



MELBOURNE
COLLEGE
OF FURTHER EDUCATION



Early Childhood Education International Course Brochure

CHC30121 - Certificate III Early Childhood Education and Care

CHC50121 - Diploma of Early Childhood Education and Care

Melbourne College of Further Education (MCFE) is a small and trusted RTO with over 20 years' experience in training, supporting and inspiring students to succeed in their chosen pathway. We are a family run business and take great pride in upholding our reputation by providing everything we promise to deliver. By choosing us, you become a part of our extended family, and we strive to establish lasting relationships built on trust, transparency, and integrity.

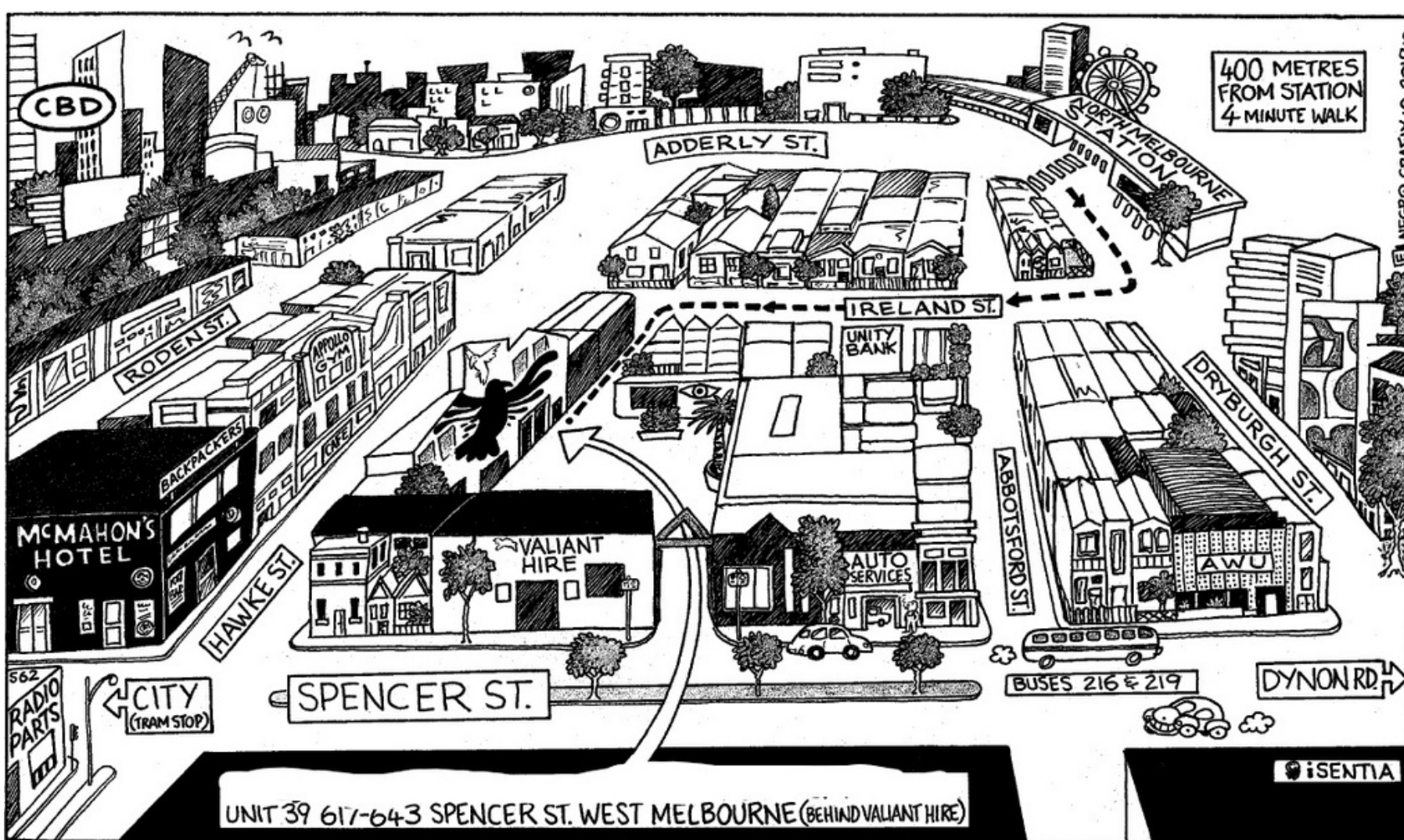
We believe in real skills for real jobs, we take the extra time to customise our course materials and create new and innovative ways of delivering course content. We have many employers that work with MCFE to help connect students with suitable placements to complete their studies.

As a Registered Training Organisation [RTO] qualifications completed with MCFE are recognised nationally. Qualifications achieved through the Australian VET system are also very highly regarded internationally. Our mission is to provide pathways into industry to contribute to a successful, skilled and innovative workforce.

MCFE offers high quality training both face to face and in our virtual classrooms. Our trainers are dedicated and highly qualified with extensive practical industry experience and committed to providing quality outcomes to our students and ensuring that all training is both engaging and enjoyable.

Our student support team are extremely passionate and committed to helping students succeed. They are always on hand to help with any questions and provide students with the support they may need to complete the course, especially if circumstances change.

Location



We own a custom-built school, 400 meters from North Melbourne Train Station, located at [39/617-643 Spencer Street West Melbourne, 3003](#). We have our own cafe/restaurant which supplies our students with a meal for each session they attend on campus and all students receive a discount for other purchases.

CHC30121 - Certificate III Early Childhood Education and Care



Course Overview

Start a purposeful career working with children!

This qualification reflects the role of educators in early childhood education and care who support children's wellbeing, and development in the context of an approved learning framework.

Students will learn how to use organisational policies, procedures and individual children's profiles to conduct activities and provide care to children; facilitating their leisure and play and enabling them to achieve their developmental outcomes in an inclusive way.

Job outcomes include; educator, recreation assistant, playgroup supervisor, kindergarten assistant.



Pathways

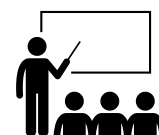
The CHC30121 - Certificate III Early Childhood Education and Care is the pathway to the Diploma of Early Childhood Education & Care. This qualification must be fully completed prior to commencing your Diploma.

After completing your Diploma you can go on to work as an Educational leader, family day care coordinator, centre manager, and supervisor.

Course Information & Fees



12 months (52 week including holidays)



3 days per week (20 scheduled hours)

- face-to-face theory & practical classes
- virtual classes (online)
- work placement shifts



Assessments include written and oral questions, projects, role plays and observation of skills.



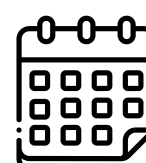
160 hours of work placement within a regulated children's education and care service within Australia.



Tuition Fees: \$9,500

Material Fees: \$100

International Application Fee: \$150



Intakes:

July, October, February, April

Entry Requirements

- Complete the [International student application process](#)
- The ability to travel to and from your placement – these shifts can include early starts
- Access to a computer or smart device and the internet to complete your studies.
- Obtain a Working With Children Check (WWCC) prior to commencing your placement

CHC30121 - Certificate III Early Childhood Education and Care



Units

To successfully complete this qualification you must complete all 17 units of competency, elective units have been pre-selected.

Core Units

CHCECE056 Work effectively in children's education and care

CHCECE055 Meet legal and ethical obligations in children's education and care

CHCECE030 Support inclusion and diversity

CHCECE034 Use an approved learning framework to guide practice

CHCECE054 Encourage understanding of Aboriginal and/or Torres Strait Islander peoples' cultures

HLTWHS001 Participate in workplace health and safety

HLTAID012 Provide first aid in an education and care setting

CHCPRT001 Identify and respond to children and young people at risk

CHCECE032 Nurture babies and toddlers

CHCECE031 Support children's health, safety and wellbeing

CHCECE035 Support the holistic learning and development of children

CHCECE036 Provide experiences to support children's play and learning

CHCECE038 Inform practice

CHCECE033 Develop positive and respectful relationships with children

CHCECE037 Support children to connect with the environment

Electives

HLTFSE001 Follow basic food safety practices

BSBTWK301 Use inclusive work practices



Groups for Delivery

We follow the Victorian school holiday terms, there are 4 terms a year.

Each term we deliver a group of units, no classes are run during the school holidays and students can work additional hours.

Group 1 – Working in childcare

- 2 days of face-to-face classes
- 1 day virtual training (online class)

Group 2 – Health, Safety, and wellbeing

- 1 day of face-to-face classes
- 1 day virtual training
- 1 day work placement

Group 3 – Development and Growth

- 2 days of face-to-face classes
- 1 day virtual training or work placement

Group 4 – Relationship Building

- 1 day of face-to-face classes
- 1 day virtual training
- 1 day work placement



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Hiba Attal
MCFE Student

I have always felt supported during my course by my fantastic trainer Laila and all the staff in the head office.

I would heartily recommend MCFE!

CHC50121 - Diploma Early Childhood Education and Care



Course Overview

Start a purposeful career working with children!

This qualification reflects the role of educators in early childhood education and care who support children's wellbeing, and development in the context of an approved learning framework.

Students will learn how to use organisational policies, procedures and individual children's profiles to conduct activities and provide care to children; facilitating their leisure and play and enabling them to achieve their developmental outcomes in an inclusive way.

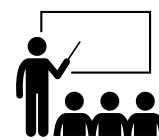
Job outcomes include; educator, recreation assistant, playgroup supervisor, kindergarten assistant.



Course Information & Fees



12 months (52 week including holidays)



3 days per week - days vary per group

- face-to-face theory & practical classes
- virtual classes (online)
- work placement shifts



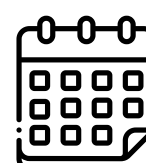
Assessments include written and oral questions, projects, role plays and observation of skills.



280 hours of work placement within a regulated children's education and care service within Australia.



Tuition Fees: \$10,500
Material Fees: \$100
International Application Fee: \$150



Intakes:
July, October, February, April

Pathways

The CHC50121 - Diploma of Early Childhood Education & Care is the pathway to a Bachelor of Early Childhood Education, the Bachelor will allow you to become a kindergarten teacher.

Entry Requirements

- Complete the [International student application process](#)
- Hold your completed qualification CHC30121 Certificate III in Early Childhood Education and Care
- The ability to travel to and from your placement – these shifts can include early starts
- Access to a computer or smart device and the internet to complete your studies.
- Obtain a Working With Children Check (WWCC) prior to commencing your placement

CHC50121 - Diploma Early Childhood Education and Care



Units

To successfully complete this qualification you must complete all 15 units of competency, elective units have been pre-selected.

Core Units

- CHCECE042 Foster holistic early childhood learning, development and wellbeing
- CHCECE043 Nurture creativity in children
- CHCECE047 Analyse information to inform children's learning
- CHCECE048 Plan and implement children's education and care program
- CHCECE045 Foster positive and respectful interactions and behaviour in children
- CHCECE046 Implement strategies for the inclusion of all children
- CHCECE050 Work in partnership with children's families
- CHCECE041 Maintain a safe and healthy environment for children
- CHCPRP003 Reflect on and improve professional practice
- CHCECE049 Embed environmental responsibility in service operations
- BSBTWK502 Manage team effectiveness
- CHCECE044 Facilitate compliance in a children's education and care service

Electives

- CHCDIV003 Manage and promote diversity
- CHCINM002 Meet community information needs
- BSBPEF502 Develop and use emotional intelligence



Groups for Delivery

We follow the Victorian school holiday terms, there are 4 terms a year.

Each term we deliver a group of units, no classes are run during the school holidays and students can work additional hours.

Group 1 – Compliance

- 1 day of face-to-face classes
- 1 day virtual training
- 1 day work placement

Group 2 – Professional Practice

- 1 day of face-to-face classes
- 1 day virtual training
- 1 day work placement

Group 3 – Development and Relationships

- 1 day of face-to-face classes
- 1 day virtual training
- 1 day work placement

Group 4 – Program Development

- 1 day of face-to-face classes
- 1 day virtual training
- 1 day work placement



Student support

If you need support with progress throughout your course (including finding a placement) or other personal issues, we have a student services officer who can help or direct you to the most appropriate.

Trainers and Assessors

Trainers are available for questions and additional help offered at the end of class. Assessments submitted will be marked by the trainer according to the marking guidelines. Your trainer will provide feedback on your assessments at your next session or, if face to face classes have finished, via phone call or email.

Dedicated Placement Coordinator

Our Placement Coordinator, will work closely with you to offer assistance in finding placement, if required. Whilst we cannot promise to find you placement, we pride ourselves on offering as much support as possible with this process.

One on One student support bookings

One on one sessions are available with your direct trainer if extra assistance is required. Students can also request to repeat a classroom session and MCFE offers open reflection classes run by trainers at each location. MCFE can offer support to students who need additional language, literacy or numeracy support. These services can vary depending on individual student requirements.

Administration Team

The administration team located at our Head Office are available from Monday – Friday from 9:00am – 4:00pm (public holiday excluded) for any queries you may have in relation to their class or course. The team are always willing to assist as much as we can.



Recognition of Prior Learning (RPL) and Credit Transfer (CT)

You can ask for your relevant existing skills, qualifications and experiences to be assessed and taken into account when your level of competency is being evaluated. There will be a cost associated, refer to the statement of fees and charges.

If you have previously completed a unit with the same code in your new course, you will be eligible for a credit transfer and you will not have to repeat that unit. There is no cost associated with this process.

Student Handbook

View our International student handbook on our website for information about; your rights & obligations, fees, payment terms, cancellations, refunds, complaints and appeals, support services and much more.

Application Process

The following are the basic steps involved in lodging your application for an International course with MCFE.

1. Complete the online [enquiry form](#) or enquire with your agent
2. MCFE will email you an Enrolment Application Form for your selected course(s)
3. Read the International Student Handbook and course brochure in detail
4. You complete this enrolment form and attach ALL required evidence
5. MCFE reviews the application and if successful will invite you to participate in an online interview (10 mins)
6. MCFE accepts enrolment applications and will send you a Letter of Offer to sign
7. You will make the initial payment – 25% of the first course fees + the application fee \$150
8. Confirmation of Enrolment (COE) issued to you
9. You submit for Visa application
10. When approved we will send you pre-course information
11. Arrive in Australia – attend our Orientation session
12. Start your course