

Course Outline

The units offered by ACE are listed in the section below.

Note: Unit SITXFSA001 Use hygienic practices for food safety is a Pre-Requisite unit for the units marked in *

Students will need to be competent in this unit prior to commencing units marked with an *

Unit Code	Unit Name	Nominal Hours
Core Units		
BSBDIV501	Manage diversity in the workplace	60
BSBSUS401	Implement and monitor environmentally sustainable work practices	40
SITXCOM005	Manage conflict	20
SITXWHS003	Implement and monitor work health and safety practices	30
SITHKOP004	Develop menus for special dietary requirements	15
SITXHRM003	Lead and manage people	60
SITXMGT001	Monitor work operations	20
SITXFIN003	Manage finances within a budget	30
SITHKOP005	Coordinate cooking operations*	100
SITHCCC001	Use food preparation equipment*	25
SITHCCC005	Prepare dishes using basic methods of cookery*	45
SITHCCC006	Prepare appetisers and salads*	25
SITHCCC007	Prepare stocks, sauces and soups*	35
SITHCCC008	Prepare vegetable, fruit, egg and farinaceous dishes*	45
SITHCCC012	Prepare poultry dishes*	25
SITHCCC013	Prepare seafood dishes*	30
SITHCCC014	Prepare meat dishes*	50
SITHCCC018	Prepare food to meet special dietary requirements*	75
SITHCCC019	Produce cakes, pastries and breads*	40
SITHCCC020	Work effectively as a cook*	80
SITHKOP002	Plan and cost basic menus	30
SITHPAT006	Produce desserts*	100
SITXFSA001	Use hygienic practices for food safety	15
SITXFSA002	Participate in safe food handling practices	40
SITXHRM001	Coach others in job skills	20
SITXINV002	Maintain the quality of perishable items*	10
Electives Units		
SITXFSA004	Develop and implement a food safety program	50
SITXCCS007	Enhance the customer service experience	40
SITXHRM002	Roster staff	30
SITXFIN002	Interpret financial information	60
SITXINV001	Receive and store stock	30
SITXWHS002	Identify hazards, assess and control safety risks	30
SITHFAB007	Serve food and beverage	80
TOTAL HOURS		1385



RTO No: 22424

ABN: 69136260252 ACN: 136260252

SIT40516 Certificate IV in Commercial Cookery



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NATIONALLY RECOGNISED
TRAINING

**“This training is delivered
with Victorian Government
VET funding”**

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Course Description

This qualification reflects the role of commercial cooks who use a wide range of well-developed cookery skills and sound knowledge of kitchen operations to prepare food and menu items. Using discretion and judgement, they work with some independence and under limited supervision using plans, policies and procedures to guide work activities. This qualification provides a pathway to work as a commercial cook in organisations such as restaurants, hotels, clubs, pubs, cafés, and coffee shops.

Course Duration & Location

81 weeks Full time study (including break/public holidays)

Assessments

The following assessment methods but not limited will be used during this qualification: Formative Activities, Assignments, Student Presentations, Practical Demonstrations, Written Assessments and Log Book.

Training Package Rules

To attain SIT40516 Certificate IV in Commercial Cookery, 33 units must be completed by the student : 26 core units and 7 elective units

RPL / Credit Transfer

ACE has a 'Recognition of Prior Learning and Credit Transfer Policy and Procedure' at www.ace.vic.edu.au which outlines in detail a process to be followed for granting recognition and credit transfer. For any Credit granted for previous studies by the student as part of RPL - Formal learning process will lead to reduction in overall course duration. ACE will determine any prior learning that an individual may have acquired through formal, non-formal and informal learning to determine the extent to which that individual meets the requirements which are specified in the course in which a student is wanting to enrol (as per Clause 1.12 RTO Standards 2015) at the time of pre-enrolment.

Course Entry Requirements

There are no specific entry requirements for this qualification. However, students must meet the following minimum entry requirements:-
Minimum Age - Applicants must be 18 years of age at the commencement of their course (refer to the Student Engagement Prior to Enrolment and Marketing policies and procedures www.ace.vic.edu.au).
Academic Requirements – Students must have satisfactorily completed a minimum of year 11 or equivalent

Student Support Services

Please refer to ACE a range of Student Support Services available online at www.ace.vic.edu.au , in Student Support Services Handbook or at ACE's Campus. ACE encourages individuals with disabilities to access government subsidised training. The units offered by ACE are listed in the section below.

Educational Pathways

After achieving SIT40516 Certificate IV in Commercial Cookery, individuals could progress to SIT50416 Diploma of hospitality management

Fees, Charges & Refunds

The student tuition fees as published are subject to change given individual circumstances at enrolment. For Total Course fees please contact ACE at info@ace.vic.edu.au. Please refer to ACE's Fees and Charges Policy and Refund Policy available online www.ace.vic.edu.au, in Student Handbooks or at ACE's Campus.

Cancellation & Withdrawal

Please refer to ACE's Domestic Cancellation and Withdrawal Student's Enrolment Policy if a student wishes to cancel or withdrawal from a course- further information is available online www.ace.vic.edu.au or at ACE's Campus.

Pre-enrolment - Government VET Funding requirements for this qualification:

Individual's eligibility for government subsidised training will be determined in accordance with the eligibility requirements set out in the VET Funding Contract. Students wishing to enrol in this qualification are not eligible for government subsidised training if the student has a qualification issued that is at AQF level 5 (Diploma) or higher or is enrolled in the Commonwealth Government's 'Skills for Education and Employment' program. Prior to enrolling in this course the student will be involved in a Pre-Training Review of their current competencies including their literacy and numeracy skills in order to ascertain the most appropriate qualification for the student to be enrolled, including consideration of the likely job outcomes from the development of their new competencies and skills. The outcome of this process is that ACE will not enrol the student in a course that is at an inappropriate level for them that would not provide additional relevant competencies.

Enrolment - Government VET Funding requirements for this qualification:

At the time of enrolling, a student must advise ACE that they are seeking Government VET Funding for this course. Students can seek Government VET Funding for

- The Upskilling requirement
- The '2' in a year limitation
- "2" at a time limitation
- "2" at level limitation Australian Qualifications Framework (AQF) level in their lifetime. For exceptions to this rule please refer to (Domestic Student Engagement Prior to Enrolment and Domestic Student Formalisation of Enrolment policies and procedures www.ace.vic.edu.au)
- Accredited courses with the title course
- Courses on the foundation skills list

Delivery Arrangements:

Workplace Based Training Minimum Compliance Standards
Reference:

2018 Guidelines about Apprenticeships / Traineeship Training Delivery (herein referred to as the "Guidelines")

1. For every Apprentice/Trainee who is undertaking workplace based training, in addition to the requirements in Section 2 of the Guidelines, ACE will conduct a workplace induction with the Apprentice/Trainee and supervisor and sign off the Training Plan with the supervisor/employer;
2. ACE conducts a minimum number of one visit per month and is recorded in monthly contact records.
3. during the course of the visit: ACE trainer, I. Meet with the Apprentice/Trainee to discuss progress in relation to the Training Plan; ii. deliver training and/or assessment in accordance with the Training Plan; and iii. document the training and/or assessment provided in reference to the competencies;
4. ACE ensures withdrawal time from routine work duties for Structured Training activities, as follows: i. at Certificates III and above, a minimum of three hours per week, averaged over a four week cycle (pro rata for part time Trainees and only for the duration of competencies delivered and assessed in the workplace if the training program combines Off-the-job Structured Training and Workplace based Structured Training
5. ACE trainer monitors and documents the training/learning activities undertaken during the withdrawal time for the previous month; and document the dates and time periods logged as withdrawal time in the previous month.

Application Procedure

Apply directly to ACE at www.ace.vic.edu.au for the Pre-Enrolment Form and the Eligibility requirements through Skills First Program funded or Fee for Service.

Work Based Training

Work-Based Training (WBT) for the Holistic unit SITHCCC020 Work Effectively as a Cook and SITHKOP005 Coordinate cooking operations must be undertaken in order to achieve the Certificate IV in Commercial Cookery.
• A total of 180 hours (60 Service Periods) will be completed in Work Based Training (WBT)

