

SELECTA ADVANCE LEARNING TRAINING CENTRE

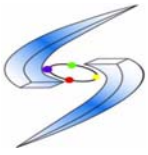
(Wholly Own By SELECTA EDUCATION GROUP -741107-X)

Workshops will be held as follows:

Diploma of Management (Ongoing intake)

Date <i>Subject to change</i>	Unit <i>Subject to change</i>
Day 1	Arrive at Sydney airport
Day 2	Manage quality customer service
Day 3	Manage personal work priorities & professional development
Day 4	Recruit Select & Induct Staff
Day 5	Manage people performance
Day 6	Develop Teams & Individuals
Day 7	Educational Tour to Snowy Mountain
Day 8	Ensure a safe work
Day 9	Manage Risk
Day 10	Manage budgets & financial plans, Review of course
Day 11	Presentation of Diplomas & Meeting with Business contacts
Day 12	Visit to Blue Mountain
Day 13	Visit to Sydney
Day 14	Free & Easy and Sydney Airport for the return journey

NB: Additional individual meetings may be booked with trainer as mutually arranged. Your trainer will be available on email and mobile phone for regular communication :



SELECTA ADVANCE LEARNING TRAINING CENTRE

(Wholly Own By SELECTA EDUCATION GROUP -741107-X)

Dr R Rupa Saminathan – rrupa@selecta.edu.my +60125489519 (Mal)

Edward Nathan: edward@jcepositiveoutcomes.com.au 61408860993 (Aust)

Alternative contact:

Michael Leong: michael@jcepositiveoutcomes.com.au 61404628440 (Aust)
windssofchange.mike@gmail.com 60173289433

PROPOSED 2 WEEKS DIPLOMA of MANAGEMENT PROGRAM

Title of Program - Australian National Diploma of Management

Qualification Code - BSB51107

Duration - 14 days

Pre-requisite - 3 to 5 years experience in Supervisory/Management role. This can include charge or lead-hand, team-leader.

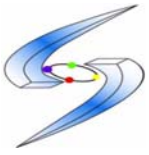
Medium of Instruction - English

Course Fee - AUD\$5000.00 (Include workshops, course material, twin-qualification facilities).
shared accommodation*, halal lunch & dinner,
(*subject to fulfilling course requirement*), Sydney airport transfer, educational tours**, muslim prayer facilities).

** single room can be arranged with advance request.*

*** tours subject to season and weather condition.*

Course Venue - Canberra - JCE Academy
2/55 Crofts Crescent, SPENCE, ACT
2615



SELECTA ADVANCE LEARNING TRAINING CENTRE

(Wholly Own By SELECTA EDUCATION GROUP -741107-X)

OPTIONAL PACKAGES FOR ACCOMPANYING SPOUSE/PARTNER

OPTION 1 - Culinary Workshops

Program - Dessert/Pastry commence	Culinary Workshops – Western Meals and NB: Min.of 5 participants for this program to commence
Duration -	8 days X 3.5hrs (total of 14days including common Activities with the main program)
Course fee - materials airport facilities)	AUD\$3800.00 (include 8 workshops, course and ingredients, lunch and dinner, certificate of participation, twin-shared accommodation, Sydney transfer, educational tours**, muslim prayer facilities)
Course Venue - ACT	Canberra - JPIC School of Culinary Arts, Mawson, ACT

OPTION 2 - Free & Easy

Program - program	Free & Easy plus common activities with main program
Duration -	14 days
Program fee - shared tours**, muslim prayer facilities).	AUD\$3300.00 (include lunch and dinner, twin- accommodation, Sydney airport transfer, common tours**, muslim prayer facilities).