GEM COLLEGE OF INTERNATIONAL BUSINESS
RTO 0366

CERTIFICATE III IN MAKE-UP (SHB30221)



Start with a passion, leave with a career.

Our expert-led and hands-on training is designed to provide personalised guidance within a supportive and all inclusive environment. Our main goal is to equip each student with the technical skills, industry knowledge and business acumen necessary to become a leader in the field of makeup artistry





Enrol Now

www.artofmakeup.com.au

admin@artofmakeup.com.au

PH: 0412 049 557

The Art of Makeup Society is a licensed campus of GEM College (RTO 0366)

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WHAT YOU WILL LEARN

8 Core Units	
SHBBMUP009	DESIGN AND APPLY MAKE-UP
SHBBMUP010	DESIGN AND APPLY MAKE-UP FOR PHOTOGRAPHY
SHBBMUP013	DESIGN AND APPLY CREATIVE MAKE-UP
SHBRES003	RESEARCH AND APPLY BEAUTY INDUSTRY INFORMATION
SHBXCCS008	PROVIDE SALON SERVICES TO CLIENTS
SHBXIND003	COMPLY WITH ORGANISATIONAL REQUIREMENTS WITHIN A PERSONAL SERVICES ENVIRONMENT
SHBXWHS003	APPLY SAFE HYGIENE, HEALTH & WORK PRACTICES
SIRXOSM002	MAINTAIN ETHICAL & PROFESSIONAL STANDARDS WHEN USING SOCIAL MEDIA PLATFORMS
7 Elective Units	
SHBBCCS005	ADVISE ON BEAUTY PRODUCTS & SERVICES
SHBBMUP011	DESIGN & APPLY REMEDIAL CAMOUFLAGE MAKE-UP
BSBESB401	RESEARCH AND DEVELOP BUSINESS PLANS
SHBBINF002	MAINTAIN INFECTION CONTROL STANDARDS
SHBBBOS007	APPLY COSMETIC TANNING PRODUCTS
BSBESB404	MARKET NEW BUSINESS VENTURES
SHBXCCS007	CONDUCT SALON FINANICAL TRANSACTIONS

COURSE INFORMATION

GEM College (RTO0366) is proud to deliver our Nationally Recognised Training package - Certificate III in Make-up (SHB30221). This course is designed to introduce you to the creative world of make-up artistry. During this course you will learn make-up application techniques ranging from foundational skills & equipment knowledge, through to more advanced skills & techniques. Through the focused combination of essential make-up skills & business acumen, participants will not only learn how to provide a professional level of service, but also crucial knowledge to launch their future make-up careers. Successful completion of this course will qualify you to work as a make-up artist as part of a team or on a freelance basis. Career outcomes could include settings such as, retail cosmetic counters, private make-up studios, fashion, media and photography sets or bridal & event makeup specialist. As a licensed GEM college Campus, The Art of Makeup Society delivers nationally recognised training under auspices of GEM College (RTO 0366) All qualifications and statements of attainment are issued under the dual branding of Gem College and The Art of Makeup Society.

STUDY MODES

Study via face to face intensives; supported by Learner Guide (pdf) & Assessment Guide (pdf)

PART TIME - Every Tuesday - Rolling Enrolments

At The Art of Makeup Society, we offer rolling enrolments, which simply means you don't have to wait for a specific intake date to get started. Life's busy, we get it, and this flexible approach lets our students begin their training at a time that works for them. Whether you're ready to start straight away or need a little time to prepare, rolling enrolments puts the control back in your hands. Start when you're ready not when a calendar tells you too.

Intake Dates
Rolling Enrolments mean were ready when your are !

Course delivery
9am - 4pm - 1 day per week face to face training, consolidated learning & self-study.

Time Commitment
12 months, total 44 weeks in class training.

Study Workload
440 Minimum nominal hours consisting of 10 hours study per week

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TOTAL TUITON FEES : $5,800

(Course Fee's : $4,400 + $500 Administration Fee + $900 Industry Essential Kit)

PAYMENT PROCESS

Deposit

A deposit of $500.00 is required to secure your enrolment. This deposit can be paid directly on The Art of Makeup Society website. Alternatively, students can contact admin@artofmakeup.com.au to arrange payment options.

UPFRONT PAYMENT

Under **Clause 7.3 of the Standards for Registered Training Organisations (RTOs) 2015,** RTOs are prohibited from collecting more than **$1,500** in pre-paid fees from individual students before training and assessment have commenced, unless they establish a trust account. We believe your money is best in your pocket, so we ark for an initial $550 deposit to reserve your spot and we can negotiate an instalment plan for you to make regular instalments while you learn.

DIRECT DEBIT PAYMENT PLANS

Payment plans are available through The Art of Makeup Society, please contact our admin at admin@artofmakeup.com.au for more information, payment options and fees.

Scholarships

A limited number of Partial Scholarships are offered within Australia annually. See Application for Consideration for Scholarship on the GEM website.

WHAT'S INCLUDED

- Training and Assessment (face-to-face and online submissions)
- Learner Guide for each Unit (pdf)
- Assessment Guide for each Unit (pdf)
- Linen face charts
- All disposables provided for use during studio training days
- Access to wholesale discounts on various makeup brands

Plus, you will have full access to use all studio products and cosmetics while attending class together with the opportunity to increase the quantity of cosmetics in your professional makeup kit prior to graduation at heavily discounted prices.

INDUSTRY ESSENTIAL KIT

Our Certificate III in Make-up (SHB30221) Industry Essential Kit contains everything you need and more to complete your training and into your make-up career. **Your Kit Includes:**

- Pro Makeup Kit **value over $800** (See website for full details)
- 30pc Pro Brush Set
- Dallas Trolley Case
- The Art of Make-up Society uniform T-Shirt
- 1 x Black towel

Important Information to Consider

Throughout this course participants will be required to apply and receive make-up applications during face-to-face training sessions. Participants should consider if this is something they are comfortable with prior to enrolment.

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STUDENT ELIGIBILITY REQUIREMENTS

While there are no prerequisite requirements for entry into this qualification, it is highly recommended that students:

- Have basic literacy, numeracy, and computer skills equivalent to Year 10;
- Have turned 15yrs old, by commencement of the course;
- Have access to a computer with up-to-date software, including Microsoft office and Adobe Acrobat Reader;
- Have access to a reliable internet connection to receive and submit assessments.



Career Opportunities/Vocational Outcomes

Upon successful completion of this course, you will qualify to work as a make-up artist as part of a team or on a freelance basis. Job outcomes may include being a make-up artist in settings such as retail cosmetic counters, make-up studios, media & fashion sets, wedding/ bridal, corporate events, and photography studios.

Articulation Pathways from the Qualification

On completion of this qualification, you may undertake further specialist qualifications in this field; eg Diploma of Screen and Media (CUA51020)

ASSESSMENTS

The assessments for Certificate III in Make-Up are designed to ensure that each participant demonstrates competency in all unit requirements. There are assessment tasks for every Performance Criteria built into every Unit of Competency. A variety of assessment methods are utilised throughout this course which may include but are not limited to:

- Learner workbook activities
- Written assessments
- Portfolio submissions
- In class observations by educators
- Evidence Sheets
- Case study research

You will be required to have submitted any relevant written assessment or portfolio of evidence prior to the actual assessment date, or to bring it with you to the assessment. If face to face assessment is being undertaken you must attend. If you are sick, or otherwise cannot attend, a written request must be submitted via email to advise of your absence and to arrange a new date to sit the assessment, this may incur an additional cost.

All students will be required to source their own models for assessment days. The Art of Makeup Society are not responsible for supplying or arranging assessment models for students.

For more information on assessments, refer to your ‘Course Information Guide’ for this Unit, and/or for additional information, which is available on the GEM website.



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Student journey

GEM College of International Business, are committed to aligning our policies, processes and the information that we share with the unique needs of each student. Thus, we tailor each phase of the Student Journey according to this. A generic overview of the Student Journey appears in the illustration below. An inter-active version can be found at our website.

Important GEM College Policies, Processes and Student Information
GEM College of International Business is acknowledged by its industry partners and former students as upholding the highest standards of ethical conduct and professional excellence. We strive to inculcate these same standards in our learners and to produce business leaders with recognised integrity. Thus, our (benchmarked for best practice) policies and processes support this and protect both the College and its learners.

The policies and processes of the College are transparent; we therefore discuss these with our learners during an Orientation Session at the commencement of each course. You will be required to acknowledge that you have read, understand, accept and are willing to ascribe these policies and processes during the Orientation Session.



Student Selection

Each applicant will be interviewed to:

- Ensure suitability of program for the individual and his/her current position and/or career path;
- Explore possibilities for RPL and/or credit transfer
- Identify special needs and determine reasonable adjustment (if applicable/required);
- Establish delivery mode(s) that match the requirements of the student;
- Inform important policies/processes (e.g. - student selection/admissions, privacy, payment/refunds, grievance/complaints processes, etc)



REASONABLE ADJUSTMENT

If you have a permanent or temporary condition that may prevent you successfully completing the assessment task(s) as written, you should immediately discuss the process of applying for a ‘reasonable adjustment’ with you Facilitator. This will enable us to adjust the way in which you are assessed, taking into account your condition. This may include providing additional time, or the addition of a support person. While assessment tasks may be changed to suit your condition, the actual performance criteria cannot be altered.

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Recognition of Prior Learning and Current Competency

GEM College of International Business recognises skills gained through previous studies, the workplace and life experience which may allow you to complete your qualification more quickly than the nominated minimal hours.

You may be entitled to recognition that will exempt you from one or more Units of Competency. Where you can provide evidence of competency in all Units in a given qualification, you will be required to complete a major project, to demonstrate your ability to provide current application of those competencies across a range of sectors, or with regards to a range of contingencies.

If you are granted RPL the target unit will be reported on your Academic Transcript advanced standing. No gradings are provided for Units granted under RPL arrangements.

You must enrol in all Units of Competency and apply for an exemption by completing a form. Attendance at class, or Online is necessary until any relevant exemption is granted.

For further information please contact the Quality Control Officer via **stephen.short@gemcollege.edu.au** or visit the GEM College website

GRIEVANCES & APPEALS

GEM College of International Business is committed to ongoing improvements that will enhance the service that is provided to you, the client. Should you have any grievance with the way in which GEM College has conducted business with you, we will be pleased to listen to what you have to say. By doing so, hopefully, we will improve our service which, will in turn, benefit everyone accessing training through us.

In the first instance, any grievance should be discussed with the relevant Administrative person, Tutor or Facilitator. If they cannot resolve the problem to your satisfaction, it will then be referred to the Campus Manager. If the Campus Manager was your first point of contact or if the issue is still not resolved to your satisfaction, then the National Manager shall endeavour to resolve the matter. If the National Manager does not resolve the matter to your satisfaction, the Director-International Business or the Corporate Leader will be pleased to make an appointment and listen to your grievance. Further detail regarding our grievance and appeals policy is contained in our “Customer Service Charter and Grievance Policy”

If you do not agree with the result given for an assessment task, you may appeal the assessment decision. You should first discuss the assessment result with your Tutor or Facilitator. If you are not satisfied with the outcome of that discussion, you can access the appeal process through the Campus Manager.

HOW TO APPLY

www.artofmakeup.com.au

E: admin@artofmakeup.com.au

P: 0412049557

GEM College of International Business hereby gives an assurance that no discrimination shall be made against an individual or organisation lodging a grievance. We view all criticism and suggested improvements as ways that will allow us to improve our service to you.