CONNECT WITH THE WORLD

LANGUAGE SCHOOLS & VOCATIONAL TRAINING

2018
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ILSC–BRISBANE, ILSC–SYDNEY, ILSC–MELBOURNE AND ILSC BUSINESS COLLEGE ARE THE TRADING NAMES OF ILSC(BRISBANE) PTY LTD. RTO NUMBER: 31364
Since opening our doors in 1991, we have taught more than 230,000 students from over 100 countries around the world at our 7 Language Schools and 6 Colleges located in 3 countries around the globe.

ACHIEVE YOUR DREAMS AT ILSC
ILSC IS ALL ABOUT YOU

You’re unique, and when you study with us, you’ll be at the centre of an amazing experience that fits your personal needs, interests, and study goals.

CHOICE

With 7 locations in the world’s top destinations, a wide variety of courses and programs, fun activities and great accommodation options, you can create an amazing ILSC experience, tailored just the way you like it.

MEET BRUNO

An international student from South America. Bruno is passionate about exploring natural wonders and international business.

EXPLORE YOUR POTENTIAL

Challenge yourself to achieve your goals! Our instructors will help you tap into your potential and take your learning to new levels. We will work with you to target your unique learning needs and interests to help you achieve success!
BE PART OF A COMMUNITY

ILSC will be your home away from home. Create life-long friendships with students from around the world. There’s a whole ILSC community waiting to welcome you, support you, laugh with you, and celebrate your success.

INDIVIDUAL ATTENTION

Our friendly, caring, and passionate teachers, advisors, activities coordinators, accommodation staff, and your fellow students will support you to achieve your personal and academic goals. If there’s anything you need, just ask!

MEET JENNY

An international student from Asia whose dream is to become a teacher.

A LIFE-CHANGING EXPERIENCE

We’re committed to your journey of cultural exploration, learning and personal success. You will leave with unforgettable ILSC experiences that will redefine your understanding of the world, your place in it, and your future potential!
## ACHIEVE YOUR DREAMS AT ILSC

### I WANT A CAREER AT A GLOBAL COMPANY

- **ENGLISH FOUNDATION**
- **ENGLISH FOR ACADEMIC PURPOSES**
- **CERTIFICATE IV IN INTERNATIONAL TRADE**
- **DIPLOMA IN INTERNATIONAL BUSINESS**

### I WANT TO WORK & STUDY IN AUSTRALIA

- **BUSINESS ENGLISH**
- **FREE JOB CLUB**
- **CAFÉ WORK SKILLS**
- **BUSINESS ENGLISH & HOSPITALITY MASTERY**

### I WANT A DEGREE FROM AN AUSTRALIAN UNIVERSITY OR TAFE

- **ENGLISH FOUNDATION**
- **ENGLISH FOR ACADEMIC PURPOSES**
- **UNIVERSITY PATHWAY PROGRAM**
- **STUDY AT TAFE OR UNIVERSITY**
ENGLISH COURSES & PROGRAMS

At ILSC Australia, choose from more than 70 English courses and programs and build a study schedule combining subjects that match your personal interests, goals and dreams.

COURSES

Many students choose General English study and then choose their courses to build their own unique schedule. We offer courses in areas like Communication, Business English, Academic and Test Preparation, and Creative and Cultural English.

PROGRAMS

Some students are looking to achieve a defined goal and prefer to take one of our pre-set language programs. Programs are packages of specific courses that allow you to learn with other students who share the same goal as you.

SOME POPULAR PROGRAMS AVAILABLE:

- University Pathway Program
- Cambridge Mastery Program
- IELTS Mastery Program
- Business English Communication Mastery Program
- Volunteer Internship Program

BUSINESS CERTIFICATES & DIPLOMAS

Complete one of our certificates or diplomas and develop valuable skills in customer service, international business or trade and leadership and management. Gain qualifications that are recognised and transferrable across Australia.

OUR VOCATIONAL AND EDUCATIONAL TRAINING (VET) PROGRAMS INCLUDE:

- BSB20115 Certificate II in Business
- BSB20215 Certificate II in Customer Engagement
- BSB30115 Certificate III in Business
- BSB40215 Certificate IV in Business
- BSB41115 Certificate IV in International Trade
- BSB50815 Diploma of International Business
- BSB51915 Diploma of Leadership & Management
The majestic landscape of Australia entices people from all over the globe. Between the Great Barrier Reef, spanning Outback and booming metropolis, Australia is an eclectic country that appeals to people of all cultures. You can catch waves while surfing, dine on world-class cuisine or see some one-of-a-kind wildlife. Welcome to Australia!
ILSC-Melbourne is located in the heart of the city’s Central Business District, and is just steps from the Southern Cross Railway Station, the main transit hub for getting anywhere inside and outside of the city.

**UNIQUE AT ILSC–MELBOURNE**
- Check out our FREE Chit Chat Club and practise your English with locals
- The FREE Job Club will help you learn all you need to know about securing a job in Australia
- Take the Café Work Skills course and learn English while you develop your barista skills
- Explore the city with our English through Melbourne class

**CAMPUS FACILITIES**
- 29 CLASSROOMS
- 2 COMPUTER LABS
- 2 STUDENT LOUNGES
- 2 KITCHENS
- WI-FI
- PRAYER ROOM
- TEST CENTER
- ENGLISH
- PING PONG TABLE
- CAFE
- ENTERTAINMENT AREA
- FOOSBALL

**BRISBANE** QUEENSLAND, AUSTRALIA

ILSC–Brisbane overlooks a lovely park, and is only two minutes walk from Central Railway Station.

**UNIQUE AT ILSC–BRISBANE**
- Join our Welcome BBQ that takes place every session
- Check out our FREE Chit Chat Club and practise your English with locals
- Join the FREE Job Club and learn all you need to know about securing a job in Australia
- Take the Café Work Skills course and learn English while you develop your barista skills
- Make a difference while practising your English in one of the many charitable fun events ILSC–Brisbane participates in each year
- Visit the Career Center, staffed full-time for University Pathway, Internship and job seeking support

**CAMPUS FACILITIES**
- 23 CLASSROOMS
- COMPUTER LAB
- 2 STUDENT LOUNGES
- 2 KITCHENS
- WI-FI
- PRAYER ROOM
- TEST CENTER
- ENGLISH
- PING PONG TABLE
- CAFE
- LIBRARY
- OUTDOOR PATIOS

**SYDNEY** NEW SOUTH WALES, AUSTRALIA

ILSC–Sydney is conveniently located in the Central Business District, close to train and bus routes and many amazing sights.

**UNIQUE AT ILSC–SYDNEY**
- Join the Coffee Club every session. Get together with a teacher and other students to practise your English conversation over coffee
- The FREE Job Club will help you learn all you need to know about securing a job in Australia
- Take the Café Work Skills course and learn English while you develop your barista skills
- Annual school events like the Amazing Race and a Sports Day connect the whole school community!
- Take the English through Sydney course and improve your English skills while learning about the history and culture of Sydney and exploring the unique places the tourists never get to see

**CAMPUS FACILITIES**
- 31 CLASSROOMS
- 2 COMPUTER LABS
- 2 STUDENT LOUNGES
- 2 KITCHENS
- WI-FI
- PRAYER ROOM
- ENGLISH
- PING PONG TABLE
- CAFE
- LIBRARY
ILSC LANGUAGE SCHOOLS (ELICOS)

At ILSC Australia you get to create your own unique learning path to achieve your goals, and we’re here to support you every step of the way. Choose from a wide variety of English courses and programs, in areas like Communication, Academic, Test and University Preparation, Business, Creative & Cultural English and more!

STUDY SCHEDULES

Choose your schedule, then choose your courses to build your learning path.

AUSTRALIA SCHEDULES

<table>
<thead>
<tr>
<th>CORE FUNDAMENTAL LANGUAGE ELECTIVE COURSES</th>
<th>SKILLS ADDITIONAL ELECTIVES</th>
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<tr>
<th>SCHEDULE</th>
<th>LESSONS/WEEK</th>
<th>DAYS</th>
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<th>11:45 AM – 1:00 PM</th>
<th>1:15 PM – 5:15 PM</th>
<th>2:00 PM – 4:00 PM</th>
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<td>FULL-TIME INTENSIVE*</td>
<td>33 lessons 28 hours</td>
<td>Mon–Thu</td>
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<td>FULL-TIME MORNING*</td>
<td>24 lessons 20 hours</td>
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<td>FULL-TIME AFTERNOON</td>
<td>24 lessons 20 hours</td>
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<td>PART-TIME MORNING*</td>
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<td>PART-TIME AFTERNOON</td>
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<td>Mon–Wed</td>
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*Nationality mix is guaranteed in the Full-Time Intensive, Full-Time Morning, and Part-Time Morning schedules only. 1 lesson = 50 minutes
Course offerings and levels may vary depending on student enrollment and location.

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<tr>
<th>Core Elective Courses</th>
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<th>Intermediate</th>
<th>Advanced</th>
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<td>Speaking Dynamics</td>
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<td>Speaking Excellence</td>
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<td><strong>Academic &amp; Test Preparation</strong></td>
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<td>English for Academic Purposes</td>
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<td>Cambridge CAE (Certificate of Advanced English)</td>
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<td>Cambridge CSE (First Certificate in English)</td>
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<td>Cambridge PET (Preliminary English Test)</td>
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<td>IELTS (International English Language Testing System)*</td>
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<td>TOEIC® Preparation</td>
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<td>Academic Speaking and Listening</td>
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*Full-Time schedule course in Australia.
PERSONALIZE YOUR LANGUAGE LEARNING JOURNEY

ENGLISH COURSES
Build a study schedule combining topics that match your personal interests, goals, and dreams.

Like Bruno, most students choose general English study and then choose from our variety of skills electives to fit their own unique schedule.

HOW IT WORKS

STEP 1
BEFORE YOU ARRIVE, CHOOSE YOUR SCHEDULE AND DECIDE HOW MANY WEEKS YOU WANT TO STUDY
ILSC schedules combine Core courses, which take a holistic, multi-skills approach to language development, with Skills electives, which provide a narrow skill focus or specialized course content.
ILSC’s variety of schedules provide different levels of intensity depending on how quickly you want to progress.

Bruno has decided to take the Full-Time schedule, because he wants to balance his English progression with enjoying the city in the afternoons.

STEP 2
CHOOSE YOUR COURSES ON YOUR FIRST DAY
ILSC will assess your level, then you’ll find out which courses are running and you can choose the ones that interest you. ILSC offers courses in areas like Communication, Business English, Academic and Test Preparation, and Creative and Cultural Language.

Bruno decided to start with English Communication as his Core course, because he is passionate about a future career in international business, and Conversation as his Skills elective so that he can work on speaking and listening.

STEP 3
CHOOSE NEW COURSES EVERY SESSION
At ILSC, a new session starts every 4 weeks. Choose new courses, or continue taking the ones you love.

Bruno made great progress and will continue to take English Communication at a higher level during his second session; but instead of Conversation, he will enroll in the Public Speaking Skills elective along with some of his new friends who recommended it. Now Bruno and his friends can practise their public speaking together!
**LANGUAGES PROGRAMS AND MASTERIES**

Programs are packages of specific courses that allow you to learn with other students who share the same goals as you.

*Some students, like Jenny, are looking to achieve a specific goal and prefer to take one of our pre-set Language Programs.*

---

**HOW IT WORKS**

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**STEP 1**

**CHOOSE YOUR PROGRAM**

ILSC offers a variety of pre-set programs to support specialized language learning needs. You can trust ILSC’s curriculum experts to design programs that will help to achieve your goal.

---

**STEP 2**

**GET STARTED ON YOUR STUDY PATH**

Once you have enrolled in your program of choice, you will take a pre-designed set of courses that will put you on the fast track to achieving your goal.

*Since Jenny has chosen to enroll in the IELTS Mastery program, she will take IELTS courses throughout the day with a group of students who have the same goal as her: to practise and prepare for success on the official IELTS test.*

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**STEP 3**

**COMPLETE AND RECEIVE YOUR CERTIFICATE**

Once you successfully complete the required courses in your program, you will receive your certificate, leave with new skills and confidence, and will be ready for your next big step!

*Now that Jenny has completed her IELTS Mastery Program, she will receive her program certificate and reach her target score on the IELTS test with ease. With her IELTS test successfully under her belt, Jenny has a world of possibilities in her future!*
UNIVERSITY PATHWAY PROGRAM

Gain seamless entry to more than 30 partner schools (and growing!) in Australia

- Get direct transfer into one of our reputable partner colleges, TAFEs or universities
- Get a conditional letter of acceptance from your chosen partner school
- ILSC’s Academic Excellence Assurance supports you to reach your required entry level
- Receive assistance completing your college, TAFE or university application
- Attend guest lectures from ILSC’s partner schools

Take academically-focused courses to help you improve your English level, and prepare for success at the college or university level.

REQUIRED COURSES VARY BY LOCATION BUT COULD INCLUDE:
- English for Academic Purposes
- IELTS Mastery
- Academic electives such as Academic Speaking and Listening, Academic Vocabulary, Public Speaking, Writing, Reading, Grammar, Listening, Pronunciation, Vocabulary, Test Preparation, and more. Our academic advisors will prepare you for success by recommending electives according to your individual needs

PROGRAM LENGTH: Minimum 12 weeks
ENTRY LEVEL: Varies depending on the language entry level requirements of your chosen partner school
AVAILABLE CAMPUS: 

ACADEMIC EXCELLENCE ASSURANCE

ILSC is committed to assuring your success by offering you:
- Academic counselling to help you choose and apply to your partner school
- Online resources to help you practise
- Ongoing monitoring of your academic progress to catch any challenges as soon as they arise
- Partner school tours

UNIVERSITY ADMISSION SERVICE

Get help applying to any college, TAFE or university in Australia. ILSC provides support and academic counselling to help you choose the right program for you, and to help you navigate the sometimes complicated application process.

WHAT THE SERVICE INCLUDES:
- Advising/counselling
- Application process assistance
- Application follow-up

ENTRY LEVEL: Colleges, TAFEs and universities have various entry requirements. We’ll help you assess your qualifications and choose a school and program that’s right for you.
AVAILABLE CAMPUS:

AUSTRALIAN PATHWAY SCHOOLS

Our partner list is constantly growing. If you’re looking for a specific partner school and don’t see it here, contact us or visit our University Pathway website which has a complete list of our university and TAFE partners as well as their program offerings:

WWW.UNIVERSITYPATHWAY.ILSC.COM
ILSC can help prepare you for success on a variety of popular, official language tests required for work, study, or immigration abroad. Many of our campuses are also official test centres, so you can prepare for and take the test in the same place.

IELTS MASTERY PROGRAM

- Learn test-taking strategies and write practise tests throughout the program to help you prepare for the real test day
- Learn from qualified, experienced IELTS teachers
- Open global opportunities for study, work and migration

The IELTS Mastery Program is designed to prepare you for all 4 modules of the IELTS exam, listening, speaking, reading and writing.

In Australia, target the bandscore you need, from 5.0 up to 7.0. In this focused program, daily instruction, ongoing practise and test taking strategies will help you improve your IELTS test score in each of the skill areas.

PROGRAM LENGTH: Minimum of 4 weeks
ENTRY LEVEL: Intermediate 1
AVAILABLE CAMPUS: AU*1

*All campuses also offer IELTS courses, available to students taking a general study schedule. See our website for details.

CAMBRIDGE MASTERY

- Structured intensive classes prepare you for success on the official Cambridge exam
- Daily instruction in integrated skills, with plenty of practise tests and feedback
- Learn from qualified teachers with years of experience teaching Cambridge Preparation
- Take the official Cambridge exam at ILSC—and partner with a classmate for the speaking test!

ILSC’s Cambridge Mastery program supports you towards achieving success on the official Cambridge exams which are widely recognised in commerce, industry and for higher education entry. Depending on your location, you can focus on the Cambridge FCE (First Certificate in English) or CAE (Certificate in Advanced English).

PROGRAM LENGTH: 10-12 weeks
ENTRY LEVEL: Intermediate 3 CPE—Advanced 2
AVAILABLE CAMPUS: AU*2

*Cambridge FCE Mastery is available in the Full-Time Morning Schedule only. All of our Australian campuses also offer Cambridge PET, FCE, CAE, and BEC courses, available to students taking a general study schedule.

Perfect your English skills for IELTS in this focused program and get the results you need.
The TESL–YL elective focuses primarily on teaching techniques and practical classroom methods. It is designed to provide initial training in teaching English to young learners in the age range of 2–16 years old. It is intended for students with little or no previous experience teaching English who wish to learn the skills and techniques necessary for teaching young learners.

**Entry Level:** Intermediate 1

**Available Campus:** B, D, M

*TESL for Young Learners is available in the Full-Time Intensive, or Full-Time Afternoon Schedule only.

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**Free English Support**

**Chit Chat Club**

Join our free Chit Chat Club. We pair students with locals so they can get together and practise their English in a casual, fun environment.

**Available Campus:** B, M

**Coffee Club**

We offer a FREE Coffee Club. Get together with other students to practise your English over coffee and discuss current news and events.

**Available Campus:** B, M
STUDY & WORK IN AUSTRALIA

ILSC offers a variety of programs, courses and free support services to help strengthen your English, while giving you the practical skills to be successful in the Australian workforce.

VOLUNTEER INTERNSHIP PROGRAM (VIP)
Put your English skills to work in a volunteer internship position that will add valuable experience and Australian references to your resumé. Working with a vast network of partner companies, ILSC VIP Coordinators are dedicated to placing you in an organisation that reflects your interests, work experience and educational background.

AVAILABLE CAMPUS: S B M

CAFÉ WORK SKILLS COURSE
Learn practical skills to work in an Australian café or customer service position! You’ll also get to practise your skills in our on-campus café, getting real-life experience taking orders, and serving beverages to students on campus.

AVAILABLE CAMPUS: S B M

FREE JOB CLUB
The Job Club is a free lunchtime or after-school workshop that prepares you for finding work. This completely free club will help you get the skills you need to find work in Sydney, Brisbane or Melbourne to support your learning adventure in Australia.

AVAILABLE CAMPUS: S B M

“Last year, I came to Melbourne to study English at ILSC and I’m so happy that I chose it. The learning environment is bright, spacious, clean, tidy and elegant. All the teachers are very kind and friendly and they are always patient and helpful. The students are from all over the world and from different ages and everyone is friendly and polite. Every day we have so many chances to talk to different people to improve our English skills. Through conversation, we will understand other cultures and become friends. ILSC not only offers us a lot of classes, but also gives us many chances outside of the classroom to discover the city and culture of Melbourne.

It is easy to talk to local residents and to practise English. I’m enjoying it every day and I’m so proud of it, because all the people in the school are like a big family.”

DOUGLAS, BRAZIL
VOCATIONAL EDUCATION & TRAINING (VET)

- A business education will give you knowledge and insight to use in a variety of industries around the world!
- Our Business College campuses in Brisbane, Sydney and Melbourne offer Vocational Education and Training (VET) certificate and diploma programs that focus on a wide range of business qualifications such as international business, trade and customer engagement.
- Graduate with qualifications that are recognised nationally in Australia!
- Get a competitive edge and expand your future career prospects by earning a qualification from an Australian College and studying in English, the main language of global business.
ILSC BUSINESS COLLEGE PROGRAMS

All ILSC Business College programs are Nationally Recognised Training. The Nationally Recognised Training (NRT) logo is a distinguishable mark of quality for promoting and certifying national vocational education and training leading to Australian Qualifications Framework (AQF) qualifications or Statements of Attainment.

WHAT IS NATIONALLY RECOGNISED TRAINING??

Some programs have built-in scheduled breaks. These are included in the duration where applicable. Optional breaks may also be scheduled within other programs and between package programs. Please confirm your total study duration with ILSC when applying.

** Earn multiple qualifications and diversify your skill sets by combining two or more progressive business programs.
**STUDY SCHEDULES**

In all of our full-time programs, you will build timetables which combine 6 hours per week of online study and 14 hours per week of in-class study.

**IN-CLASS STUDY**

The 14 hours of in-class study will be made up of 2 lectures per week, plus Foundation Skills and PASS classes.

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**CERTIFICATE II, III IV & DIPLOMA**

**WEEKDAY SCHEDULE - SAMPLE**

<table>
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</tr>
<tr>
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<td>PASS</td>
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<tr>
<td>6:00 PM-9:00 PM</td>
<td>Lecture</td>
<td>Lecture</td>
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**WEEKEND SCHEDULE - SAMPLE**

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<tr>
<td>3:30 PM-5:30 PM</td>
<td>PASS</td>
<td>PASS</td>
</tr>
<tr>
<td>6:00 PM-9:00 PM</td>
<td>Lecture</td>
<td>Foundation Skills</td>
</tr>
</tbody>
</table>

*Schedules may vary depending on the program*
VET CLASSES

Our VET programs offer various types of classes to help you develop a variety of skills and achieve success. Schedules combine the lectures with PASS and Foundation Skills classes, depending on the program.

LECTURES
Core classes that cover the unit content in an intensive delivery.

PASS
Meet with academic staff and discuss any questions you have about your studies and/or assessments. This extra guidance will help supplement your own in-class and at-home learning.

FOUNDATION SKILLS
Focus on academic language skills and learn how to express your ideas and thoughts in your course.

ONLINE LEARNING
The online study component of our Business Programs includes exercises, discussion forums, and resources to help you with assessments and provide foundational academic and learning skills. Online study is available for you to complete any time, and can also be used to reach instructors and classmates outside of class, access your grades and track your progress, view instructional videos, and more.

VET BOOTCAMP

- Catch up on assessments that you may have fallen behind on
- Submit on the same day or within 1 week of the Bootcamp and have the late fee waived
- Get 1-on-1 support, specific to your needs
- Offered week 2 of each term break

Juggling a busy lifestyle with study and work can be tough, and we know that sometimes students can fall behind on submitting assessments. Our VET Bootcamp is a free service available to support you if you become overwhelmed, are struggling to understand assessments, or are unable to meet assessment timelines.

Signing up for a VET Bootcamp is easy and can be done online any time — just indicate which assessment you want to work on. If you ever fall behind, our VET Bootcamp is here to help you catch up!
WORK & STUDY INTERNSHIP

Add an internship to your certificate or diploma program. Completing an internship in a position related to your field of study will help you integrate your learning and provide real-world job experience, references, industry connections and confidence!

- Apply the skills and knowledge learned in the classroom in a professional business setting
- Build your résumé with unpaid work experience and professional references
- Internships are arranged for you, so you can focus on learning

Internships can be arranged during your program, or during scheduled breaks.

WHO SHOULD TAKE A WORK AND STUDY PROGRAM OPTION

Work and study programs are ideal if you want to:
- Build networks with Australian employers in your industry
- Apply classroom learning in a real-world setting
- Add relevant job experience and references to your résumé

OFF-CAMPUS WORK IN AUSTRALIA

All student visa holders in Australia have the right to work up to 40 hours every two weeks while they study, and full-time during scheduled breaks.

AVAILABLE CAMPUS: 🌍 🌍
CERTIFICATE II IN BUSINESS

HIGHLIGHTS
- Cover a range of business topics to build entry-level administration skills
- Develop organisation skills to help you be more effective and productive in any workplace
- Build a strong foundation for future business studies

PROGRAM DESCRIPTION
The Certificate II in Business will prepare you for the workplace. The program has 12 units covering a variety of fundamental business topics. You will learn practical skills and knowledge that can be used in entry-level business administration roles. This includes practical organisational tasks, communication, customer service, teamwork skills and more. The course will also provide basic skills in key word processing and spreadsheet software used in most businesses.

PROGRAM UNITS
- Contribute to health and safety of self and others
- Deliver a service to customers
- Work effectively in a business environment
- Process and maintain workplace information
- Contribute to workplace innovation
- Communicate in the workplace
- Produce simple word processed documents
- Create and use spreadsheets
- Communicate electronically
- Organise and complete daily work activities
- Work effectively with others
- Use business technology

Course units may be subject to change

*24 weeks study + up to 10 weeks scheduled breaks.
Optional internships available for an additional fee. Internship hours vary depending on schedule.
CERTIFICATE II IN CUSTOMER ENGAGEMENT

HIGHLIGHTS
- Develop key teamwork and communication skills needed for providing excellent customer service
- Learn how to effectively build your product and service knowledge in order to provide relevant information to customers
- Explore technology and information systems, record keeping and effective electronic communication skills

PROGRAM DESCRIPTION
The Certificate II in Customer Engagement will prepare you for success in workplaces that are driven by customer relationships. Students will learn effective communication skills, how to manage conflict and handle customer complaints, how to work in a team, and how to build product and service knowledge in order to provide relevant information to customers. Students will also learn about key technologies used for customer engagement, such as contact management systems, and online communication softwares like email, chat software and more.

Successful graduates will be able to interact with customers, work with multiple communication channels, capture data and organise information, and receive and respond to customer requests.

*24 weeks study + up to 10 weeks scheduled breaks.
Optional internships available for an additional fee. Internship hours vary depending on schedule.

PROGRAM UNITS
- Conduct customer engagement
- Prepare for work in a customer engagement environment
- Manage personal stress in the workplace
- Develop product and service knowledge for customer engagement operation
- Communicate in the workplace
- Process customer complaints
- Deliver a service to customers
- Contribute to health and safety of self and others
- Work effectively with others

Course units may be subject to change
CERTIFICATE III IN BUSINESS

HIGHLIGHTS
- Improve key skills needed for success in a business environment like communication, teamwork, and problem solving
- Learn to effectively use business software and technology for communication, reporting and creating financial records
- Explore workplace health and safety regulations and environmental best practises to promote sustainability and safety in the workplace

PROGRAM DESCRIPTION
The Certificate III in Business will provide you with a diverse range of skills and knowledge for working in business. We will cover a range of topics to prepare you for a variety of business industry positions such as customer service adviser, data entry operator, general clerk, payroll officer, typist, word processing operator and more. You will develop the technical skills needed for business, as well as important soft skills, like communication and teamwork, that employers seek.

After graduating you will be able to apply a broad range of competencies in varied work contexts, and will be able to provide technical advice and support to a team.

Program units
- Apply knowledge of Work Health Safety (WHS) legislation in the workplace
- Write simple documents
- Maintain financial records
- Maintain business resources
- Process customer complaints
- Deliver and monitor a service to customers
- Work effectively with diversity
- Contribute to effective workplace relationships
- Organise workplace information
- Promote innovation in a team environment
- Organise personal work priorities and development
- Implement and monitor environmentally sustainable work practises

Course units may be subject to change

*48 weeks study + up to 16 weeks scheduled breaks.
Optional internships available for an additional fee. Internship hours vary depending on schedule.
HIGHLIGHTS

- Learn how to lead and guide others in administrative tasks and project setting
- Build skills to solve unpredictable problems and situations
- Find more innovative ways to research solutions

PROGRAM DESCRIPTION

If you have already had some administration experience, this qualification is perfect for you. The Certificate IV in Business will help you build on your already well-developed skills and knowledge to apply solutions to a range of unpredictable business problems. Advance your analytical skills by establishing a practice to gather information from a variety of sources. At the end of this qualification you will feel confident to provide leadership and guidance to others, and will have solid problem solving skills.

PROGRAM UNITS

- Implement and monitor WHS policies, procedures and programs to meet legislative requirements
- Coordinate business resources
- Address customer needs
- Promote innovation in a team environment
- Develop teams and individuals
- Undertake marketing activities
- Undertake project work
- Establish networks
- Implement and monitor environmentally sustainable work practices
- Identify risk and apply risk management processes

*Course units may be subject to change

*24 weeks study + up to 10 weeks scheduled breaks.
Optional internships available for an additional fee. Internship hours vary depending on schedule.
CERTIFICATE IV IN INTERNATIONAL TRADE

HIGHLIGHTS
- Gain hands-on experience through hands-on projects, inside and outside the classroom
- Learn valuable research, logistical and marketing skills required for international trade
- Discover how to build strong client relationships to achieve success

PROGRAM DESCRIPTION
The Certificate IV in International Trade covers a diverse range of skills and knowledge required for working in international trade/business across a range of levels. Topics include international transfer of services and international transport of goods; researching international business opportunities and markets; marketing goods and services internationally; obtaining specialist permits for import and export of goods; understanding international legal requirements for trade; forecasting international market and business needs; and promoting products and services to international markets.

PROGRAM UNITS
- Research international markets
- Analyse and present research information
- Plan for international trade
- Establish networks
- Apply knowledge of import and export international conventions, laws and finance
- Research international business opportunities
- Prepare business documents for the international trade of goods
- Undertake marketing activities
- Promote products and services
- Market goods and services internationally

Course units may be subject to change

*24 weeks study + up to 10 weeks scheduled breaks.
Optional internships available for an additional fee. Internship hours vary depending on schedule.
DIPLOMA OF INTERNATIONAL BUSINESS

HIGHLIGHTS

- Learn how to build international business networks and develop cross-cultural competence
- Develop managerial skills to apply to an international business context
- Gain the skills to analyse data, research and identify business opportunities

PROGRAM DESCRIPTION

The Diploma of International Business provides students with a sound theoretical knowledge base in international business management. Students will develop a range of managerial skills to ensure that international business activities are conducted effectively in an organisation.

AVAILABLE CAMPUS: 🌐
PROGRAM: BSB50815
CRICOS CODE: 02137M

64 WEEKS*
(20 HOURS / WEEK)

14 HOURS/WEEK
(CLASS STUDY)

6 HOURS/WEEK
(ONLINE STUDY)

A VARIETY OF SCHEDULES AVAILABLE

PROGRAM UNITS

- Build international business networks
- Manage budgets and financial plans
- Profile international markets
- Analyse consumer behaviour for specific international markets
- Forecast international market and business needs
- Promote products and services to international markets
- Analyse data from international markets
- Identify and evaluate marketing opportunities

Course units may be subject to change

*48 weeks study + up to 16 weeks scheduled breaks.
Optional internships available for an additional fee. Internship hours vary depending on schedule.
HIGHLIGHTS

- Develop leadership and management abilities to support your advancement in any career path
- Learn skills and knowledge to support growth in your current role or company, or to set up and develop your own business
- Deepen your understanding of people, how to manage them, and the impact you have when you work with them

PROGRAM DESCRIPTION

The Diploma of Leadership and Management will provide you with knowledge, practical skills and experience in leadership and management that can be applied across a range of enterprise and industry contexts.

Learn to develop and display initiative and judgement in planning, organising, implementing and monitoring your own workload and the workloads of others. Develop communication skills to support individuals and teams to meet organisational goals and objectives.

*48 weeks study + up to 16 weeks scheduled breaks.
Optional internships available for an additional fee. Internship hours vary depending on schedule.

PROGRAM UNITS

- Implement diversity in the workplace
- Manage quality customer service
- Manage budget and financial plans
- Manage workforce planning
- Develop and use emotional intelligence
- Lead and manage effective workplace relationships
- Manage people performance
- Manage operational plan
- Undertake project work
- Manage risk
- Manage personal work priorities and professional development
- Lead and manage team effectiveness

Course units may be subject to change
PACKAGE PROGRAMS

Combine 2 or more progressive ILSC Business College programs to diversify your skills and earn multiple qualifications.

HIGHLIGHTS
- Expand your business skills and career opportunities and receive multiple qualifications
- Floating & Nighttime Study Schedules offer flexibility to balance study and work
- Regular school assessment periods for feedback and review ensure your success

ADVANCED PLACEMENT IN BACHELOR PROGRAMS
After completing your diploma program you may be able to continue with advanced placement into a Bachelor’s Degree Program at the University of the Sunshine Coast, James Cook University or Kaplan Business School.

DOWNLOAD MYILSC STUDENT APP!

HOW TO LOG IN

USERNAME
The letter ME + 0 (zero) followed by your 5-digit number on your student card or letter of acceptance.
For example: ME012345

PASSWORD
Your date of birth in format YYYYMMDD

TO ACCESS MYILSC FROM A PC/MAC
GO TO MYILSC.COM
"My training at ILSC helped me a lot, because I did not speak any English before I came to ILSC. I liked the school’s English Only Policy. I could not speak English well before I started my class at ILSC Melbourne, and I wanted to make more friends who come from different countries. They activities at ILSC were great! I participated in so many and I loved all of them. These activities are fantastic because we can meet other students who are not the same class and a great way to socialize with everyone. I am so grateful for all the memories I had at ILSC."

ALICE, TAIWAN

"I studied at ILSC for 2.5 years and the courses were a valuable learning experience as I felt I was being challenged along the way. Generally, I was impressed with the service I have received from ILSC since enrolling. The tutors were very pleasant and helpful in their remarks, and this kept me motivated. I could achieve the knowledge that I needed to take the next step, which was to do my Master of Professional Accounting."

MAYARA, BRAZIL

"I decided to go to Brisbane because I really wanted to go to abroad to study English, and my dream came true in this wonderful place. It’s just right for me. I was able to make a lot of lovely friends in ILSC and it was wonderful and amazing experience. My classmates and my teachers were very kind, friendly and helpful, so I was happy and I really enjoyed my school life everyday. I became a more positive and energetic person. After I arrived here, I met many people from different countries and I’m learning many cultures and many ways to think, so I want to try everything now. I think I can do everything that I want now."

YUKA, JAPAN

"ILSC is a really good language school that have good, passionate, and friendly teachers and have many staffs who are there to help us. There are various courses available, and I am able to choose the specific course that will help to improve the area that I am lacking. ILSC also provided a variety of activities to make learning English fun and enjoyable. I would like to thank ILSC for giving me a very good opportunity. ILSC is not only for studying English, but also provides assistance for travel, work, homestay, and visiting various festivals, so that new students can easily adapt to the new environment. These various activities helped me to settle in a new culture easily."

MIRA, KOREA

"My experience at ILSC was amazing. Teachers are really professional, giving me lots of opportunity to improve my English. The school offers opportunity to make new friends and lots of extra activities outside the school. It was one of the best experiences of my life, and I will never forget it"

FELIPE, BRAZIL

"I chose ILSC-Melbourne because I did some research about some institutes and I found that they have extra activities, like chats after school, workshops, and more things to achieve my goals and make this experience much better. I’m really proud of studying English in ILSC, all the classes helped me to have more vocabulary and understand the English grammar, so I could make less mistakes. Australia was an amazing and unique experience. I not only learned English, I learned about life, like being independent and knowing in a deep way because you realize that you can do whatever you want in life."

MARIA, COLOMBIA
ACCOMMODATION

HOMESTAY
EXPERIENCE AUSTRALIAN CULTURE AND FAMILY LIFE.

Our accommodation staff carefully select families who provide a friendly, supportive and welcoming home environment for our students. Our campuses are located in multicultural cities, showcasing a variety of families.

You’ll be surprised at how quickly your speaking improves when you’re immersed in English from breakfast until bedtime.

Most homestay families live about 45 minutes from our schools by public transit. Families will provide you with a furnished private bedroom, a shared bathroom and optional meals. Our Student Accommodation staff are always available to help you if you need any support.

RESIDENCE
LIVE INDEPENDENTLY AND EXPERIENCE THE CITY WITH OTHER STUDENTS OR TRAVELLERS

Alternative accommodation are ideal for students who want to live independently or with other students or travellers. ILSC can connect you to a variety of options to meet a wide range of budgets and personal tastes.

If you prefer another type of accommodation, we can provide referral and placement services. Options vary depending on your location, but may include:

- Student residences
- Furnished apartments
LEARNING OUTSIDE THE CLASSROOM

AFTER-CLASS ACTIVITIES AND SCHOOL EVENTS

Explore the city, get out in nature, or hang out on campus for community building events. Typical activities include city walking tours, hikes, beach volleyball, visits to museums, BBQs, movie nights and more!

Volunteer Activities

‘Be the change you want to see in the world’ by joining our volunteer activities. Support senior citizens, help in a food bank, volunteer for a local fundraising event, and more!

Volunteer opportunities vary by campus.

1. Brisbane Check out the wildlife on Stradbroke Island
2. Melbourne Travel the Great Ocean Road
3. Brisbane Take a selfie with a koala at Lone Pine Koala Sanctuary
4. Melbourne Check out the street art
5. Sydney Go hiking in the Blue Mountains
6. Melbourne Take a trip to Luna Park
7. Sydney Visit the Sydney Opera House
HOW TO APPLY

ILSC LANGUAGE SCHOOLS

Step 1  Fill out ILSC’s General Application form.
If you’re taking a specialty program like the University Pathway Program, Junior Program or a Volunteer or Work and Study Program, fill out the additional program-specific application.

Step 2  Send your application(s) and other required documents* to ILSC by email or in person. You can do this yourself, or through your local education agent.

Step 3  Receive your invoice and pay your fees.

Step 4  Get ready to come to ILSC!
Now is when you should apply for your visa or study permit, and secure medical insurance to cover your stay.

ILSC BUSINESS COLLEGE

Step 1  Make sure you meet the admission requirements for our Business College. These are listed in the policies sections on our application forms.

Step 2  Fill out the Australia Vocational Education and Training application form.

Step 3  Submit your application(s) to ILSC Business college by email or in person. You can do this yourself, or through your local education agent.

Step 4  Get ready to come to ILSC Australia’s Business College.
Now is when you should apply for your visa or study permit, and secure medical insurance to cover your stay.

Make sure you carefully read our application policies which are on the application form or online.

ILSC BUSINESS COLLEGE: LANGUAGE ENTRY

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<thead>
<tr>
<th>ILSC BUSINESS COLLEGE AUSTRALIA</th>
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<td>650*****</td>
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Entry level: B = Beginner   I = Intermediate   A = Advanced
*With a minimum band score of 4.0   **With a minimum band score of 5.0
***With a minimum reading score of 200   ****With a minimum reading score of 250
*****With a minimum reading score of 350    ****** With a minimum reading score of 300

AFFILIATIONS

National ELT Accreditation Scheme
English Australia

Australian Council for Private Education and Training
Australian Skills Quality Authority

AUSTRALIAN GOVERNMENT

English Australia

Australian Council for Private Education and Training
Australian Skills Quality Authority

Australian Skills Quality Authority

English Australia