



Enrol with GEM



GEM
COLLEGE OF
INTERNATIONAL BUSINESS
RTO 0366

Certificate III in Make-up SHB30221

Blended Delivery

Qualification

Certificate III in Make-up – [SHB30211](#)

Training Package

[SHB](#) - Hairdressing and Beauty Services Training Package

Blended Delivery

Study via face to face intensives; supported by Learner Guide & Assessment Guide.

Time Commitment

Full Time:

Course duration

- 16 weeks

Workload

- Minimum nominal total 320hrs, consisting of 20 hours per week

Course delivery

- 2 days per week face to face training, consolidated learning & self-study

Part Time:

Course duration

- 12months - 32 weeks in class training

Workload

- Minimum nominal total 320hrs, consisting of 10 hours per week

Course delivery

- 1 day per week face to face training, consolidated learning & self-study.

Australian
Qualifications
Framework



NATIONALLY RECOGNISED
TRAINING



STUDY LOANS the affordable way

Course Overview

This qualification reflects the role of individuals employed as make-up artists to design and apply make-up for a range of purposes and occasions across the beauty, fashion, media, and entertainment industries. These individuals possess a range of well-developed technical and consultation skills where discretion and judgement are required and are responsible for their own outputs. This includes working cooperatively with a range of individuals including photographers, fashion stylists and media production staff. Work is typically conducted as part of a team or on a freelance basis in settings such as make-up studios, retail cosmetic counters, fashion and media sets and photography studios. The skills in this qualification must be applied in accordance with Commonwealth and State or Territory legislation, Australian standards, and industry codes of practice. No occupational licensing, certification or specific legislative requirements apply to this qualification at the time of publication.

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.

Pathways

Entry Requirements/Pathways

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.

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.

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 (as applicable);
- 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)

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](#))

Course Structure

The Course Structure requires that learners successfully complete **15** units, namely - **8 Core** and **7 Electives**, consisting of:

- 1 unit may be from the list of Group A Electives below.
- At least 3 units from Group B general electives.
- Up to 3 units from the list below, elsewhere in the SHB Training package, or any other current Training Package or accredited course.

Elective units must be relevant to the work environment and the qualification, maintain the integrity of the AQF alignment and contribute to a valid, industry-supported vocational outcome.

Core Units

Design and apply make-up	SHBBMUP009
Design and apply make-up for photography	SHBBMUP010
Design and apply creative make-up	SHBBMUP013
Research and apply beauty industry information	SHBBRES003
Provide salon services to clients	SHBXCCS008
Comply with organisational requirements within a personal services environment	SHBXIND003
Apply safe hygiene, health, and work practices	SHBXWHS003
Maintain ethical and professional standards when using social media and online platforms	SIRXOSM002

Elective Units

Group A: Infection control

Maintain infection prevention for skin penetration treatments	HLTINF005
Maintain infection control standards	SHBBINF002

Group B: General elective units

Determine resource requirements for the new business ventures	BSBESB304
Research and develop business plans	BSBESB401
Market new business ventures	BSBESB404
Establish organisational strategies and procedures for new business ventures	BSBESB406
Manage finances for new business ventures	BSBESB407
Apply cosmetic tanning products	SHBBBOS007
Advise on beauty products and services	SHBBCCS005
Provide lash and brow services	SHBBFAS004
Provide waxing services	SHBBHRS010
Apply eyelash extensions	SHBBMUP008
Design and apply remedial camouflage make-up	SHBBMUP011
Apply airbrushed make-up	SHBBMUP012
Work collaboratively on make-up productions	SHBBMUP014
Conduct salon financial transactions	SHBXCCS007

Course Fees

Course Fees: \$4,700.00

(\$3900 Course Fees + \$800 Industry Essentials Kit)

Fees

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 <https://www.artofmakeup.com.au/product/certificate-iii-in-make-up-shb30221-deposit-only/>. 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. As a result, students are required to make an initial \$500 deposit to reserve their spot in the course, with the remainder of the tuition fees to be paid in instalments according an agreed-upon payment schedule.

Direct Debit:

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

Tuition Fees:

Your tuition fee includes: -

Included in the Fee:

Each course offered by The Art of Makeup Society has a specific course fee which covers:

- Training and assessment (face-to-face and online submissions)
- Support services
- Reference materials
- Access to resources and equipment
- Face charts
- All disposables provided for use during studio training days
- Access to wholesale discounts on various makeup brands
- Learner Guide for each Unit (pdf)
- Assessment Guide for each Unit (pdf)

Not Included in the Fee:

The course information guide will outline additional resources and services that might incur additional fees, such as:

- Industry Essentials Kit
- Additional attempts at assessments (if students do not pass after two attempts)
- Additional resources required by students at their own expense, such as:
 - Optional textbooks
 - Stationery (provided in face-to-face training)
 - Optional makeup products, disposables or tools
 - Re-issuance of certification documents
 - Direct debit setup, transaction, and dishonour fees (if applicable)
 - Additional certification documentation
 - Credit card payment surcharges
 - Direct debit fees
 - Computer and internet access (if required)

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.

Scholarships

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

Assessment

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.

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.

Location

All practical assessments will be conducted face-to-face at The Art of Makeup Society training studio, located at 7/7 Turner Street, Beerwah, QLD, 4740.

Reasonable adjustment

If you have a permanent or temporary condition that may prevent you successfully completing the assessment task(s) you should immediately discuss this with your Facilitator, about a 'reasonable adjustment'. This is the adjustment of the way in which you are to be assessed to take into account your condition. This may include providing additional time, or support person. While assessment tasks may be changed to suit your condition, the actual performance criteria cannot be altered.

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@gem-college.com or visit the GEM College website.

Grievances and 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" which is located at <https://www.gemcollege.edu.au/student-policies/>

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. More information on Learner's rights and responsibilities can be found at <https://www.gemcollege.edu.au/student-policies/>

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.

Student Journey

At GEM College of International Business, we 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 by clicking [here](#).



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.

The college website (<https://www.gemcollege.edu.au/student-policies/>) includes various policy and processes that are considered essential pre-reading. Other important student information can be found at <https://www.gemcollege.edu.au/students/>.

Additional Details

Contact Details

Address:	GEM College of International Business, 52 Prospect Road, Prospect, SA 5082				
Phone:	61 8 8342 3316	Mobile:	61 411 694 717	Fax:	(08) 8342 2848
Email:	administration@gemcollege.edu.au	Web:	https://www.gemcollege.edu.au/		

Course Commencement Dates

Rolling enrolments are offered as an option for those preferring this. This means that a course commences when you indicate that you are ready to start.

Registration of Expression of Interest

<https://www.gemcollege.edu.au/expression-of-interest/>