SAE INSTITUTE

2007 / 08 AUSTRALIAN COURSE PROSPECTUS & APPLICATION FORM

BYRON BAY • SYDNEY • MELBOURNE • ADELAIDE • BRISBANE • PERTH

Vision

SAE Institute aims to maintain and extend its role as the world's leading educator in creative media technology.

Mission

SAE provides specialist vocational and higher education courses to effectively prepare professionals for creative audio and media technology careers. Our courses focus on the needs of students and industry, our staff use the latest knowledge and expertise, and our campuses utilise state-of-the-art equipment, studios and facilities to further enhance student learning. Our graduates are leaders of development and innovation in global media and entertainment industries. SAE supports free intellectual enquiry and encourages and supports a culture of creative research and development that will flow through to the industry and the community raising awareness, sensitivity, achievement levels and productivity.

INTRODUCTION

SAE Institute has been providing world-class education and training in the creative media sector since it was established, in Sydney, in 1976. Internationally, (outside of Australia), the Institute operates over fourty (40) campuses where it delivers hands-on practical diplomas in the areas of audio engineering, filmmaking, animation, and creative arts. SAE also enjoys a strong collaborative relationship with Middlesex University, England; many of SAE's international campuses are Middlesex University validated degree centres where SAE delivers Bachelor of Arts (Honours) degrees in Recording Arts, Film Making, Digital Animation and Multimedia Arts.

In Australia, SAE operates six (6) campuses in Perth, Adelaide, Melbourne, Sydney, Byron Bay and Brisbane. The Institute delivers vocational qualifications at all of its centres and is accredited by the Vocational Education and Training Accreditation Board (VETAB) in New South Wales. Additionally, the World Headquarters of SAE, in Byron Bay, is a registered Higher Education provider and has been delivering the Bachelor of Digital Media qualification since it was successfully accredited in 2003.

SAE maintains academic partnerships with Southern Cross University (Lismore, NSW), Middlesex University (England), Southern Institute of Technology (New Zealand), Columbia College (USA) and Qantm College (Australia), which is also part of the SAE Group.

SAE is a quality assured academic institution, with a strong tradition of innovation and expertise, and a proven track-record, both in Australia and across the world.

CONTENTS

PATHWAYS

AUDIO ENGINEERING

Audio Engineering Diploma

OR

1st Year Bachelor of Digital Media
Audio Engineering Major

2nd Year Bachelor of Digital Media
Audio Engineering Major

FILMMAKING

Filmmaking Diploma

OR

1st Year Bachelor of Digital Media
Filmmaking Major

2nd Year Bachelor of Digital Media
Filmmaking Major

International Graduate College*
Honours & Masters Programs

Diplomas are currently offered at the Sydney, Melbourne, Brisbane, Adelaide & Perth campuses and at many international campuses. The course of study can be recognised as suitable entry into the 2nd Year of the Bachelor of Digital Media.

The Bachelor of Digital Media is currently only offered at the Byron Bay Campus.

* The International Graduate College courses are not offered by Australian based SAE Institutes and can not be studied face-to-face in Australia. They are offered and delivered by our international partner the SAE International Graduate College (IGC).

These courses are available to residents of Australia through distance learning.

For more information visit:
www.saegraduatecollege.com

Audio Engineering

These courses provide students with the practical skills necessary to work in the entertainment and music industries. Students learn the technical and creative aspects of the recording process by working on complex projects in various professional studio environments. The courses cover all aspects of audio production, studio recording and live sound techniques, mixing, mastering, MIDI and modern music creation, music business, studio acoustics and the application of current technology to the music production process. Students can also go on to gain expertise in music and business management, marketing, communications, and knowledge of the contemporary 'infotainment' industry.

Filmmaking

These courses are designed to provide students with experience in all facets of digital filmmaking and production; they foster creative confidence and artistic independence in a hands-on learning environment. The courses cover the technical and creative components of filmmaking including: concept development, screen writing, camera operation, production management, directing, editing and sound design. Students create their own projects to develop skills as directors, producers and editors with the aim to become proficient filmmakers. Students can also go on to gain expertise in digital film production, business management, marketing, communications and knowledge of the contemporary 'infotainment' industry.

ANIMATION

Animation Diploma

OR

Qantm College Similar Program

Qantm College Bachelor Degree

MULTIMEDIA

Multimedia Diploma

OR

Qantm College Similar Program

Qantm College Bachelor Degree

International Graduate College*
Honours & Masters Programs

Diplomas in Animation and Multimedia are currently offered at the Perth campus and at many international campuses. The course of study can be recognised as suitable entry into a Qantm College Degree.
(Exact credit arrangements vary form course to course)

Qantm College is part of the SAE Group and is the leading provider of education for the games industry in Australia and internationally - boasting the only Bachelor degree in Interactive Entertainment in Australia. The college, based in Brisbane, Sydney and Melbourne, and now in key SAE colleges worldwide, offers diplomas and degrees in the specialised disciplines of games programming, animation, multimedia, graphic design and digital film making.

For more information contact Qantm directly on:
1300 136 933 (Australia only) or
+61 7 3017 4333 (International)
or visit www.qantmcollege.edu.au

Animation

In these courses students acquire comprehensive skills in computer-generated 3D graphics and animation using the industry's most widely used 3D software packages. SAE provides an understanding of the systems and equipment used for creating animation and the practical experience in production techniques and design concepts. Students can also go onto gain expertise in digital animation production and business management, marketing and communications, and knowledge of the contemporary 'infotainment' industry.

Multimedia

Students will be taught industry-standard software and the fundamental skills associated with production of multimedia projects. This includes page layout and design skills, authoring application programs, interactive media design, web site creation techniques, conceptualisation and development of multimedia projects, implementation of design and development of the final product. Students can also go on to gain expertise in multimedia production and business management, marketing and communications, knowledge of the contemporary 'infotainment' industry, advanced media authoring concepts and dynamic video and animation.

ELECTRONIC MUSIC PRODUCTION

The Electronic Music Production (EMP) course is intended for musicians and DJs who enjoy experimenting as well as people with a distinct interest in electronic music.

SAE's EMP is ideal if:

- You make music, experiment with electronic sound synthesis and you would like to work more efficiently with your equipment
- You are into DJing and would like to create your own music
- You want an edge on your existing production techniques
- You would like to remix music more effectively

Audio Engineering Fundamentals

Students learn sound theory, equalisation, studio effects and dynamic processors, analogue and digital mixing consoles. Students will examine various home studio set-ups in relation to project requirements.

Music Production

Music theory fundamentals, composition structure and arrangement techniques are taught in this section of the course. Mastering techniques for several media e.g. CD, vinyl and internet are also covered.

Hard-disk Recording

Through a program of consecutive practical exercises, students learn how to operate industry standard editing systems. Students gain skills in editing sound files effectively, as well as the creative application of editing techniques for vocal and instrument recording.

MIDI and Sequencing

Utilising industry standard sequencing software, students are trained in MIDI recording, sequencing and virtual studio environments. Integration of audio and MIDI for remixing is discussed and solutions are demonstrated. Students are encouraged to experiment with new ideas to achieve unique compositions.

Sampling and Synthesis

Samplers, synthesizers and virtual studio software is explained and various sound shaping techniques are explored. Sampling and beat programming are combined technically and creatively.

Students are introduced to basic sound design.

COURSE INFO

Qualification
Certificate III in Music Industry (Technical Production)
NTIS Code CUS30201

Sector
Vocational Education & Training

Duration
- 6 months part-time

Entry Requirements
- Over 16 years of age

Available at
- Byron Bay - NSW
- Sydney - NSW
- Melbourne - VIC
- Brisbane - QLD
- Adeliade - SA
- Perth - WA

AUDIO ENGINEERING DIPLOMA

Basic Sound Theory

This module explores the basic physical properties and characteristics of sound and human auditory perception.

Topics include: Sound fundamentals, acoustic decibel theory, the acoustic “envelope”, and human perception of loudness, direction and space.

Basic Electronics

This module covers the basic concepts of electricity and electrical signals as they relate to audio recording technology.

Topics include: Basic electrical theory, power, voltage, resistance, and current, Ohm’s Law, electrical circuits, electrical decibel scales, standard operating levels and audio connectors & cabling.

Signal Processing & Studio Equipment

This module looks at signal processing techniques that are commonly applied using both hardware and software processing devices. It also looks at typical examples of processing equipment commonly found in recording studios.

Topics include: The proper use and application of equalisation, dynamics processing, effects processing and noise reduction.

Microphones

This module examines the various types and applications of microphones commonly used in professional audio.

Topics include: Microphone design types, microphone characteristics, specifications and practical microphone techniques.

Digital Audio Technology

This module covers the concepts behind the analog to digital conversion process. It also examines the types and application of common digital audio equipment used in the recording process.

Topics include: AD and DA conversion, DAW (Digital Audio Workstation) components and functions, digital mixing consoles, digital signal processing, audio software application and basic computer skills.

Audio Post Production

This module examines the creation and use of sound in motion picture and video production. Audio post-production equipment and workflow are studied as well as sound design concepts and audio mixing techniques for picture.

Topics include: Synchronisation, dialog recording, foley recording, the use of sound effects in picture, the creation & use of music in picture, surround sound concepts, location recording and the history of sound in film production.

MIDI Theory & Production

This module covers the theory and application the MIDI (Musical Instrument Digital Interface) protocol. It also examines the concept and use of sequencing software, sampling and basic synthesis.

Topics include: MIDI theory, MIDI devices, professional sequencing software operation, hardware and software sampling.

Live Sound

This module focuses on the design and operation of live sound systems. It covers the range of equipment commonly used in sound reinforcement and techniques used in mixing sound a live performance.

Topics include: Loudspeaker design & placement, amplifiers, live sound mixing consoles, FOH (Front Of House) system design, monitor system design, system set-up & operation, troubleshooting, system tuning and live recording techniques.

Acoustics

This module covers basic acoustic principles and studio design.

Topics include: Soundproofing methods, room treatment methods, control room & studio design methods, room analysis & evaluation and studio monitoring.

Introduction to Studios & Recording

This module covers the operation of a small recording studio facility. It covers the equipment and its operation and looks at the recording process from beginning to completion.

Topics include: Analog mixing console operation, gain structure, recording session procedures, multi-track recorders, reading schematic diagrams and basic recording techniques.

Advanced Studio Studies

This module focuses on advanced studio recording techniques and concepts. It also covers the operation of more advanced studio equipment and aims to prepare students for the workplace.

Topics include: Advanced production techniques, mix analysis, advanced mixing techniques, studio workflow, advanced microphone techniques, advanced audio software operation, mixing for surround sound and working with a producer.

Mastering & Media Preparation

This module looks at the role and process of mastering in producing a completed product. It also focuses on the preparation of various media formats and examines the history of audio media formats.

Topics include: Mastering techniques & equipment, CD/DVD production and duplication and analog audio recording formats.

Graphics & Digital Image Processing

This module covers the basics of computer graphics and digital image processing for the web and print media.

Topics include: Digital image formats and use of digital image manipulation software.

Basic Web Design

This module examines the basics of HTML and web design.

Topics include: Use of web-deign software, basic animation software, historical development of the world-wide-web, and implementation of content into a web page.

COURSE INFO

Qualification

Diploma of Music Industry (Technical Production)
NTIS Code CUS50201

Sector

Vocational Education & Training

Duration

- 12 months full-time
- 24 months part-time

Not all campuses offer both study durations.

Entry Requirements

- Completion of the Australian year 12 high school certificate (HSC) or its equivalent; or
- Equivalent to certificate level II or higher as defined by the Australian Qualification Framework (AQF); or
- Mature age over 21 years; or
- On receipt of suitable evidence, SAE shall seek to admit all prospective students (via special entry) who are considered to have a reasonable chance of success in the program.
- For international students:
  - IELTS overall band score 5.5 or equivalent.

Available at

- Sydney - NSW
- Melbourne - VIC
- Brisbane - QLD
- Adelaide - SA
- Perth - WA

Similar courses

Similar content is also covered in the first year of the Bachelor of Digital Media with a major in Audio Engineering (see page 10)

Degree Pathways

After successful completion of the diploma course, students are able to enter the Bachelor of Digital Media, currently offered at the Byron Bay campus.

FILMMAKING DIPLOMA

Computer Fundamentals and Graphics

An introduction to computer operating systems, basic troubleshooting, software installation and maintenance, internet and intranet procedures.

Topics include: Hardware, software interfaces, system hierarchy, networking, protocols, data sharing, basic image processing & retouching, scanning, filters, plug-ins and colour palettes.

Web Design

Students will be able to create a simple homepage, study site management, FTP functions and basic web design.

Topics include: Basic web page design and HTML, introduction to basic 3D design, textures and keyframe animation.

Multimedia and Animation

This module focuses on students gaining an understanding of various multimedia and compositing software packages and their creative application.

Topics include: Visual effects, compositing still and moving images, basic 2D and 3D animation, CGI theory, video streaming and creating a DVD.

Introduction to Digital Theory

This module provides a rudimentary understanding of computer-based digital recording and video systems.

Topics include: Digital theory, digital recording media, introduction to hard disk recording & editing, digital audio formats, non-linear digital video editing, sampling and midi.

Introduction to Audio Recording

In this module students will develop an understanding of the recording and production processes and the practical workflow from acquisition to delivery.

Topics include: Gain structure, reading basic schematic diagrams, multitrack studio signal flow, analogue console operation, basic recording techniques and application.

Basic Digital Video Techniques

This module covers the theoretical and practical creative workflow of digital film production from camera to post-production and editing.

Topics include: Working with cameras, understanding video workflow, basic video editing and capturing techniques.

Scriptwriting

This module covers the creative writing process from concept origination to final script formatting for a variety of media including short film, documentary, music video and narrative storytelling.

Topics include: Originate and develop the concept, script/storytelling formats & structure, character development, story adaptation, research and practical analysis.

Camera Theory & Techniques

This module covers all aspects of working with video cameras from the basics through intermediate to advanced.

Topics include: Full camera functionality, steadicam operation, understanding various media, lenses and filters, shooting on set and location, in-camera audio, lighting theory and practise, shot composition and choice of shot, camera movement and working with dollies.

Lighting

This module covers all aspects of creative lighting theory and application.

Topics include: Lighting techniques, occupational health & safety, theory of light and lighting, working with artificial light, location light and sunlight, and filters.

Video Editing & Compositing

Used throughout professional film/video post-production suites to ever-increasing technical and creative standards, film (and audio) editing and compositing are key elements in the production process.

Topics include: Non-linear editing of picture and sound, management of the post-production pathway, digital FX and image manipulation, compositing and colour matching.

Producing & Directing

From concept beginnings to practical realisation this module covers the creative elements of producing and directing necessary to get it on the screen. Students will gain the necessary creative and technical skills to produce and direct their own work in a professional context through practical demonstration and supervised in-class project work.

Topics include: Roles of Producers and Directors, script to edit workflow, practical set work, team management, casting and auditions, and working within budgets.

Production Management

This module describes the skills and knowledge required to plan and compile a production schedule identifying the required resources and timelines for the completion of all stages of production.

Topics include: Film finance & budgeting, production timelines, legal clearances, copyright, government funding & assistance, resource identification, cast and crew logistics, and location selection.

COURSE INFO

Qualification

Diploma of Screen (Majoring in Film)
NTIS Code CUF50401

Sector

Vocational Education & Training

Duration

- 12 months full-time
- 24 months part-time

Not all campuses offer both study durations.

Entry Requirements

- Completion of the Australian year 12 high school certificate (HSC) or its equivalent; or
- Equivalent to certificate level II or higher as defined by the Australian Qualification Framework (AQF); or
- Mature age over 21 years; or
- On receipt of suitable evidence, SAE shall seek to admit all prospective students (via special entry) who are considered to have a reasonable chance of success in the program.
- For international students:
  - IELTS overall band score 5.5 or equivalent.

Available at

- Sydney - NSW
- Melbourne - VIC
- Perth - WA

Similar courses

Similar content is also covered in the first year of the Bachelor of Digital Media with a major in Filmmaking (see page 10)

Qantm College also offers Film Diplomas at:

- Brisbane - QLD

Degree Pathways

After successful completion of the diploma course, students are able to enter the Bachelor of Digital Media, currently offered at the Byron Bay campus

ANIMATION DIPLOMA

Computer Fundamentals and Graphics

An introduction to computer operating systems, basic troubleshooting, software installation and maintenance, internet and intranet procedures.

Main Topics: Hardware, software, interfaces, system hierarchy, Mac vs PC, networking, protocols, data sharing, internet, digital image processing basics, import/export, photo-retouching, scanning, filters & plug-ins, colour palettes.

Introduction to Recording

This module demonstrates how to operate a basic recording studio and develops an understanding of the recording and production process.

Main topics: Gain structure, reading basic schematic diagrams, multitrack studio signal flow, analogue console operation, basic recording techniques.

Basic Digital Video Techniques

Understanding the workflow and signal flow of digital film production from camera to post production and editing.

Main topics: Working with cameras, understanding the video workflow, basic video editing and capturing techniques.

Digital Theory

This module provides a rudimentary understanding of computer-based digital recording and video systems.

Main topics: Digital theory, using digital recording media, introduction to hard disc recording and editing, digital audio formats, digital video editing, sampling, and MIDI.

Web Design

Students will be able to create a simple homepage and will study site management, FTP functions and basic web animation.

Main Topics: HTML and basic web page design, Macromedia Dreamweaver and Flash, introduction to basic 3D design, textures and keyframe animation.

Foundations for 3D Graphics and Animation

Provides an understanding of the core concepts used in 3D object creation, modelling, animation and a fundamental understanding of the 3D animation software.

Advanced 3D Concepts and Specializations

Provides an ability to create a variety of sample projects that are associated with three of the most significant areas of specialization for 3D graphics: technical graphics, character animation, games and film animation design.

Character Modelling and Advanced Rigging

Setting up various characters incorporating advanced rigging, modelling and skinning techniques are also instructed.

Main topics: Maya software theory and practical application and associated software.

Complex Modelling for Technical Graphics

Advanced modeling techniques utilizing nurbs, poly, mesh and spline modelling systems; creating architectural visualizations.

Main topics: Maya software theory and advanced practical application.

Lighting and Landscapes

Enables the students to create models, lighting and textures for architectural walk and fly-through's, animations using dynamics and 3D objects by applying physics and maths functions to emulate gravity, wind, inertia, cloth, soft-body and water.

Production Management

This module describes the skills and knowledge required to plan and compile a production schedule that identifies required resources and timelines for the completion of all stages of a production.

Main topics: Film finance and budgeting, production timelines, legal clearances, copyright, government funding, resource identification, scheduling cast, location selection and choosing the crew.

Video Animation Post

Post-production practise and theory used in combination with animation and rendering.

Main topics: Importing/exporting final render projects, using an digital video edit system, sound editing with ProTools, non-linear editing and management of the postproduction pathway, sound design, compositing and colour matching.

Multimedia and Animation

Students will be trained in the application and use of several multimedia and compositing software packages.

Main topics: Digitising of images, creating visual effects, compositing still and moving images, basic 2D and 3D animation and 3D modeling applications, creating a DVD, video streaming.

Storyboarding

Storyboarding and stage development for character animations. Students will create an animated character scenario complete with character development, script, storyboard, camera and lighting.

COURSE INFO

Qualification
Diploma of Screen (Majoring in Animation)
NTIS Code CUF50401

Sector
Vocational Education & Training

Duration
- 12 months full-time
- 24 months part-time

Entry Requirements
- Completion of the Australian year 12 high school certificate (HSC) or its equivalent; or
- Equivalent to certificate level II or higher as defined by the Australian Qualification Framework (AQF); or
- Mature age over 21 years; or
- On receipt of suitable evidence, SAE shall seek to admit all prospective students (via special entry) who are considered to have a reasonable chance of success in the program.
- For international students:
  - IELTS overall band score 5.5 or equivalent.

Available at
- Perth - WA

Similar courses
Qantm College also offers a range of Certificates, Diplomas and Bachelor Degrees in Animation at:
- Brisbane
- Sydney
- Melbourne

MULTIMEDIA DIPLOMA

Computer Fundamentals and Graphics

An introduction to computer operating systems, basic troubleshooting, software installation and maintenance, internet and intranet procedures.

Main Topics: Hardware, software, interfaces, system hierarchy, Mac vs PC, networking, protocols, data sharing, internet, digital image processing basics, import/export, photo-retouching, scanning, filters & plug-ins, colour palettes.

Introduction to Recording

This module demonstrates how to operate a basic recording studio and develops an understanding of the recording and production process.

Main topics: Gain structure, reading basic schematic diagrams, multitrack studio signal flow, analogue console operation, basic recording techniques.

Basic Digital Video Techniques

Understanding the workflow and signal flow of digital film production from camera to post production and editing.

Main topics: Working with cameras, understanding the video workflow, basic video editing and capturing techniques.

Digital Theory

This module provides a rudimentary understanding of computer-based digital recording and video systems.

Main topics: Digital theory, using digital recording media, introduction to hard disc recording and editing, digital audio formats, digital video editing, sampling, and MIDI.

Web Design

Students will be able to create a simple homepage and will study site management, FTP functions and basic web animation.

Main Topics: HTML and basic web page design, Macromedia Dreamweaver and Flash, introduction to basic 3D design, textures and keyframe animation.

Graphics, Illustration and Design

Students will learn industry-standard graphics and desktop publishing software, with a strong emphasis on creative application. Colour theory and interface design are also covered along with a comprehensive introduction to fonts and typography. On completion of this section, students will have a strong foundation in graphic design for print, screen and new media applications.

Main topics: Image manipulation, montage, corporate identity development, graphic and screen design, typography, media optimization and file formats.

Web Design and On-line Publishing

Advanced web design, internet and networking are taught to allow students to develop a deeper understanding of these rapidly-developing fields.

Main topics: HTML, XHTML, XML, Dreamweaver, Flash, Actionscripting, JavaScript, QTVR, audio and video streaming, dynamic web publishing, databases, server-side technologies and PHP/MySQL.

CD and DVD Authoring

Modern multimedia applications demand professional authoring tools and delivery formats. Interactivity, scripting,

Lingo and advanced interface design are covered and students will expand their previous design and editing knowledge into this dynamic new media field.

Main Topics: Director and DVD authoring software, interactive CDs and DVDs, web applications and 3D movies for the web.

3D Design and Application

This is one of the most challenging and interesting multimedia fields. Complete animated 3D movies will be created and students are encouraged to incorporate this into their existing graphics and authoring skills and, eventually, into their web and interface design.

Main topics: 3D design, wireframe modelling, texture design, lighting and camera angles, shading and rendering, basic 3D animation.

Project Management

Throughout the course students are taught how to manage their time, their ideas, resources, creativity and themselves

as multimedia producers.

Main topics: Time management, resource and budget allocation, project analysis forms (creating and interpreting), team work, leadership, development logs.

Audio, Sampling and Sequencing

Audio manipulation is an essential skill for any prospective multimedia designer or producer.

Main Topics: Analog to digital conversion, digital audio editing and processing, creation of playlists, introduction to multi-track audio using professional audio software, sampling and sequencing.

Video

This topic will give students, combined with their existing audio and 3D knowledge, the skills to create fully-featured video clips that can be exported as stand-alone movies or prepared for web streaming.

Main Topics: Video digitising, editing and compositing, industry standard software e.g. Final Cut Pro, AfterEffects and Cleaner.

Advanced Computing

This section examines the functions of different computer components including CPU's, hard drives, removable media,

interfaces and busses. In addition, students will be given an introduction to the operation, configuration and use of internet and file servers.

Main Topics: optimizing of machine performance, architecture and memory management, basic configuration of web servers, Mail, DNS and FTP servers.

COURSE INFO

Qualification
Diploma of Multimedia
NTIS Code CUF50701

Sector
Vocational Education & Training

Duration
- 12 months full-time

Entry Requirements
- Completion of the Australian year 12 high school certificate (HSC) or its equivalent; or
- Equivalent to certificate level II or higher as defined by the Australian Qualification Framework (AQF); or
- Mature age over 21 years; or
- On receipt of suitable evidence, SAE shall seek to admit all prospective students (via special entry) who are considered to have a reasonable chance of success in the program.
- For international students:
  - IELTS overall band score 5.5 or equivalent.

Available at
- Perth - WA

Similar courses
Qantm College also offers a range of Certificates, Diplomas and Bachelor Degrees in Multimedia at:
- Brisbane - QLD
- Sydney - NSW
- Melbourne - VIC

BACHELOR OF DIGITAL MEDIA

FEE-HELP APPROVED

OVERVIEW

Students studying the Bachelor of Digital Media degree can either complete a major study stream in Audio Engineering or in Digital Filmmaking. Units are separated into three types: major units, minor units and common units.

Audio Engineering Major Units

Students studying the Bachelor of Digital Media majoring in Audio Engineering will study the major units outlined on page 12.

Digital Filmmaking Major

Students studying the Bachelor of Digital Media majoring in Film will study the major units outlined on page 13.

Common Units & Minor Units

All students studying the Bachelor of Digital Media will complete the common units and two of the Minor Units outlined on page 11. The minor units are selected by the student during trimester 1.*

*Not all minor units are always delivered for study and will be offered based on availability and demand.

COURSE STRUCTURE

1st Year

Trimester 1

Introduction to Creative Computing	Introduction to Audio Technology	Introduction to Digital Imaging	Introduction to Digital Film Technology

Trimester 2

Audio/Film 1	Audio/Film 2	Minor Unit 1	Minor Unit 2

Trimester 3

Web Design & Information Management	Industry Perspectives & Issues	Audio/Film 3	Audio/Film 4

2nd Year

Trimester 4

Project Models & Research Methodology	Cultural Perspectives	Marketing & Promotions	Professional Adjunct Studies

Trimester 5

Business & Intellectual Property	Specialised Applications (Edutainment)	Audio/Film 5	Audio/Film 6

Trimester 6

Roles of Producers & Directors	Professional Placement	Creative Project (Double Unit)

Key

Common Units | Major Units | Minor Units

COURSE INFO

Qualification
Bachelor of Digital Media
with a major in Audio Production or a major in Film Production

Sector
Higher Education

Duration
- 24 months full-time

Entry Requirements
- Completion of the Australian year 12 high school certificate (HSC) or its equivalent; or
- Completion of certificate level IV or higher as defined by The Australian Qualification Framework (AQF); or
- Mature age over 21 years; or
- For international students:
  - IELTS overall band score 6.0 or equivalent.

Available at
- Byron Bay Headquarters - NSW

COMMON UNITS

Introduction to Creative Computing

This unit aims to build the fundamental technological skills and associated cognitive abilities required for participation in the creative media industry. Emphasis is placed on developing a clear understanding of the role and function of computer technology in society and competence in handling hardware and software applications as they relate to communications, information gathering and dissemination to the market. It also aims to stimulate students to think critically about computers in society, to analyse their own role options in that context and to build professional attitudes in the context of their professional aspirations.

Introduction to Audio Technology

This unit aims to explore the basic physical properties and characteristics of sound and human auditory perception. The physiology of the human ear is studied in relation to the design of microphone technology and to basic factors of sound mixing. It examines the fundamentals and principles of audio technologies used for the sound production of musical works. Further, it explores the operation of semi-professional (project) recording studios and the processes involved in editing music, and vocals using a digital audio workstation (DAW). It encourages students to think critically about the development of audio recording technologies that are utilised in the digital media industry.

Introduction to Digital Imaging

This unit aims to critically examine the role of two-dimensional (2D) digital imaging within contemporary culture, the media industries

and the arts. Students will explore the context process whilst developing practical skills in the creation, manipulation and preparation of 2D digital images for integration into a range of media. The applications and associated theories studied will form a foundation for the successful implementation of visual media across the spectrum of creative media for CD, DVD, web and print media.

Introduction to Digital Film Technology

This unit explores at an introductory level facets of digital film production by way of understanding the roles of all production crew. Basic principles of story development are reviewed and critically examined. Students are introduced to basic camera techniques to develop an appreciation of composition and framing, mise-en scene and montage and basic natural lighting methods. Furthermore the unit provides an introduction to audio techniques used for location sound capturing, and basic digital film editing techniques and styles.

Web Design And Information Management

This unit builds upon fundamental technological skills and creative computing knowledge acquired in the “Introduction to Creative Computing” unit. Students will learn advanced dynamic web designing skills, using professional web designing tools, and how to develop and participate in their own social web environments. Students will work on blogs and social networks, using existing free web platforms. Most importantly good online communication skills will be developed as well as user management and site management skills ensuring security, safety and privacy on such sites.

Industry Perspectives And Issues

This unit examines the concepts and the realities of communications as a fundamental force in the creative media industry; it reviews the skills and attitudes needed by practitioners for effective involvement in the industry. Further, this unit surveys the structure and operations of the creative media industry. It explores the issues currently facing the industry and considers policies and attitudes of industry practitioners, the opinions and concerns of the consumers and of governments, as they relate to the local and world markets. Finally, it critically examines selected contemporary issues facing society and analyses them in the context of their impact on how the industry reacts and operates.

Project Models And Research Methodology

This unit examines the concepts of product and process in the context of creative project development relevant to the creative media industry. It distinguishes clearly between investigation and research and explores terms such as pre-production, production and post-production as useful conceptual and functional divisions of any creative project. It also explores techniques for eliciting, analyzing and implementing the needs and intentions of clients and translating them into effective product development, manufacture and delivery processes. Finally, the unit covers the basic academic issues related to investigation, information gathering, analysis, reflecting on and reporting. Proper citation practices and issues of plagiarism are emphasized and exercised and professional attitudes encouraged.

Cultural Perspectives

This unit aims to establish a sense of aesthetic perspective, sensitivity to cultural nuances, norms and imperatives over past ages and an appreciation of the roles media plays in society. The unit examines design elements in various media of the past (such as music, painting, and motion picture) to identify common features and concepts as well as those that are unique to each medium. Further, it considers these design features in the context of creative media technology of the era to explore the relationship between technology and product.

Professional Adjunct Studies (Business and Intellectual Property)

This unit explores fundamental principles of business planning and matters regarding intellectual property and law. Students will develop basic budgeting and accounting skills and a critical understanding of industry and market trends and patterns. Various business models are critically examined and principles for the planning and implementation of an industry related business are explored. The unit also examines the fundamental principles of copyright and intellectual property law. Students critically examine the legal frameworks within which contracts and agreements are entered in to and common industry agreements are reviewed.

MINOR UNITS

Digital Film Production 1 (Music Video Production)

Only available to Audio Majors

This unit explores the history of music video production. The content of this unit will focus on visualization through rhythm, genre and style to create a marketing tool which best represents the musicians style. Students work in small groups conceiving then producing in association with the band(s) a clip that best represent their style. Students learn the importance of pre visualization through storyboards, location photography and videography. Furthermore existing music videos and clips are examined, studying cinematic techniques that include computer generated images (CGI), animation and various types of common visual effects (VFX) as a means of communication and artistic expression within the art form.

Digital Film Production 2 (Video Post Production)

Only available to Audio Majors

This unit aims to instil a basic working knowledge of the stages and technologies involved in a digital film project with particular emphasis on the editing process. It examines workflow, project management and interpersonal skills needed to edit footage for a variety of delivery platforms. Non-linear editing techniques and approaches are demonstrated and discussed, considering these from both a technical and an aesthetic perspective. Effective communication of narrative is analysed considering the affect selected editing techniques may have on an audience. DVD authoring techniques and processes and other compilation processes for a variety of media are examined.

Multimedia Production 1 (Web Design)

This unit will provide insights and theoretical knowledge about design aesthetics, Rich Internet Applications (RIA), Web 2.0 services, World Wide Web Consortium (W3C) and Service Oriented Architecture (SOA) rules, as well as basic information architecture and web usability principles. In relation to practical skills students will learn in addition to solidifying basic web design skills the use of Cascading Style Sheets and Javascript for creating aesthetically rich web designs and complex interactivity. Students will not only learn to integrate various media formats into their web design but also make creative use of existing external web applications and make them part of their own productions (mash-ups).

Multimedia Production 2 (Motion Graphics)

This unit will give students a strong awareness of the relationship the creative media industries have with motion graphics and as a means of communicating as well as being an art form/craft within itself. A series of historical and contextual lectures will identify the rise of motion graphics within the motion picture industries as well as series of practical lectures with creative project based outcomes, students will develop a rounded understanding of motion graphics as a whole. Students will learn the skills necessary to develop ideas into designs, apply them in a realistic production sense and using the relevant industry standard software develop a finished motion graphics production.

Professional Adjunct Studies (Audio Post Production)

Only available to Film Majors

This unit focuses on the various elements of sound in audio post-production. Workflow and file management for post-production is examined, as well as the techniques and methods used by engineers and sound designers. Common surround sound formats and applications are reviewed as well as the use of time code and synchronisation formats and methods that are commonly used in studio production.

AUDIO ENGINEERING

MAJOR UNITS

In addition to the Common units outlined on page 10 & 11, students studying the Audio Engineering Major will complete the following units:

Audio Production 1 (Studio Production 1)

This unit examines various microphone types including the advantages and disadvantages of their transduction principles and operational principles. In addition, this unit explores common signal processing techniques as found in recording studio outboard equipment, as well as in software emulations and DAW plug-ins. The various different types of processing are explored, and correct use and proper implementation of each are considered.

Audio Production 2 (Studio Production 2)

This unit examines recording studio operations in further detail, including digital signal flow and recording techniques. The basics of digital audio theory is studied and the processes involved in editing audio recordings using a digital audio workstation (DAW) are explored. Learners are encouraged to think critically about the development of audio recording technologies that are utilised in the digital media industry. Furthermore, learners explore correct wiring and cabling of professional audio equipment in audio facilities.

Audio Production 3 (Studio Production 3)

This unit explores the theory of digital audio in various facets of audio production. Strengths and weaknesses are considered, as well as the numerous digital audio media on the consumer and professional market. Students will learn how to prepare a digital audio workstation (DAW) for recording and mixdown of a multi-tracked musical performance. Emphasis is placed on professional practice with respect to the management of performers and the various files created during the recording session. The DAW system workflow will be critically examined and editing and processing techniques demonstrated.

Audio Production 4 (MIDI & Electronic Music Production)

This unit explores the art and craft of electronic music production (EMP) using a digital audio workstation. The history of sound synthesis and its influence on the popular musical landscape is analysed and the contribution of synthesized instruments/sounds to different musical genres is considered. It examines the MIDI communication protocol, as applied to hardware as well as software. Typical studio set-ups are analysed, and common sequencing applications and techniques are instructed, as well as audio sampling techniques that are frequently used production of a variety of electronic music styles.

Marketing and Promotions

This unit aims to expose students to the fundamental principles of marketing, promotions and publicity. A variety of marketing strategies are examined, including an outline of current developments in media based advertising. Students are encouraged to think critically about the role of advertising in society. The importance of market research and feasibility studies as a basis for developing effective marketing strategies is discussed. Common strategies for marketing a variety of products, including film and music are critically examined, and integrated marketing strategies are developed.

Professional Adjunct Studies (Audio Post Production)

This unit focuses on the various elements of sound in audio post-production. Workflow and file management for post-production is examined, as well as the techniques and methods used by engineers and sound designers. Common surround sound formats and applications are reviewed as well as the use of time code and synchronisation formats and methods that are commonly used in studio production.

Specialised Applications (Edutainment Applications)

'Edutainment' may offer many opportunities for creative professionals in digital media to be active in developing and marketing products that are both educational and entertaining. In those contexts, it is desirable that they have a basic understanding of the changing community needs and expectations in education, the general principles of teaching and learning and of the processes of assembling and sequencing information in ways suitable for the market. Further, they need to be able to use communications technologies effectively in the changing arenas of education.

Audio Production 5 (Live Sound & Acoustics)

This unit aims to further develop knowledge and understanding of acoustics, with emphasis on sound behaviour in enclosed spaces and small live sound venues. Common acoustical issues are explored, the designs and construction techniques used in modern recording studios are studied and budget considerations relating to common studio designs are examined. A comprehensive understanding of sound reinforcement techniques is developed, both in theory and in practice. Students study the range of equipment and associated techniques that are commonly used in live sound production.

Audio Production 6 (Advanced Studio Production)

This unit exposes students to a variety of advanced studio-based, production techniques, styles and applications commonly used in music production. Students are encouraged to critically analyse problems that commonly arise in the studio and propose suitable solutions that are complimentary to the material that is being recorded. Furthermore principles of the psychology of studio and studio craft are also examined from a variety of perspectives as a means of developing effective communications skills for professional applications.

Roles of Producers and Directors

The 20th and early 21st Centuries have witnessed the changing roles of the people 'in charge' of the processes of creative media projects. The impact of technological developments, especially through digital media, has brought about a convergence of opportunities to think and work creatively in a variety of media and this in turn has seen the emergence of a new type of 'Producer' - one skilled and 'literate in a range of media. This Unit explores these various roles and examines the work and practice of a selection of successful artists who have made major contributions in and through their specialized fields. From these 'role models' students are encouraged to think critically about their own strengths and weaknesses and to develop strategies for self-development.

Professional Placement (Work Experience)

This unit aims to provide a structured opportunity for students to observe and participate in 'real world' workplace settings (studios, offices, etc). In those settings, they will experience first-hand the impact upon creativity and productivity that factors such as group dynamics, commercial pressures and tensions, broad economic factors and marketplace realities have.

Creative Project (Double Unit)

This double unit acts as the culmination of the degree program by enabling students to demonstrate the full range of their technical, creative and academic skills and abilities. It provides an opportunity to undertake a large-scale artistic/creative project that displays the depth and breadth of their work. For example, the project may involve the development and testing of a media product or the exploration of a particular production method or approach, which may take the form of a style analysis. The practical work will include an appropriate analytical critique and production logbook development. The unit also allows students to exit the degree with a practical 'product' that may be used to further their ambitions within the industry.

DIGITAL FILMMAKING

MAJOR UNITS

In addition to the Common units outlined on page 10 & 11, students studying the Digital Film Major will complete the following units:

Digital Film Production 1 (Music Video Production)

This unit explores the history of music video production. The content of this unit will focus on visualization through rhythm, genre and style to create a marketing tool which best represents the musicians style. Students work in small groups producing in association with the band(s) a clip that best represent their style. Students learn the importance of pre visualization through storyboards, location photography and videography. Furthermore existing music videos and clips are examined, studying cinematic techniques that include computer generated images (CGI), animation and various types of common visual effects (VFX).

Digital Film Production 2 (Video Post Production)

This unit aims to instil a basic working knowledge of the stages and technologies involved in a digital film project with particular emphasis on the editing process. It examines workflow, project management and interpersonal skills needed to edit. Non-linear editing techniques and approaches are demonstrated and discussed. Effective communication of narrative is analysed considering the affect selected editing techniques may have on an audience. DVD authoring techniques and processes and other compilation processes for a variety of media are examined.

Digital Film Production 3 (Post Production 2)

This unit aims to further develop and expand upon students understanding of editing and post production. Students will critically analyse a variety of works identifying common editing styles. Further theoretical concepts are introduced and students will examine a variety of advanced post-production techniques. Particular emphasis will be placed on professional workflow and methodologies, encouraging students to develop editing and post production techniques.

Digital Film Production 4 (Adaptations for Screen)

This unit explores the relationship between author and producer/director. Students will examine a variety of influential film adaptations, critically examining key elements of character development and story. Students will learn how to effectively deconstruct the original literary works, in order to extract the essential elements to be brought to the screen. Particular emphasis is placed on the ability to demonstrate a critical understanding of all facets of story and script, camera and sound, and demonstrate a thorough understanding of editing and post-production techniques for an adapted work.

Marketing and Promotions

This unit aims to expose students to the fundamental principles of marketing, promotions and publicity. A variety of marketing strategies are examined, including an outline of current developments in media based advertising. Students are encouraged to think critically about the role of advertising in society. The importance of market research and feasibility studies as a basis for developing effective marketing strategies is discussed. Common strategies for marketing a variety of products, including film and music are critically examined, and integrated marketing strategies are developed.

Professional Adjunct Studies (Television Commercials)

This unit explores the television commercial (TVC) as means of communication, considering the techniques that may be implemented to effectively communicate products and/or services to an audience. Students will therefore examine the usual activities involved in the three phases of film projects: pre-production; production; and post-production. These phases are critically analysed and pays particular emphasis on the importance of developing a clear plan throughout the process so that the essential characteristics of the product being advertised are translated into the final commercial.

Specialised Applications (Edutainment Applications)

'Edutainment' may offer many opportunities for creative professionals in digital media to be active in developing and marketing products that are both educational and entertaining. In those contexts, it is desirable that they have a basic understanding of the changing community needs and expectations in education, the general principles of teaching and learning and of the processes of assembling and sequencing information in ways suitable for the market. Further, they need to be able to use communications technologies effectively in the changing arenas of education.

Digital Film Production 5 (Documentary Production)

This unit exposes students to the documentary as a unique mode of communicating ideas through the visual medium. Students will examine the field by analysing a variety of documentary styles past and present. The benefits of documentary filmmaking for students are obvious as it is a great place to learn how to tell engaging stories with a smaller budget and reduced crew. The unit explores various Pioneers in the field, research tools that may be used in uncovering facts as well as common production techniques.

Digital Film Production 6 (Television Production)

This unit will examine the usual activities involved in the three phases of film projects: pre-production; production; and post-production. These phases are critically analysed, taking into consideration the key aspects that are related to Television production, including various approaches the writer, producer and director may take. In particular, it emphasizes the importance of developing a clear picture of what could be realized with further development and or funding. Creating entertaining, interesting stories as well as writing with central characters in mind will be the focus of the first phase of the unit. Production management and budgeting and scheduling will be looked at in detail followed by the post-production path through to and including delivery, marketing and analysis of the overall process.

Roles Of Producers And Directors

The 20th and early 21st Centuries have witnessed the changing roles of the people 'in charge' of the processes of creative media projects. The impact of technological developments, especially through digital media, has brought about a convergence of opportunities to think and work creatively in a variety of media and this in turn has seen the emergence of a new type of 'Producer' - one skilled and 'literate in a range of media. This Unit explores these various roles and examines the work and practice of a selection of successful artists who have made major contributions in and through their specialized fields. From these 'role models' students are encouraged to think critically about their own strengths and weaknesses and to develop strategies for self-development.

Professional Placement (Work Experience)

This unit aims to provide a structured opportunity for students to observe and participate in 'real world' workplace settings (studios, offices, etc). In those settings, they will experience first-hand the impact upon creativity and productivity that factors such as group dynamics, commercial pressures and tensions, broad economic factors and marketplace realities have.

Creative Project (Double Unit)

This double unit acts as the culmination of the degree program by enabling students to demonstrate the full range of their technical, creative and academic skills and abilities. It provides an opportunity to undertake a large-scale artistic/creative project that displays the depth and breadth of their work. For example, the project may involve the development and testing of a media product or the exploration of a particular production method or approach, which may take the form of a style analysis. The practical work will include an appropriate analytical critique and production logbook development. The unit also allows students to exit the degree with a practical 'product' that may be used to further their ambitions within the industry.

BEFORE YOU APPLY

The Application Form

The application form is located in the centre section of this booklet and can be easily removed. Additional copies are available for download online at: www.sae.edu/apply. Alternatively applicants may request a copy via post or email by calling 1800 723 338 (Australia only) or +61 2 6639 6000 (International).

How to Apply

Carefully read all documents before submitting any forms. Contact SAE Administration to gain assistance in completing forms or to have any questions answered.

- Complete all the required sections throughout the application form.
- Print clearly in block letters, using a black or blue pen.
- Print an X in the appropriate boxes.
- Attach all required documentation.
- Retain a copy for your records and send the original via post or email to the SAE campus that you are applying to.

International Agents

SAE has registered international agent around the globe to assist international students in applying to SAE Institutes and securing a student visa. A complete list of international agents can be found online at www.sae.edu/agents.

Admission Agreement

Applicants who have fulfilled the entry requirements and any course prerequisites, will receive a letter offering them a place in the course along with an Admission Agreement that outlines the obligations of both SAE and the student. To accept this offer and secure a place in the course, the applicant must read, agree and sign the Admission Agreement, retain a copy for their records and post back the original to the SAE Institute they wish to attend.

Closing Dates for Applications

Applications will be assessed for eligibility up until two weeks before the advertised commencement date of that course. Places in the course are capped and filled on a date-received priority. The earlier the application is made, the more likely the applicant is to receive a place in the course. If the student is not able to commence the course on the scheduled commencement date, they may postpone commencement by contacting SAE Administration.

Essential Supporting Documents

All applications must include clear, correctly verified copies of the following documents, in English:

Final transcripts of any secondary or tertiary studies indicating the units/subjects attempted and proof of completion.

Photographic identification, including current contact information. (eg. Passport, Drivers Licence, Proof of Age Card).

Please do not send original documents as they will not be returned.

Correctly Verified Documents

Copies of official documents included with the application must be in English and verified as being a true and accurate copy of the original.

The records department of the institute that originally issued the document(s); or anyone currently employed as a professional person can verify copies. For example, a bank manager or a credit union branch manager; accountant; barrister; solicitor; police officer of the rank of sergeant or above; postal manager; principal of an Australian educational institute or a Justice of the Peace.

The person verifying the documents must write “This is a true copy of the original document sighted by me” and should sign and print the following details: name; address; daytime phone number; profession or occupation; organisation and registration number (where applicable); and the date verified.

Student Selection Procedures

SAE endeavours to provide an environment where access to courses and financial support is not limited on the basis of age, gender or sexual or political orientation, marital status, national or ethnic background, religion or physical or intellectual disability. SAE selection procedures are detailed in the SAE policies and procedures published online at www.saecollege.edu.au/saePP

Entry Requirements and Acceptance

Entry requirements are detailed in the course information sections throughout this prospectus. Admission to a program may be denied or cancelled if the applicant has not demonstrated sufficient proficiency in previous studies or if statements made by an applicant in their enrolment/admission forms or documents are shown to be false.

Acceptance of a place in a course, by signing and submitting the Admission Agreement to SAE Administration, shall be taken to constitute acceptance of all published regulations, policies and procedures pertaining to SAE programs. SAE policies and procedures are published online at:
www.saecollege.edu.au/saePP

English Language Proficiency

Applicants must be proficient in writing, reading and speaking English. Where the applicants first language is not English they must meet the English language proficiency requirements to be admitted into a course.

How to Pay Fees

FEE-HELP

FEE-HELP is currently only available for Higher Education courses. However, there is legislation before the Commonwealth Parliament that will see FEE-HELP extended to eligible Vocational Education and Training (VET) Institutes. Please check with the relevant SAE campus to see if FEE-HELP is available for VET programs at the time of the application.

If the applicant is an Australian citizen or a holder of a Humanitarian Visa they may elect to pay tuition fees via FEE-HELP. To do so, simply contact SAE Administration and ask to receive the Request for FEE-HELP Assistance Form in the mail. Complete, date, sign and submit the original Request for FEE-HELP Assistance Form to SAE Administration before the advertised Census date. Census dates are published at www.saebyronbay.com and appear on the Admission Agreement. Information about FEE-HELP can also be obtained from:
www.goingtouni.gov.au

When submitting the Request for FEE-HELP Assistance Form please include the Tax File Number and attach a certified copy of one of the following forms of identification:

- Australian Passport;
- Australian Birth Certificate;
- Australian Citizenship Certificate; or
- Permanent Humanitarian Visa.

Up Front Payment or Payment Plans

Applicants may elect to pay tuition (and other fees) up front or via an agreed payment plan using one of the following methods:

- Cheque, payable to SAE Investments (AUST) Pty Ltd
- Visa or Mastercard - card details may be listed on the Form, emailed or provided to SAE Administration via telephone.
- *Electronic Transfer to the SAE Investments (AUST) account *(Do not directly deposit fees as the payment receipt will not identify the applicant/student as the person who made the payment)*:
  Account Name: *SAE Investments (AUST) Pty Ltd*
  Bank: *Commonwealth Bank*
  Address: *1st Floor, 48 Martin Place, Sydney, NSW, 2000 Australia*
  BSB Code: *062 000*
  Account Number: 1*081 0388*
  (for international transfers please use the SWIFT Code CTBAAU2S)

Important: *Please identify all Electronic Transfers by the students name and always

keep the payment receipt. Please include a copy of the receipt with the application or scan and email a copy of the receipt to the relevant SAE campus. (Details on rear cover) In the email be sure to identify the student name, course commencement date, date of deposit and amount paid in Australian dollars.

Accommodation

All campuses offer an accommodation referral service.

SAE Institute Byron Bay provides a variety of on and off-campus student accommodation options:

- twin share
- single
- single with private bathroom

Accommodation details, inclusions and fees are outlined in the Accommodation Handbook. To book accommodation, complete and submit the Accommodation Registration Form to SAE Administration. Both documents are available to download at: www.saebyronbay.com

Policies and Procedures

A copy of the Student Handbook and a comprehensive list of policies and procedures are available online at:

www.saecollege.edu.au/saePP

Continuous Improvement and Changes

SAE Institute adopts a process of continuous improvement, therefore all courses, resources, equipment and units of study are subject to change.

Fees and Commencement

Tuition fees and commencement dates vary from campus to campus. For a copy of the indicative schedules please contact the relevant SAE campus. Electronic versions are also available online. Visit www.sae.edu .

Campus Contact

The Admissions Coordinators, located at each SAE campus, are available to provide tours of the campus and personally assist applicants with their questions and SAE application processes.

Campuses can be contacted by calling

1800 SAE EDU (Australia only) or;

+61 2 6639 6000 (International)

To email a campus, use one of the following:

Byron Bay - infobyron@sae.edu

Sydney - infosydney@sae.edu

Melbourne - infomelbourne@sae.edu

Brisbane - infobrisbane@sae.edu

Adelaide - infoadelaid@sae.edu

Perth - infoperth@sae.edu

SAE Institute National Provider Code: 0273

SAE ENROLMENT PROCESS

Step 1

The completed and signed application form (including the Accommodation Application Form where applicable) is completed and emailed or posted to the relevant SAE campus, along with all supporting documentation.

Application

Step 2

SAE Institute will assess the application to check that all entry requirements, and where applicable course pre-requisites, are met. Any credit (RPL or Advanced Standing) or accommodation requests will also be processed.

Assessment

Step 3

You will receive one of two Letters of Offer:
1. an **un-conditional** Letter of Offer means that you have met all entry requirements;
2. a **conditional** Letter of Offer means that there are entry requirements that are yet to be satisfied. The applicant will be asked to submit further documents/evidence to support their application.

Letter of Offer

Step 4

An Admission Agreement will be included with the Letter of Offer. Signing this document confirms that the Applicant agrees that all information on the Letter of Offer is correct and that they are accepting the offer and have read and understood SAE Institute's Policies and Procedures.

Admission Agreement & Offer Acceptance

Step 5

Fees due are listed on the Letter of Offer. SAE Institute will process the applicants nominated payment option and where eligible, will accept the Request for FEE-HELP Application Form for deferred payment of Tuition Fees.

Payment

Step 6

Once payment has been processed the applicant will receive a Confirmation of Enrolment Letter confirming that they have fulfilled admission requirements and are now a commencing student with SAE.

Confirmation of Enrolment

Step 7

If you are an International applicant you will also receive an electronic Confirmation of Enrolment (eCOE) issued by SAE Institute via the Australian Government. This document will assist International applicants to finalise their student visa application.

eCOE / Visa

Step 8

Some campuses run a short Admission process a few days before the campus commencement date. Information regarding Admission will be sent if you are required to attend. Orientation is compulsory and occurs at all SAE campuses during the commencement week. A schedule of Orientation activities will be provided.

Admission & Orientation

Step 9

Eligible students applying for FEE-HELP must have read the FEE-HELP Booklet and have submitted their Request for FEE-HELP Assistance Forms on or before the Census date for that study period. Census dates are published online with course intake dates (where applicable).

Census Date

Qantm Campus Contact

Qantm College can be contacted through

1300 136 933 (Australia only) or;

+61 7 3017 4333 (International)

Email Qantm:

enquiries@qantmcollege.edu.au

Qantm College National Provider Code: 5924

WWW.SAE.EDU

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