<input type="checkbox"/> Option 1	Wed 10 <sup>th</sup> Oct	Wed & Thu 8.30am – 4.45pm	4Life Campus
Diploma of Community Services <sup>1</sup>	24 months <sup>^</sup>	8 x Terms	<input type="checkbox"/> Option 1	Wed 10 <sup>th</sup> Oct	Wed & Thu 8.30am – 4.45pm	4Life Campus
Diploma of Counselling	18 months <sup>^</sup>	6 x Terms	<input type="checkbox"/> Option 1	Wed 10 <sup>th</sup> Oct	Wed & Thu 8.30am – 4.45pm	4Life Campus

<sup>^</sup>Duration can vary when combined with other qualifications. Refer to course fees for more information.

<sup>1</sup>Students enrolled in all 4Life College qualifications (except Diploma of Counselling) will be required to complete work placement between Mondays to Sundays, depending on the allocated shifts given by the work placement venues.

<sup>#</sup>Additional revision session – Please see term dates section for further information. Additional revision session will be published on a term by term basis.

**TERM TIMETABLE – Term 1, 2019**

Qualification	Duration	Terms	Options	Start Date	Class Timetable	Venues
Certificate III in Early Childhood Education and Care <sup>1</sup>	9 months	3 x Terms	<input type="checkbox"/> Option 1 <input type="checkbox"/> Option 2	Tue 28 <sup>th</sup> Jan Tue 28 <sup>th</sup> Jan	Mon & Tue 8.30am – 4.45pm Tue, Wed & Thu 5:15pm – 10:00pm + 1 additional revision session <sup>#</sup>	4Life Campus
Diploma of Early Childhood Education and Care <sup>1</sup> <i>Includes all modules of Certificate III in Early Childhood Education and Care</i>	24 months	8 x Terms	<input type="checkbox"/> Option 1 <input type="checkbox"/> Option 2	Tue 28 <sup>th</sup> Jan Tue 28 <sup>th</sup> Jan	Mon & Tue 8.30am – 4.45pm Tue, Wed & Thu 5:15pm – 10:00pm + 1 additional revision session <sup>#</sup>	4Life Campus
Certificate III in Individual Support (Ageing) <sup>1</sup>	9 months	3 x Terms	<input type="checkbox"/> Option 1	Wed 29 <sup>th</sup> Jan	Wed & Thu 8.30am – 4.45pm	4Life Campus
Certificate III in Individual Support (Disability) <sup>1</sup>	9 months	3 x Terms	<input type="checkbox"/> Option 1	Wed 29 <sup>th</sup> Jan	Wed & Thu 8.30am – 4.45pm	4Life Campus
Diploma of Mental Health <sup>1</sup>	24 months <sup>^</sup>	8 x Terms	<input type="checkbox"/> Option 1	Wed 29 <sup>th</sup> Jan	Wed & Thu 8.30am – 4.45pm	4Life Campus
Diploma of Community Services <sup>1</sup>	24 months <sup>^</sup>	8 x Terms	<input type="checkbox"/> Option 1	Wed 29 <sup>th</sup> Jan	Wed & Thu 8.30am – 4.45pm	4Life Campus
Diploma of Counselling	18 months <sup>^</sup>	6 x Terms	<input type="checkbox"/> Option 1	Wed 29 <sup>th</sup> Jan	Wed & Thu 8.30am – 4.45pm	4Life Campus

<sup>^</sup>Duration can vary when combined with other qualifications. Refer to course fees for more information.

<sup>1</sup>Students enrolled in all 4Life College qualifications (except Diploma of Counselling) will be required to complete work placement between Mondays to Sundays, depending on the allocated shifts given by the work placement venues.

<sup>#</sup>Additional revision session – Please see term dates section for further information. Additional revision session will be published on a term by term basis.

Catch Up Classes	Week	Date	Time	Venue/Room
Certificate III/Diploma of Early Childhood Education & Care	Week 11	Wed 19 <sup>th</sup> Dec	8.30am – 4:45pm	Level 1, 601 Bourke Street, Melbourne CBD
Diploma of Mental Health/Community Services/Counselling	Week 11	Wed 19 <sup>th</sup> Dec	8.30am – 4:45pm	Level 1, 601 Bourke Street, Melbourne CBD
Certificate III in Individual Support (Ageing & Disability)	Week 11	Wed 19 <sup>th</sup> Dec	8.30am – 4:45pm	Level 1, 601 Bourke Street, Melbourne CBD
Resit Classes/Resubmission	Week	Date	Time	Venue/Room
<b>Certificate III/Diploma of Early Childhood Education &amp; Care Inclass Activities Resits</b> <i>(Only available to students who have been marked Not Yet Satisfactory for Inclass Activities conducted in Term 4 2018)</i> - Student are required to submit completed Assessment Kit for Term 4 2018 at the end of the Resit Classes	Week 11	Tue 18 <sup>th</sup> Dec	9:00am	Level 1, 601 Bourke Street, Melbourne CBD
<b>Diploma of Mental Health/Community Services/Counselling Inclass Activities Resits</b> <i>(Only available to students who have been marked Not Yet Satisfactory for Inclass Activities conducted in Term 4 2018)</i> - Student are required to submit completed Assessment Kit for Term 4 2018 at the end of the Resit Classes	Week 11	Thu 20 <sup>th</sup> Dec	9:00am	Level 1, 601 Bourke Street, Melbourne CBD
<b>Certificate III in Individual Support (Ageing &amp; Disability) Inclass Activities/Theory exam Resits</b> <i>(Only available to students who have been marked Not Yet Satisfactory for Inclass Activities and Theory Exam conducted in Term 4 2018)</i> - Student are required to submit completed Assessment Kit for Term 4 2018 at the end of the Resit Classes	Week 11	Thu 20 <sup>th</sup> Dec	9:00am	Level 1, 601 Bourke Street, Melbourne CBD
<b>Final Certificate III/Diploma of Early Childhood Education &amp; Care Inclass Activities Resits</b> <i>(Only available to students who have been marked Not Yet Satisfactory for Inclass Activities conducted in Term 4 2018)</i> - Student are required to submit completed Assessment Kit for Term 4 2018 at the end of the Resit Classes	Week 1 (Term 1 2019)	Wed 30 <sup>th</sup> Jan	9:00am	Level 1, 601 Bourke Street, Melbourne CBD
<b>Final Diploma of Mental Health/Community Services/Counselling Inclass Activities Resits</b> <i>(Only available to students who have been marked Not Yet Satisfactory for Inclass Activities conducted in Term 4 2018)</i> - Student are required to submit completed Assessment Kit for Term 4 2018 at the end of the Resit Classes	Week 1 (Term 1 2019)	Fri 1 <sup>st</sup> Feb	9:00am	Level 1, 601 Bourke Street, Melbourne CBD
<b>Final Certificate III in Individual Support (Ageing &amp; Disability) Inclass Activities/Theory exam resits</b> <i>(Only available to students who have been marked Not Yet Satisfactory for Inclass Activities and Theory Exam conducted in Term 4 2018)</i> - Student are required to submit completed Assessment Kit for Term 4 2018 at the end of the Resit Classes	Week 1 (Term 1 2019)	Fri 1 <sup>st</sup> Feb	9:00am	Level 1, 601 Bourke Street, Melbourne CBD
Assessment Submission Opportunities	Week	Date	Time	Venue/Room
<b>2<sup>nd</sup> Assessment Submission Opportunity for Term 4 2018 Written Questions and Case Studies</b> <b>(Only applicable for assessments due before Week 10 of Term 4 2018)</b> <i>(Assessments must be submitted via Student Area. Email submissions will <u>not</u> be accepted)</i>	Week 11	Thu 20 <sup>th</sup> Dec	5.00pm	Via Student Area
<b>Final Assessment Submission Opportunity for Term 4 2018 Written Questions and Case Studies</b> <b>(Only applicable for assessments due before Week 10 of Term 4 2018)</b> <i>(Assessments must be submitted via Student Area. Email submissions will <u>not</u> be accepted)</i>	Week 1 (Term 1 2019)	Thu 31 <sup>st</sup> Jan	5.00pm	Via Student Area
<b>2<sup>nd</sup> Assessment Submission Opportunity for Term 4 2018 Written Questions and Case Studies</b> <b>(Only applicable for assessments due in Week 10 and Week 11 of Term 4 2018)</b> <i>(Assessments must be submitted via Student Area. Email submissions will <u>not</u> be accepted)</i>	Week 2 (Term 1 2019)	Thu 07 <sup>th</sup> Feb	5.00pm	Via Student Area

**Final Assessment Submission Opportunity for Term 4 2018 Written Questions and Case Studies**  
**(Only applicable for assessments due in Week 10 and Week 11 of Term 4 2018)**  
*(Assessments must be submitted via Student Area. Email submissions will not be accepted)*

Week 4  
(Term 1 2019)

Thu 21<sup>st</sup> Feb

5.00pm

Via Student Area

\*All dates and times are subject to change. Bookings are essential for all In Class Activities Assessment Classes and Catch Up Classes.

### Training Venue – MELBOURNE CAMPUS

In Melbourne, our head campus is located on the grounds of the Melbourne University Sport, one of Melbourne’s most prestigious learning facilities, which all students will enjoy as part of their training.

**4Life Campus  
Office**

Level 6, 601 Bourke Street  
Melbourne, VIC 3000

**Contact Us:**

(+613) 8687 0648

[www.4lifecollege.edu.au](http://www.4lifecollege.edu.au)

[Melbourne@alg.edu.au](mailto:Melbourne@alg.edu.au)

### Available Programs

Qualification	Code	Duration
Certificate III in Early Childhood Education and Care <sup>1</sup>	CHC30113	9 months
Diploma of Early Childhood Education and Care <sup>1</sup> <i>Includes all modules of Certificate III in Early Childhood Education and Care</i>	CHC50113	24 months
Certificate III in Individual Support (Ageing) <sup>1</sup>	CHC33015	9 months
Certificate IV in Ageing Support <sup>1</sup> <i>*Entry Requirement: CHC33015 (Ageing)</i>	CHC43015	6 months*
Certificate III in Individual Support (Disability) <sup>1</sup>	CHC33015	9 months
Certificate IV in Disability <sup>1</sup> <i>**Entry Requirement: CHC33015 (Disability)</i>	CHC43115	6 months**
Diploma of Mental Health <sup>1</sup>	CHC53315	24 months <sup>^</sup>
Diploma of Community Services <sup>1</sup>	CHC52015	24 months <sup>^</sup>
Diploma of Counselling	CHC51015	18 months <sup>^</sup>

<sup>^</sup>Duration can vary when combined with other qualifications. Refer to course fees for more information.

<sup>1</sup>Students enrolled in all 4Life College qualifications (except Diploma of Counselling) will be required to complete work placement between Mondays to Sundays, depending on the allocated shifts given by the work placement venues.

# INTERNATIONAL STUDENT TIMETABLE MELBOURNE CAMPUS



## Additional Timetables

For timetable information for ALL our campuses please refer to the following:



Sydney Campus Timetable  
Melbourne Campus Timetable  
Perth Campus Timetable  
Brisbane Campus Timetable

- [www.acsf.edu.au/pdf/timetable\\_is\\_sydney.pdf](http://www.acsf.edu.au/pdf/timetable_is_sydney.pdf)
- [www.acsf.edu.au/pdf/timetable\\_is\\_melbourne.pdf](http://www.acsf.edu.au/pdf/timetable_is_melbourne.pdf)
- [www.acsf.edu.au/pdf/timetable\\_is\\_perth.pdf](http://www.acsf.edu.au/pdf/timetable_is_perth.pdf)
- [www.acsf.edu.au/pdf/timetable\\_is\\_brisbane.pdf](http://www.acsf.edu.au/pdf/timetable_is_brisbane.pdf)



Sydney Campus Timetable  
Melbourne Campus Timetable

- [www.dancecollege.com.au/docs/is\\_timetable\\_sydney.pdf](http://www.dancecollege.com.au/docs/is_timetable_sydney.pdf)
- [www.dancecollege.com.au/docs/is\\_timetable\\_melbourne.pdf](http://www.dancecollege.com.au/docs/is_timetable_melbourne.pdf)



Sydney Campus Timetable  
Melbourne Campus Timetable  
Perth Campus Timetable  
Brisbane Campus Timetable

- [www.4lifecollege.edu.au/docs/4lifetimetable\\_sydney.pdf](http://www.4lifecollege.edu.au/docs/4lifetimetable_sydney.pdf)
- [www.4lifecollege.edu.au/docs/4lifetimetable\\_melbourne.pdf](http://www.4lifecollege.edu.au/docs/4lifetimetable_melbourne.pdf)
- [www.4lifecollege.edu.au/docs/4lifetimetable\\_perth.pdf](http://www.4lifecollege.edu.au/docs/4lifetimetable_perth.pdf)
- [www.4lifecollege.edu.au/docs/4lifetimetable\\_brisbane.pdf](http://www.4lifecollege.edu.au/docs/4lifetimetable_brisbane.pdf)