



# Empowerment

THROUGH EDUCATION  
AND TRAINING



**AUSTRALIAN CAREERS**  
Business College  
*'Empowerment Through Education and Training'*



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## MESSAGE FROM THE CEO

The decisions you make now, will determine the direction of your future. When it comes to careers, choosing the right college and course of study that fits your interests and goals is crucial. The information provided in this booklet will help you make the best choice.

Since 1996 we have been helping school leavers and workforce re-entrants prepare for new and exciting vocations. At ACBC we are proud of the high standards we uphold and the solid foundation our graduates receive in preparing for fulfilling careers or further studies.

Although we strongly believe in classroom learning, we realise it is only part of a balanced education. This is why we emphasise our one day per week Work Placement Program that enables our students to practice what they are learning in a real world environment.

We equip our students with distinct advantages in today's competitive employment marketing by offering nationally recognised qualifications that are held in high esteem by industry leaders. The success of our students in the workplace and in continuing higher education, has built our reputation as one of Sydney's leading private business colleges.

Thousands of our graduates are now pursuing rewarding careers in their chosen fields. We look forward to you taking your first step in joining them, by choosing ACBC for your continuing education.



**Ann Elisha**  
Chief Executive Officer



When it comes to careers, choosing the right college and course of study that fits your interests and goals is crucial.

# EXCITING CAREER JOURNEYS START HERE

## EXPAND YOUR CHOICES

**Discover the opportunities that can open up an exciting and rewarding future. Step forward to claim those opportunities. If you don't know exactly where you want to go, university, study or a great job - ACBC is the perfect foundation to move you towards an exciting future.**

### Financial options to make it happen

If you are concerned about how you are going to pay for your studies, there are various options available. ACBC is an approved provider under the VET FEE-HELP loan scheme. To find out more, start by checking out VET FEE-HELP information online at [www.studyassist.gov.au](http://www.studyassist.gov.au) and speak to one of our helpful Careers Advisors.

### Convenient locations — easy access

If you want to study but do not want a long commute, you can get the training you want without having

to travel far. We have three conveniently located campuses in Liverpool, Parramatta and Wollongong. Our campuses are in vibrant communities, with each ACBC campus located in the middle of the local business district, and within a five-minute walk from the local train station.

### Campus life

Studying at ACBC will give you knowledge and job-ready skills. You will also get the opportunity to network with industry professionals and build practical work experience, as well as learn from experienced trainers who are highly recognised in their fields.

There is time to have some fun as well and help the wider community. Our enthusiastic student-run social committee organises events like our College Day Out, Jeans for Genes Day, Biggest Morning Tea.



## STUDENT TESTIMONIALS

Maja Anevska – *Marketing*

Aaron Lambert – *Accounting*



“I would recommend ACBC because it gives you the skills to advance in your studies and career. I learnt many things that I know will benefit me throughout my life.”

Maja Anevska achieved an Advanced Diploma of Marketing at the Australian Careers Business College in 2014. She now is working towards a Bachelor of Business & Commerce (Marketing) at Western Sydney University.

Sharing her thoughts on ACBC, Maja says, “I chose to study at ACBC because I felt that I would benefit from their educational approach. Whilst a student, I undertook work placement. This gave me an understanding of the workforce, helped me focus on my goals, and enabled me to gain valuable experience. My time at ACBC was enjoyable and I made long-lasting friendships with my peers.”



“The staff and students at ACBC create an enjoyable and supportive environment, and the trainers’ real-world experience enables them to offer students practical advice that cannot be found in textbooks.”

Aaron Lambert received a Diploma of Accounting from ACBC in Liverpool. After completing the course in 2014, he enrolled into the Bachelor of Business Information Systems at the University of Wollongong. Upon completing his university degree, he plans to pursue a career in the IT industry.

Looking back on his experience, he says, “I chose to study at ACBC because the combination of an accelerated course and industry placement meant that I would complete my training sooner whilst gaining valuable experience in a real-world environment.

“Work placement gave me insight into the world of accounting. Working alongside an accountant showed me how the skills I was learning in the classroom would apply in the real world. My time at ACBC not only provided me with valuable skills relating to my course, but also skills that will transfer into other aspects of life.”

## THE ACBC TEAM

Make every step count in your journey to success. From choosing the best course of study for your interests and goals, to helping you begin a successful career after graduation, our team members are dedicated to ensuring you reach your full potential.

We recognise that a sound education requires preparation and planning. Our Careers Advisors will help you choose and follow a course of study that results in a rewarding and fulfilling career. With their academic knowledge and hands-on experience in the industry, ACBC staff prepare our students to excel in their chosen fields.

have flat screen TVs, charging stations for laptops and wireless internet. Our small class sizes ensure a low student-to-trainer ratio, ensuring that you get the individual attention you deserve.

Working together, the ACBC team will help you grow and succeed as you move towards your future.

With vocational learning, the rooms are set up to simulate the industry you are studying. All rooms



## OUR COURSES

At ACBC we offer a wide range of courses for a variety of interests and career options. Our trainers are industry leaders who practise what they teach. Besides classroom learning in our modern facilities you gain hands-on experience through our Work Placement program.

### Our career-building courses include:

- **FNS50210 DIPLOMA OF ACCOUNTING** — A career in accounting can take you into almost any sector, working with organisations of all types and sizes. This qualification provides the fundamentals for an influential career in bookkeeping, finance and administration.
- **BSB50415 DIPLOMA OF BUSINESS ADMINISTRATION** — This qualification prepares you for important roles that ensure that businesses run as smoothly as possible. Combining your 'can-do' attitude with winning administrative skills will make you a key player in today's business environment.
- **CHC51712 DIPLOMA OF COUNSELLING** — This diploma prepares you to help others find clarity, overcome challenges and enhance personal growth. You will improve the lives of others in a rewarding career as a professional counsellor.
- **CHC50113 DIPLOMA OF EARLY CHILDHOOD EDUCATION AND CARE** — With more parents in the workforce, families need reliable early education and care options. This qualification gets you career ready in an important field where you care for children and help them develop.
- **BSB52215 DIPLOMA OF LEGAL SERVICES** — Get ready for a role in the legal services world. This qualification opens up opportunities in the dynamic and financially rewarding legal services industry where you will provide vital support to Australian law practitioners.
- **BSB60515 ADVANCED DIPLOMA OF MARKETING** — Imagine influencing consumer and commercial decisions on a daily basis. This qualification provides the marketing skills that organisations need to grow and prosper in a dynamic environment.
- **ICT60215 ADVANCED DIPLOMA OF NETWORK SECURITY** — Fill an important role at the centre of business and communication networks. This qualification gives you the skills to detect and prevent network threats and create secure commercial IT platforms.
- **SIT50112 DIPLOMA OF TRAVEL & TOURISM** — This qualification enables you to take your place in one of the fastest growing global industries. With the skills that travel & tourism businesses need, you will have a choice of many exciting career destinations in Australia or beyond.



# OUR COURSES

## FNS50210 DIPLOMA OF ACCOUNTING



Here is an exceptional curriculum that really adds up. Skilled accountants are highly sought after by companies everywhere. Enjoy leading accounting training that positions you to become a key influencer in today's business and financial marketplace. Our Diploma of Accounting arms you with vital competencies in managing, recording and presenting financial information to standards which are valued by employers.

**Commitment:** Full time

**Attendance:** 15 hours per week over 32 weeks (excluding holidays) Additional home-based study will be required.

### Potential career opportunities include:

- Senior Financial Clerk
- Book-Keeper
- BAS Agent
- Officer Manager

**Entry requirements:** NSW Higher School Certificate or its equivalent. PLUS completion of all core Certificate IV in Accounting units in the Financial Services Training Package FNS10 OR completion of all core Certificate IV in Accounting units in the Financial Services Training Package FNS04.

Don't satisfy the entry requirement units? Don't give up! Just complete all entry requirements units from Certificate IV in Accounting in the Financial Services Training Package FNS10 before you kick off your diploma.

## BSB50415 DIPLOMA OF BUSINESS ADMINISTRATION



Become the nerve centre driving a successful organisation. High-performing businesses depend on great administrators for order, process and support. Our Diploma of Business Administration equips you with exceptional communication, organisational and administrative skills to play an indispensable role in today's dynamic business environment.

**Commitment:** Full time

**Attendance:** 15 hours per week over 32 weeks (excluding holidays) Additional home-based study will be required.

### Career opportunities include:

- Administration Manager
- General Office Manager
- Office Manager

**Entry requirements:** Year 11 of the NSW Higher School Certificate or its equivalent.

# OUR COURSES

## CHC51712 DIPLOMA OF COUNSELLING



Passionate about making a difference in people's lives by helping them find positive new directions and purpose? Our Diploma of Counselling gives you great grounding in all skills essential to working as a professional counsellor. It is also a fantastic doorway into a rewarding career in one of the most important community services. You will learn how to help others overcome challenges including depression, anxiety, grief, trauma, abuse, procrastination, relationship concerns, discrimination and much more. The broad skills this course develops will enable you to work with people of all ages, cultures and backgrounds.

**Commitment:** Full time

**Attendance:** 15 hours per week over 32 weeks (excluding holidays). Additional home-based study will be required.

### Career opportunities include:

- Relationship and Conflict Resolution Counselling
- Career Counselling
- Counselling Clients with Addictions
- Grief and Loss Counselling
- Child Development and Effective Parenting
- Workplace Counselling
- Abuse Counselling
- Family Therapy.

**Entry requirements:** Year 11 of the NSW Higher School Certificate or its equivalent.

## CHC50113 DIPLOMA OF EARLY CHILDHOOD EDUCATION & CARE



Are you passionate about caring for children and laying important foundations for their future? As more parents return to the workforce, skilled child care workers are in high demand. Through our Diploma of Childcare you will learn to impart values, social and communication skills, creativity and much more to upcoming generations. As well you will run playgroups for local children and their parents as part of your studies.

**Commitment:** Full time

**Attendance:** Three days of college attendance and two days of work placement per week over 42 weeks. Additional home-based study will be required.

### Potential career opportunities include:

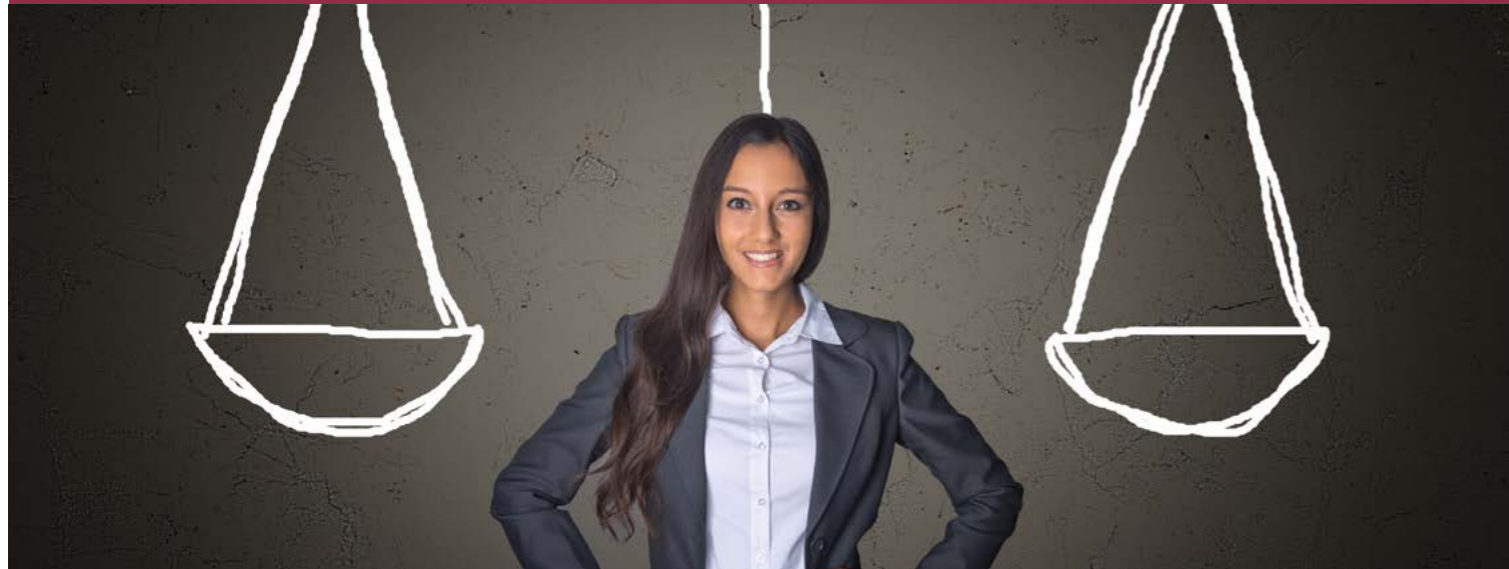
#### Director, Manager or Assistant at:

- Child Care Centres
- Neighbourhood Houses
- Occasional Care Centres
- Pre-schools/Kindergartens.

**Entry requirements:** Year 11 of the NSW Higher School Certificate or its equivalent.

# OUR COURSES

## BSB52215 DIPLOMA OF LEGAL SERVICES



Law encompasses an absorbing variety of specialised areas including Criminal Law, Civil Law and Family Law. Legal support roles are an integral part of modern law offices and our students gain essential skills across a diverse range of legal areas to work in these roles.

**Commitment:** Full time

**Attendance:** 15 hours per week over 32 weeks (excluding holidays) Additional home-based study will be required.

**Potential career opportunities include:**

- Paralegal
- Senior Legal Secretary
- Legal Services Support Officer
- Executive Assistant

**Entry requirements:** Year 11 of the NSW Higher School Certificate or its equivalent.

## BSB60515 ADVANCED DIPLOMA OF MARKETING



Every industry survives and thrives on the strength of great marketing. Gain extensive knowledge of marketing dimensions and applications to enjoy career success in this dynamically exciting field. Our students gain skills to produce high performance across all marketing facets including advertising, public relations, sales promotions and event marketing.

**Commitment:** Full time

**Attendance:** 15 hours per week over 34 weeks (excluding holidays). Additional home-based study will be required.

**Potential career opportunities include:**

- Marketing Assistant
- Sales Manager
- Marketing Manager
- Product Manager

**Entry requirements:** Year 11 of the NSW Higher School Certificate or its equivalent.



# OUR COURSES

## ICT60215 ADVANCED DIPLOMA OF NETWORK SECURITY



Become one of the most important protectors on the information superhighway. IT is the lifeblood of today's business environment and if you have the passion for protecting, we have the training. You will build all the skills and know-how to carry out ICT network planning, design, management and monitoring — all through a balanced blend of theory and practical experience.

**Commitment:** Full time

**Attendance:** 11 hours per week over 35 weeks (excluding holidays) Additional home-based study will be required.

### Potential career opportunities include:

- E-Security Specialist
- IT Security Administrator, Analyst or Specialist
- Systems Network Administrator
- Senior Network Administrator
- Systems Security Analyst

**Entry requirements:** Year 11 of the NSW Higher School Certificate or its equivalent.

## SIT50112 DIPLOMA OF TRAVEL & TOURISM



Jet set your way to a career that truly places the world at your fingertips! Tourism is one of Australia's largest and fastest-growing industries. Our students learn essential industry skills, workplace knowledge and computerised reservation system operation systems. Climb aboard a career that will really take you places.

**Commitment:** Full time

**Attendance:** 20 hours per week over 28 weeks (excluding holidays) Additional home-based study will be required.

### Potential career opportunities include:

- Travel Agent
- Manager – Cultural Tour Operations
- Manager – Tour Operations
- Reservations Manager or Call Centre Manager
- Retail Travel Agency Manager
- Tourism Manager

**Entry requirements:** Demonstrable tourism industry knowledge, customer service and operational skills.

**You will either be asked to:** Complete a formal assessment that weighs your prior training and skills against the Diploma unit clusters.

**OR** Show relevant tourism and travel industry employment experience

Don't satisfy either entry requirement? Don't give up! Just complete the eight-part tourism operations unit cluster before you kick off your Diploma.

## EMPLOYER TESTIMONIALS

Denis Buyaku – *More Group*

Rebecca Walker – *Corrs Chambers Westgarth*



“I could see the long-term prospects in Denis right from his initial interview. He has been a great addition to our team and we are proud to have him as part of our growing business.”

ACBC student Denis Buyaku was in work experience at More Group. CEO Aaron Upcroft shared his feedback on Denis' experience. “I could see the long-term prospects in Denis right from his initial interview. He has been a great addition to our team and we are proud to have him as part of our growing business. His enthusiasm and desire to be a part of what we provide have been a standout for us. I encourage all ACBC students to show the same enthusiasm that Denis has shown, as that is part of what leads to full-time roles with More Group.”



“In each of the three years we have been running this program, students from ACBC have been successful in obtaining positions with us as Legal Assistants following completion of the traineeship.”

“Corrs Chambers Westgarth offers a limited number of places each year to business college students in our Trainee Legal Assistant program. These students are from a number of business colleges including ACBC. The program aims to develop the skills of successful applicants in the area of legal support and provide the first step towards a fulfilling career as a legal assistant with our firm.

“In each of the three years we have been running this program, students from ACBC have been successful in obtaining positions with us as Legal Assistants following completion of the traineeship. These students included Janet, who is now working for a Senior Partner in our Property & Infrastructure team, and Rebecca, who has recently settled into a role within our Workplace Relations team.”

# GET THE EXPERIENCE EMPLOYERS WANT

When you apply for jobs, work experience counts. That is why we take you beyond the classroom and into organisations in your chosen industry with our ACBC Work Placement Program.

Our unique work placement program complements in-class learning, gives you hands-on experience and the opportunity to build industry networks. On completion of your studies at ACBC, you will be ready for the workforce and begin your career with a solid understanding of all it has to offer and how it really works.

We have an exciting pool of organisations who offer work placements, including Novotel, P&O

Cruises, Pacific Publications, Maurice Blackburn, Qantas and McDonalds — to name just a few.

This program is available for full-time local students who are studying towards a Diploma or Advanced Diploma qualification. This program will commence at the beginning of term three and run until the end of the academic year, with students placed one day per week in an organisation of your choice.

## EMPLOYER TESTIMONIALS

Tugce Ozel – *Vagabond Cruises*

Lauren Ilinsky – *Raine & Horne Penrith*

## STUDENT TESTIMONIALS

Keisha Sepple – *Early Childhood Education*

Dimitri Tolias – *Marketing*



“I feel the ACBC work experience program greatly benefits students in that it provides them with real and hands-on work experience.”

Tugce gained work experience at Vagabond Cruises. Her supervisor said, “I am very happy with Tugce and her willingness to work on all tasks allocated to her.

She has fit into the team very well and has helped out in many areas of the business, including administration, sales, on the cruise boat and general office duties. “I feel the ACBC work experience program greatly benefits students in that it provides them with real and hands-on work experience.”



“Lauren is a great help in our office. She has picked up on tasks very easily and works efficiently. She works well in our team environment and took part in our sales meetings. In the short timeframe she has been with our organisation, Lauren has gained so much confidence in her skills stemming from her studies at ACBC.”

Lauren’s supervisor Malama Psarianos, Business Development Manager at Raine & Horne Penrith, says, “Lauren is a great help in our office. She has picked up on tasks very easily and works efficiently. She works well in our team environment and took part in our sales meetings. In the short timeframe she has been with our organisation, Lauren has gained so much confidence in her skills stemming from her studies at ACBC.”



“I cannot thank the Australian Careers Business College enough. They have set me up for a bright, happy and successful future.”

Keisha Sepple joined the Australian Careers Business College Wollongong campus in 2014 to study the Diploma in Early Childhood Education and Care. Her hard work, dedication and commitment throughout the year helped her achieve her goals of becoming an educator in the child care industry.

This is a challenging and exciting role which gives Keisha much job satisfaction. In addition, she is a nanny two days a week, which is a great learning experience. Keisha’s hard work, dedication and commitment throughout the year helped her achieve her goals of becoming an educator in the Child Care industry.

About her experience at ACBC, Keisha says, “Receiving hands-on experience in the industry was a great learning experience and I gained a lot of valuable knowledge and skills. I learnt what hard work is, what it takes to be professional and successful, and I cannot thank the Australian Careers Business College enough. They have set me up for a bright, happy and successful future.”



“My Advanced Diploma in Marketing has assisted me in securing my current full-time employment and role in the hospitality industry with East Group at Berkeley Leagues. This is a stepping-stone for me and I hope to move into the marketing department with the organisation associated with the Roosters NRL team.”

“My initial contact with the Australian Careers Business College was in the field of Marketing. I met with an ACBC Careers Advisor who explained the content in detail and had an answer to every question. I was pleased with how it all went so I decided to enrol into the Advanced Diploma of Marketing for the 2014 intake.

“ACBC trainers and staff were supportive and understanding of my study needs. The practical component of work placement was incredibly beneficial for me. Taking part in the one day a week placement was the perfect opportunity for me network in industry with important stakeholders and to gain hands-on industry experience and knowledge.”

## PATHWAYS TO UNIVERSITY

Do you plan to attend university in the future? Take your first step towards achieving this goal by studying at the Australian Careers Business College.

You can even qualify for up to one year's credit recognition with your ACBC qualification, with a range of universities and educational institutions to choose from that have articulation agreements with us. Many of our students go on to study at the Western Sydney University, Australian Catholic University and the University of Wollongong.



## DID YOU KNOW?

### Your previous hard work is recognised

If you have completed another nationally recognised qualification, your hard work can fast-track your ACBC studies. Our credit transfer program allows you to apply all relevant equivalent learning outcomes from other nationally recognised prior studies to your current course. Chat with one of our Careers Advisors if you think credit transfer may apply to you.

#### Prior learning counts

Learning can take many forms. Our recognition of prior learning (RPL) option acknowledges skills and knowledge you may have gained through work or life experience. Of course, knowledge from formal training or study counts too. Speak with one of our Careers Advisors if you think RPL may apply to you.

#### Literacy does not have to be an issue

Successful completion of your ACBC course means you will need a good level of reading, spelling, writing and basic numeracy skills. At ACBC, we are invested in your success, so we ask you to take a Language, Literacy and Numeracy test (LLN) when you enrol. What if you don't do so well in the LLN assessment? We will support you in improving the necessary skills and put you in touch with people who can help.



## STUDENT TESTIMONIALS

Christopher O'Neill – *Network Security*

Kevin Nguyen – *Business Administration*



"My time at ACBC was one of the most interesting and positive years of my life because it took me out of my comfort zone. I would recommend the Australian Careers Business College mainly because of the people you meet. It is a great stepping stone in that it eases you into the business world."

In 2014 Christopher O'Neill received an Advanced Diploma in Network Security from ACBC. Speaking about his experience, he says, "I chose to enrol at ACBC because it made it possible to study Network Security, which was something that I was interested in. Whilst at the college I participated in work placement at Credit Repair Australia. During my time at the company I was able to learn what was expected in a network support role and it confirmed my interest in this area."



"My time at the ACBC was enjoyable. It was a new experience and very disciplined. I would recommend the college if you don't know what you want to do after your HSC. The Australian Careers Business College guided me to the business world. I am planning to start my own local business in the future, using the fundamentals I learnt at the college."

Kevin Nguyen studied Business Administration at the Australian Careers Business College in 2014. He went on to study for a Bachelor of Business Administration at Macquarie University. He says, "I chose to study at ACBC because of the opportunities it offered. The services provided to students are overwhelming and can get people back on the right career track."

"Whilst at ACBC I undertook work placement which gave me that essential attributes for the workforce. I have been getting many more interviews due to the fact that I have taken part in ACBC's work placement program."

## INTERVIEW & ENROLMENT PROCESS

At ACBC our interview and enrolment process is designed to ensure that you select the most suitable course for your goals and abilities. You will also learn more about the benefits and requirements of studying with us.

At the interview, a Careers Advisor will explain the courses and important details – including course duration, study requirements, and opportunities for career and further education. As part of the selection process, you are invited to inspect the College facilities and participate in an interview.

The Australian Careers Business College conducts vocational education and training courses. The training provided is directly relevant to immediate job opportunities and towards the acquisition of skills which are recognised by the labour market.

We pride ourselves on producing graduates who are highly skilled in their area of employment, and professional in their attitude and presentation.

Students will receive all the training for which they have enrolled. To be awarded a qualification, a 90% or higher attendance level must be maintained (other than with a medical certificate) and all assignments and assessments must be completed to a competent level. Students are advised of the specific requirements to receive a qualification in their area of study.

Our recruitment process is fair and ethical at all times, and is consistent with the requirements of the qualifications and training packages. Whenever possible, we design programs and set up facilities to enhance flexible delivery. Our goal is to maximise access and participation for disadvantaged students.



## STUDENT TESTIMONIALS

Chante Farinha – *Legal Services*

Therese Saab – *Legal Services*



“The course had a big learning curve, but my experience helped me decide on the career path I wanted to take in the legal industry.”

Chante Farinha completed the Diploma of Legal Services course at the Parramatta campus in 2013. She now works as a Legal Assistant at Firths Compensation Lawyers and is also studying at Southern Cross University for a Bachelor of Legal and Justice Studies.

She enjoyed her time at ACBC and says, “My favourite thing was how engaging the course content was — everything we studied was very interesting. Going to the District Court to watch some cases as part of a class was a great experience. The course had a big learning curve, but my experience helped me decide on the career path I wanted to take in the legal industry.”



“My overall experience at ACBC, which adopted real-life situations in learning outcomes, not only prepared me for my career but also provided an environment that was easy to learn in. In addition to this, college staff members continuously offered support to the students.”

After receiving a Diploma of Legal Services in 2014, Therese Saab was offered a paralegal role at Schofield King Lawyers. She is also continuing her education, studying for a Bachelor of Commerce/Bachelor of Law double degree at Macquarie University.

Speaking about her experience, Therese says, “My favourite things at ACBC were the diversity of units covered, the support received from trainers and the opportunity to engage in work experience. My overall experience at ACBC, which adopted real-life situations in learning outcomes, not only prepared me for my career but also provided an environment that was easy to learn in. In addition to this, college staff members continuously offered support to the students.”

## VET FEE-HELP

The Australian Careers Business College is an approved provider under the VET FEE-HELP loan scheme.

Under the VET FEE-HELP loan scheme, students can obtain a loan to pay for all or part of their tuition fees when undertaking a VET accredited Diploma or an Advanced Diploma course at an approved VET provider.

All fees and charges are stated on the enrolment form and must be accepted by the student in writing at the time of enrolment.

Fee paying students are issued with a payment schedule on orientation day. Payments must be made on or before the first day of every term.

For students enrolled in VET FEE-HELP enabled courses, course fees are payable for each VET unit of

study on or before the commencement date for that unit of study (the administrative date). Alternatively, an eligible student may apply for VET FEE-HELP assistance on or before the administrative date.

VET providers must be approved by the Department of Communities to be able to offer this assistance.

Students applying for a VET FEE-HELP loan are subject to a one off loan fee of 20%.

Students repay their loans through the Australian taxation system when they are working and they reach the minimum repayment threshold for the compulsory repayment.

Want to know more? Start by visiting the VET FEE-HELP information online at: [www.studyassist.gov.au](http://www.studyassist.gov.au) or speak to one of our helpful Careers Advisors for more information.





## SEE FOR YOURSELF

It is important to like where you study, so we invite you to visit us in person at one of our campuses in Liverpool, Parramatta or Wollongong. You will get a feel for our learning environment, and you can meet former students who know the ACBC experience first-hand. To find out when our next open day is planned, go to [www.acbc.nsw.edu.au](http://www.acbc.nsw.edu.au).

## STUDENT TESTIMONIALS

Anita Stankoska – *Travel & Tourism*



“Four weeks before finishing my course, I gained a full-time position as a Travel Consultant at Helloworld Wollongong. So whether you’re looking for a job or want to go to university, ACBC is definitely the best way to kick start your future.”

“I completed a Diploma in Travel & Tourism in 2014. I chose to study at ACBC because the Travel and Tourism course really stood out for me and I instantly knew that this is what I wanted to do with my life.

“My time and experience at ACBC was unforgettable. I made amazing new friends. The trainers and staff members were all very friendly, funny and supportive, and always took the time to help. The work experience program was extremely helpful. I did my work experience at Figtree Travel where I learnt more about the industry and gained new skills.

Bradley Veljanovski – *Network Security*



“Australian Careers Business College made the completion of my Advanced Diploma a welcoming experience. The staff and college were always attentive to my needs and willing to go the extra mile to ensure I could do my very best every single day. The tutors at the college share a wealth of experience and provide a highly personalised training experience.”

“I studied for an Advanced Diploma of Network Security at the Australian Careers Business College in Wollongong. I had been interested in the IT industry for a number of years and wanted to further my education to cement my future. The qualification I achieved has helped me broaden my knowledge and has fortified all of my existing skills. In addition, the qualification enabled me to gain a position in Cable Net Technology, my host employer for work experience, which specialises in IT services, cabling, security, voice and data, cloud solutions and premium support.

## STUDENT TESTIMONIALS

Ethan Hyde – *Legal Services*

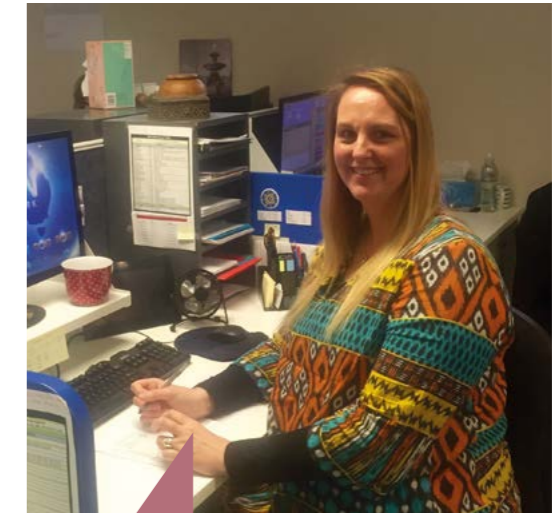


After successfully studying at Australian Careers Business College for a Diploma of Legal Services, Ethan finished the year with winning the Highest Achiever Award in 2014 in the Legal Services course and Student of the Year for Wollongong Campus in 2014.

After completing his Diploma, Ethan was accepted into the University of Wollongong to study for a Bachelor of Commerce.

Besides his continuing studies, Ethan is working part time as a Law Clerk at Hargrave Chambers. He is gaining valuable experience working with a Barrister who specialises in commercial, contractual and building disputes, and personal injury claims, including complex road accident claims, workers compensation and group litigation.

Sonya Tyrrell – *Business Administration*



“The work experience program offered through ACBC was a blessing. I was given the chance to attend work experience at i98 FM and I couldn’t believe my luck. I used the skills I had learnt at the college to complete various office tasks. They were so impressed with my skills along with my work ethic that they offered me employment!”

Sonya is working full time as a Media Management Administrator at WIN Corporation (WIN TV) since completing her Diploma in November 2014. Reflecting on her experience of studying at the Australian Careers Business College, she says, “When I came in for my interview I found the college to be helpful with the enrolment process, as it had been over 20 years since I had studied! The college showed me how to apply for VET FEE-HELP to pay for my course. ACBC gives students all the necessary information and tools to make the process of studying easy. You will find that these along with the great teaching staff will help you keep on track.”





149 -151 George Street  
Liverpool NSW 2170  
Tel: 02 9824 0000

Level 1, 85 George Street  
Parramatta NSW 2150  
Tel: 02 9687 1333

313-323 Crown Street  
Wollongong NSW 2500  
Tel: 02 4228 1222

RTO NUMBER: 90271

All campuses are located in the heart of their local business districts  
and are within a five-minute walk from local train stations.



**AUSTRALIAN CAREERS**  
Business College  
*'Empowerment Through Education and Training'*