

## Course Outline Fee Schedule – SHB50216 Diploma of Salon Management

**Facility:** Berwick/ Cranbourne

**Outline:** The Diploma of Salon Management - reflects the role of senior managers and small business owners of personal services businesses. They are responsible for coordinating the day-to-day operation of the business and for planning, monitoring and evaluating the work of the team. Salon managers also operate with significant autonomy to make strategic business management decisions.

This qualification provides a pathway to work as a salon manager in any type of personal service business including hairdressing or beauty salons, barber shops and spas.

**Study Mode:** Full-time = 12 months – this course offers a combination of 50% online coursework, with 35 hours in-salon work experience.

Unit Code	Unit Title - Core	Unit Hours
BSBHRM404	Review human resource functions	50
BSBHRM506	Manage recruitment selection and induction processes	60
BSBSUS501	Develop workplace policy and procedures for sustainability	50
SHBXPSM001	Lead teams in a personal services environment	55
SHBXPSM002	Manage treatment services and sales delivery	60
SHBXPSM003	Promote a personal services business	60
SHBXWHS004	Provide a safe work environment	30
Unit Code	Unit Title – CORE Electives	Unit Hours
BSBSMB403	Market the small business	50
BSBESB401	Research and develop business plans	50
Unit Code	Unit Title - Electives	Unit Hours
BSBWOR501	Manage personal work priorities and professional development	60
<b>Total hours to complete the qualification</b>		<b>500</b>

**\*BERWICK STUDENTS - Please note to complete some of the units you may need to travel to the Cranbourne campus.**

Student Kit Fees – Optional Kits
Melbourne Beauty Expo
Alba Hot Springs
Peninsula Hot Springs

**All excursions are included**

Full Fee Course Cost 2026 - NON VSL Students: Compulsory charges		Other Charges – Non Compulsory (can be purchased by the student, these are not included in Additional Fees and Charges)
Tuition Fee	\$12,858	
<b>Additional Fees and Charges</b> (please note that students have the option to acquire some of the items from an alternative supplier – the materials become the property of the student once purchased)		
Equipment tools/Protective clothing and excursions	Covered by VSL	Graduation Ceremony approx. \$150 per ticket
Account Keeping Fee	NA	
T-shirt <b>(must be purchased on Orientation Day)</b>	\$45 <b>(NOT INCLUDED IN PAYMENT PLAN)</b> <b>Amount will be deducted from overall fee</b>	
<b>Total</b>	<b>\$12,858</b> (\$100 Deposit required to hold and enrolment place)	

*Credit transfers will be granted where appropriate documentation is provided*

Full Fee Course Cost 2026 – Eligible Vet Student Loan Students: Please note that all excursions and resources are included in the fees.		Other Charges – Non Compulsory (can be purchased by the student, these are not included in Additional Fees and Charges)
Tuition Fee Casey College (Gap Fee)	\$0	
VET STUDENT LOAN Contribution	\$12,858	
<b>Additional Fees and Charges</b> (please note that students have the option to acquire some of the items from an alternative supplier – the materials become the property of the student once purchased)		
Equipment tools/Protective clothing and excursions	NA	Graduation Ceremony approx. \$150 per ticket
Administration Fee	NA	
T-shirt <b>(must be purchased on Orientation Day)</b>	\$45 <b>(NOT INCLUDED IN PAYMENT PLAN)</b> <b>Amount will be deducted from overall fee</b>	
<b>Total gap fees not covered by VSL</b>	<b>\$0</b>	

*Fees of \$1000 will not be collected prior to course commencement and the total amount required to be paid which is attributable to tuition or other services yet to be delivered does (will) not exceed \$1500.*

*Credit transfers will be granted where appropriate documentation is provided.*

## Additional Fees and Charges – Information for VET Student loan students

Details of Charge	Classification and Description	Can the charge be included on VET STUDENT LOAN	How much is the charge?
Equipment, tools, protective clothing and excursions.	This charge is essential goods or services that the student has the choice of acquiring from a supplier other than the College and is for items to become the physical property of the student and are not consumed during the course of study. For health, safety and hygiene reasons a personal equipment kit is required for each student.	NA	NA
Products and Materials	Consumables are products and materials that are essential to (and consumed during) practice sessions during the course of study and do not become the physical property of the student. The College uses high quality beauty, spa and make up products for a variety of skin/client types. For health safety and hygiene reasons, the College does not recycle wax and provides disposable implements for student use wherever available.	N/A	Included in Tuition Fee for Full fee paying students.
Replacement Certificate/Statement (not included in Additional Fees and Charges)	Fine or penalty	No	\$75
Goods and services not essential to the course	Customised Specialized Individual Timetable - student request post course commencement.	NA	NA
Graduation Ceremony (not included in Additional Fees and Charges)	CCBT Students are encouraged to attend the annual Graduation Ceremony in order to celebrate their achievements, receive their certificates and awards.	No	\$150
Uniforms (Must be purchased at Orientation Day)	CCBT students are required to wear the CCBT uniform whilst studying at CCBT. Beauty students are required to purchase a CCBT Tshirt.	No	\$45

*For further information on Fees and Charges please refer to the Fees and Charges Policy published on [caseycollegeofbeauty.vic.edu.au](http://caseycollegeofbeauty.vic.edu.au)*

Other Fees (If incurred)
<p>Please refer to Fees and Charges Policy and Procedure  <a href="https://www.caseycollegeofbeauty.vic.edu.au/vet-student-loans">https://www.caseycollegeofbeauty.vic.edu.au/vet-student-loans</a> for further information</p>