

Heaven on Earth

SIR GEORGE SEYMOUR
NATIONAL COLLEGE OF
AIRLINE, TRAVEL & TOURISM



Journey to a Career in Tourism

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Welcome to

Sir George Seymour

Welcome to Sir George Seymour College,

Thanks for including us in your career options and I hope you feel inspired when looking through this prospectus.

The travel and tourism industry is the world's largest industry and here in New Zealand; it provides one in 10 with jobs, making travel and tourism New Zealand's largest employer. Our students' success is our number one priority. It is always wonderful to see past graduates employed with airlines at an airport, onboard a plane, organising an event or conference, or in a range of other travel and tourism positions.

I love being part of this exciting industry and started myself as a retail travel agent in Invercargill before moving to Christchurch then Auckland to join a wholesale travel operator prior to starting my own business when I was 23 years of age – training for the travel and tourism industry.

Often people will ask what is it about the industry that makes it interesting and challenging. I think it is because travel in itself is exciting. Travelling to new and different places in the world, meeting people from all different cultures, and experiencing different food, music and scenery really broadens our view on the world. The travel and tourism industry is also exciting because it is always changing. Technology has brought about the world's largest aircraft, the Airbus 380 which can hold up to 853 passengers, new destinations are becoming popular such as Vietnam, and a change in how we view the world has meant many travellers are now seeking meaningful travel experiences such as building an orphanage as part of their holiday. It is these constant new changes that make the travel and tourism industry so exciting. Added to this is that we live in a place in the world that we can proudly showcase as 'unique'. Visitors see New Zealand as heaven on earth and anyone who is part of the New Zealand tourism industry has reason to be proud.

The travel and tourism industry like others has faced many challenges over recent years. The Christchurch earthquakes, and the recession being just two of the challenges. Our uniqueness such as our Maori Culture, and stunning scenery along with brands such as the All Blacks and Lord of the Rings, continue to make New Zealand attractive to visitors from all over the world.

Travel has always been part of our Kiwi culture as well with New Zealanders visiting all parts of the globe. No matter where you are in the world it is amazing how you can find a fellow kiwi. This desire to travel and visit other places along with New Zealand being unique to the world, means the travel and tourism industry in New Zealand has a strong future.

I look forward to you joining us.

Nicole Domett
CEO Sir George Seymour College

National Certificate in Tourism

LEVEL 2 | 16 WEEKS



This course is great for those who want to find out about the exciting options a career in travel and tourism can bring you. The qualification offers lots of variety, from learning about local tourist attractions, to what there is to see and do in Fiji, and includes team building and other hands on activities.

Course Content

The Tourism Industry

Learn about the different parts of the New Zealand tourism industry and the diverse range of work roles available.

Teamwork

Teamwork is really important and your class will be your team throughout the course. You can join in the fun with a number of team building activities that will make your team click.

Travel Destinations

Let your creativity go wild as you sell New Zealand to other students in a Travel Expo which will bring together all you know and have learnt on the course. Learning about the beautiful Pacific Islands will also take you on a journey as you discover what makes them all unique and highly sought after holiday destinations.

Working at an Airport

This module is really interesting as it covers three areas of the airport including:

- Passenger Check-in
- Security & Customs
- Ramp Operations

Within these three areas, you will look at the various job roles and how they all work together to ensure that an airport can operate successfully every day.

Practical Experience

Learn about communication in the Tourism Industry and have the opportunity to be assessed in a real role, as receptionist on Campus. This will really grow your confidence and let you use the skills you have gained in an actual work situation.

Unit Standards

A list of the NZQA Unit Standards included in this course can be requested or found by going to our website www.sirgeorge.co.nz and clicking on this course on the 'Courses' page

Special Features

First Impressions

This module has been created to assist you in making a positive first impression, throughout the course and with potential employers. Learn how to 'shine' so that you can stand out above the rest.

Experience New Zealand

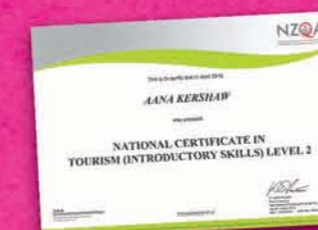
Enjoy visiting a major tourism attraction in your city or close by, that is popular with domestic and international tourists. Experience first hand what it is like to be a tourist and what makes an attraction worth visiting.

FEE FREE

This qualification is available at most campuses fee free. Check if you are eligible by ringing a campus close to you. Once you graduate from this qualification consider going on to complete the 'Certificate in Airline, Travel & Tourism'.

Qualifications Achieved

- NZQA - National Certificate in Tourism (Introductory Skills) Level 2



Next Step

Consider going on & doing a Level 3 qualification.

LEVEL
3

Certificate in Airline, Travel & Tourism

LEVEL 3 | 18 WEEKS



This course offers students the skills and qualifications required to get a foot in the door within the airline, travel and tourism industry. If you are keen to gain two National Certificates in travel and tourism and have many career options, then this is definitely the course for you!

Course Content

Career Opportunities

Explore all the different options available to you in the diverse and exciting world of Tourism. Learn more about the many options a career within an airline, cruise company, hotel, tourist attraction, travel agency or iSite could offer you. The employment modules included in this qualification are First Impressions, Who am I?, Stepping Stones, CV Writing, Interview Skills and Go Rentals. These are detailed on page 24 of this prospectus.

Communication, Customer Service & Sales

The importance of effective communication, providing outstanding customer service and selling travel are some of the key skills employers are seeking. Bringing this altogether in a fun and interactive way makes for a real life experience that will ensure you are confident to use your skills in a workplace.

Uniquely New Zealand

Learn all about how Aotearoa and Middle Earth offers visitors a breath taking experience with stunning scenery, such as our glaciers and lakes through to our geothermal landscapes, and beautiful beaches. There is everything from adventure activities such as bungee jumping, through to walking in untouched alpine valleys, encountering whales, dolphins, and unique wildlife, while enjoying food and world-class wines.

Maori Tourism

Our Maori Culture is what makes us unique to the world. This course covers the role Maori Culture plays in the tourism industry and includes looking at Māori cultural experiences, tour packages, attractions and activities as well as authentic souvenirs and manaakitanga.

Computer Reservations Systems

During this module you will learn how to use Amadeus, an airline computer reservations system which is used by many of the leading Travel Agencies in New Zealand. Understanding of Computer Reservations can easily be applied to other systems as well so gives you some great hands on skills that can be used in a number of areas of the industry.

Unit Standards

A list of the NZQA Unit Standards included in this course can be requested or found by going to our website www.sirgeorge.co.nz and clicking on this course on the 'Courses' page

Special Features

Experience New Zealand

This exciting trip allows you to experience every aspect of the tourism industry, from different forms of transportation and accommodation, through to attractions, activities and shows. Climb the Harbour Bridge, soak in a hot pool, go up a gondola, jet boating or lugging, what will you do? This three day trip is included in the cost of the course and is for all students who are on track to graduate and are meeting attendance requirements.

Distinction Students

Sir George Seymour offers top performing students the opportunity to become one of the elite group of students known as Distinction Students, and to have this recognised at graduation and through the presentation of a Distinction Certificate. To be eligible, students must have met attendance requirements and have passed all the units and modules in the qualification. These students then go forward to sit one written and one practical exam.

Qualifications Achieved

- Sir George Seymour College - Certificate in Airline, Travel & Tourism
- NZQA - National Certificate in Tourism (Core Skills) Level 3
- NZQA - National Certificate in Travel Level 3
- Amadeus Certificate (Computer Reservation System)



Next Step

Consider going on & doing a Level 4 qualification.

LEVEL
4

Airline, Travel, Tourism & International Flight Attending

LEVEL 3 | 30 WEEKS



This course combines both the Certificate in Airline, Travel & Tourism with the Certificate in International Flight Attending into one qualification.

Course Content

- Career Opportunities
- Communication, Customer Service & Sales
- Uniquely New Zealand
- Maori Tourism
- Computer Reservations Systems
- Operation of an Aircraft
- Passenger Handling
- Aviation Security
- Emergency Situations
- Wet Drills



Employment Modules - Refer to Employment Opportunities (page 24)

Unit Standards

A list of the NZQA Unit Standards included in this course can be requested or found by going to our website www.sirgeorge.co.nz and clicking on this course on the 'Courses' page

Special Features

Experience New Zealand

This exciting trip allows you to experience every aspect of the tourism industry, from different forms of transportation and accommodation, through to attractions, activities and shows.

Distinction Students

Sir George Seymour offers top performing students the opportunity to become one of the elite group of students known as Distinction students.

Earn your wings

In addition to achieving all your Flight Attending Qualifications when you study with us, you also have the opportunity of gaining your IFA wings. For those that pass you would then be awarded your IFA Wings badge, something you would have worked hard to achieve and can wear with pride.

Airlines

Our industry links means we do get airlines coming to us without advertising and graduates can also apply direct to airlines both in New Zealand and Australia. Graduates have gained employment with airlines such as Air New Zealand, Air Nelson, Jetstar, Qantas Jetconnect, Virgin Australia, Tiger Airways, Brindabella and Emirates. Airlines also have their own criteria when recruiting flight attendants. Most airlines have a minimum age of 18 years but may prefer to recruit people who have had a few years of fulltime employment. More information can be found direct with airlines or contact your nearest campus.

Qualifications Achieved

- Sir George Seymour College - Certificate in Airline, Travel, Tourism and International Flight Attending
- NZQA - National Certificate in Tourism (Core Skills) Level 3
- NZQA - National Certificate in Travel Level 3
- Amadeus Certificate (Computerised Reservation System)
- Aviation Certificate issued by Airline Training Solutions and Travel Careers & Training
- First Aid Certificate



National Certificate in Travel

LEVEL 4 | 12 WEEKS



Disney World

This qualification is one of our most popular and while it focuses on travel agencies, it also covers areas such as international travel destinations, selling skills, coach tours and cruising. Graduates from this qualification have been employed with hotels such as Pullman and Ridges, airlines such as Air New Zealand and Jetstar and tourist attractions such as Skyline Skyrides and Disney World in Florida.

Course Content

International Travel Destinations

Disneyland, the Grand Canyon, Times Square, Golden Gate Bridge, Buckingham Palace, the Tower of London, the Blarney Stone, all these places will come alive for you as you journey through the USA, Canada and the UK. This knowledge will be really helpful in a range of Industry positions as well as getting you excited about your own travel possibilities for the future.

Selling Skills

Establishing an excellent client relationship and using sales skills to close the sale and process the booking are all covered in this course. They are great skills that are transferable to a lot of different roles.

Coach Tours & Cruising

Let yourself be transported on an overland coach tour or a luxury tour through Europe, or maybe jump on board a cruise ship through the Greek Islands. Understanding the huge array of different travel product available not only develops your knowledge and skills, it also opens up ideas of a lot of jobs in the Industry you may not have even thought of.

Unit Standards

A list of the NZQA Unit Standards included in this course can be requested or found by going to our website www.sirgeorge.co.nz and clicking on this course on the 'Courses' page

Employment

Interview Roleplays, Assessment Centre and Employment Research are included in this qualification. Read more about them on page 24.

Special Features

STA Travel Agency Module

This module covers all aspects of STA travel operations including STA travel products, the sales process, and the STA travel website. As a nationwide organisation STA is often looking for new staff and this module will give you an inside understanding of what they are looking for when they are recruiting.

IATA Option

This two week option is for students who are up to date academically, want a challenge, are focused on working in a travel agency, for an airline or for a wholesaler, and pass the IATA intro assessment. It is held either in December or January as long as there is a minimum of eight students. This is held outside of this 12 week level 4 course.

International Educational

This exciting optional feature may take you to Sydney, Brisbane, Melbourne, Fiji, Vanuatu, Bangkok or other exciting destinations. Experience international flights, inflight service, visit hotels and experience a range of activities. (Optional extra - see your campus for more information on costs and requirements).

Qualifications Achieved

- Sir George Seymour College Certificate in Travel
- NZQA - National Certificate in Travel Level 4



Next Step

Consider going on & doing a Level 5 qualification.

LEVEL
5

Certificate in International Flight Attending

LEVEL 4 | 12 WEEKS



This in-depth course covers everything from in-flight service through to emergency evacuations, fire fighting and crew resource management.

Course Content

Operation of an aircraft

It is vital you understand how to locate and operate all the equipment stored on the aircraft. Get to handle some of the key pieces of equipment including the operation and use of a 737 door and overwing exit.

Passenger Handling

This includes how to care for children and passengers with disabilities, through to boarding and disembarking the aircraft. It covers the public announcements you need to make along with the safety demonstration and pre-flight briefing to passengers.

Aviation Security

This covers the safety and security of the aircraft, passengers and crew. It looks at air rage, terrorism, aviation security and dangerous goods.

Emergency Situations

Learn how to handle a range of emergency situations from fire fighting through to bomb threats, unruly passengers and health & medical situations.

Wet Drills

Learn and understand about the equipment carried onboard an aircraft in case of a water landing. Part of this module takes place in a swimming pool and also involves a life raft and the equipment in the raft used for survival.

Employment Modules

Included in your course are employment modules designed specifically around gaining a role as a Flight Attendant. For more details visit page 24 of this prospectus.

Unit Standards

A list of the NZQA Unit Standards included in this course can be requested or found by going to our website www.sirgeorge.co.nz and clicking on this course on the 'Courses' page

Special Features

Earn Your Wings

In addition to achieving all your Flight Attending Qualifications when you study with us, you also have the opportunity of gaining your IFA wings. For those that pass you would then be awarded your IFA Wings badge, something you would have worked hard to achieve and can wear with pride.

First Class Facilities

This programme includes training in the best flight attendant training facility in New Zealand. Train in facilities that Virgin Australia and Qantas Jetconnect use for their flight attendant training. Complete an evacuation going down the 737 slide, experience pre boarding, preflight take off and landing procedures all onboard the 737 cabin trainer.

Airlines

Our industry links means we do get airlines coming to us without advertising and graduates from this qualification can also apply direct to airlines both in New Zealand and Australia. Graduates have gained employment with airlines such as Air New Zealand, Air Nelson, Jetstar, Qantas Jetconnect, Virgin Australia, Tiger Airways, Brindabella and Emirates. Airlines also have their own criteria when recruiting flight attendants. Most airlines have a minimum age of 18 years but may prefer to recruit people who have had a few years of fulltime employment. More information can be found direct with airlines or contact your nearest campus.

Qualifications Achieved

- Sir George Seymour Certificate in International Flight Attending
- Aviation Certificate issued by Airline Training Solutions and Travel Careers & Training
- First Aid Certificate



Next Step

Consider going on & doing a Level 5 qualification.

LEVEL
5

Certificate in Conference & Event Planning

LEVEL 4 | 12 WEEKS



A specialised training course for those who want to be involved in this exciting and growing market. If you would like a career involved in the organising, planning and managing of conferences, events, banquets and MORE, then this course will help you to achieve your goal.

Course Content

Running a Successful Event

Not only will you learn the very important detail, such as how to create a run sheet for an event or determining what audio visual requirements are needed, you will also learn about how to build those very important client relationships to enable you to develop a successful career.

Venue and Site Visits

Investigating venue options and understanding the requirements for a variety of functions, events and conferences gives you the big picture of the vast array of different areas that you could be involved in when working in this sector.

Sponsorship for a conventions and incentives industry project

This module has you looking at who might be a potential sponsor for a conventions and incentives industry project. It looks at how to prepare and present an offer to potential sponsors.

Marketing Plans

This really interesting module covers how to establish marketing objectives and prepare a budget for a marketing plan, while also developing a programme for implementation.

Legal and Financial Matters

Learn about the legal and taxation laws you need to be aware of when working with clients and how to prepare a budget for a convention or special event.

Effective Communication and Client Relationships

As any role in this industry involves working closely with clients, it is important to develop strong communication and sales strategies. The on going relationship with the client is vital and therefore this module covers what you need to do to deliver excellent customer service.

Environmental Sustainability

How important is it to clients that your organisation is environmentally sustainable? Learn how environmental sustainability relates to the conventions and incentives industry and the effects a conventions and incentives industry project can have on the environment.

Unit Standards

A list of the NZQA Unit Standards included in this course can be requested or found by going to our website www.sirgeorge.co.nz and clicking on this course on the 'Courses' page

Special Features

Event Co-ordination

Use your organisational skills and creativity in planning a Campus Event from inception through to debrief and review. From using a sales pitch & presenting your idea, marketing the event on campus, working to a budget, organising logistics, co-ordinating the event through to the big day and beyond, you will relish the opportunity to experience this in reality as part of the course.

Hands on Experience

Getting you out to be involved in some of the local events in your city will be a key to bringing together all that you are learning and to exposing you to the opportunities available for you.

Qualifications Achieved

- Sir George Seymour College - Certificate in Conference & Event Planning Level 4
- NZQA - National Certificate in Tourism Conventions & Incentives



Next Step

Consider going on & doing a Level 5 qualification.

LEVEL
5

Certificate in Airline, Tourism & Hotel Operations*

LEVEL 4 | 16 WEEKS



This new qualification will enable graduates to be able to deliver a quality visitor experience across a range of tourism organisations. There is a range of specialist modules in:

Hotel Reception	Conference & Events	Cruising
Airline Check-In	Flight Attending	Hospitality
Airport Security	Attractions & Activities	Tour Guiding
Maori Tourism	Adventure Tourism	Travel Consultancy

Course Content

Hospitality and Hotel Operations

This module will provide you with a thorough understanding of the hotel & hospitality sectors from food & beverage service through to the reservations systems used by many hotels around the world.

A focus on excellent customer service and effective communication along with developing an understanding of the operational and business perspectives of Hotel operations will expose you to all the different career opportunities on offer in this exciting industry.

Promoting New Zealand as a World Class Destination

New Zealand offers a holiday experience like no other, from adventure tourism to the richness and uniqueness of the Maori culture that sets New Zealand apart from the rest of the world. In this module you will grow your understanding of what New Zealand really has to offer for international & domestic tourists and how you can play a role in promoting New Zealand as a world class destination.

Travel Agency Operations and Cruising

Imagine working in a fast paced world where selling dreams is your reality. In this module you will learn about major tourist attractions, cities and countries, cruising, adventure holidays, coach touring, safaris, the options are endless. Travel agency operations will feature the key things you will need to know for a successful career as a travel consultant.

Flight Attending, Airlines and Airport Operations

Key aspects of aviation will be covered in this module from airline and airport operations, check-in, airport security, aircraft safety to the business principles for commercial airlines. See the role of a flight attendant come to life as you learn about boarding and preparing aircraft for takeoff, securing the cabin, safety demonstrations and aviation medicine. There is a huge range of career pathways on offer in aviation and this module will open this world to you.

Teamwork and Leadership

What makes a good leader and do you have what it takes? As you experience this module you will not only learn about leadership and teamwork you will also learn about yourself.

Unit Standards

A list of the NZQA Unit Standards included in this course can be requested or found by going to our website www.sirgeorge.co.nz and clicking on the course on the 'Courses' page

Qualifications Achieved

- Sir George Seymour College - New Zealand Certificate in Tourism Operations
- NZQA - New Zealand Certificate in Tourism Level 4



Next Step

Consider going on & doing a Level 5 qualification.

LEVEL
5

* Subject to NZQA approval and may not be available until late 2014 or early 2015

Diploma in Tourism & Aviation (Flight Attending)

LEVEL 5 | 36 WEEKS

Reduced to 24 weeks
if you have completed
the Certificate in
International Flight
Attending

This Diploma is to provide well trained graduates to work in aviation and tourism management or supervisory roles. It is made up of five components.

Course Content

Tourism Management

From the essentials of tourism systems and structures through to creating a customer service strategy for the tourism workplace, this module will enable you to understand the Industry from the ground up. It will give you a clear picture of the current state of Tourism and what the future holds for the one of the largest Industries in NZ and the world.

Tourism Services and Marketing

This module will enable you to analyse the nature of tourism supply, and factors affecting demand for tourism products, services and destinations. Applying practical processes you will be able to conduct a SWOT analysis (Strengths, Weaknesses, Opportunities and Threats) to really understand key marketing focus areas such as destination positioning, marketing mix and marketing objectives.

Human Resources

Knowledge of Human Resource Management is critical to a successful Management career in the Industry. Combined with theory and roleplay practice in the areas of conflict management and staff supervision, you will gain practical skills that will ensure you feel confident to work in this area.

Business Communication

Learn how to "think on your feet" and become the expert at being able to speak to a group of people in a formal or informal situation. These skills can also be applied as you learn about running effective business meetings and really being able to understand the processes of group dynamics and how to get the best from them.

Flight Attending

Complete a 12 week specialised aviation course that is the most comprehensive flight attending course in Australasia. This in depth course covers everything from in-flight service through to emergency evacuations, fire fighting and crew resource management.

Unit Standards

A list of the NZQA Unit Standards included in this course can be requested or found by going to our website www.sirgeorge.co.nz and clicking on the course on the 'Courses' page

Special Features

Earn Your Wings

In addition to achieving all your Flight Attending Qualifications when you study with us, you also have the opportunity of gaining your IFA wings. This is an online assessment that brings together an overview of many of the key things you have learnt during your course in a one hour assessment. For those that pass you would then be awarded your IFA Wings badge, something you would have worked hard to achieve and can wear with pride.

First Class Facilities

This programme includes training in the best flight attendant training facility in New Zealand. Train in facilities that Virgin Australia and Qantas Jetconnect use for their flight attendant training. Complete an evacuation going down the 737 slide, experience pre boarding, preflight take off and landing procedures all onboard the 737 cabin trainer which is both CAA and CASA approved

Industry Speakers

As an important part of the Diploma course, you will benefit from insights provided by a number of guest speakers, who will inspire you with stories that will enhance your understanding of all you are learning about during your studies.

Qualifications Achieved

- Diploma in Tourism & Aviation (Flight Attending) Level 5
- Sir George Seymour Certificate in International Flight Attending Level 4
- Aviation Certificate issued by Airline Training Solutions and Travel Careers & Training
- First Aid Certificate



Diploma in Tourism & Travel Management

LEVEL 5 | 36 WEEKS



The aim of this Diploma is to provide well trained graduates who want to aim for a career in tourism management or supervisory positions. It is made up of both practical and theoretical unit standards.

Course Content

Tourism Management

From the essentials of tourism systems and structures through to creating a customer service strategy for the tourism workplace, this module will enable you to understand the industry from the ground up. It will give you a clear picture of the current state of tourism and what the future holds for the one of the largest Industries in NZ and the world.

Tourism Services and Marketing

This module will enable you to analyse the nature of tourism supply, and factors affecting demand for tourism products, services and destinations. Applying practical processes you will be able to conduct a SWOT analysis (Strengths, Weaknesses, Opportunities and Threats) to really understand key marketing focus areas such as destination positioning, marketing mix and marketing objectives.

Marketing

Further developing your knowledge of marketing enables you to apply this to an actual business operation and utilise all that you have learnt in a practical way to develop a marketing plan for a business. Who knows; this might be where your future lies!

Small Business Management & Accounting

All aspects of small business are covered which will give you the skills to prepare plans in a variety of key areas including financial, human resources and marketing. As part of this module you will take part in an exciting domestic familiarisation trip which will visit a tourism business to see the practical application of what you have learnt. Valuable skills in preparing and presenting business information will give you hands-on experience that you could apply to a number of positions in the Industry.

Human Resources

Knowledge of human resource management is critical to a successful management career in the Industry. Combined with theory and roleplay practice in the areas of conflict management and staff supervision, you will gain practical skills that will ensure you feel confident to work in this area.

Unit Standards

A list of the NZQA Unit Standards included in this course can be requested or found by going to our website www.sirgeorge.co.nz and clicking on the course on the 'Courses' page

Special Features

Industry Speakers

As an important part of the Diploma course, you will benefit from insights provided by a number of guest speakers, who will inspire you with stories that will enhance your understanding of all you are learning about during your studies.

Industry Visit

Experience an Industry Visit like no other. Having learnt all the aspects of operating a tourism Business in New Zealand, you will get to see one of New Zealand's unique and exciting business ventures in action. Get behind the scenes and see all you have learnt about come together in this interesting, thought provoking and memorable experience.

Qualifications Achieved

- Sir George Seymour College - Diploma in Tourism & Travel Management Level 5
- NZQA - Diploma in Tourism & Travel Management Level 5



Collections



Platinum Collection

49 weeks



Certificate in Airline, Travel, Tourism & International Flight Attending

National Certificate in Travel

NOTE: Depending on the start date you choose, you may be enrolled in the Certificate in Airline, Travel & Tourism, plus the Certificate in International Flight Attending individually rather than as one qualification.

Gold Collection

42 weeks



Certificate in Airline, Travel & Tourism

Certificate in Conference & Event Planning

National Certificate in Travel

Walt Disney World Internships



Walt Disney World Resorts in Florida and are made up of four theme parks and two water parks. One of the great inclusions in this work placement is that you get free admission into the Walt Disney Resort Theme Parks and discounts on select merchandise as well as food and beverages. This means on your days off you can go and enjoy another park.

Imagine adding to your CV that you have been a Disney cast member with Walt Disney World Resorts. While working at Walt Disney World you will make friends and create memories that will last a lifetime.

Current conditions required to be eligible for a work placement with Disney World are:

- You are a citizen of New Zealand or Australia and be at least 18 years of age when interviewed
- Have completed a minimum of 32 weeks of study the calendar year before you start work
- Are able to start within 12 months of course completion
- Be responsible for all costs such as:
 1. Airfares to Florida and return
 2. Disney Visa fee is only \$243 USD for the year plus cost of getting to the US Consulate in Auckland
 3. Programme assessment fee of \$100 NZD
 4. Medical Insurance (\$70-110 USD per month)
- Exit the United States and Canada upon completion.

To be eligible for us to recommend and endorse you to Disney prior to your interview with Disney World resorts you must have:

- Met the minimum attendance requirements
- Successfully gained the qualification
- Have the enthusiasm and people skills to ensure every Disney guest experiences the magic

Sir George Seymour College does not guarantee work placement offers as it is subject to suitability, availability and visa conditions which may change without notice by either the US Government or the sponsor organisation.

Employment Opportunities



Sir George Seymour Job Fairs

In 2012 we ran our first job fairs in Queenstown and Rotorua where tourism employers came and met with students who were graduating shortly. Students heard major tourism employers speak about what they were looking for and then students could book ten minute interviews with employers of their choice. Employers included Accor Hotel Group, Millenium Hotels and AJ Hacket Bungy to name just a few. In 2013 they took place in Auckland, Rotorua, Wellington and Queenstown.

Throughout your study we will be talking about different opportunities that might interest you. We have strong relationships with industry such as Air New Zealand, Skycare, House of Travel, Fullers, SkyCity, Langham Hotel, Princess Cruises, and Disney World in Florida to name just a few. During your course we will work with you to secure employment within the industry.

Employment Modules

First Impressions

This module has been created to assist you in making a positive first impression, throughout the course and with potential employers. Learn how to 'shine' so that you can stand out above the rest when you meet employers during visits or at our job fair.

Who am I?

This module is designed to help you to become more self aware and to have a clear perception of your personality, including strengths, weaknesses, thoughts, beliefs, motivation, and emotions. It is the foundation of personal growth and success.

Stepping Stones

There are many things you can do to build your "employability" as you complete your studies. "Stepping Stones" enables you to look at all the opportunities you can take during your course to work towards your employment goal.

CV Writing

You will design, develop and create your own individual CV and tailor make it to fit what the travel and tourism Industry are looking for. Learn how to present a CV that stands out to a prospective employer and enables you to secure the interviews you want.

Interview Skills

Being confident in an interview is absolutely key to securing that start in the Industry you are working towards. Interview techniques do not always come naturally and this module builds the skills and confidence required to really sell yourself in an interview.

Employment Research

Learn how to impress a prospective employer with some key information you have obtained through research that will ensure you are confident in an interview and leave a great lasting impression.

GO Rentals

This module presents GO Rentals as a potential workplace in the tourism industry. It has been designed in conjunction with GO Rentals to present to you with a possible career option as well as to understand the products and services GO Rentals offers.

Assessment Centre

By completing an Assessment Centre Simulation, you will have the tools to confidently enter an assessment centre interview situation. You will gain valuable experience in group interviews and team work tasks.

Flight Attendant Interview Skills and Assessment Day

This module focuses specifically on the skills required for interviewing for flight attending positions. Understand the specific skills and qualities which airlines want. The assessment day is mirrored on what you would experience when attending an airline interview for a flight attending position. Having the tools to confidently enter an interview situation gives you an advantage over other applicants.

Job Fairs

This is exclusive to Sir George Seymour and Travel Careers & Training and gives hundreds of students the opportunity to meet future industry employers. An opportunity not to be missed.

Interviews on campus

Large employers will often interview on campus such as Air New Zealand, Bluebridge, Red Badge, GO Rentals, JR Duty Free.

Fishbowl

Fishbowl is an exciting new web application to assist campus managers and industry to find the right graduate for industry vacancies. Throughout the course students are able to login and update their profiles with CV, Photo, Preferred job options and locations. Staff and campus managers also input academic results, outstanding achievements, leadership traits, qualities and attributes, which is then used to promote graduates for employers seeking new staff.

Entry Criteria

National Certificate in Tourism Level 2

- Applicants must be a minimum of 17 years of age on entry to the course.
- Have NCEA Level 1 (80 credits) OR equivalent unit standards, course of study or work experience deemed equivalent.

All Level 3 Certificates

- Applicants must be a minimum of 17 years of age on entry to the course.
- Have NCEA Level 2 (60 credits) plus NCEA Level 1 (80 credits) OR equivalent unit standards, course of study or work experience deemed equivalent.

All Level 4 Certificates

- Applicants must have completed the Certificate in Airline, Travel and Tourism.

All Level 5 Diplomas

- Domestic students must have completed the National Certificates in Travel L3 & 4 or an equivalent qualification.
- Achieved a high level of attendance on previous courses undertaken
- Have successfully passed an assessment with the Campus Manager showing the ability to read and understand textbooks and ability to write an essay

International Students

- All international students must be a minimum of 18 years of age at the start of all courses. (18 years of age on day 1 of your course as per code of practice requirements)
- 4 years of secondary school or equivalent work experience
- English Language Proficiency as outlined on our website www.sirgeorge.co.nz

Loans & Allowances

Student Loan Scheme

New Zealand students (NZ Citizens and Permanent Residents) are eligible for the Government Student Loan Scheme. Subject to certain conditions, students are entitled to borrow the following:

- Compulsory course fees
- Course related costs
- Living costs

Course Related Costs

If you are paying for your course by student loan you are able to borrow, through Studylink, an additional amount of up to \$1000 to cover costs related to your course. This would cover items such as your corporate dress, personal transportation costs to and from course, stationery items, meals while participating in your domestic famil trip as well as other miscellaneous items. A detailed breakdown of items and costs will be included in your confirmation letter.

Student Allowance

A student allowance is a weekly payment to help with living expenses while you study and you don't have to pay it back. It is available to New Zealand students (NZ Citizens and Permanent Residents) that are 18 years and older and is means tested if you are under 24 years of age. Eligibility depends on a number of factors including your income and that of your parents. Check out the Studylink website for more information. www.studylink.govt.nz

Processing Applications

Information for both the allowance and student loan schemes are available from Studylink on their website. We can check your documentation, authorise photocopies of birth certificates and other documents if needed.

Scholarships

Secondary School Tourism Student of the Year Scholarship: Sir George Seymour College recognises success and is pleased to sponsor the top Tourism Student of the Year at a range of high schools throughout New Zealand. The top Tourism Student will receive a \$500.00 scholarship to study at any of our six Sir George Seymour College campuses on a full time course of their choice. For more information, please contact your local campus.



How to Enrol

Keen to get started? You will need to...

- Complete the enrolment form included with this Information pack, or download it from our website.
- Come in with your enrolment form and deposit, along with verification of NZ Citizenship or permanent residence, eg Passport, or Birth Certificate, otherwise bring in a verified copy.
- If you meet all eligibility criteria, you then need to successfully pass the SGS entry test and interview.
- Once you have been accepted, a confirmation letter will then be posted out to you.
- You can then apply for a student loan and/or allowance.

We have six campuses located throughout New Zealand... Each of our modern campuses are situated right in the central city close to loads of cafes and shops, and great for public transport.



Important Information

Class Times

Classes are run from 9am to 4pm each day with tutors available either before or after class to give extra help and assistance when necessary.

Eligibility for Sir George Seymour Certificates

To gain the Sir George Seymour Certificate listed you need to achieve all of the units for the qualification and achieve the minimum attendance for all qualifications.

Corporate Dress

All Sir George Seymour students are expected to come in corporate clothes. To assist with this each campus has a required standard and you can use your course related costs loan to assist you with the purchase of this.

Course Inclusions and Exclusions

Detailed information on what is included and excluded can be found on the Dates and Costs page on the website or requested from the campus.

Additional course information

Additional course information covering recognition of prior learning, assessment procedures, academic policies etc. can be found by either requesting a copy of the student handbook from the campus or by downloading it from the website.

Campus Locations

Auckland Campus

Ph 09 303 0181

Downtown Shopping Centre, 7 Queen St, PO Box 105 693

Auckland 1143

Hamilton Campus

Ph 07 838 0022

L8, 48 Ward St PO Box 19 396, Hamilton 3244

Rotorua Campus

Ph 07 343 6612

1178 Pukaki St, PO Box 1136, Rotorua 3010

Wellington Campus

Ph 04 805 0168

L4, 61-63 Taranaki St PO Box 24 412, Wellington 6011

Christchurch Campus

Ph 03 377 1794

L1, 829 Colombo St, PO Box 25 199, Christchurch 8144

Dunedin Campus

Ph 03 477 6825

L3, 9 Moray Place PO Box 5705, Dunedin 9058

Want to see more?

Come into our campuses on one of our **Open Days** or book an appointment using our online **'Book a visit'** calendar.

You'll find this on the front page on our website.