

PRE- ENROLMENT INFORMATION 2018

CWA20113 CERTIFICATE II IN DANCE
CWA30113 CERTIFICATE III IN DANCE



DANCE | D |
DIRECTION | D |

In Partnership with:

Empowerdance
PTY LTD RTO: 40397

DANCE
YOUR WAY TO YOUR DREAM FUTURE

Dance Direction QLD (DDQ) is partnering with EMPOWERDANCE PTY LTD (RTO CODE 40397) to deliver CUA20113 Certificate II in Dance and CUA30113 Certificate III in Dance courses. Dance Direction QLD (DDQ) will deliver EMPOWERDANCE PTY LTD material and EMPOWERDANCE PTY LTD will assess all work and deliver the Certificate to the student.

EMPOWERDANCE PTY LTD (RTO 40397) is a Registered Training Organisation committed to the provision of quality accredited training. EMPOWERDANCE PTY LTD policy dictates a strict adherence to relevant state and federal legislation relating to safety, industrial relations and access and equity. Their accredited courses are delivered in line with the Australian Quality Training Framework standards. All EMPOWERDANCE PTY LTD staff members and contractors embrace and promote the EMPOWERDANCE PTY LTD standards, policies and procedures.

The primary focus of EMPOWERDANCE PTY LTD is to help all its students achieve their potential as dancers by providing quality training and education for dancers wishing to further their skills, as well as for those preparing for auditions for tertiary dance institutions or industry related work.

The EMPOWERDANCE PTY LTD (RTO 40397) is committed to delivering fair, reasonable and ethical dealings of its operations including:

- Client information
- Confidentiality (staff and client)
- Complaints and appeals
- Fee structures
- Training standards
- Marketing
- Access and equity
- OHS

The EMPOWERDANCE PTY LTD
CUA20113 Certificate II
CUA30113 Certificate III

courses provide training that is over and above the requirements of the qualification. This is done to ensure the quality of the product on course exit, meets industry standards.

Dance Direction QLD (DDQ) agrees to provide access to available enrolment positions for all dancers who have the relevant skills, experience, and ability to satisfactorily meet enrolment requirements. Enrolment requirements include payment of fees, behavior, safety, course pre-requisites and the understanding of EMPOWERDANCE PTY LTD policies.

Dance Direction QLD (DDQ) and/or EMPOWERDANCE PTY LTD may terminate the enrolment of a student if it should occur that they:

- Do not complete a minimum of training sessions set for competence
- Have not accurately or honestly disclosed all information pertaining to their health, injuries, skills and experience, relevant to their enrolment and participation with Dance Direction prior to course commencement
- Have provided false or misleading information
- Commit an offence while in the training environment or while enrolled in any Dance Direction course
- Do not comply with confidentiality rights of staff or other students.
- Behave in a manner that is detrimental to the wellbeing of Dance Direction QLD (DDQ), other students, persons or themselves
- Have not paid fees on time

COURSE DATES

Cert II – February through to November 2019

The Certificate II course will run at DDQ studios on the last Saturday of Term from January through to November 2019.

Term One: Saturday 6th April

Term Two: Saturday 22nd June

Term Three: Saturday 20th September

Term Four: Saturday 23rd November

Cert III – February through to November 2019.

The Certificate III course will run at DDQ studios on each Saturday of the Term starting in February 2019 and finishing in November 2019. The students will then have an optional 1 month of unsupervised group sessions where they will have an opportunity to complete their assessments together.

COURSE LOCATION

34 Strathpine Rd, Bald Hills - Studio 1



PARTICIPANTS GUIDELINES

All Participants in Dance Direction QLD's courses and programs have a right to:

- Be treated with respect and dignity
- A safe learning environment free from danger, abuse or harassment
- Respect and recognition of their particular needs and circumstances including, religious beliefs, cultural and ethnic background, and their values.
- Access to their records on request
- Access to feedback on services provided
- Access our complaints process

PARTICIPANT RESPONSIBILITY

As a condition of entry into the Dance Direction QLD (DDQ) in partnership with EMPOWERDANCE PTY LTD course, all participants are expected to:

- Respect the rights of others
- Notify DDQ if they are unable to attend classes
- Promote an effective learning environment through good personal behaviour
- Encourage equal opportunity
- Observe and respect the non-smoking areas
- Be responsible for their own possessions
- Promote the safety of others and themselves
- Meet the uniform requirements (if applicable)
- Meet the student code of conduct while studying

INDUCTION PROCESS

All students will undergo a thorough induction prior to course commencement. This process will be done in a group setting and following an induction checklist that details such things as uniforms, behaviour, course delivery, assessment expectations, policies and procedures, appeals and grievances, and staff introductions.

PRE- COURSE ASSESSMENTS

Prior to enrolment students should discuss their special needs with the Dance Direction QLD staff, pertaining to:

- Learning support services
- Recognition of Prior learning
- Learning pathways
- Previous injuries, preventing participation in some areas
- Assessment procedures and processes
- Delivery plans

DDQ will communicate with the partnering RTO where applicable.

PRE ENROLMENT INFORMATION FOR NEW STUDENTS

CERTIFICATE II IN DANCE

The Certificate II in Dance course is designed to expand the skills and competence of the dancer along with enhancing the dancer's choreographic skills and confidence in the dance arena.

Total Duration: 370-405 hours Units: 10

Assessment:

Assessment types vary for each unit and include practical participation in technique classes, performances, knowledge papers, journals, folios, short written reports, interviews, diagrams and student based projects.

Units:

Students completing a Certificate II course must participate in 10 units in total to gain competency in the qualification. Students must complete 7 core units, and a minimum of 3 elective units.

The following units are core Certificate II units and must be completed:

BSWOR203	Work effectively with others
CUADAN201	Develop basic dance techniques
CUADAN202	Incorporate artistic expression into basic dance performances
CUAPRF201	Prepare for performances
CUAWHS101	Follow safe dance practices
CUAWHS201	Develop a basic level of physical condition for dance performance
CUAIND201	Develop and apply creative arts industry knowledge

CERTIFICATE III IN DANCE

Empowerdance Certificate III in Dance is designed for dancers wishing the further their training, learn teaching methods, and work on projects in a team.

Total Duration: 490-560 hours Units: 13

Assessment

Assessment types vary for each unit and include practical participation in technique classes, performances, knowledge papers, journals, folios, short written reports, interviews, diagrams and student based projects.

Units:

Students completing a Certificate III course must participate in 13 units in total to gain competency in the qualification. Students must complete 6 core units, and a minimum of 7 elective units.

The following units are core Certificate III units and must be completed:

CUACHR301	Develop basic dance composition skills
CUADAN202	Incorporate artistic expression into basic dance performances
CUADAN301	Integrate rhythm in dance or movement technique
CUAIND301	Work effectively in the creative arts industry
CUAPRF307	Develop performance techniques
CUAWHS301	Condition the body for dance performance

FLEXIBLE ASSESSEMENTS

All assessments conducted by Dance Direction QLD (DDQ) will conform to assessment criteria attached to the course. Assessments take place via a variety of methods in the way of performance assignments, written projects, and class work. These are flexible and are at the course coordinator's discretion to best suit the students' participation and timetable blocking.

Students are required to be competent in all areas to achieve competency mark of (c) Students will generally be given 2 opportunities to be assessed for competency in all units, however Dance Direction QLD may allow further assessment opportunities where it feels there are special circumstances which are negatively affecting the assessment outcome, or where the student presents a case with which the partnering RTO feels valid. In such circumstances, Dance Direction QLD may seek assistance from EMPOWERDANCE PTY LTD and will record the process for reporting to the Registering body.

In cases where a student has been assessed 2 times and has not yet achieved competency the RTO may refuse further assessment if it feels there is little chance of the student achieving success.

If this is the case the student may appeal by addressing EMPOWERDANCE PTY LTD in writing, who will consider the matter and advise the client in writing of the outcome. The results and details of all assessments will be recorded and kept on file for the purpose of auditing, and where applicable, will be forwarded to or included in, reports to the Registering Body. In line with the studio policies, clients will have access to personal information and will be advised of all outcomes in writing.

FEE STRUCTURE

All fees paid to Dance Direction QLD are dependent upon delivery and assessment methods and comply with the RTO's requirements.

DDQ Fees

2019 CERTIFICATE II Per Term \$133.00

2019 CERTIFICATE III Per Term \$375.00

Term Fees payable within 14 days of date of invoice.

Fees paid by DDQ to Empowerdance:

All fees paid from Dance Direction QLD to EMPOWERDANCE PTY LTD are non-refundable.

Certificate II A non-refundable deposit of \$350.00 is required when enrolling for Certificate II. A further fee of \$150.00 is payable at the start of the course.

Certificate III A non-refundable deposit of \$550.00 is required when enrolling for Certificate III. A further fee of \$200.00 is payable at the start of the course.

A minimum of 4 weeks' notice prior to the end of the current term is required should a student wish to discontinue their enrolment. Failing this the following terms fees will still liable.

FEEDBACK AND COMMUNICATION

Dance Direction QLD follows the same openness as EMPOWERDANCE PTY LTD in regard to feedback and communication.

Dance Direction QLD embraces an ongoing policy of open communication and encourages feedback and dialogue with all students to assist with meeting student needs and concerns as well as for ongoing improvement of the RTO's services.

Dance Direction QLD appreciates feedback in regard to student's opinions, satisfaction, or other views about the RTO operations.

Dance Direction QLD will analyze and process this feedback and communication to:

- Review its policies and procedures
- Plan for continuous improvement

Feedback can be supplied to Dance Direction QLD staff or as written suggestions and communicated to the partnering studio.

ANTI DISCRIMINATION

Dance Direction QLD and EMPOWERDANCE PTY LTD does not allow for the discrimination of an individual by virtue of sexual orientation, sex, religion, culture, political beliefs, or personal background providing it has no direct and legal bearing on the performance of the position safety, or the well-being of the applicants or others.

All persons will be treated equally and fairly.

CONFIDENTIALITY

Dance Direction QLD will not disclose the personal details of its employees/ students/ contractors, or associates.

Employees may have access to any records pertaining to their personal details kept by Employees will not disclose information about co-workers, students, contractors, or associates to any unauthorized individual.

COMPLAINTS AND APPEALS

Dance Direction QLD ensure that students have access to a fair and equitable process for dealing with complaints and grievances. Any issues needing to be resolved will be discussed with the principle, the director or one of the Senior Executive Officers and kept

confidential at all times. Staff, students and clients will make every effort to resolve complaints or grievances.

An avenue for students to appeal against decisions that may affect their progress in any unit or the course will be made available in the student handbook. The complaints and grievance mechanism as a whole will be made known to any clients, staff and trainees at the time of enrolment or employment.

PROGRAM DETAILS being delivered on behalf of EMPOWERDANCE PTY LTD by Dance Direction:

CUA20113 CERTIFICATE II in DANCE

Unit Code	Title of unit of competency
BSBWOR203	Work effectively with others (core)
CUADAN201	Develop basic dance techniques (core)
CUADAN202	Incorporate artistic expression into basic dance performances (core)
CUAPRF201	Prepare for performances (core)
CUAWHS101	Follow safe dance practices (core)
CUAWHS201	Develop a basic level of physical condition for dance performance (core)
CUAIND201	Develop and apply creative arts industry knowledge (core)
CUADAN203	Perform basic jazz dance technique (80 hours)
CUADAN205	Perform basic contemporary dance technique (45 hours)
CUASTA201	Basic Staging Skills

CUA30113 CERTIFICATE III in DANCE

Unit Code	Title of unit of competency
CUACHR301	Develop basic dance composition skills (core)
CUADAN202	Incorporate artistic expression into basic dance performances (core)
CUADAN301	Integrate rhythm in dance or movement technique (core)
CUAIND301	Work effectively in the creative arts industry (core)
CUAPRF307	Develop performance techniques (core)
CUAWHS301	Condition the body for dance performance (core)
CUADAN303	Develop dance partnering technique (60 hours)
CUADAN305*	Increase depth of jazz dance technique (50 hours)
CUADAN308*	Increase depth of contemporary dance technique (45 hours)
CUAIND304	Plan a career in the creative arts industry (35 hours)
CUAPRF304	Develop audition techniques (25 hours)
CUADTM301	Assist with dance teaching (35 hours)
BSBWOR203	Work effectively with others (15 hours)