

Frequently Asked Questions (FAQ)

Diploma of Nursing

Timetables:

What does the timetable generally look like?

Classes will run from 9am- 9pm, Monday to Friday with some Saturday workshops. Each class is generally a 2 hour session with a 30 minute break between each class.

Session times are as follows:

- 9am – 11am
- 11:30am – 1:30pm
- 2pm – 4pm
- 4:30pm – 6:30pm
- 7pm – 9pm

If you are scheduled for an evening class you will generally commence classes later in the day, you will usually have no more than 4 classes per day.

How many class days at CIT?

Generally, you will attend CIT for 4 days per week for classes and simulated lab sessions in addition to classes, you will attend 11 weeks of mandatory industry placement over the duration of your course.

Do you have evening classes?

There are some evening classes through the course, however we do not have a specific evening only timetable.

How long is the course?

As a full time student, the course will take 18 months to complete.

Can I study part time (Individual pathway)?

You can study the Diploma of Nursing HLT54121 as a part time student (Individual pathway). This will take 3 years to complete if you are part time for the whole course.

Pre entry requirements:

What immunisations do I need?

- You need to show evidence of the following immunisations:

Requirements	Evidence 1	Evidence 2
Hepatitis B	Blood test results – must show that you are immune to Hepatitis B. If you are not immune, then you must commence a course of vaccinations.	Evidence of the 2 vaccines of a 3-vaccine course
Measles, Mumps and Rubella (MMR)	Blood test results – must show that immunity is “DETECTED”. If you are not immune to measles, mumps or rubella you will need to commence a course of 2 vaccinations	Evidence of 2 recent vaccines 1 month apart.
Varicella (Chicken Pox)	Blood test results – must show that immunity is “DETECTED”. If you are not immune to varicella, you will need to commence a course of 2 vaccinations.	Evidence of 2 recent vaccines 1 month apart.
Diphtheria, Tetanus, Pertussus (DTPa)	Evidence of 1 adult vaccine within the last ten years: Vaccine – BOOSTRIX or ADACEL Serology not accepted.	
Influenza	MANDATORY	
COVID – 19 Vaccination	MANDATORY Evidence of Dose 1 and Dose 2 and any booster is required	
Tuberculosis (TB)	Tuberculin Skin Test (TST) accepted from The Department of Respiratory and Sleep Medicine at The Canberra Hospital.	Mantoux results of Quantiferon – TB Gold results from your GP

Will you accept overseas records for immunisation?

No, vaccination schedules may vary from country to country. For this reason, we ask that you present evidence of immunity from an Australian medical professional.

How do I find my current immunisation status?

Please see your GP to find out your current immunisation status. If you have not had vaccinations or 'booster' doses, you will need to provide evidence of your blood test results and vaccinations.

What grades or subjects do I need to have for a Year 12 Certificate?

You will need to have completed Year 12 with a 'C' average grade in English and Maths (accredited or tertiary level) within the last 10 years. This also needs to be from Australia only, no international records are accepted.

English language skills requirements for students enrolling on entry into the Diploma of Nursing program.

On admission to the Diploma of Nursing program the student (applicant) must demonstrate English language competency as per the Nursing and Midwifery Board of Australia (NMBA) English Language Skills (ELS) registration standard <https://www.nursingmidwiferyboard.gov.au/Registration-Standards/English-language-skills.aspx>

The selection for program Entry English language requirements is based on an applicant meeting one of the following criteria:

1. English is your **primary language** OR
2. Provide a valid English Language Test Score result

1. Primary Language means:

- *The language you primarily use and the language that you know best and are the most comfortable with.*
- *You have attended and satisfactorily completed at least **six years of primary and secondary education** taught and assessed solely in English in a **recognised country**:*

Antigua & Barbados, Anguilla, Australia, The Bahamas, Barbados, Belize, British Indian Ocean Territory, Canada, Cayman Islands, Dominica, Falkland Islands, Gibraltar, Grenada, Guernsey, Guyana, Isle of Man, Jamaica, Jersey, Malta, New Zealand, Republic of Ireland, Saint Helena, St Kitts & Nevis, St Lucia, St Vincent & the Grenadines, Trinidad & Tobago, United Kingdom, USA, US Virgin Islands, including at least two years between 7 and 12.

- You will also be required to provide us with a copy of the following along with your Year 12 Certificate:
- Australian birth Certificate
 - Australian Citizenship Certificate

If your Year 12 Certificate is older than 10 years old or does not meet the 'C' average grade in English and Maths we will need to see:

- Australian birth Certificate
- Australian Citizenship Certificate

Recognised Country means the following countries:

Antigua & Barbados, Anguilla, Australia, The Bahamas, Barbados, Belize, British Indian Ocean Territory, Canada, Cayman Islands, Dominica, Falkland Islands, Gibraltar, Grenada, Guernsey, Guyana, Isle of Man, Jamaica, Jersey, Malta, New Zealand, Republic of Ireland, Saint Helena, St Kitts & Nevis, St Lucia, St Vincent & the Grenadines, Trinidad & Tobago, United Kingdom, USA, US Virgin Islands.

English as your primary language:

You have an Australian Year 12 Certificate with at least a 'C' average grade in tertiary English and accredited Maths (completed within the last 10 years).

You achieve the required minimum scores for the Literacy, Language and Numeracy test. Program entry is based on an applicant submitting a LLN test from an Australian Government provider demonstrating achievement of an Australian Core Skills Framework Exit Level 4, as a minimum.

Exceptions:

- Applicants with English as a primary language, who have successfully completed an Australian Year 12 certificate that includes an English subject, need only undertake the numeracy component of this LLN test.
- Applicants submitted a formal English test score result as the required level need only undertake the numeracy component of this LLN test.

OR

2. **At admission to the program** applicant has submitted a formal English language test score result that meets the minimum ELS requirements as specified in the NMBA English language skills registration standard.

English is not your primary language:

- You will also be required to provide us with a copy of the following along with your English language test:
- Visa documentation – this is to ensure that you can study as a domestic student or if you are considered an international student (your visa is checked by the International Service Unit)
 - Permanent Residence documentation – this will be checked by the International Service Unit that you are able to study as a domestic student
 - Australian Citizenship Certificate

If English is not your primary language the student (applicant) will be required to sit an English language test, please refer to either of the following approved provider's websites for more information:

- [Cambridge English Test](#)
- [International English Language Testing System](#) - (IELTS)
- [Occupational English test](#) - OET (nursing only)
- [Pearson test of English academic](#) - PTE Academic
- the **TOEFL IBT**

The Cambridge test with a minimum overall score of 185 in each of the three components listening, reading and speaking and a minimum score of 176 in writing with a maximum of two test sittings in a 12-month period only.

The IELTS with a minimum overall score of 7 and a minimum score of 7 in listening, reading and speaking and a minimum score of 6.5 in writing in each sitting with a maximum of two test sitting in a 12-month period only.

The OET with a minimum of B in listening, reading, and speaking) and a minimum score of C+ in writing with a maximum of two test sittings in a 12month period only.

The PTE Academic with a minimum overall score of 66 and a minimum score of 66 in listening, reading, and speaking) and minimum result of 56 in writing with a maximum of two test sittings in a 12-month period only.

the **TOEFL iBT** with a minimum total score of 94 and the following minimum score in each section of the test:

- 24 for listening,
- 24 for reading,
- 27 for writing, and
- 23 for speaking.

Are you a permanent resident applying to enter the Diploma of Nursing program?

If English is not your primary language and you have not completed at least six years of primary and secondary education taught and assessed solely in English in a recognised country, including at least two years between 7 and 12.

You will then be required to sit and complete an English language test as stated above for entry into the Diploma of Nursing program that demonstrates that you have achieved the NMBA specified level of English language skills, prior to commencing in the Diploma of Nursing program.

Additional requirements for all students (applicants) before commencing in the Diploma of Nursing program:

Students (applicants) will now be required to sign a declaration that English is their primary language or evidence that they have achieved the minimum English language test results as specified in the Nursing and Midwifery Board of Australia's (NMBA) English language skills registration standard.

Language, Literacy and Numeracy skills (LLN):

I have a Year 12 Certificate with the last 10 years in Australia with a 'C' average grade in English and Maths do I need to sit the LLN test?

You do not need to sit an LLN test if you are able to provide a Year 12 Certificate with a 'C' average grade in English and Maths within the last 10 years.

I have studied at university before; do I need to do the LLN test?

You will need to sit the LLN test and achieve the ACSF level 4 for acceptance into the course even if you have studied at university before.

Can I practice the LLN test before I complete it?

There is no practice LLN test available.

Australian Federal Police check (AFP & Working With Vulnerable People Card (WWVP)

What police check do you accept?

We accept the police check from the Australian Federal Police which shows complete disclosure (Code 08 for hospital employment). Please follow the link: [Australian Federal Police \(afp.gov.au\)](https://www.afp.gov.au)

My police check is 6 – 12 months old will accept this?

Your police check needs to be less than 3 months old.

What if I have a positive police check? Can I still apply for nursing?

A police check with disclosure may prevent Professional Experience Placement (PEP) therefore your entry and/or progress in the course. You will be asked to complete a disclosure form for ACT Health who will notify CIT if you will be accepted for PEP.

I have an NSW working with children card will you accept this?

The NSW working with children check card is not accepted in the ACT, you will need to provide a copy of your ACT Working with Vulnerable People (WWVP) card. Please follow the link: [Working with vulnerable people \(WWVP\) registration \(act.gov.au\)](https://www.act.gov.au/working-with-vulnerable-people)

Do I require to have NDIS clearance on my WWVP card?

No students are not required to have the NDIS clearance on their WWVP card.

Do I apply for a volunteer or paid WWVP card?

As a student we will accept a volunteer WWVP card whilst you are studying the Diploma of Nursing, if you are currently working in industry (Aged Care) then please provide a copy of your paid WWVP card.

Please note: To work in industry, you will need a paid employee WWVP card.

Placements:

What hospitals do we go to for placements?

Placements are currently offered in the ACT at the following hospitals and health services:

- The Canberra Hospital
- Calvary Public Hospital Bruce
- University of Canberra Hospital
- Private Hospital
- Community Health Centres
- Mental Health Services
- Multiple Age Care Facilities

Can I attend placement if I am pregnant?

A student who is pregnant cannot attend Professional Experience Placement (PEP) for a period commencing six (6) weeks prior to the estimated date of delivery. A student can return to placement six (6) weeks after the actual date of birth, provided they submit a doctor's letter of fitness from a registered medical practitioner confirming they are fit to return to nursing duties.

I live in NSW can I go on placement there?

NSW placements may be negotiated however most placements will be in the ACT.

Do I arrange the placements?

No – CIT arranges all placements.

I don't have a car and need to use public transport. Can I go to the hospital closest to my home?

To gain a variety of experiences, you will be allocated to placement across Canberra. Placements closest to home cannot be guaranteed.

Can I do morning shifts only?

You will need to be available to attend placement on a range of shifts. Shifts are allocated by clinical areas and are determined by the number of students allocated to the clinical area and to ensure that all students are appropriately supported and supervised while on placement.

What times are the placement shifts?

Shift times can vary between facilities but generally they are:

- Morning shifts: 7am – 3:30pm
- Evening shifts: 1pm – 9:30pm at most facilities
- Community: 8:30am – 5:30pm

Course Fees:

How much does the course cost?

The indicative cost for the Diploma of Nursing HLT54121 course is approximately \$10,925 for domestic students. Please see the latest costing on the [CIT website](#).

Do I have to pay fees upfront? Can I get help to pay my fees?

You may choose to pay your fees upfront however you may be eligible for a payment plan or VET student loan.

Please contact CIT Student Services to discuss your eligibility and/or options for payment. Please follow the link to read more about course fees and assistance: [Fees and assistance](#)

You only pay for the subjects that you are enrolled into for each stage. You do not pay for the whole course upfront, the Diploma of Nursing HLT54121 course is divided into 3 stages. Each stage is a semester long if studying full time.

Resources required:

What textbooks and equipment do I need?

You will be required to purchase:

- CIT Nursing scrubs (approximately \$85 for two) and wear navy or black pants and black leather shoes
- Nursing Kit - \$110 (Sphygmomanometer, Stethoscope, Nursing Pouch, Silicone Fob Watch, Retractable ID tag holder, Pen light – mini, safety glasses, face shield)
- Nursing textbooks (approximately \$300) teachers will advise students which textbooks are required when classes begin.
- Clinical skills books and Professional Experience Placement Books (PEP) approx. \$20 -50 each

Where can I purchase the required textbooks and equipment?

You can purchase books and equipment from the CITSA bookshop at CIT Bruce.

You are also welcome to source your own equipment and resources from other suppliers. Please check with your teacher.

How much is the uniform?

CIT Nursing scrub tops will cost approximately \$85 for 2 tops and are available to order through the CITSA bookshop at CIT Bruce. The pants and shoes are your discretion.

- Pants are required to be either navy or black (high waisted)
- Footwear must be fully enclosed in black leather or faux leather shoes

What do I wear on placement?

You will be required to purchase and wear on placement:

- CIT Nursing scrub tops – we advise students to order/purchase 2 tops from the CITSA bookshop at CIT Bruce
- Black or navy trousers – jeans and leggings are not acceptable
- Black leather or faux leather shoes – must be fully enclosed.

Previous study – credit transfer:

I have studied units in the Diploma of Nursing before will I receive credit?

If you have studied the Diploma of Nursing program with the qualification code HLT54121 you are eligible for credit for units that you have passed and completed.

If I would like to become a Registered Nurse later, will I get credit?

The Diploma of Nursing HLT54121 course at CIT provides pathways to continue to university to study a Bachelor of Nursing program, you may receive approximately 12 months credit towards this. You will need to contact the university to check that they still offer 12 months credit transfer.

If I have studied the Bachelor of Nursing will this give me any credit?

The Diploma of Nursing HLT54121 is a competency-based course where you need to provide evidence of competence to receive credits. Please make an appointment to discuss this with the nursing coordinator.

AHPRA:

What is AHPRA?

AHPRA is the Australian Health Practitioners Regulation Authority which is the national organisation responsible for overseeing the registration of health professionals within Australia.

What are the English language requirements for registration as an Enrolled Nurse when I complete my course?

Please follow the link to learn more about the English language registration standards for nurses: [Nursing and Midwifery Board of Australia - English language skills \(nursingmidwiferyboard.gov.au\)](https://nursingmidwiferyboard.gov.au)

Applying to study the Diploma of Nursing:

How do I apply?

You can apply online using the link: https://cit.edu.au/courses/health_fitness/nursing/DP-HS39

What happens next?

Once your application has been received you will receive an email from CIT acknowledging your application with further information about what you will need to do next to enter the Diploma of Nursing HLT54121 course at CIT.

International Students:

I am an international student how do I apply?

All international applications are managed through CIT International.

They can be contacted via:

- (02) 6207 4662
- international@cit.edu.au
- <https://international.cit.edu.au/about/contact>

If you have any further questions, please contact CIT Student Services on (02) 6207 3188 or email info@cit.edu.au

Your enquiry will be directed to a member of the Nursing team.