Do you dream of a dynamic career in the vibrant world of events? Acquire the skills and knowledge you need to enter a growing sector where no two working days are ever the same.

The Diploma of Events provides a broad knowledge base across key business areas such as management, budgeting, communications, and marketing in an events industry context. Participants develop competency in event industry software, acquire practical events experience as part of the course, and upon graduation are ready to manage events projects and provide on-site event and venue management services.

Career Outcomes
Event management skills are in high demand across both the private and public sectors, and in community organisations such as sports clubs, schools, and charitable organisations. Event Managers are tasked with managing venues and event-related activities in order to ensure a successful activity.

Possible job titles relevant to graduates of the program include: Event Administrator, Conference Coordinator, Event Coordinator, Event Planner, Event Sales Coordinator, Exhibitions Coordinator, Meetings Coordinator, Venue Coordinator, Tourist Information Officer.

Course Structure
This course is delivered online, over a period of 60 weeks.

Pathways into the qualification
It is strongly recommended that those entering this qualification possess a Certificate III qualification or vocational experience in events, or fields such as business, creative industries, hospitality, sport, tourism or travel. However this is not mandatory.

Recognition of Prior Learning (RPL)
If you have studied previously or have work experience that relates directly to your course, you may be exempt from a component/s of your course through recognition of prior learning (RPL). If you think you may be eligible for RPL you should first familiarise yourself with the Course Credit Policy and Procedure (Recognition of Prior Learning) and complete an Application to apply for RPL assessment.
Online Learning Features
Study when it suits you - with no set class timetable you can study when and where you want, tailoring your education to suit your lifestyle, family and any paid work commitments.

Personal support - you’ll be guided through your studies with an interactive and web-based educational experience. You get the same high level of support as an on-campus student, maximising your chances of success.

Structured learning - regular timed intakes means you can look forward to a structured learning environment - this ensures continuous progression with all the benefits of flexible Online Learning.

Full access to course materials & resources - get full access to detailed course materials, student email, forums, live chat, recorded lectures, quizzes and assessments, links to external resources materials and videos.

Course Outline
The Diploma of Events consists of 20 Units of Competency, as identified in the Tourism, Travel and Hospitality Training Package. All units must be successfully completed to attain the Diploma. Below is an outline of the subjects included. For a full breakdown of all Units of Competency please contact our Education Managers.

SUBJECTS
- Customer Relationships
- Event Industry Research
- Event Project
- Budget Management and Control
- Effective Leadership
- Workplace Operations
- Business Relationships
- Controlling WHS Hazards and Risks
- Event Registrations
- Coordinate Event Marketing
- Applied Computing (Spreadsheets)
- Event Concepts and Proposals
- Venue Selection
- Responsible Service of Alcohol
- Event Sponsorship

*Provider does not deliver or assess Responsible Service of Alcohol, but this unit is provided on campus by an RTO which has this on their scope.

Course Fees and Payment Options
The diploma has a total course fee of $15,810. VET FEE-HELP is available for this course allowing you to study now, pay later. For further details on VET FEE-HELP and for the full fee schedule please visit www.upskilled.edu.au/vet-fee-help.

How to Apply
Whether you’re inquiring as an individual, or as a manager acting on behalf of one or more employees, the easiest way to apply is to contact Upskilled:
- Select from more than 80 nationally accredited certificate and diploma courses
- Complete an application form at www.upskilled.edu.au
- Submit the form and an Upskilled Education Manager will contact you.