The Diploma of Travel and Tourism Management is a full-time qualification which requires 20 hours per week college attendance over a period of 39 weeks excluding holidays. Additional home-based study will be required.

ENTRY REQUIREMENTS
The SIT50116 Diploma of Travel and Tourism Management packaging rules state that there are no entry requirements into this qualification. ACBC requires student to have completed Year 11 of the NSW Higher School Certificate or its equivalent.

QUALIFICATION
Graduates completing all components of the qualification and demonstrating competence in all units will be awarded a nationally recognised SIT50116 Diploma of Travel and Tourism Management, which is currently in Release 1. A nationally recognised Statement of Attainment will be issued where a student has withdrawn but has successfully completed part of the qualification or completes the course but does not demonstrate competency in all units.

CAREER OPPORTUNITIES
This qualification provides a pathway to work in many travel and tourism industry sectors as a departmental or small business manager. The diversity of employers includes travel agencies, tour wholesalers, tour operators, inbound tour operators, tourist attractions, visitor information centres, and other tourism businesses. Possible job titles include:
- Inbound groups manager
- Inbound sales manager
- Tour operations manager
- Product development manager
- Reservations manager
- Travel agency manager
- Sales manager

CREDIT TRANSFER (CT)
Australian Careers Business College recognises and grants credit transfer for nationally recognised units of competency issued by other RTOs. Full details of the application process can be acquired from the college's student services.

RECOGNITION OF PRIOR LEARNING (RPL)
Recognition of prior learning acknowledges skills, knowledge and competencies obtained through:
- Formal training/study
- Work experience
- Life experience
Students are eligible to apply for RPL and an administration fee of $450 per unit of competency applies depending on the evidence supplied by students seeking RPL. Full details of the application process can be acquired from the college's student services.

LANGUAGE LITERACY AND NUMERACY (LLN) SKILLS
Students enrolling in this qualification will undertake a LLN test to determine the student's ability to engage in the course.

MODE OF DELIVERY
The qualification is delivered face-to-face in a classroom based learning environment. This mode of delivery will combine theory-based material and tutorials. The theory sessions are designed to explain the skills, knowledge, performance requirements and tasks that comprise the Diploma of Travel and Tourism Management.
ASSESSMENT
Assessment methods for this qualification are a combination of written assignments, case studies, knowledge questioning, workbooks, practical tasks and projects.

QUALITY OF TRAINING
ACBC is responsible for the quality of the training and assessment being provided in this qualification and for the issuance of any AQF certificate.

UNIVERSITY OPTIONS
Students wishing to pursue University after completing studies at ACBC can do so in conjunction with various Universities and Educational Institutions. Depending on the student’s results and the University selected, graduates may be eligible for up to one year’s recognition.

(12) CORE UNITS
- BSBDIV501 Manage diversity in the workplace
- SITTIND001 Source and use information on the tourism and travel industry
- SITXCCS007 Enhance customer service experiences
- SITXCCS008 Develop and manage quality customer service practices
- SITXCOM005 Manage conflict
- SITXFIN002 Interpret financial information
- SITXFIN003 Manage finances within a budget
- SITXFIN004 Prepare and monitor budgets
- SITXHHRM003 Lead and manage people
- SITXMGT001 Monitor work operations
- SITXMGT002 Establish and conduct business relationships
- SITXWHS003 Implement and monitor work health and safety practices

(11) ELECTIVE UNITS
- SITTTSL005 Sell tourism products and services
- SITTTSL006 Prepare quotations
- SITTTSL008 Book supplier products and services
- SITTTSL009 Process travel-related documentation
- SITTTSL010 Use a computerised reservations or operations system
- SITTTSL011 Source airfares for domestic flights
- SITTTSL012 Construct normal international airfares
- SITTTSL013 Construct promotional international airfares
- BSBADM502 Manage meetings
- BSBCM401 Make a presentation
- SITXMPR002 Create a promotional display or stand

CAMPUS LOCATIONS All three campuses are located in the heart of the Business District of their respective locations and no more than a five minute walk from the train station.

The Australian Careers Business College is registered by Australian Skills Quality Authority (ASQA) to deliver selected Nationally Recognised Qualifications.

28 MEMORIAL AVENUE LIVERPOOL NSW 2170
LEVEL 1, 85 GEORGE STREET PARRAMATTA NSW 2150
313-323 CROWN STREET WOLLONGONG NSW 2500
ACBC is a Registered Training Organisation (RTO) No. 90271.