

# ICT30120 Certificate III in Information Technology

## DESCRIPTION

This qualification reflects the role of individuals who are competent in a range of Information and Communications Technology (ICT) roles, including animation, basic cloud computing, basic cyber awareness, digital media skills, generalist IT support services, networking, programming, systems and web development.

Individuals who work in these fields apply broad sets of skills, including foundational knowledge in critical thinking and customer service skills, to support a range of technologies, processes, procedures, policies, people and clients in a variety of work contexts.

No licensing, legislative or certification requirements apply to this qualification at the time of publication.

## ELIGIBILITY/ENTRY REQUIREMENTS

There are no entry requirements into ICT30120 Certificate III in Information Technology however the preferred pathways for candidates considering this qualification may include:

- Completion of ICT20120 Certificate II in Applied Digital Technologies, or other relevant qualifications.
- Demonstrated vocational experience in a range of work environments using information technologies.

Students will participate in a pre-enrolment interview/quiz to determine if they have the required LLN and Digital Literacy skills to successfully engage in the qualification and that the course selection is suitable.

To ensure you have the right skills and support to succeed in your course, a Language, Literacy and Numeracy (LL&N) evaluation helps identify any areas where you may need additional support to help you achieve your goals.

## DELIVERY DETAILS

Location(s)	Duration*	Study mode
Casuarina	This program is delivered over a period of 6 to 12 months.	Face-to-face
Alice Springs/Casuarina (Online)	12 months	Online (with one face-to-face workshop in either Casuarina or Alice Springs)

\* Duration will vary depending on how long a student takes to reach the required competency level.

## FEES

Fee Type	2025 Course Fees
Fee Free TAFE*	Free
Full Fee	\$5,903.20

\*This course is part of the Fee Free TAFE initiative. Fee Free TAFE and vocational education and training is a joint initiative of the Northern Territory Government and Australian Governments providing tuition-free training places to students wanting to train, retain or upskill.

Fee-free places are available for eligible domestic students who are NT residents; limited places are available, so secure your place now.

Fees shown are indicative and subject to change annually. Actual course fees may vary depending on the units chosen. International non-student visa-holders; study eligibility needs to be verified before enrolment. Fees may vary depending on the visa type. The course fee rates will vary for commercial contract arrangements.

For further clarification and information on fees, payment options, instalment plans, and refunds, contact CDU on 1800 061 963 or refer to [TAFE Fees and Payments](#).

## ASSESSMENT

Assessments vary with each unit. You will be provided with an assessment guide.

## RECOGNITION OF PRIOR LEARNING (RPL)

RPL is a process that determines whether the skills, knowledge and experience you have gained through your previous study, work or life experience can count towards a vocational training qualification at CDU. For more information, refer to [VET RPL](#).

## RESOURCES

Students are provided learning and assessment materials via email or online login.

### Hardware

When at a CDU campus all hardware required is on-site.

When you are studying away from campus then the following hardware is recommended.

- Desktop or laptop
  - Minimum specifications for the device
  - Operating System – One you are comfortable with. Commonly Windows 10 or 11 64-bit
  - Processor – 2GHz or faster (higher the better)
  - Memory/RAM – 8GB
  - Graphics Processor (GPU) – 4GB
  - Hard Disk/Storage – 256GB
- 2 monitors (desktop with 2 monitors or laptop with one (or two) externally connected monitor/s)

- Internet access
- Headphones (with microphone)
- Microphone to interact with the classroom
- USB Drive (minimum 4GB)

## Software

All software is provided when on campus via CDU devices.

When away from campus it is advised you have access to the following software.

- Packet Tracer (via netacad account login)
- Microsoft Visual Studio Code
- The latest version of Python

## STUDY AND CAREER PATHWAYS

Further training pathways from this qualification include but are not limited to ICT40120 Certificate IV in Information Technology.

Possible occupations relevant to this qualification include:

- IT Technician
- Help Desk Officer
- Customer Service Representative (ICT)
- Client Support Officer (ICT)
- User Support Specialist

## QUALIFICATION CONTENT

To achieve ICT30120 Certificate III in Information Technology, a total of TWELVE (12) units of competency must be completed, comprising six (6) core and six (6) elective units as detailed in the packaging rules and listed below. The electives offered may vary between campuses.

### CORE UNITS

BSBCRT301	Develop and extend critical and creative thinking skills
BSBXCS303	Securely manage personally identifiable information and workplace information
BSBXTW301	Work in a team
ICTICT313	Identify IP, ethics and privacy policies in ICT environments
ICTPRG302	Apply introductory programming techniques
ICTSAS305	Provide ICT advice to clients

### ELECTIVE UNITS

ICTICT309	Create ICT user documentation
ICTICT317	Maintain standard operating environments
ICTNWK308	Determine and action network problems
ICTSAS310	Install, configure and secure a small office or home office network
ICTWEB304	Build simple web pages

## WITHDRAWING FROM A QUALIFICATION

You may withdraw from this qualification and receive, where relevant, a Statement of Attainment for all units of competency you have successfully completed.

## SUPPORT SERVICES

The University supplies support for students in many areas, including Accommodation, Careers and Employability, Counselling, Disability Services, Student Advocacy, Indigenous Tutorial Support Services, International Student Support Services, Library Services, and VET Learner Support Services.

More information is available at [Student Support](#).

## CONTACT DETAILS

ICT, Cyber Security and Digital

- E. [vet.business@cdu.edu.au](mailto:vet.business@cdu.edu.au)
- T. 08 8946 7517 (CAS) 08 8959 5461 (ASP)
- W. <https://www.cdu.edu.au/study/essentials>

For further information regarding student life at CDU, please refer to <https://www.cdu.edu.au/study/student-life>.