


# PREVOCATIONAL COURSES



**ANIMAL  
INDUSTRIES  
RESOURCE  
CENTRE**



**Certificate I  
ANIMAL STUDIES**



NOW AVAILABLE ONLINE !



**Introductory  
VET NURSING**



**Introductory  
ANIMAL CARE**



**Introductory  
PET GROOMING**

**Pure love of animals is a great start...**

But it may not always be enough to break into your dream career within the animal care industry. Determination and attitude will help, but most important is a little informed preparation. Enjoy the rewards that the Animal Industries Resource Centre's personal and professional training will provide and really get set for the animal care industry. These prevocational courses are an excellent personal investment and often open career doors such as veterinary nursing, veterinary assistant, pet shop attendant, pet grooming, wildlife carer, zoo keeper, dog trainer, boarding kennel attendant and many more exciting career options.

The AIRC's team of highly trained and qualified veterinary nurses and animal care educators are respected throughout the industry and know exactly what you require to reach your goals. Part-time or full-time ... on the job or at home, there is an AIRC training option for you where your learning experience will be both rewarding and enjoyable.

## Prepare for the industry now ... with exceptional animal care training, foundations and knowledge.

WELCOME...

Providing you with strong, affordable and effective workplace skills is our vision, and at the AIRC we specialize in delivering a flexible and memorable approach to your training, whilst utilising the best techniques and the best educators available. Our network of global resources and our competency based approach enables you to attain the highest standard of animal care education available and to meet the challenges of this ever-evolving profession.



Certificate I in Animal Studies, Introductory Animal Care, Introductory Veterinary Nursing and Introductory Pet Grooming have been developed to empower you with the highest quality, industry specific training available and to open the doors of your future within this exciting industry.

We look forward to sharing special times with you...



Personalised and professional education and training - A member of the Provet Group of Companies.



**Certificate I in Animal Studies** is a nationally accredited and recognised course with Austudy approval and provides a structured tutoring program intended for individuals who have not yet gained employment in a veterinary practice or animal care facility. This Certificate level is also for those individuals new to the profession, volunteers or senior school students looking to get a head-start in their chosen field of future employment. Training is delivered via online studies (self-paced), distance education (part time study) or in-practice (full-time study), the latter option allowing students to gain relevant practical training in a veterinary practice. (At the time of publication, Certificate I in Animal Studies In-Practice is available to students in the Brisbane and Melbourne area only.)

#### WHAT ARE THE PRE-REQUISITES FOR THIS COURSE?

Students must have completed year 10 education or equivalent or be a mature age student to commence Certificate I in Animal Studies. Whilst not compulsory, it is advisable that part-time distance students gain work experience or a volunteer position during their studies to assist their learning and application during the course. Full-time students should be available for practical days, technical training days and have their own transport.

#### WHAT IS THE THEORETICAL CONTENT?

The course covers the following core units:

**Unit one: Prepare for animal care work**

**Unit two: Support animal care work**

**Unit three: Support animal care cleaning activities**

**Unit four: Maintain the animal care workplace**

Units five and six subjects should be selected from one of the three streams below. These subjects are taken from the Certificate II in Animal Studies program.

##### **Animal Care Stream**

- Work in the animal care industry
- Provide information on companion animals, products and services

##### **Veterinary Nursing Stream**

- Work in the animal care industry
- Carry out reception duties

##### **Wildlife Care Stream**

- Work in the animal care industry
- Rescue animals and apply basic animal care

The content of Certificate I in Animal Studies supports the individual to gain a range of basic skills enabling them to understand the importance of their role in all key areas and to prepare them for their career in veterinary nursing or other animal care role.

Unit content is subject to change based on Animal Care and Management Training Package amendments and upgrades, or industry requests and recommendations.

#### HOW DO I STUDY FOR THIS CERTIFICATE LEVEL?

The AIRC have developed structures that guide the student and the practice through the units together in a blended and methodical fashion. This ensures key competencies and skills are achieved as well as adhering to the consistent quality training and assessment requirements deemed necessary by the government.

The AIRC have undertaken significant research over the past eight years and as a result have compiled quality learning materials from professionals within Australia and from around the world to support the very best educational outcomes. The AIRC will supply additional resource materials for each level ensuring AIRC students are of the highest standard. For each level the AIRC have identified key areas where additional skills, knowledge and competencies are required to support the units within the training package. This is reflected by the two elective subjects derived from Certificate II in Animal Studies. These subjects aid the student's professional development and allow the student to specialise at the end of their four core units of study.

##### **Study Option One – Online, self-paced study.**

Students will complete six units of study, online, in their own time. There is no timetable required for this option.

##### **Study Option Two – Distance education, part-time study.**

Students will complete six units of study at home, guided by a part-time study timetable. The timetable requires the student to complete one unit per month, thus making the duration of the course approximately eight months.

##### **Study Option Three – In-Practice, full-time study.**

Following a full-time study timetable approximately three months in duration, students will complete six units of study at home and within a designated veterinary practice where they will perform practical tasks one day per week. This mode of study includes full insurance cover and placement in the AIRC recruitment pool.

All students will be given a study timetable upon enrolment documenting their units of study and due dates of assignments. Upon completion of all required course assessments, the student will be awarded with a Certificate of Achievement of their overall course grade, an Academic Transcript documenting their individual outcomes and a Confirmation of Completion letter. In-Practice students may also be eligible for a workplace assessment for Certificate II in Animal Studies cross-credits.

An exceptional course focussed on preparing you to be an outstanding Veterinary Nurse whose skills and attitude are in demand by the finest of veterinary practices. **Introductory Veterinary Nursing** is the first stepping stone in achieving your career dreams and is an exciting and informative way to launch your animal care future.

#### COURSE OUTLINE

**Pre-requisites:** Year 10 level education, voluntary or work experience recommended though not compulsory.

**Structure:** Study mode is conducted by distance education with course notes posted upon completion of each unit. Student numbers are limited to ensure excellence in student support services.

**Duration:** Approximately six months part time. Allow one month for completion of each theoretical assessment components.

**Resources:** All learning and assessment materials provided.

**Start:** Upon approval of your enrolment application you may commence your training in accordance with our monthly intake dates. Please contact the AIRC for a complete list of intake opportunities. Applications will be processed in priority order following the payment of course fees.

**Assessment:** Students will complete one theoretical assessment per unit. A final 'at-home' examination is conducted on course completion.

#### WHAT SUBJECTS WILL I MASTER?

##### **Unit One: Veterinary Biology**

- basic atomic structure • cell biology • anatomy and physiology • basic nutritional science

##### **Unit two: Animal Husbandry**

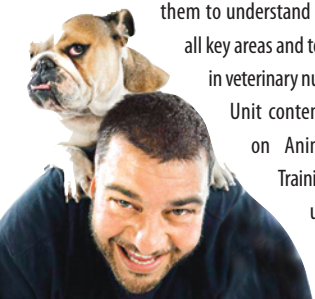
- basic nutrition • species and breed identification • grooming essentials • fundamental animal care and husbandry • handling and restraint • animal welfare - including responsible animal ownership and regulations • animal behaviour and basic training

##### **Unit three: Fundamental Veterinary Nursing**

- microbiology and parasitology • hygienes • medical nursing • surgical nursing • pharmacy and dispensing • animal first aid • occupational health and safety

##### **Unit four: Veterinary Administration and Reception**

- communication in the workplace • veterinary reception • elementary administration • personal finance • veterinary nursing ethics and professionalism.





## Introductory ANIMAL CARE

**Introductory Animal Care** is a part-time, pre-vocational course designed especially for people preparing to enter the animal care industry. During the course you will achieve various learning outcomes and cover key foundation topics designed to position you for a rewarding future in this dynamic industry. Our team of highly trained and qualified Veterinary Nurses and animal care educators will be with every step of your journey and they will ensure your learning experience is both rewarding and enjoyable. You don't require any previous employment history and this course of industry specific training will add enormous value to your resume. You will even find that you can save money by using your new animal care knowledge on your own pets.

### COURSE OUTLINE

**Pre-requisites:** Year 10 level education, voluntary or work experience recommended though not compulsory.

**Structure:** Study mode is conducted by distance education with course notes posted upon completion of each unit. Student numbers are limited to ensure excellence in student support services.

**Duration:** Approximately six months part time. Allow one month for completion of each theoretical assessment components.

**Resources:** All learning and assessment materials provided.  
**Start:** Upon approval of your enrolment application you may commence your training in accordance with our monthly intake dates. Please contact the AIRC for a complete list of intake opportunities. Applications will be processed in priority order following the payment of course fees.

**Assessment:** Students will complete one theoretical assessment per unit. A final 'at-home' examination is conducted on course completion.

### WHAT SUBJECTS WILL I MASTER?

#### Unit One: Animal Biology

• basic atomic structure • cell biology • basic nutritional science • anatomy and physiology

#### Unit Two: Domestic Animal Husbandry

• basic nutrition • species and breed identification • grooming essentials • fundamental animal care and husbandry • handling and restraint • animal welfare - including responsible animal ownership and regulations • animal behaviour and basic training

#### Unit Three: Fundamental Animal Care Advice

• microbiology and parasitology • animal vaccination routines • hygiene routines • preventative health care advice • basic animal first aid

#### Unit Four: Exotic Pets

• identification of avian, small animal, aquaria and reptilian species • safe handling and examination techniques • dietary requirements • appropriate housing requirements.



## Introductory PET GROOMING

**Introductory Pet Grooming** is a comprehensive and rewarding course conducted via part-time correspondence over a six month period. You will learn a wide array of pet care, grooming and animal health disciplines along with a strong grounding in business basics so your new skills will transfer with you as your career flourishes. Designed for people wishing to enter the pet grooming field, for others already in animal care, or for those wanting to care for their own pets, this course has a 'rolling intake' where students may begin the course at any time.

### COURSE OUTLINE

**Pre-requisites:** Year 10 level education, voluntary or work experience recommended though not compulsory.

**Structure:** Study mode is conducted by distance education with course notes posted upon completion of each unit. Student numbers are limited to ensure excellence in student support services.

**Duration:** Approximately six months part time. Allow one month for completion of each theoretical assessment components.

**Resources:** All learning and assessment materials provided.

**Start:** Upon approval of your enrolment application you may commence your training in accordance with our monthly intake dates. Please contact the AIRC for a complete list of intake opportunities. Applications will be processed in priority order following the payment of course fees.

**Assessment:** Students will complete one theoretical assessment per unit. A final 'at-home' examination is conducted on course completion.

### WHAT SUBJECTS WILL I MASTER?

#### Unit One: Animal Husbandry and Handling

• basic anatomy • behaviour and body language • handling and restraint • parasitology and preventative health

#### Unit Two: Select and Prepare Grooming Equipment

• skin anatomy and cleansing products • maintenance of grooming equipment • clipper care and maintenance • selecting additional grooming equipment

#### Unit Three: Grooming Skills and Techniques

• hydrobaths and bathing techniques • nail trimming • ear cleansing and equipment • handling matted coats • basic clipping • breed specific clipping

#### Unit Four: Business Basics and Customer Care

• communication in the workplace • customer service and care • marketing and retail • reception and telephone skills • elementary administration and business basics.



## IMPORTANT INFORMATION

### Payment:

Course fees are required at the time of enrolment by either money order, cheque, VISA, Mastercard or Bankcard.

EZYPAY facilities are also available.



If studying a nationally accredited program, students enjoy the benefits of earning a formal qualification which is recognised within the Australian Qualifications Framework (AQF).

When delivering these courses, Registered Training Organisations (RTO) must ensure that only suitably qualified trainers deliver and assess the competency based training.

These competencies are assessed against nationally agreed industry standards, therefore the qualification is recognised Australia wide.



