

## International Students

# ICP31420 - Certificate III in Prepress Graphic Design Production

(CRICOS Code: 108101J) <https://training.gov.au/Training/Details/ICP31420>



## DESCRIPTION

This qualification applies to individuals working as a pre-media tradesperson. Typically they design and prepare layouts and artwork, manipulate images and text to meet production and design requirements and apply solutions to a defined range of problems associated with, and characteristic to, the print medium. They may also provide some leadership and guidance to others with some limited responsibility for the output of others.

## ACCREDITATION

This qualification is nationally recognised under the Australian Qualifications Framework (AQF).

## CLIENT GROUPS

Overseas / International students will be:

- Holding valid Student Visa
- Fee for service

Learners with experience in the relevant industry or education can apply for Recognition of Prior Learning (RPL) and Credit Transfer. Please refer to 'RECOGNITION OF PRIOR LEARNING AND CREDIT TRANSFER' section or contact Australian National College (ANC).

## ENTRY REQUIREMENTS

### *Qualification Package Entry Requirements*

No Specific entry requirements are for this course according to qualification package but Department of Human Affairs (DHA) requirements are applicable.

### *ANC Admission requirements*

ANC has the following admission requirements for all students:

- Applicant must be of the age 18 years or over at the time of the scheduled course commencement.

- Entry into this course requires successful completion of an Australian Year 12 qualification or equivalent.
- Applicants are required to have successfully completed a Language, Literacy and Numeracy (LLN) test and Pre-Training Review before training commencement. ACSF level 3 is required in reading, writing, learning, oral communication, and numeracy. The student may be exempted from LLN test if student has already completed an Australian Qualification of Certificate IV or higher level prior to enrolment.
- Have an IELTS overall band of 5.5 or equivalent.

Note: International students who are currently enrolled with another Provider across Australia and are requesting to enrol to another Provider are generally categorised as 'Transfer Students'. For this purpose, these students need to be released by their current Provider by means of providing a 'Release letter' unless the student has finished six (6) months in their Principal Course of Study.

### **Required Australian Core Skills Framework (ACSF) level**

ACSF level 3 is required in reading, writing, learning, numeracy and oral communication.

### **LICENSING / REGULATORY INFORMATION**

No occupational licensing, certification or specific legislative requirements apply to this qualification at the time of publication.

### **PATHWAY FROM THE QUALIFICATION**

#### **Training Pathway**

Further training pathways from this qualification include, but are not limited to:

- ICP40120 Certificate IV in Printing and Graphic Arts Management
- ICP50120 Diploma of Printing and Graphic Arts Business Management

#### **Employment Pathway**

This qualification provides a pathway to work as:

- digital media designer
- multimedia graphic designer
- assistant graphic artist
- multimedia content author
- multimedia designer
- print finishing artist
- multimedia production technician
- pre-press operator
- pre-press technician
- digital production controller
- pre-press worker

Please refer to the following source for Pathway and employment outcomes and Job Pathways Charts illustrating potential career pathways within that industry.

Source: <https://www.myskills.gov.au/courses/details?Code=ICP31420>

### **TRAINING DELIVERY**

The program for international students takes place in a classroom environment with access to a lab and simulated environment where required.

The participants in each program group will be provided with detailed learning resources to support the learning activities. These resources will include learning, assessment and other reference material relevant to the unit of competency being delivered.

## DURATION

This course is offered full time over 52 weeks including holidays (10 weeks) on a full-time basis for 20 hours per week for 42 weeks. Students need to gain competency in 21 units (5 core units and 16 elective units) to successfully complete this course.

## RECOGNITION OF PRIOR LEARNING AND CREDIT TRANSFER

The underlying principle of Nationally Recognised Training is that a learner does not have to repeat training and assessment that has already been undertaken.

ANC has a Recognition of Prior Learning (RPL) and Credit Transfer Policies and Procedures and can be found at ANC's website, which outlines in detail a process to be followed for granting recognition and credit transfer. This is supported through the RPL guidelines for this qualification which focus specifically on all units.

Learners are encouraged to apply for RPL prior to or immediately after formal enrolment but prior to the facilitated delivery of units to ensure that they do not miss any training opportunities offered should they be unsuccessful in the RPL process.

Credit Transfer relates to the recognition of learning achieved through formal education and training, and involves assessing a previously completed course or units to see if it provides equivalent learning or competency outcomes to those required within the current course of study. Learners must provide transcripts of results and/or statements of attainment for credit transfer to be assessed.

Where a learner is successful in the RPL or Credit Transfer (CT) application, the units to be undertaken and course duration will be adjusted accordingly.

Where RPL is granted, learners do not have to participate in further training and assessment for skills and knowledge that they already possess.

## COURSE FEE

- Tuition Fee: AUD 9,000
- Material Fee: AUD 200
- Application/Registration Fee: AUD 200 (Non-refundable)

**Note:** Note: Students will be provided the option of Easy Monthly Instalments. Students are advised contact the Institute in relation to the updated and recent fees for the course. Course fee is subject to change.

### **Terms and Conditions:**

- ANC will strive to maintain highly competitive fair and reasonable fee structures.
- ANC adjusts its fees and charges from time to time. Changes to fees will be fairly and equitably applied, advertised and clearly indicate the date from which the change will take effect.
- ANC provides details of course fees in all course information.
- ANC will ensure these fees are applied and communicated to clients prior to enrolment.
- In accordance with the Standards for RTOs 2015, ANC adopts the following to protect fees paid in advance:
  - Flexible payment arrangements/ options will accommodate individual circumstances.
  - Fees must be paid in full before certification will be issued.
  - Acceptable payment options can be made via credit card, direct debit, and EFT remittance to accommodate the diverse financial situations of clients.

## COURSE STRUCTURE

For International Students, course duration has been calculated on 20 hours per week (52 weeks in total) of Training and Assessment which includes 42 weeks of Face-to-Face class room, lab and simulated environment delivery and 10 weeks of Term Breaks. All students are expected to give few hours per unit as Self-Directed Study.

As per package rules, 21 units must be completed. These include 5 core units and 16 elective units.

### Core Units

BSBSUS201	Participate in environmentally sustainable work practices
ICPKNW3220	Develop and apply knowledge of the printing and graphic arts industry
ICPSUP2160	Inspect quality against required standards in a production environment
ICPSUP2600	Maintain a safe work environment
ICPSUP2620	Communicate in the workplace

### Elective Units

ICPDMT2630	Access and use the internet
ICPPRP2110	Develop basic design concepts
ICPPRP2210	Select and apply type
ICPPRP224	Produce pages using a page layout application
ICPPRP2250	Produce graphics using a graphics application
ICPPRP2520	Output Images
ICPPRP3210	Produce typographic images
ICPPRP3220	Digitise images for reproduction
ICPPRP3240	Create pages using page layout applications
ICPPRP3340	Prepare imposition format for printing processes
ICPPRP386	Undertake digital proofing
ICPDMT3210	Capture digital images
ICPDMT3220	Edit digital images
ICPPRP3250	Create graphics using a graphics application
ICPPRP3960	Generate high-end PDF files
ICPPRP2840	Produce PDF files for online and screen display

## COURSE COMMENCEMENT

Please contact ANC for the intake dates.

## ASSESSMENT METHODS

The units are delivered and assessed under two semesters. Please contact ANC for details of timetable. Assessment comprises of written assignments, activities and projects. Students are required to attend training and assessment activities as scheduled.

Assessment is structured throughout the course. If students are unable to achieve competency, additional support is provided through mentoring and access to re-assessment as outlined in our policies and procedures. Assessment requires achievement across all tasks to demonstrate competence and may include:

- Knowledge Questions
- Demonstration / observation
- Projects
- Case studies

## RESOURCES / MATERIALS

This program for international students takes place in a classroom environment with access to a lab and simulated environment where required. The facilities are equipped with all the required equipment.

Students will be provided with access to the following resources required to complete the qualification successfully upon enrolment:

- Units' Notes
- Student Workbooks and Resources
- PowerPoint Slides and Handouts
- Laptops / Desktops / Computing Devices with appropriate industry software packages
- Access to internet
- Digital equipment and devices including scanners, cameras and printers
- Information and documentation resources according to requirements of units of competency
- Special purpose tools, equipment and materials according to requirements of units of competency

## COMPLETION

Upon successful completion of this course, students will receive a nationally recognised ICP31420 - Certificate III in Prepress Graphic Design Production. Students who do not complete all units may be eligible for a Statement of Attainment for partial completion of the ICP31420 - Certificate III in Prepress Graphic Design Production.

## COURSE DELIVERY LOCATION

The training delivery location is 182 Capel St, North Melbourne VIC 3051, Australia.

### **FURTHER INFORMATION**

Before enrolment, each student should ensure s/he meets the following requirements:

- Enrolment Application Form can be downloaded from website <https://anc.vic.edu.au/> or request to be emailed can be forwarded to [admissions@anc.vic.edu.au](mailto:admissions@anc.vic.edu.au).
- Read and understand the complete information available at ANC's website [anc.vic.edu.au](http://anc.vic.edu.au) or email your request to [info@anc.vic.edu.au](mailto:info@anc.vic.edu.au).
- Read and understand all policies and procedures available at ANC's website or email your request to [info@anc.vic.edu.au](mailto:info@anc.vic.edu.au).
- Provide ANC with their Unique Student Identifier (USI) number. For more information, see <https://www.usi.gov.au/students/create-your-usi>.
- You can post or visit us at our head office in 182 Capel St, North Melbourne VIC 3051, or call us at 03 9662 3300.
- You will also find further information about fees and refunds and the enrolment process applied by ANC on the website <https://anc.vic.edu.au/> and Student Handbook.
- For further details or queries, ANC can be contacted via email at [info@anc.vic.edu.au](mailto:info@anc.vic.edu.au) or phone: 03 9662 3300.

### **IMPORTANT INFORMATION**

- ANC has got the systems in place to make sure that students are getting quality training during the course. ANC is responsible for compliance and training & assessment of this course and there are no third-party training provider services acquired by ANC.
- Please go through the policies and procedures regarding enrolment, fee refunds, course progress and complaints & appeals available on the website <https://anc.vic.edu.au/>.