BSB60615
Advanced Diploma of Work Health and Safety

2017 Timetable
Face to Face Delivery

Please confirm the following by ticking the boxes

I have spoken to a learning advisor. If not, please call 1800 633 560 prior to enrolling
☐

I understand classes are delivered face to face and I can commit to the dates selected. If you are unable to commit to all the dates, please select only the dates you can attend and add the remaining units later when you are sure of your availability.
☐

I understand that the census date is the last date I can finalise enrolment details, withdraw from a unit without financial penalty, and apply for VET FEE Help. The census date can be found in my blackboard shells.

I am aware that for government compliance I must complete the language literacy and numeracy assessment (BKS B) before my first workshop. Instructions will be emailed to me with my confirmation of enrolment.
☐

Student Name

Student Signature

Date

Workshop Location

All the workshops are held at the Hawthorn Campus

You will be notified via e-mail of the exact workshop location, at least one week before each session

Time

9:00am – 5:00pm

NOTE: This course may not meet requirements for international students, please contact us if you are an international resident.

Select the course you wish to enrol in and the workshop dates you would like to attend for your core and elective units of study. Please note that at the time of processing your enrolment if the dates that you have selected are full we will contact you for an alternative date.

Register for the 2017 workshops by submitting an online application and forwarding this completed timetable to indenrolments@swin.edu.au. If you have any queries please call 1800 633 560.

Cancellation: Whilst we always endeavour to run all courses timetabled, sometimes a lack of enrolments may mean that the course has to be cancelled. One week prior to the course running you will receive a training reminder or a cancellation email confirming the status of this course. If you are travelling from interstate to attend this program, we strongly advise you not to book travel / accommodation before receiving the training reminder.
The Advanced Diploma of Work Health and Safety comprises 3 modules (8 units of competency). Students enrolling into the Face to Face delivery are required to attend only one workshop per module (a total of 3 workshops = 9 days).

Please select from the list below, the 3 workshops you would like to attend in 2017.

<table>
<thead>
<tr>
<th>Module</th>
<th>Units</th>
<th>Census Dates</th>
<th>Workshop Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Module No. 2</td>
<td><strong>WHS Activities</strong></td>
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<tr>
<td></td>
<td>BSBWHS601 Evaluate WHS performance of organisations - $450</td>
<td>TBA</td>
<td>☐ 27 to 31 March 2017&lt;br&gt;☐ 12 to 13 April 2017</td>
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<tr>
<td></td>
<td>BSBWHS605 Develop, implement and maintain WHS management systems - $563</td>
<td>TBA</td>
<td>☐ 1 to 5 May 2017</td>
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<tr>
<td></td>
<td>BSBWHS606 Conduct WHS Audits - $450</td>
<td>TBA</td>
<td>☐ 10 &amp; 11 August 2017&lt;br&gt;☐ 10 to 14 July 2017</td>
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<tr>
<td>Module No. 3</td>
<td><strong>Hazards and Risk Management</strong></td>
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<tr>
<td></td>
<td>BSBWHS603 Implement WHS risk management - $563</td>
<td>TBA</td>
<td>☐ 1 &amp; 2 June 2017</td>
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<tr>
<td></td>
<td>BSBWHS607 Apply ergonomics to manage WHS hazards - $675</td>
<td>TBA</td>
<td>☐ 5 &amp; 6 October 2017</td>
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If Unable to Complete in 2017

☐ I intend to complete my qualification in 2018 (workshop dates will be available late 2017). I am aware there may be an increase to course fees.

A Census Date is the last date students have to:
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- Finalise units of competency and course enrolment details OR withdraw from a course/unit of competency OR modify/amend their enrolment
- Provide proof of citizenship if requested
- It is the student's responsibility to WITHDRAW or AMEND their enrolment before the Census date: https://www.swinburne.edu.au/student-administration/forms/forms/withdrawal.php