



VOCATIONAL
PATHWAYS

TOI-OHOMAI
Institute of Technology

Services Industries Courses

Beauty
Culinary & Baking
Hairdressing
Retail
Sport & Fitness
Tourism & Hospitality



TOI-OHOMAI

Institute of Technology

Kia ora and welcome to Toi Ohomai Institute of Technology

**Our name means to aim high and achieve great heights -
to be awakened by learning**

We believe that your success is the key to the success of our whole region. That's why we're here to help make your dreams a reality.

Our five main campuses are located throughout the beautiful Bay of Plenty and South Waikato - in Rotorua, Taupō, Tauranga, Tokoroa and Whakatāne. We also have 86 extra delivery sites dotted across our region and almost 200 courses to choose from, including 25 courses which can be completed online. All of this makes it easy for more than 13,000 students to study with us every year.

This guide highlights half of the Toi Ohomai courses in the Services Industries Vocational Pathway - preparing for roles in beauty, hairdressing, retail, sport and fitness, culinary arts, baking, tourism, and hospitality. If you enjoy working in teams and dealing with people, we're confident you'll find something here to inspire you.

The other half of our Services Industries courses feature in a separate Vocational Pathway booklet - preparing for roles in administration, business, legal services, real estate, occupational health and safety, road transport, and logistics.

Join us for your learning journey and let's discover your true potential!

CONNECT

info@toiohomai.ac.nz

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toiohomai.ac.nz





95%

Employers say our qualifications prepare students for their future needs

93%

Graduates use the skills and knowledge gained during their study in their job

91%

Students are satisfied with their course

84%

Students are employed soon after course completion

Disclaimer: Every effort has been made to ensure the information contained in this Vocational Pathway booklet is accurate at the time of printing in July 2018. However, no liability can be accepted for any errors or omissions or views expressed herein, and information is subject to change. Toi Ohomai Institute of Technology reserves the right to cancel or change the content, timing, method or place of delivery of any course.

YOU'RE WELCOME HERE

Education is for everyone – we currently have students from 15 through to 82 and every age in between! Whether you're straight out of school, heading in a new direction, need to upskill to move up the career ladder, or just love a new challenge, you've come to the right place. Every member of our Toi Ohomai team is here to help you succeed. You'll also get plenty of opportunities to chill out and socialise with other students – there's heaps of fun stuff to do on campus.

How to Apply



STEP 1: SEND US YOUR APPLICATION

You can apply online at toiohomai.ac.nz, in person at one of our campuses, or over the phone by calling one of our friendly team on 0800 86 46 46.



STEP 2: WE'LL BE IN TOUCH

We'll let you know if you need to come in for an information session or interview (this is a requirement for some courses, but not for others). This is your opportunity to find out more about the course and check that it's the best fit for you, and allows us to make sure you meet the entry requirements. If you don't need to come in, you'll skip to Step 3.



STEP 3: COMPLETE YOUR PAPERWORK

Complete your Study Agreement and associated paperwork, including your legal identification. If you're a domestic student, we'll encourage you to contact StudyLink now to make sure you receive any payments you're entitled to. If you need help with your StudyLink application, we can step you through it.



STEP 4: RECEIVE YOUR ACCEPTANCE LETTER

Once we receive your completed Study Agreement and supporting documentation, you will receive an acceptance letter.



STEP 5: PAY YOUR FEES

Ensure your fees have been paid before your course starts (if paying via StudyLink, make sure you complete your StudyLink application before your course starts).



STEP 6: RECEIVE YOUR FIRST DAY LETTER

Your First Day letter has all the information you'll need to help you settle in.

START STUDYING AT TOI OHOMAI

Welcome, it's great to have you with us!

WHY TOI OHOMAI IS A GREAT CHOICE

You're not just a number

Our smaller class sizes make learning easier and more engaging, helping you connect with your teachers and other students. We also offer loads of free support to suit your needs – research and writing tips, maths tutorials, tikanga Māori guidance and more!

Real-life applied learning

Our students learn by doing, so you'll get plenty of valuable practical experience in the field you've chosen. All of our courses are aligned with industry needs to make sure you'll have a relevant qualification you can use to reach your goals.

Build your network

More than 75% of our students spend part of their course undertaking work placements. This will give you the chance to impress potential employers and make valuable connections for the future.

An exceptional team

Our passionate teachers are among the best in New Zealand – award-winning academic and industry leaders from an array of vocational fields. Prepare to be blown away by our team's dedication and enthusiasm; we all want you to succeed!

Impressive facilities

We offer high quality teaching spaces, multi-sport recreational centres and outdoor areas, healthy smoke-free campuses, and convenient low-cost student accommodation.



Flexible study options

Nervous about giving up your job? Check out our range of part-time and online courses, which may allow you to keep working while you're studying.

Easy pathways to further study

In addition to all the Toi Ohomai degrees we offer, several of our diplomas also pathway directly into degrees offered by the University of Waikato (UoW) in Tauranga. This gives you the option to complete a diploma course, with all the benefits featured on this page, and then cross-credit what you've learnt to complete a UoW degree without having to leave this region.

Experienced and future-focused

Toi Ohomai is only a few years old, but our origins lie in our two legacy institutions – Bay of Plenty Polytechnic and Waiariki Institute of Technology. These respected tertiary providers merged in 2016 to better cater for the needs of our region, resulting in one of New Zealand's largest tertiary institutes, Toi Ohomai Institute of Technology.

STANDARD ACADEMIC ADMISSION REQUIREMENTS

These are the minimum academic requirements for Toi Ohomai courses based on their New Zealand Qualifications Authority (NZQA) level. Some courses may specify additional requirements, including domestic and international IELTS requirements, so please check the entry criteria for the course you are interested in or contact our Information Centre for assistance.

Certificate (Levels 1-3)

Domestic and international students are required to provide evidence of ability to complete academic requirements

Certificate (Level 4)

Domestic and international students will normally be required to have:

- NCEA Level 2 with passes in English/Te Reo Māori or education achievement at least equivalent to NCEA Level 2; or
- evidence of ability to complete academic and any other course requirements

Certificate or Diploma (Levels 5-7)

Domestic students under 20 years of age and all international students must have:

- NCEA Level 2 with passes in English/Te Reo Māori or education achievement at least equivalent to NCEA Level 2, and a minimum of 42 credits at Level 3; or
- evidence of ability to complete academic requirements for the course

Bachelor's Degree (Level 7)

Domestic students under 20 years of age and all international students must:

- meet the University Entrance criteria as specified by NZQA or have education achievement at least equivalent to NZQA University Entrance. Where an applicant did not attend schooling in New Zealand, the

relevant equivalent to University Entrance will be considered on a case-by-case basis; and

- meet all course entry requirements; or
- provide evidence of ability to complete academic and other requirements (special admission requirements)

Domestic students over 20 years of age:

- students who do not hold a University Entrance qualification or equivalent may be eligible for admission to a bachelor's degree course subject to any entry and selection requirements specified in the respective course regulations and must provide evidence of their ability to complete academic requirements

Graduate Certificate or Graduate Diploma (Level 7)

All students (domestic and international) must:

- have completed an undergraduate degree in any discipline; or
- have completed a minimum of a two-year diploma equivalent to NZQA Level 7 or higher in a related discipline; or
- be able to demonstrate at least three years' equivalent relevant practical and/or professional experience (a curriculum vitae must be submitted detailing relevant work experience and professional achievements)

Postgraduate Certificate or Postgraduate Diploma (Level 8)

All students (domestic and international) must:

- have completed a graduate certificate, graduate diploma or a bachelor's degree in a related subject recognised by Toi Ohomai; or
- be able to demonstrate at least five years' equivalent relevant practical and/or professional experience; and
- provide evidence of ability to complete academic and other requirements (special admission requirements)

Master's Degree (Level 9)

All students (domestic and international) must:

- have completed a bachelor's degree, bachelor's degree with honours, or a postgraduate diploma in a related subject recognised by Toi Ohomai; or
- be able to demonstrate at least five years' equivalent relevant practical and/or professional experience; and
- provide evidence of ability to complete academic and other requirements (special admission requirements)

Special Admission

- a) where applicants do not meet all entry requirements, they may gain special admission if Toi Ohomai is satisfied the applicant is capable of meeting the academic requirements and where literacy and numeracy skills are sufficient to meet health and safety requirements
- b) no domestic student under the age of 16 years may be admitted for any course unless permission has been granted by the Principal of the school at which the student is enrolled or the student has been exempted from attending school by a designated officer of the Ministry of Education. Any such student must also demonstrate ability to be able to achieve at the level of tertiary study they plan to study.

Additional Requirements for International Students

In addition to meeting the course entry requirements, international students must:

- have evidence of receipt of an appropriate visa; and
- be over 18 years of age (applicants between the ages of 14 and 18 years will only be accepted after an assessment of the student's support systems has been made)
 - a) international students must demonstrate their ability to meet the English language requirements of the course in which they enrol, including any professional requirements for English capability
 - b) unless otherwise specified in the course regulations, the English language requirements for students who come from non-English speaking backgrounds are those equivalent to:

Qualification Level	L3	L4	L5	L6	L7	L8 and Above
IELTS	General or Academic score of 5 with no band score lower than 5	General or Academic score of 5.5 with no band score lower than 5	Academic score of 5.5 with no band score lower than 5	Academic score of 6 with no band score lower than 5.5	Academic score of 6 with no band score lower than 5.5	Academic score of 6.5 with no band score lower than 6

- a) other approved English language tests may be used to demonstrate that the English standard is met
- b) exemptions from proof of English language proficiency criteria will comply with NZQA rules
- c) Toi Ohomai reserves the right to test students for English language proficiency at any time during their enrolment. Test results will be used to determine additional support requirements, where it is identified that students need additional support.

NEED A JUMP-START?

Are you thinking about tertiary education but don't meet the entry criteria? Or perhaps you're interested in a trade, but can't decide between engineering, automotive or carpentry?

Our bridging courses will give you the confidence, knowledge and skills to succeed in higher level study. They can also help you choose the right career pathway.

GETTING STARTED

		Rotorua	Tauranga	Taupo	Tokoroa	Whakatāne	Other
New Zealand Certificate in Skills for Living for Supported Learners (Level 1)	1 year	•	•				
New Zealand Certificate in Foundation Skills (Level 2)	1 trimester	•	•	•	•	•	•
New Zealand Certificate in Foundation Skills (Level 2) – Trades	1 trimester	•	•	•	•	•	•
New Zealand Certificate in Study and Career Preparation (Level 3) – Study and Career; Police and Services	1 trimester	•	•	•	•	•	•
New Zealand Certificate in Study and Career Preparation (Level 4)	1 trimester	•	•	•	•	•	

Courses are subject to sufficient demand at each location.

FINANCIAL INFORMATION

Fees Free – what it means

The first year of a tertiary course or the first two years of industry training are now fees free for school leavers and for anyone else who has completed less than half a year of tertiary study.

General 'fees free' criteria:

- NZ citizen or resident of any age
- less than six months' previous tertiary study at Level 3 or higher
- for full-time or part-time study
- if students don't use all their 'fees free' allocation in the first year (i.e. if they are part-time or start studying mid-year), they can use the remainder the following year
- usually covers tuition fees and compulsory costs – living costs and some other costs are not included

Visit www.feesfree.govt.nz and enter your National Student Number (NSN) to check if you qualify.

Please note that most of our Level 1 and 2 courses are fees free for all domestic students.

Financial Assistance

Make sure you check out all of the financial assistance available to you such as:

- scholarships (ask our Information Centres or click on the Student Services tab at toiohoma.ac.nz)
- student loans and allowances (ask our Information Centres or visit www.studylink.govt.nz)

YOUTH PATHWAYS



Secondary Tertiary Programmes

(STAR, Trades Academy and Gateway)

These programmes give secondary school students free access to selected Toi Ohomai courses while they are still at school. Students can use the credits gained in this programme towards a Level 1, 2 or 3 qualification and can also earn Vocational Pathway endorsements. Contact the careers advisor at your school for more information. Places are limited and conditions apply.



SmartPaths

Year 12 and 13 students can access the SmartPaths programme in a variety of ways, depending on your location and area of interest. Some students enjoy a one-day experience at one of our campuses, while others take a year-long Toi Ohomai course conveniently taught at their school, allowing them to learn new skills in areas like horticulture, automotive, marine studies and sports leadership. Contact the careers advisor at your school for more information.



Student for a Day

Trying to decide what to study? If you're a senior student and you want to experience a particular course first-hand to help you make your decisions, try our Student for a Day programme. Complete the online form on our website under Secondary School Services. This programme is only available at our Windermere Campus in Tauranga.



Fees Free through Youth Guarantee

Struggling with school? Youth Guarantee programmes are fees free for students aged 16 to 19. Learn practical skills and get on the pathway to your chosen career. Places are limited and conditions apply.



Māori and Pasifika Trade Training

Te Ara Poutama – SkillME improves employment opportunities for Māori and Pasifika learners aged 16 to 40 by providing fees free tailored education and training and possible entry into an apprenticeship. The scheme offers mentoring and support throughout the training and employment-seeking process, and assistance with goal-setting and work readiness preparation. Places are limited and conditions apply.

CAMPUS SERVICES

We provide some pretty amazing campus services at student prices!

- aquatic, fitness and recreation centres
- automotive workshops
- beauty and hair salons
- cafés
- childcare centres
- computer services team, computer labs and Wi-Fi – all free for student use
- copy centres

Watch out for term time treats from the hospitality students too – serving up a selection of tasty delights from their own pop-up cafés.

Not all services are available at all campuses. Please ask our Information Centre if you'd like to know more.

Academic Assistance

Our learning facilitators are always available to offer advice and advocacy services to help you reach your academic goals. Topics include:

- academic writing
- computing support
- essay and report writing
- library support
- mathematics
- referencing
- study skills
- time management
- online learning resources

Careers Services

Choosing a career pathway that best reflects your passion, skills and strengths can sometimes be a daunting process. Our careers team offer online and face-to-face services across all of our campuses to support you on your journey.

Equity Support Services

Our equity facilitators are keen to ensure you get all the help you need to succeed at Toi Ohomai. They offer:

- advocacy and advice
- ergonomic equipment
- exam and test support
- note-taker support

Health Care

The health care team provides a range of free and subsidised health services at our Rotorua and Tauranga campuses. Discretion is always assured.

- counselling services
- first aid
- health education and awareness
- mental health and community support services
- onsite nurses
- onsite physiotherapy
- sexual health services
- quit smoking support
- stress management

Māori Cultural Support

Traditional Māori pōhiri are important ceremonies that welcome new students to our campuses. At Mokoia Campus, in Rotorua, pōhiri are held at our own Tangatarua Marae. Windermere Campus, in Tauranga, features the Pomare whareniui, as well as a Kōhanga Reo childcare facility.

Prayer Facilities

Prayer rooms are available 24 hours a day, seven days a week, at Tauranga's Bongard Centre, and the Mokoia and Windermere campuses.

VOCATIONAL PATHWAYS

The following pages provide information about some of the Toi Ohomai courses in the Services Industries Vocational Pathway.

It is one of the six Vocational Pathways designed by the government to help identify the type of job you would like and the subjects and courses you'll need to take to reach your goals.

Vocational Pathways also provide a framework to demonstrate the value of

your education to the workforce, aligning your learning to the skills required by each of the six industry sectors.

If you have no idea what job or career you want to pursue, the Vocational Pathway tools can also demonstrate how your strengths and interests relate to a wide range of job and study options. To get started, visit www.youthguarantee.net.nz and try the Profile Builder.





SERVICES INDUSTRIES

This sector covers a huge range of occupations and makes up 25 percent of New Zealand's workforce. This booklet focuses on the services which enhance and improve the lives of others. If you enjoy working with people, this is the pathway for you.

Services skills are usually easily transferable, which will give you the flexibility and opportunity to challenge yourself with new roles for different employers throughout your career, or even work overseas. There are loads of entry-level roles to get your career started, but if you have passion, determination, and the right connections and qualifications, there are plenty of ways to move up.

Whichever path you choose, you'll get lots of variety meeting different people every day. These roles often involve teamwork and attention to detail. You'll need good communication skills and the ability to relate to people from all walks of life.

Ref: www.youthguarantee.net.nz



Courses are subject to sufficient demand at each location.



**ARE
YOU...**

Fun,
Sporty,
a People Person,
Entrepreneurial,
Adventurous,
Health Conscious,
Creative,
a Foodie, **Motivated,**
Energetic?





BEAUTY

New Zealand Certificate in Makeup and Skin Care (Introduction) (Level 3)*

Duration	Study Option	Locations	Credits
1 trimester	Full-time	Rotorua, Tauranga, Taupō, Tokoroa, Whakatāne, and other regions	60

Build your brand as a makeup artist, with hands-on training to create a range of looks – from day to night, special occasion, photographic, and fashion.

Develop your own style book of looks by practising on classmates, polishing your looks, and implementing these on your clients and models. Produce a portfolio of work to show your future clients.

New Zealand Certificate in Beauty Therapy (Level 4)*

Duration	Study Option	Locations	Credits
1 year	Full-time	Rotorua, Tauranga	120

Learn the essential skills of waxing, spray tanning, facials, manicures, pedicures, makeup, and more.

Develop the art of enhancing the eye and brows by creating luscious lashes or sculpting the perfect brow arch. Learn how the skin works and ways that you can influence it with a range of facial treatments to give your clients outstanding results.

You'll gain extensive experience learning in our onsite salon that will equip you with the skills, confidence and professionalism to provide superior customer care while performing these services.

Graduates may choose to continue the pathway into the New Zealand Diploma in Beauty Therapy (Level 5).

*Pending approval



New Zealand Certificate in Spa Therapy (Level 5)*

Duration	Study Option	Locations	Credits
1 year	Full-time	Rotorua	90

Required: Must complete New Zealand Certificate in Beauty Therapy (Level 4) first, or equivalent

Build upon your Level 4 qualification and take advantage of all the opportunities in the growing spa therapy industry.

You'll learn about hydrotherapy (balneotherapy and thalassotherapy) and various massage techniques such as lymphatic drainage, on-site massage, Reiki, spa aromatherapy, spa reflexology, hot and cold stones, Indian head massage, and more.

You'll gain extensive experience learning in our onsite salon, equipping you with the skills and knowledge to consult with clients to meet their spa therapy needs – which is ideal preparation to run your own booking sheet in a spa.

You can also cross-credit this course towards the New Zealand Diploma in Beauty Therapy (Level 5).

New Zealand Diploma in Beauty Therapy (Level 5)*

Duration	Study Option	Locations	Credits
1 year	Full-time	Rotorua, Tauranga	120

Required: Must complete New Zealand Certificate in Beauty Therapy (Level 4) first, or equivalent

Building on your Level 4 qualification, this course will help you master more skills to design, implement, review, and adapt beauty services so you can provide customised treatments and plans to suit the various needs of your clients.

You'll develop advanced skills including body and facial electrical techniques, hair removal using electrolysis, and various massage skills including deep tissue, hot stone, and aromatherapy massage. You'll also investigate the holistic approach to wellness, mastering specialised scrubs and body wraps.

You'll gain extensive experience learning in our onsite salon that will equip you with the skills and knowledge for consulting with clients to meet their beauty therapy needs – which is ideal preparation to run your own booking sheet in a beauty salon.

You can also cross-credit this course towards the New Zealand Certificate in Spa Therapy (Level 5).

*Pending approval



HAIRDRESSING

New Zealand Certificate in Barber Skills (Level 3)*

Duration	Study Option	Locations	Credits
1 year	Full-time	Rotorua, Taupō, Tokoroa, and other regions	120

Master the art of creating all the latest styles, as well as all the classics, using barbering techniques such as cutting skills, wet shaving, blow dry, beard and moustache work.

This course provides opportunities for theoretical and experiential learning in a salon environment that directly reflects workplace conditions and expectations.

New Zealand Certificate in Hairdressing (Salon Support) (Level 3)

Duration	Study Option	Locations	Credits
1 year	Full-time	Rotorua, Tauranga, Taupō, Whakatāne, and other regions	120

Learn the practical foundation skills and professional salon practices to give you a comprehensive understanding of the workings of a commercial hair salon and learn how to provide salon support and client services under supervision.

This course provides opportunities for both theoretical and experiential learning in a salon environment that directly reflects workplace conditions and expectations.

Graduates may choose to follow the pathway into the New Zealand Certificate in Hairdressing (Emerging Stylist) (Level 4).



*Pending approval



New Zealand Certificate in Hairdressing (Emerging Stylist) (Level 4)

Duration	Study Option	Locations	Credits
1 year	Full-time	Rotorua, Tauranga, Taupō, Whakatāne	120

Master the art of hairdressing. Build on your salon support qualification to learn more advanced skills and styling methods such as complex blow-waving, setting, and hair ups. You'll also learn introductory scissor and razor-cutting services to cater for male and female clients.

You'll gain extensive experience learning in our onsite salon that will equip you with the skills and confidence to consult with clients to meet their hairstyle needs - which is ideal preparation to run your own booking sheet in a hair salon.

RETAIL

New Zealand Certificate in Retail (Level 3)

Duration	Study Option	Locations	Credits
1 trimester	Full or Part-time	Rotorua, Tauranga, Taupō, Tokoroa, Whakatāne, and other regions	60

Recommended school subjects: Maths, English

If you want to get started in a retail career, or you want a qualification to support your career progression, this is the course for you.

You'll gain customer servicing and selling skills, and the knowledge to work in a range of organisations in the retail sector.

You'll learn product knowledge and merchandising skills relevant to the sector you are in, while developing your communication and presentation skills. You'll also learn about the Consumer Guarantees Act and other retail laws, health and safety, and marketing.

New Zealand Certificate in Retail (Level 4)

Duration	Study Option	Locations	Credits
1 trimester	Full or Part-time	Rotorua, Tauranga, Taupō, Whakatāne; online (TANZ)	60

Recommended school subjects: Maths, English

Already working in retail and want to progress your career?

This course gives you the higher-level knowledge needed to help you move into a supervisory or management position, where you will be able to play a role in enhancing customer servicing and boosting business performance.

You'll develop your communication skills with staff and customers, and learn how to deal with customer complaints. You'll also gain in-depth knowledge in the areas of human resources, employment law, health and safety, and product security.

Practical, on-the-job projects mean you'll be able to apply your learning directly to your workplace.

If a course is offered part-time or full-time, the duration listed here is the full-time equivalent.

TANZ – Tertiary Accord of New Zealand eCampus course. TANZ is a joint venture between several of New Zealand's leading tertiary institutions, including Toi Ohomai, sharing knowledge and resources to improve community access to quality education. See our website for more information.

TOURISM & HOSPITALITY

New Zealand Certificate in Tourism (Introductory Skills) (Level 2)

Duration	Study Option	Locations	Credits
1 trimester	Full-time	Rotorua, Tauranga, Taupō, Tokoroa, Whakatāne, and other regions	50

Recommended school subjects: Maths, English, Travel and Tourism, Hospitality

This free⁺ course will equip you with introductory knowledge, skills, and attributes to support and enhance visitors' experiences via New Zealand's tourism and travel industry.

You'll learn about products and services, different roles and career pathways, customer service, tourist information sources, and the impacts of tourism.

This will prepare you for entry-level roles in this large and exciting industry, or can open the door to further related study.

New Zealand Certificate in Hospitality (Level 2)

Duration	Study Option	Locations	Credits
13 weeks	Full-time	Rotorua	40

Recommended school subjects: Maths, English

This free⁺ introductory hospitality course will help you develop fundamental skills in food and beverage service, hotel reception, and cookery.

It's a great way to explore a wide range of hospitality roles and opportunities.



⁺Free for domestic students only



New Zealand Certificate in Tourism (Level 3)

Tourism and Travel

Duration	Study Option	Locations	Credits
1 trimester	Full-time	Rotorua, Tauranga, Whakatāne, and other regions	60

Recommended school subjects: Maths, English, Travel and Tourism

Experience and learn about the unique tourism operations that exist in New Zealand. You'll gain the skills and knowledge to work in a variety of entry-level roles within tourism, travel, or the wider aviation sector - for example in reservations, as a visitor host, in rental vehicle operations, or as a front desk administrator.

New Zealand Certificate in Food and Beverage Service (Level 3)

Café Services; Barista

Duration	Study Option	Locations	Credits
1 trimester	Full-time	Rotorua, Tauranga, Taupō, Tokoroa, Whakatāne, and other regions	60

Recommended school subjects: Maths, English, Hospitality

You'll gain essential skills and knowledge in food and beverage service that will prepare you for employment in this fast-paced industry.

This practical course will help you develop customer service skills, master the art of coffee, learn vital food safety practices, and gain a host of other skills you'll need to succeed in the commercial hospitality environment.

New Zealand Certificate in Outdoor and Adventure Education (Multi-skilled) (Level 4)

Duration	Study Option	Locations	Credits
1 year	Full-time	Rotorua, Tauranga, Taupō	120

Recommended school subjects: Maths, English, Physical Education

This course explains how to operate and supervise wilderness activities like rafting, kayaking, and mountain biking. You'll also learn how to assess health and safety risks, apply first aid, deal with emergency situations, and – most importantly – how to give visitors a first-rate outdoor experience.

This will equip you to work in frontline customer service or become a junior outdoor guide.

New Zealand Certificate in Aviation (Flight Attendants) (Level 4)

Duration	Study Option	Locations	Credits
1 trimester	Full-time	Tauranga (blended)	60

Recommended school subjects: Maths, English, Travel and Tourism

Would you like to become a flight attendant in the action-packed world of aviation? Travel the country, or the world, equipped with this exciting qualification.

Learn the principles of aviation safety, security, and operations while providing quality passenger care in an aircraft. This course includes a combination of face-to-face lectures and tutorials, applied learning in simulated work settings, industry visits, and some online learning.



Blended - a mix of campus classes and online learning

New Zealand Certificate in Food and Beverage Service (Level 4)

Restaurant Services

Duration	Study Option	Locations	Credits
1 trimester	Full-time	Rotorua, Tauranga, Taupō, Tokoroa, Whakatāne	60

Recommended school subjects: Maths, English, Hospitality

This is a hands-on, practical course taught in a realistic commercial environment by industry experts. You'll master the skills to work in front of house food and beverage service and restaurant operations.

You'll gain a wealth of industry knowledge and your liquor licence qualification, which will set you up to chase all the jobs that are available in this booming industry.



New Zealand Diploma in Outdoor and Adventure Education (Multi-skilled) (Level 5)

Duration	Study Option	Locations	Credits
1 year	Full-time	Rotorua	120

Recommended school subjects: English, Maths, Tourism, Physical Education, Sports Studies

Take your workplace outdoors with this full-on year of fun and learning. If you are fit, love the outdoors, and want to work with people in an industry where no two days are the same, then this is the course for you

You'll get plenty of opportunities to develop your leadership skills in New Zealand's outdoor playground, training to be a competent adventure tourism guide in kayaking, ropes, mountain biking, and other outdoor pursuits. You'll learn about risk assessment and how to give first aid in emergency situations.

This means you'll be ready to pursue the wide range of adventure tourism roles that are currently on offer.

New Zealand Diploma in Tourism and Travel (Level 5)

Duration	Study Option	Locations	Credits
1 year	Full or Part-time	Rotorua, Tauranga	120

Recommended school subjects: English, Maths, Social Science, Travel and Tourism

This one-year course allows you to experience and learn about the national and international tourism industry and the delivery of quality visitor experiences.

You'll develop industry-specific management skills and learn about the wider tourism and hospitality sector. This course features industry guest speakers and field trips and offers loads of opportunities for valuable hands-on learning.



Isaac Takao has always loved staging and managing events, so enrolling in the Diploma in Tourism+, majoring in event management, seemed a logical choice. A week after the course finished, he landed a job at Bay Venues setting up a range of sports leagues, tournaments, community events, concerts, and exhibitions.

"The course gives you that breadth of knowledge you don't get in a job, a bigger picture of the range of the industry. Two topics that certainly helped me a lot were logistics and contingency plans."

Isaac Takao

**now the New Zealand Diploma in Tourism and Travel*

If a course is offered full-time or part-time, the duration listed in this guide is the full-time equivalent.

New Zealand Diploma in Hospitality Management (Level 5)

Duration	Study Option	Locations	Credits
1 year	Full or Part-time	Rotorua, Tauranga	120

Recommended school subjects: English, Maths, Social Science, Travel and Tourism

Keen on a career in hospitality management? This one-year course will set you up for a trainee management or team leader position in New Zealand's booming hospitality industry.

You'll learn how to manage a department or facility, or the inventory and supplies hospitality businesses need. You'll also learn how to monitor and maintain operating procedures, work with other staff, and build professional relationships.

You'll get plenty of practice talking with visitors and working at real events as part of a team. Multiple field trips will also put you in front of employers and reveal the wide range of businesses that are operating in this growing industry.

New Zealand Diploma in Hospitality Management (Level 6)

Duration	Study Option	Locations	Credits
1 year	Full or Part-time	Rotorua	120

Required: Must complete New Zealand Diploma in Hospitality Management (Level 5) first, or equivalent

This one-year course allows you to build on the skills learnt at Level 5. You'll learn about business planning, operations, staffing, financial costing, and marketing. You'll gain plenty of hands-on experience at real-life hospitality events, and learn what it takes to deliver awesome customer experiences.

This will prepare you for roles as a team leader, supervisor or manager across a range of hospitality areas including kitchens, restaurants, bars, cafés, accommodation, catering, food and beverage, hotels and resorts, conferences, and events.



If a course is offered full-time or part-time, the duration listed in this guide is the full-time equivalent.



New Zealand Diploma in Tourism and Travel (Level 6)

Duration	Study Option	Locations	Credits
1 year	Full or Part-time	Rotorua	120

Recommended school subjects: English, Maths, Social Science, Travel and Tourism

Apply your knowledge of the tourism and travel industry and expand your skills with this one-year applied diploma.

You'll hone your leadership skills while learning more about the operational side of tourism management, including event planning and promotion, the impacts of tourism operations, and how to establish a new tourist venture.

Through case study tasks and workplace field trips, you'll explore the success factors that have put New Zealand's tourism industry on the world map.

If a course is offered full-time or part-time, the duration listed in this guide is the full-time equivalent.



Bachelor of Applied Hospitality and Tourism*

Duration	Study Option	Locations	Credits
3 years	Full or Part-time	Rotorua	360

Recommended school subjects: English, Maths, Social Science, Travel and Tourism, Hospitality

Gain first-hand experience and learn about the national and international tourism and hospitality industry and the importance of delivering a quality visitor experience. With one in every seven jobs in New Zealand linked to tourism, this exciting industry offers amazing career opportunities.

You'll build skills in tourism and hospitality management work practices, majoring in tourism operations and/or hotel management, while learning about the wider sector and how it fits with a business environment.

You'll also study innovation and entrepreneurship to enable you to develop niche products and services to maintain and develop New Zealand's stellar reputation amongst travellers.



Angela Leung has been enjoying multiple promotions at Holiday Inn since scoring her first full-time job as a food and beverage supervisor soon after her Bachelor of Tourism Management graduation.*

She worked in the industry part-time during her studies and says balancing her academic learning with work has proven to be ideal preparation for her new career. She intends to keep moving up the ladder as she sets her sights on a managerial role.

"Having a good qualification has definitely helped when developing in this field. Learning about the theories and how a hotel runs, its operations; even understanding the local culture and cultural diversity has helped me get where I am today."

Angela Leung

**now the Bachelor of Applied Hospitality and Tourism*

*Pending approval

If a course is offered part-time or full-time, the duration listed here is the full-time equivalent.

Graduate Diploma in Hotel Management

Duration	Study Option	Locations	Credits
1 year	Full or Part-time	Rotorua	120

Graduate Diploma in Tourism Management

Duration	Study Option	Locations	Credits
1 year	Full or Part-time	Rotorua	120

Food Hygiene for Food Handlers (Level 2)

Training Scheme

Duration	Study Option	Locations	Credits
2 weeks	Full-time	Rotorua, Tauranga, Taupō, Tokoroa, Whakatāne, and other regions	4

Professional Skills for the Service Sector (Level 3)

Customer Service and Sales Techniques;

Destination Knowledge to Enhance the Visitor Experience

Training Scheme

Duration	Study Option	Locations	Credits
Up to 16 weeks	Part-time	Rotorua, Tauranga, Taupō, Tokoroa, Whakatāne, and other regions	20

Sale and Supply of Alcohol Act Seminar (towards Licence Controller Qualification) (Level 4)

Training Scheme

Duration	Study Option	Locations	Credits
3 weeks	Part-time	Rotorua, Tauranga, Taupō	5

If a course is offered part-time or full-time, the duration listed here is the full-time equivalent.

Training Schemes not eligible for student loans or allowances

CULINARY & BAKING

New Zealand Certificate in Cookery (Level 3)

Duration	Study Option	Locations	Credits
1 trimester	Full-time	Rotorua, Tauranga, Taupō, Tokoroa, Whakatāne, and other regions	60

Recommended school subjects: Maths, English, Food Technology

Begin your journey towards a career in the dynamic food industry!

Learn fundamental skills in food preparation and food safety, and use specialised equipment to produce a range of basic dishes - such as poultry, fish, and desserts - to a commercial standard.

You'll develop core interpersonal and technical skills while working alongside like-minded individuals.



Culinary Arts (Level 4)

New Zealand Certificate in Cookery (Level 4)

Duration	Study Option	Locations	Credits
1 year	Full-time	Rotorua, Tauranga, Taupō, Tokoroa, Whakatāne	120

Recommended school subjects: Maths, English, Food Technology

Train to be a chef and embark on an exciting journey that will let you express your flair with food and cuisine.

You'll learn how to plan, prepare and present hot, cold, savoury, and sweet dishes in our commercial kitchens, which will give you the skills to pursue a wide range of national and international career options.

New Zealand Certificate in Baking (Generalist) (Level 4)

Duration	Study Option	Locations	Credits
1 year	Full-time	Rotorua, Tauranga	120

Recommended school subjects: Maths, English, Food Technology

Looking for a career that lets you express your creativity in a bakery kitchen, something that is hands-on, creative and rewarding? Become a baker or pastry chef - roles which offer so many pathways and global opportunities.

Work in teams to create a range of products in a commercial bakery shop, developing customer service and sale skills along the way.

New Zealand Diploma in Baking (Level 5)

Duration	Study Option	Locations	Credits
1 year	Full-time	Tauranga	120

Required: Must complete New Zealand Certificate in Baking (Generalist) (Level 4) first, or equivalent

Use this course to identify trends and innovations for the baking industry, and investigate new approaches, techniques and technologies to develop new baked goods products.

This course will equip you with the skills to critically review and evaluate baked products to ensure they meet industry standards, and to apply corrective measures to resolve quality issues.

Culinary Arts (Level 5)

New Zealand Diploma in Cookery (Advanced) (Level 5)

Duration	Study Option	Locations	Credits
1 year	Full-time	Rotorua, Tauranga	120

Required: Must complete Culinary Arts (Level 4) first, or equivalent

Take your chef career to the next level! You'll develop applied skills and knowledge in advanced culinary applications, explore food production and operations management, and learn about planning, monitoring, and coordinating food production.

You'll learn to plan, manage, design, and resource a food and beverage event while meeting costing and customer service requirements and industry standards. This will equip you with the skills and knowledge to progress to senior level employment opportunities.



Malkit Singh's purpose when he enrolled on the Culinary Arts Level 5 course was to prepare good food to bring people together. He landed a part-time role as a chef at Lone Star Rotorua while he was studying - a role which became full-time when his course ended.

"Being a chef is a noble job. People trust you because food is a vital part of life, and everyone wants to be in a relationship with someone who can cook!"

Malkit Singh



SPORT & FITNESS

New Zealand Certificate in Freestyle Group Exercise (Level 4)

Duration	Study Option	Locations	Credits
1 trimester	Full-time	Ōpōtiki	60

Recommended school subjects: Physical Education, Health

This course explores three types of group based exercise classes, which will motivate your future clients to achieve their goals while they move to music and have fun in a group setting.

You'll need to be fit! It's a practical course, which means you'll be exercising while you learn, and you'll learn how to build your own business.

This course aligns with the Register of Exercise Professionals (REPS) accreditation process.

Cert4Fitness (Level 4)

New Zealand Certificate in Exercise (Level 4) AND New Zealand Certificate in Freestyle Group Exercise (Level 4)

Duration	Study Option	Locations	Credits
1 year	Full-time	Rotorua, Tauranga, Whakatāne	120

Recommended school subjects: Physical Education, Health

Take this one-year course and you'll graduate with two qualifications, the New Zealand Certificate in Exercise (Level 4) and the New Zealand Certificate in Freestyle Group Exercise (Level 4), which will help you earn REPS accreditation (Register of Exercise Professionals).

You'll learn about nutrition, anatomy, physiology, client connection, marketing, and business skills. This highly practical course will change your life and provide you with the skills and confidence to change the lives of those around you.

Therapeutic and Sports Massage (Level 5)

Duration	Study Option	Locations	Credits
1 year	Full-time	Rotorua, Tauranga	120

Recommended school subjects: Physical Education, Health

This one-year diploma will give you the skills and knowledge to start your career as a wellness and relaxation massage therapist.

You'll get loads of hands-on experience with on-campus clinics and you'll work with elite sports teams like the New Zealand Rugby Sevens team, New Zealand Breakers, Northern District Cricket, and more – all amazing opportunities for you to build your professional network.

Bachelor of Sport and Recreation

Duration	Study Option	Locations	Credits
3 years	Full-time	Rotorua, Tauranga	360

Recommended school subjects: Physical Education, Health

Toi Ohomai, in partnership with Auckland University of Technology (AUT), delivers this highly respected and recognised qualification which opens many doors to employment in this fast-growing, diverse industry.

You'll spend a lot of time in placements at sport organisations and recreation centres, gaining first-hand industry knowledge and making valuable contacts.

Topics include anatomy and physiology, nutrition, exercise prescription, coaching, outdoor leadership, personal training, legal issues, event management, sports psychology, athletic conditioning, and sport performance analysis. You'll also enjoy field trips to the AUT Millennium Institute of Sport and Health and the University of Auckland anatomy laboratories.

Graduates can work as trainers for sports teams or athletes, fitness centre instructors, health promoters or consultants, event or facility managers, sports coaches or managers, personal trainers, community recreation programmers, sports administrators, and school sports coordinators, or, with further postgraduate training, school PE teachers.



Not everyone can say they've won a gold medal at the Commonwealth Games, but Bachelor in Sport and Recreation graduate Amy Robinson can. This year, Amy debuted for the NZ Black Sticks and turned her childhood dreams into reality.

Studying at Toi Ohomai helped Amy widen her sporting knowledge and gave her a variety of practical work placement opportunities. The course also made it possible for her to continue playing sport while studying.

Her placement at Tauranga Intermediate resulted in a sports assistant role at the school when Amy graduated. She loves being able to inspire kids to follow their ambitions and feels fortunate to be in a workplace that supports her ongoing commitment to the NZ Black Sticks.

"To stand on top of the podium singing the national anthem with your best friends and family is super special and something I would love to experience again."

Amy Robinson

Graduate Certificate in Sport and Exercise

Duration	Study Option	Locations	Credits
1 year	Full or Part-time	Tauranga	60

Graduate Diploma in Sport and Exercise

Duration	Study Option	Locations	Credits
1 year	Full or Part-time	Tauranga	120



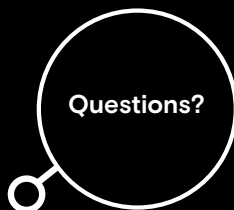
If a course is offered part-time or full-time, the duration listed here is the full-time equivalent.

HOW TO APPLY

Either in person, by phone, or online

Before you apply you'll need to make sure you have the following information:

Date of birth
Address
Contact numbers
Email address
Your tertiary qualifications (if applicable)



Phone 0800 86 46 46
Email info@toiohomai.ac.nz
Website toiohomai.ac.nz

Financing your study

Once you've decided what you want to study, there are numerous funding options available and our friendly team are here to help. Pop in to see them on campus or give us a call.

LOANS & ALLOWANCES

All of our full-time courses qualify for student loans and student allowances through StudyLink. Some part-time courses qualify for student loans too.

Student loans are available to help you meet costs while you're studying – such as fees, course-related costs and living expenses. You'll need to repay the loan once you finish studying.

Student allowances are also available to help eligible students with living expenses. Student allowances don't have to be repaid.

Find out more at www.studylink.govt.nz or call StudyLink on 0800 88 99 00.

We advise you to apply early – as soon as possible! Student loans and allowances are subject to eligibility.

SCHOLARSHIPS & GRANTS

We offer a range of scholarships and grants for all sorts of people, not just straight-A students. For more details, visit one of our Information Centres or click on the Student Services tab on the toiohomai.ac.nz website.

You can also check the nationwide givME database with your careers advisor, on your school internet account, at your local library, or at our Information Centres or libraries.



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