

INFORMATION PACK

SHB30416 Certificate III in Hairdressing *Fee for Service*

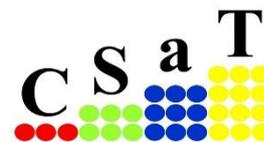
39 Gladstone Road, Rockhampton, Queensland 4700

Ph: (07) 4927 4586 · Email: admin@csat.com.au

 CSaT Training ·  @csat_training_rto32466

www.csat.com.au





Thank you for your inquiry to train with the CSaT team to begin your career in the Hair and Beauty Industry. We are an Australian Registered Training Organisation accredited to deliver qualifications from the Hairdressing, Beauty and other training packages.

Delivering throughout Central Queensland and the Sunshine Coast, CSaT are specialists in the facilitation of training with over 25 years experience in both government and private sectors. Our educators are professionals with many years experience in their industry.

Our aim is to deliver quality training and to prepare our learners well for a successful career in the hairdressing or beauty industry. We are passionate about what we do and take great pride in our work to ensure our learners are trained to industry employable standards.

At CSaT, our training is client focused, where everyone is treated as an individual because we acknowledge people have different needs and commitments. We will work with you to put together the best training plan for you.

Class sizes are kept small so that we are able to give more one on one training to our students.

Our company mission is to promote the benefits of training, inspire and motivate learners and to enhance work related outcomes through quality training and assessment.

WHATS NEXT?

Now that you have received our information pack, we do encourage you to have a full read of what we offer and contact us on (07) 4927 4586 to discuss any questions you may have about the course and the enrolment process. We also encourage for you to come and tour our facilities and meet our training staff during enrolment.

We look forward to meeting with you and helping you with your journey to a successful career

Yours truly,

A handwritten signature in cursive script that reads 'Willcox'.

Cherie Willcox
(Director)

CERTIFICATE III IN HAIRDRESSING INFORMATION



This qualification reflects the role of hairdressers who use a range of well-developed sales, consultation and technical skills and knowledge to provide a broad range of hairdressing services to clients. They use discretion and judgement to provide client services and take responsibility for the outcomes of their own work.

This qualification provides a pathway to work as a hairdresser in any industry environment, usually a salon.

Entry Requirements

There are no entry requirements for this qualification.

Before commencing in this qualification, learners will be required to complete a Language, Literacy and Numeracy Assessment.

Duration

2-4 years

Delivery Method

This qualification is delivered via **classroom** and **self-paced** delivery at our Rockhampton training rooms. Learners will be required to complete some theory work in their own time.

CERTIFICATE III IN HAIRDRESSING PRICE LIST



28 units of competency

- 21 core
- 7 electives

	CODE	UNIT	PRICE
	BSBSUS201	Participate in environmentally sustainable work practices	150.00
	SHHBAS001	Provide shampoo and basin services	200.00
	SHBHCLS002	Colour and lighten hair	400.00
	SHBHCLS003	Provide full and partial head highlighting treatments	400.00
	SHBHCLS004	Neutralise unwanted colours and tones	400.00
	SHBHCLS005	Provide on scalp full head and retouch bleach treatments	325.00
CORE UNITS 11	SHBHCUT001	Design haircut structures	335.00
	SHBHCUT002	Create one length or solid haircut structures	345.00
	SHBHCUT003	Create graduated haircut structures	340.00
	SHBHCUT004	Create layered haircut structures	340.00
	SHBHCUT005	Cut hair using over-comb techniques	340.00
	SHBHDES003	Create finished hair designs	330.00
	SHBHIND001	Maintain and organise tools, equipment and work areas	150.00
	SHBHIND003	Develop and expand a client base	190.00
	SHBHREF002	Straighten and relax hair with chemical treatments	780.00
	SHBHTRI001	Identify and treat hair and scalp conditions	170.00
	SHBXCCS001	Conduct salon financial transactions	130.00
SHBXCCS002	Provide salon services to clients	130.00	
SHBXIND001	Comply with organisational requirements within a personal services environment	130.00	
SHBXIND002	Communicate as part of a salon team	150.00	
SHBXWHS001	Apply safe hygiene, health and work practices	130.00	
		Core Total	\$5,865.00

CERTIFICATE III IN HAIRDRESSING PRICE LIST cont.



ELECTIVE UNITS 7

CODE	UNIT	PRICE
SHBHCUT006	Create combined haircut structures	585.00
SHBHCUT007	Create combined traditional and classic men's haircut structures	525.00
SHBHDES004	Create classic long hair up-styles	325.00
Choose 4 from below		
SHBHCUT011	Design and maintain beards and moustaches	245.00
SHBHCUT012	Shave heads and faces	365.00
SHHBAS002	Provide head, neck and shoulder massages for relaxation	230.00
SHBHCCS001	Plan hair services for special events	230.00
SHBHDES002	Braid hair	150.00
SHBHDES005	Select and apply hair extensions	325.00
SHBHIND002	Research and use hairdressing industry information	150.00
SHBHIND004	Participate in session styling teams	150.00
SHBHREF001	Curl and volumise hair with chemical treatments	635.00
SHBHREF003	Straighten and relax hair with protein treatments	785.00
SHBXCCS004	Recommend products and services	130.00
SIRRINV001	Receive and handle retail stock	150.00
SIRRMER001	Produce visual merchandise displays	150.00
	Administration Fee	180.00
	*Additional costs	\$300.00
Total Tuition Fees		\$7,760.00 - \$9,590.00

* Students are required to purchase the hairdressing text book "Professional Hairdressing: Australia and New Zealand Edition" Available from CSaT at a special student price of \$100.00 and two head blocks at \$200.00 (for both). Students may also wish to purchase extra equipment (as listed on page7).

There are no other hidden costs associated with this course. Please note, the course cost will vary depending on electives chosen.

OUR FACILITIES



We have fully equipped rooms with all the necessary, up to date hairdressing and beauty equipment needed to conduct this training.

Students are able to practice on clients in our operating training salon and use professional products, such as **Jeval** for Hairdressing and **Limelily** and **Natural Compatibles** for Beauty.

We are located at 39 Gladstone, Rockhampton.



STUDENT EQUIPMENT LIST



Note: Contact the team at CSaT to order your kit from suppliers at special learner pricing

COMBS

Cutting Comb

Tail Comb (Plastic Pin)

Tail Comb (Metal Pin)

Detangling Comb

Styling Comb

Afro Comb

BRUSHES

Large Cushion Brush

9 Row Denman Brush

Vent Brush

X-Large Radial

Large Radial

Medium Radial

Small Radial

SCISSORS

Cutting Scissors

Texturizing Scissors

Razor

Blades

Scissor and Comb

MISCELLANEOUS

Water Spray

Cutting Cape

Timer

Sectioning Clips

Butterfly Clips

Gloves

Note: No uniform is required to be purchased. However you are required to wear black style clothing to which would be suitable for a hair salon. Clothing items such as singlets, mid drift tops, ripped jeans, and short skirts are **not** permitted. Closed in shoes **must** be worn.

THE TRAINING TEAM



SHELLEY DRANE – SUNSHINE COAST

Shelley brings 30 years' experience in the hairdressing industry to our CSAT students, firstly as a highly qualified stylist working both in Australia and London. Following her passion for training she has worked within salons and with their apprentices for over 18 years. Understanding that high skills and high productivity is essential in today's salons, she works closely with salon owners to achieve this goal for their apprentices. Shelley looks after our South East QLD region, calling the beautiful Sunshine Coast home.

RAELENE ANDERSON – ROCKHAMPTON/YEPPON

Rae has been hairdressing for 32 years, owning and managing her own businesses for 28 years training apprentices and mature trainees. Rae also had the privilege to train business skills to three of her salon managers. Rae has worked with many skilled hairdressers in Gladstone, Hobart, Yeppoon and Rockhampton.

Rae enjoys training and guiding hairdressers to be upcoming managers. She keeps her industry skills current by working in a boutique salon in Yeppoon and observing various workplace processes in hairdressing and barbering whilst visiting her trainees/apprentices.

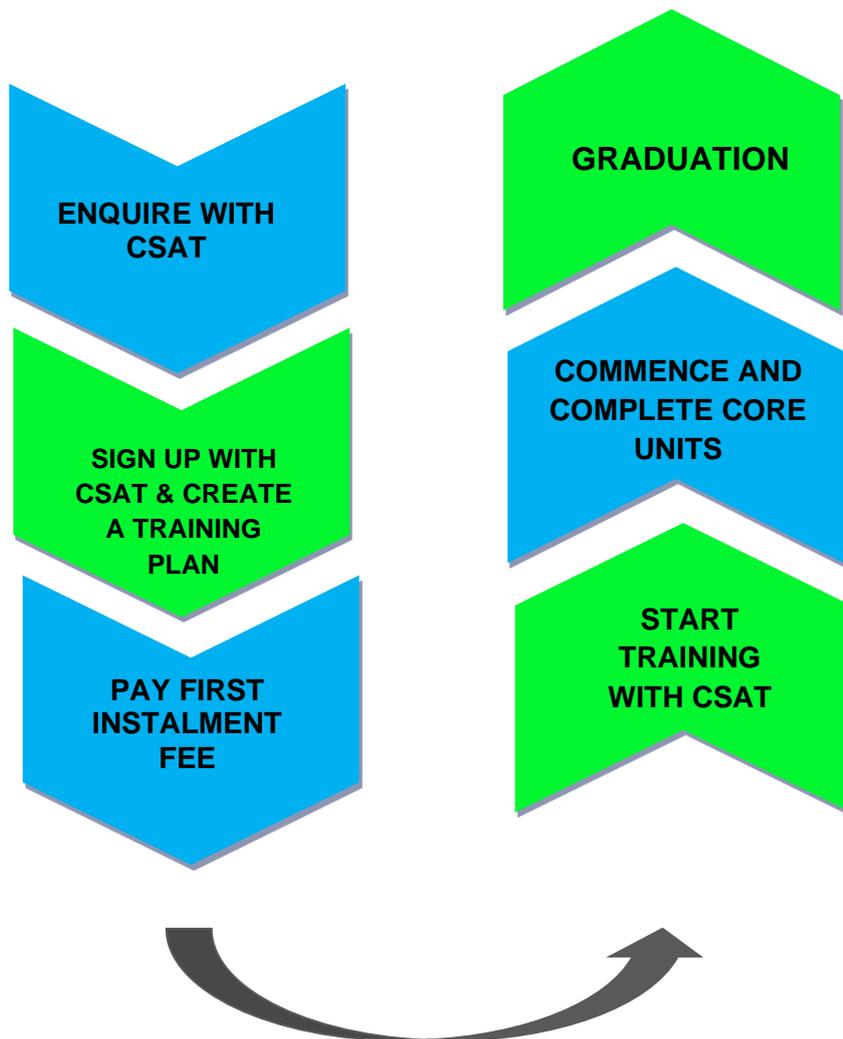
Rae enjoys passing on knowledge to her student's and watching them learn and flourish.

MARGIE SCHARER - ROCKHAMPTON

Margie is a local in Rockhampton with over 30 years behind her in the hairdressing and beauty industry. Margie started her career in a small salon in Tully, moving to Sydney to manage and train apprentices within the Stefan's salons. Margie was the part owner and manager of the local Hairhouse Warehouse franchise and has now operated her own salon, My Place Hair and Beauty for 3 years. Margie is very passionate about the industry and prides herself on keeping up with the current trends and developing new techniques.



THE ORDER OF TRAINING



NOT JUST HAIRDRESSING



CSaT currently offers courses in the following:



**SHB30115 Certificate III in
Beauty Services**



**SHB30416 Certificate III in
Hairdressing**



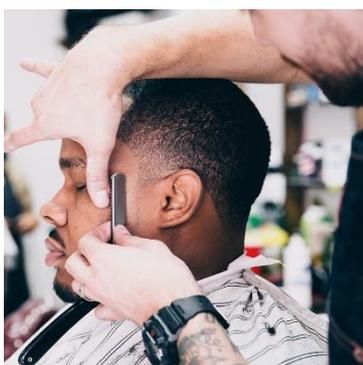
**SHB20116 Certificate II in
Retail Cosmetics**



**SHB20216 Certificate II
in Salon Assistant**



**SIT20316 Certificate II in
Hospitality**



**SHB30516 Certificate III
in Barbering**



**SIT30616 Certificate III in
Hospitality**

For further information on any of these courses Contact CSaT Training on (07) 4927 4586
or drop into our training rooms at 39 Gladstone Road Rockhampton, Qld Or Email: admin@csat.com.au

FURTHER INFORMATION



Credit Transfer

Credit Transfer is the process of recognising a student's learning achieved through the formal education and training process.

Students who already hold relevant qualifications/units of competency from other Registered Training Organisations will have these achievements recognised by CSaT and will receive the appropriate transfer of credit against their enrolled qualification with CSaT.

RPL

Recognition of Prior Learning (**RPL**) is an assessment pathway that can be utilised to recognise the skills, knowledge and experience gained through work experience, life experience, training courses and work based training. This is assessed against the evidence requirements of one or more units of competency

Please speak to your trainer/assessor should you wish to apply for RPL or Credit Transfer.

Support Services

CSaT will support learners to make sure everyone has the opportunity to successfully complete their training. Additional support is available to learners who have language, literacy and numeracy or disability support needs. Learners requiring counselling or welfare support services will be referred to an appropriate support service.

If you feel you need additional help, please speak to a CSaT staff member. Our trainers/assessors or Administrative staff are available 5 days per week in the hours of 8.00 am to 4.00 pm.

You can make contact via phone, email or where required, in person at our office at 39 Gladstone Road, Rockhampton.

Learner Handbook

The CSaT learner handbook is available for download from our website www.csat.com.au or contact the office for a hardcopy.

The learner handbook contains further information on CSaT's Training Policies and Procedures, including our Refund Policy, Student Rights and Responsibilities and information on assessment methods etc

UNIQUE STUDENT IDENTIFIER (USI)



***The following information is directly from usi.gov.au**

If you are undertaking nationally recognised training delivered by a registered training organisation you will need to have a Unique Student Identifier (USI). This includes studying at TAFE or with a private training organisation, completing an apprenticeship or skill set, certificate or diploma course.

A USI gives you access to your online USI account which is made up of ten numbers and letters.

It will look something like this: **3AW88YH9U5**.

In time, your USI account will contain all your nationally recognised training records and results from 1 January 2015 onwards. Your results from 2015 will be available in your USI account in 2016.

When applying for a job or enrolling in further study, you will often need to provide your training records and results. One of the main benefits of the USI

is that you will have easy access to your training records and results throughout your life.

You can access your USI account online from a computer, tablet or smart phone anywhere and anytime.

DO YOU NEED A USI?

You will need a USI when you enrol or re-enrol in training if you are a:

- ❖ student enrolling in nationally recognised training for the first time, for example if you are studying at TAFE or with a private training organisation, completing an apprenticeship or skill set, certificate or diploma course;
- ❖ school student completing nationally recognised training; or
- ❖ student continuing with nationally recognised training.

You are a continuing student if you are a student who has already started your course in a previous year (and not yet completed it) and will continue studying after 1 January 2015.

Once you create your USI you will need to give your USI to each training organisation you study with so your training outcomes can be linked and you will be able to:

- ❖ view and update your details in your USI account;
- ❖ give your training organisation permission to view and/or update your USI account;
- ❖ give your training organisation view access to your transcript;
- ❖ control access to your transcript; and
- ❖ view online and download your training records and results in the form of a transcript which will help you with job applications and enrolment in further training.

If you are an international, overseas or an offshore student please visit usi.gov.au for more information.



UNIQUE STUDENT IDENTIFIER (USI)



***The following information is directly from usi.gov.au**

HOW TO GET A USI

It is free and easy for you to create your own USI online.

While you may create your own USI, training organisations are also able to create a USI for you. Training organisations should do this as part of the enrolment process when you begin studying.

Where this service is provided, training organisations will let you know.

STEPS TO CREATE YOUR USI

The following steps show how you can create a USI:

Step 1: Have at least one and preferably two forms of ID ready from the list below:

- ❖ Driver's License
- ❖ Medicare Card
- ❖ Australian Passport
- ❖ Non-Australian Passport (with Australian Visa)
- ❖ Birth Certificate (Australian)
- ❖ Certificate Of Registration By Descent
- ❖ Citizenship Certificate
- ❖ Immi Card

IMPORTANT: To make sure we keep all of your training records together, the USI will be linked to your name as it appears on the form of ID you used to create the USI. The personal details entered when you create a USI must match exactly with those on your form of ID.

If you do not have proof of ID from the list above, you can contact your training organisation about the other forms of ID they can accept to help you get a USI.

Step 2: Have your personal contact details ready (e.g. email address, or mobile number, or mailing address).

Step 3: Visit the USI website at: usi.gov.au.

Step 4: Select 'Student Entry' and then Select 'Create a USI' link and follow the steps.



Enrolling

UNIQUE STUDENT IDENTIFIER (USI)



****The following information is directly from usi.gov.au***

Step 5: Agree to the Terms and Conditions.

Step 6: Follow the instructions to create a USI—

it should only take a few minutes. Upon completion, the USI will be displayed on the screen. It will also be sent to your preferred method of contact.

Step 7 You should then write down your USI and keep it handy and safe somewhere, perhaps on your phone.

MORE INFORMATION

For more information, please visit: usi.gov.au

Email: usi@education.gov.au

Phone: Skilling Australia Information line—13 38 73

To view this document online please visit: usi.gov.au

****USI must be created and given to CSat either on enrolment or via email or phone before we can proceed with enrolling you***



Australian Government

FREQUENTLY ASKED QUESTIONS



What are the benefits of enrolling with CSaT?

- ✦ We are a local company and are just a phone call away. If you want something we will do our utmost to help you as quickly as we can.

We do not believe one size fits all. Everyone has different needs and we are flexible. Our aim is to work with you to address your individual requirements which may mean more one to one training, or less frequent visits to us and where possible we will work around your busy days.

Are students expected to pay for their course upfront?

- ✦ We require learners to pay two units at a time upfront, so their payments are always ahead of their learning.

Therefore, initially they would have to pay \$100 for their text book and for the first two units they are enrolling in. Thereafter, they would need to ensure they pay two units ahead each time.

If you have any other
questions, please contact
us at CSaT on

(07) 49274586 or email
admin@csat.com.au