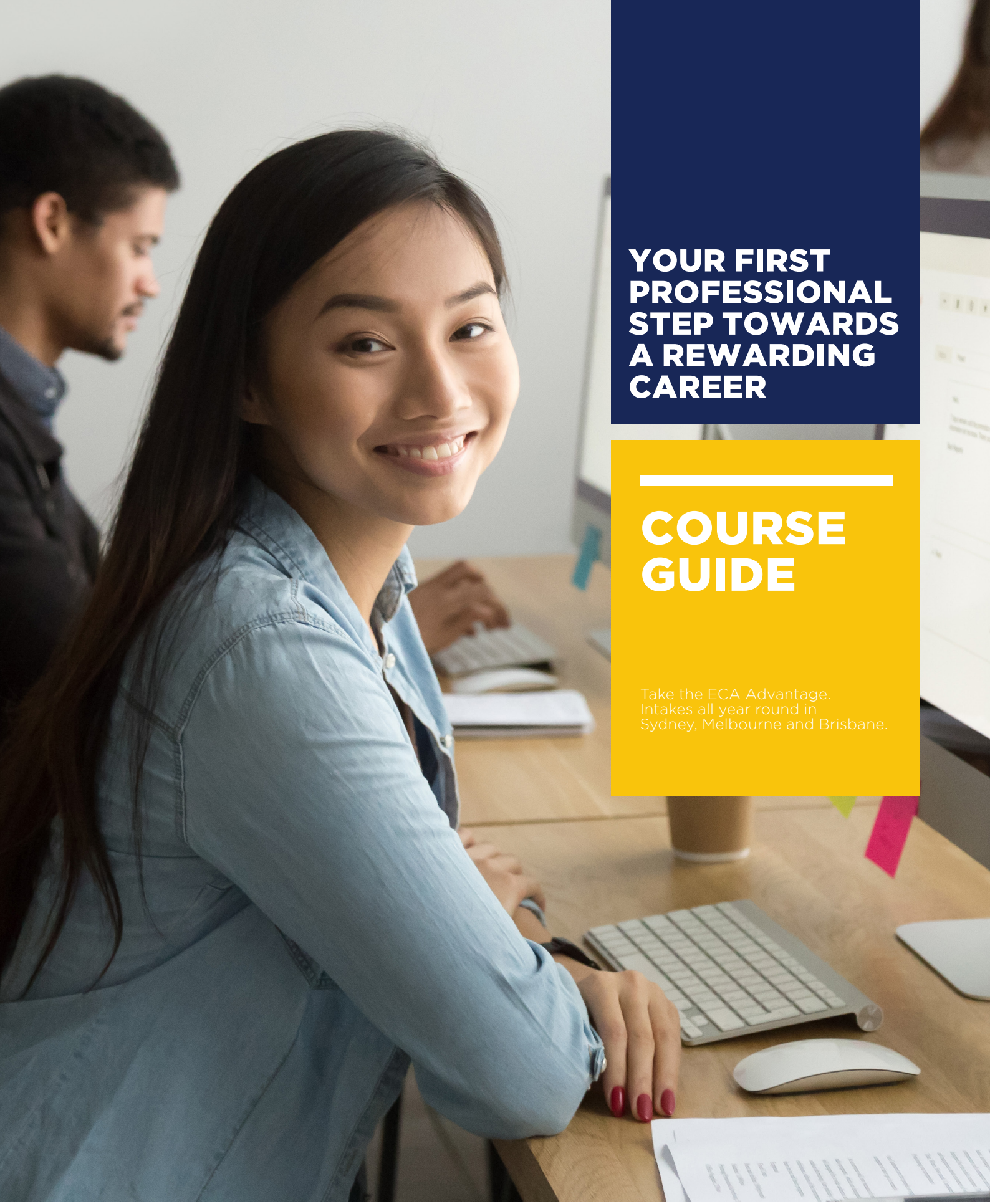


YOUR FIRST PROFESSIONAL STEP TOWARDS A REWARDING CAREER

COURSE GUIDE

Take the ECA Advantage.
Intakes all year round in
Sydney, Melbourne and Brisbane.

ECA
PROFESSIONAL YEAR

Education Centre of Australia

“More than a great education”

The Education Centre of Australia (ECA) is a modern and diverse private education group with 7,000 international students enrolled at five campuses across Australia; and university ‘managed campus’ partnerships with Victoria University - in Sydney and in Ahmedabad, India and Swinburne University of Technology in Parramatta CBD. ECA offers a range of higher education, vocational, professional development and ELICOS courses through its constituent colleges:

- ECA Professional Year (ECAPY) (Sydney, Melbourne, Brisbane) – including ECA Internships
- Asia Pacific International College (APIC) (HE – Sydney, Melbourne)
- ECA Graduate Institute (EGI) (VET – Sydney, Melbourne, Brisbane)
- ELSIS Language School (ELICOS – Brisbane, Melbourne, Sydney)
- Australasian College of Care and Leadership Management (ACCLM) (VET - Brisbane)
- Higher Education Learning Institute (HELI) (HE- online)

See: **www.eca.edu.au**

A QUALITY REPUTATION FOR EDUCATION OUTCOMES

ECA PROFESSIONAL PROFESSIONAL YEAR | APIC ASIA PACIFIC INTERNATIONAL COLLEGE | ECA GRADUATE INSTITUTE | ELSIS ENGLISH LANGUAGE SCHOOLS | ACCLM AUSTRALASIAN COLLEGE OF CARE LEADERSHIP AND MANAGEMENT | Heli HIGHER EDUCATION LEADERSHIP INSTITUTE

ECA PROFESSIONAL YEAR

ECA is an approved Professional Year provider in consultation with the Australian Computer Society (ACS), CPA Australia, Chartered Accountants Australia and New Zealand and the Institute of Public Accountants. To date, ECA has successfully placed over 3,000 students into quality internships.

ECA has been successfully delivering Professional Year (PY) since 2008. Our unique delivery methods and proven reputation has placed ECA as one of the largest education institutions in Sydney to deliver this course, the PY Program. ECA has offered its PY Program in Melbourne since 2013 and in Brisbane since 2016.

DEDICATED INTERNSHIP TEAM

ECA Professional Year (PY) Internships are non-paid industry placements that are a mandatory part of the PY syllabus that are valued by students and host companies alike. PY internship placement is in Finance/Accounting and Information Technology (IT) fields. Placements are 12 weeks in length and will give students the opportunity to gain valuable local industry experience and stay ahead of an increasingly competitive graduate recruitment market.

ECA’s dedicated Internship Team will assess student’s fields of interest to find the right host organisation and develop a 12-week training plan in order to gain the best workplace experience. Although we don’t guarantee employment after the internship, did you know that 65% of our ECA PY graduates are offered a paid position? You will also have the opportunity to expand your professional network, gain valuable references and improve your resume for future career opportunities.

PROFESSIONAL YEAR

Accounting PYP & ACS PYP

Professional Year (PY) offers the unique combination of qualified trainers with real world business experience, and the highly focused classroom activities in either Accounting or IT designed to prepare you for your professional life in Australia.

The ECA Advantage provides you with additional benefits including courses and support services, free of charge. These are designed to maximise your professional employment prospects in Australia, and provide you with the opportunity to gain maximum migration points for submitting your Expression of Interest (EOI). Intakes in Sydney, Melbourne and Brisbane are all year-round.

Entry requirements

- Temporary Graduate Visa (subclass 485) or Bridging Visa A.
- IELTS, minimum overall score of 6.0 (no individual band below 5.0 - ACS PYP, no individual band below 6.0 - Accounting PYP).
- An Australian Bachelor or Master Degree in Accounting or IT, with a minimum of two years of study in Australia.
- Professional Body Skills Assessment (Accounting PYP).

Potential exit benefits

- Gain 5 migration points when you graduate from ECA's PY Course.
- Gain 10 migration points when you achieve IELTS 7.0
- Secure professional employment, work for 1 year and gain 5 migration points.

5 MIGRATION POINTS TOWARDS PR

Professional Year Offers

- Critical skills for the Australian workforce
- Business Communication Skills
- Small group, simulated business projects
- Professional internship in Australia
- Free Professional Development workshops

ONE OF AUSTRALIA'S MOST ESTABLISHED PY PROGRAMS

OVERVIEW

ECA is an approved provider for both Accounting PYP & ACS PYP

The Accounting (PYP) Professional Year Program was developed by CPA Australia, Chartered Accountants Australia and New Zealand and the Institute of Public Accountants, and approved by the Department of Home Affairs, which grants 5 migration points to ECA PY graduates.

The Professional Year Program in Information Technology (PYP IT) was developed by the Australian Computer Society (ACS) and approved by the Department of Home Affairs, granting 5 migration points to ECA PY graduates.

The ECA Professional Year provides international students with:

- A pathway from Australian university study to professional employment in Australia.
- The opportunity to gain 5 migration points, and to submit an Expression of Interest (EOI) under the Australian Government's 'SkillSelect' program.
- Guidance in developing job search portfolios and competencies, and the experience of working in a small team simulated business project.

ECA Professional Year has intakes every month, with classes held throughout the week, and also on weekends. The duration of the program is approximately 44 weeks.

The program is aimed at graduates with Accounting or IT degrees who have recently graduated, and who have a Temporary Graduate visa (subclass 485) or a Bridging visa A (while waiting for their 485 visa).

For details on the 485 visa, please refer to the Department of Home Affairs website. (www.homeaffairs.gov.au)

ACS AUSTRALIAN COMPUTER SOCIETY · CPA AUSTRALIA · CHARTERED ACCOUNTANTS AUSTRALIA + NEW ZEALAND · IPA INSTITUTE OF PUBLIC ACCOUNTANTS

COURSE STRUCTURE

The ECA Professional Year encompasses the following topics:

Australian Workplace Culture and Practice
Examine Australian workplace cultural norms and the values that underpin workplace behaviour. Learn the slang, and the 'small talk' that will help you understand the Australian workplace and how people interact in business.

Working Effectively With diversity
Understand how and why diversity is highly valued in the Australian workplace. Identify how cultural relationships can contribute to your success.

Professional Performance Teamwork
If two brains are better than one, imagine a whole team! A study of team dynamics and how you can work in your team effectively. Sharpen your teamwork skills and build your workplace networks.

Professional Performance Innovation
Think like an innovator. Learn how to think out of the box and apply those skills to your professional life.

Reflective Thinking
You have the opportunity to review how you are progressing throughout the course, with ongoing targeted exercises to identify different areas to focus on.

Job Applications
Get ready for that dream job. You will learn how to prepare your job application, resume and more.

Job Interviews
Practise makes perfect. Learn the skills you need for a successful job interview and then practise applying your learned skills in a mock interview. You will be provided with feedback on your interview strengths and weaknesses, and given tips on how you can improve.

Introduction to the Business Project and Brainstorming
Start thinking like a Business Person. You will start working in teams and apply your university education to real life scenarios.

Business Writing and Reports
Learn how to write business communications for a specific target audience, and with a specific goal in mind. Get your audience´s attention and support from the start.

Presentations
Hit the cultural and language mark in your presentations. Obtain real time feedback on how your presentations are received and how you can improve.

7,500 SUCCESSFUL STUDENTS

ECA'S PROFESSIONAL YEAR ADVANTAGE

Free support modules

The ECA IELTS Advantages

- Specialised IELTS support activities in writing, reading, listening and speaking.
- Optional sessions on IELTS test strategies, including hints and preparation tips.
- A demonstration of English competency to prospective employers.

Practical Professional Development

ECA provides optional practical courses:

- Introductory Xero and MYOB classes (or equivalent) for Accounting PYP students.
- Introductory SharePoint classes (or equivalent) for PYP (IT students).

Professional Job Search Support

- Assistance with job search and placement for students first professional job.
- Opportunity for a potential 5 immigration points after one year of professional experience in Australia.

INTERNSHIP PLACEMENTS

As part of the programs, students are placed in internships in reputable Australian companies for a period of 12 weeks to gain valuable insight into the Australian workplace, and work experience in their industry in Australia.

INTERNSHIP FEEDBACK

"... as an Assistant Accountant, my internship is going very well... I have learned a lot of practical knowledge... I am really satisfied and happy with this..."
Amy Li, PY Student

"What can I say?! Sonia has come such a long way since we first met. From having no experience, she is now a valued member of our team. Her grasp of what we do has been impressive and we are looking forward to developing her skills further. She will always have a role with Switch Digital when she wants one."
Lee Stephen, CEO, Switch Digital

MORE THAN 8,000 STUDENTS PLACED INTO INTERNSHIPS SINCE 2008!

"... I have learned a lot through this program... I learned to be a better person and ECA has guided me from the scratch, from building my confidence, give me all the tools that I need, and even give me internship opportunity that ended up in permanent part-time position as Accounts Officer.
I can't thank ECA enough and I hope all the best for this institute in the future."
Devi Jo Yanti

STUDENT TESTIMONIALS

"In my PY, I gained a lot of business, communication and job-readiness skills and valuable knowledge related to my academic background that I didn't have from my previous university studies. I also had the opportunity to implement the accounting theories I acquired from Uni in real practice situations. Working under my project supervisor during the internship gave me more chance to absorb his knowledge and experiences. I was eventually hired as a full time-employee just one month after I commenced my internship with them."

Anisa Amilia
ECA PY Graduate

"The ECA internship team were very easy to communicate with, extremely approachable and supportive. I was delighted to receive overwhelmingly positive feedback and a letter of review from the host company on my performance during the internship which has given me great confidence to build my career."

Utsab Bhaukaji
ECA PY Graduate

"The ECA PY has been a fantastic learning experience among a great cohort of students. I've learned about Australian workplace culture and behaviour and feel well prepared to start my career in Australia. Through the free value-added workshops throughout the year, I was able to develop more knowledge and skills in the accounting field and across a whole range of areas that will always serve me well."

Rabina Prajapati
ECA PY Graduate

OVER 500 HOST COMPANIES FOR INTERNSHIPS

ADVANCE YOUR CAREER

Why should I enrol in ECA PY?

The ECA PY can offer you the chance to fine-tune your skills and find employment in your selected field. Our trainers have a wealth of business and training experience, and enjoy sharing their knowledge with students. They are friendly and approachable and always aim to create a classroom environment which is a great place for learning. ECA PY works with professional partner organisations and a wide range of host companies to ensure relevance, quality and currency.

What sort of training is offered?

The ECA PY offers a range of training techniques to ensure your academic needs are met. Our teaching and learning methods include face to face classroom instruction, supervised computer lab work, role playing, presentations, simulated interviews, small team project work, and supervised industry internship.

When should I enrol?

ECA is accepting new enrolments in PY all year round and new classes are scheduled to start every month. Please refer to the Program Calendar on the website.

How do I get an Internship?

ECA provides an internship service to assist you in finding and completing a suitable and rewarding internship. Subject to ECA approval, you are able to arrange your own internship (self-sourced) if you have suitable contacts within the industry. If not, an ECA internship officer will find an internship position for you, and manage the whole process.

How does my ECA PY impact on my migration points?

Upon successful completion of the PY Course, you will be able to gain 5 additional migration points towards your skilled migration Expression of Interest (EOI), which is required if you wish to stay permanently in Australia.

ADMISSION REQUIREMENTS

To be eligible for the ECA Professional Year you must meet the entry requirements as per the table below:

Accounting PYP	Information Technology (ACS PYP)
• Application Form. • Passport – Photo page and Expiry Date page. • VISA – 485 Skilled Graduate Visa/ Bridging Visa/ Payment Receipt of application for 485 Visa, and valid for a minimum of 12 months from the commencement date of the PY course. • An IELTS score of 6.0 overall, with no bands less than 6.0, and valid for a minimum of 12 months from the commencement date of the PY course OR - A PTE score of 50 overall, with no bands less than 50. • University – Academic Transcript – verifying completion of course, minimum of two (2) years study in Australia. • University – Completion Letter – verifying completion of course, minimum of (2) years study in Australia. • Letter of positive skill assessment from one of the Accounting Bodies (CPA Australia, Chartered Accountants Australia and New Zealand, IPA).	• Application Form. • Passport – Photo page and Expiry Date page. • VISA – 485 Skilled Graduate Visa/ Bridging Visa/ Payment Receipt of application for 485 Visa, and valid for a minimum of 12 months from the commencement date of the PY course. • An IELTS score of 6.0 overall, with no bands less than 5.0, and valid for a minimum of 12 months from the commencement date of the PY course OR - A PTE score of 50 overall, with no bands less than 36. • University – Academic Transcript – verifying completion of course, minimum of two (2) years study in Australia. • University – Completion Letter – verifying completion of course, minimum of (2) years study in Australia.

*Please note: All documents must be certified.

Year-round intakes in 3 campuses Sydney, Brisbane and Melbourne

FEES

Professional Year Program Fees and Payment Options:

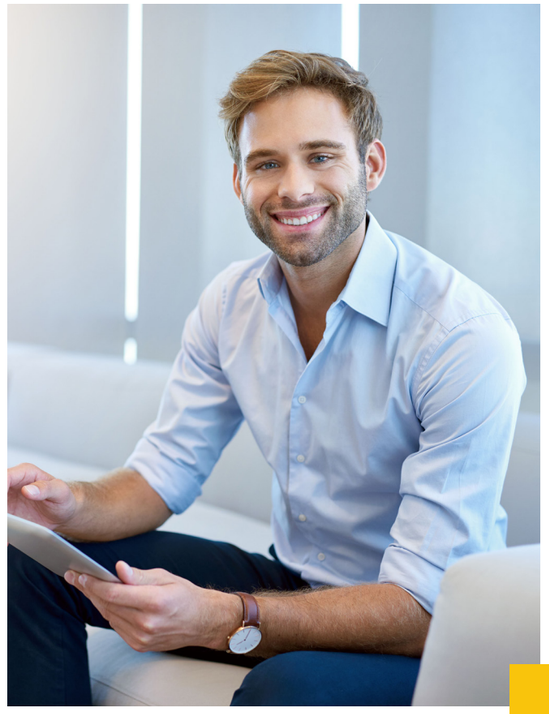
Accounting PYP	Information Technology (ACS PYP)
Enrolment Fee (non-refunfable) - $200	Enrolment Fee (non-refunfable) - $200
Tution Fee - $7,000	Tution Fee - $11,500
Total: $7,200	Total: $11,700
Payment options:	**Payment options:**
Upfront Payment - $7,200	Upfront Payment - $11,700
2 Instalments - 2 x $3,500	2 Instalments - 2 x $5,750
4 Instalments* - 4 x $1,750	4 Instalments* - 4 x $2,875
6 Instalments* - 6 x $1,167	6 Instalments* - 6 x $1,917

* By Direct Debit only

- First instalment must be paid prior to commencement.
- Paying by instalments student must use Direct Debit payment option unless otherwise agreed. Direct Debit Form must be submitted with the Acceptance Form.

Fees apply for all ECA Professional Year classes.

Check for current promotions and scholarships



ECA
PROFESSIONAL YEAR

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55 Regent St, Chippendale, NSW 2008
02 9318 8171

Melbourne Campus
Level 7, 399 Lonsdale Street, Melbourne VIC 3000
03 9600 1984

Brisbane Campus
Level 1, 126 Margaret Street, Brisbane QLD 4000
07 3210 7474

www.professionalyear.info | applypy@eca.edu.au

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