

# Responsible Service of Alcohol (ShortCourse)

COURSE CODE	SITSS00071
LOCATIONS	Warrnambool, Portland, Hamilton, Colac
STUDY MODE	On Campus, Short Course
Length	Six hours
Commencement	Follow the book now button for upcoming dates One six-hour class (in-person/face-to-face delivery) including online activity, group scenario role plays, RSA presentation, written test, and knowledge assessment.
Timetable	Pre-Course Activity (3 hours) - Read the Responsible Service of Alcohol workbook supplied by Liquor Control Victoria (LCV) on SWTAFE Online.  Sexual Harassment and Assault: Online training module that supports staff to understand better and respond to sexual harassment and assault when it occurs in licensed venues and stores. It will take 60 minutes to complete.

## Course Overview

*This section gives you an introduction to what you will be learning in this course, plus course outcomes, career opportunities, and student support.*

### Introduction

Learn how to legally serve alcohol in Victoria.

If you want to work in a licensed venue or apply for a liquor licence in Victoria, you'll need a Victorian Responsible Service of Alcohol (RSA) certificate.

This course will give you all the knowledge for you to receive an RSA certificate from Liquor Control Victoria (LCV). You'll gain an understanding of the legal requirements of serving alcohol in Victoria. You'll also learn about the major problems around excessive consumption of alcohol, underage drinking, drinking and driving, and serving alcohol outside of legal hours.

**LIQUOR CONTROL  
VICTORIA** Approved RSA Provider

### What will I Learn?

This course is made up of 2 parts:

- Liquor Control Victoria (LCV) approved RSA course – delivered by SWTAFE
- Sexual Harassment and Assault: Recognise, Prevent and Respond module – provided by Liquor Control Victoria (LCV)

The RSA course will be run in person at SWTAFE and will take 6 hours to complete.

Once you have completed the RSA course, you will receive an email asking you to create an account on the LCV Learning Hub, where you can complete the next part of the training.

Sexual Harassment and Assault: Recognise, Prevent and Respond is an online training module that supports staff to understand better and respond to [sexual harassment](#) and assault when it occurs in licensed venues and stores. It will take 60 minutes to complete.

Once you have completed both components, you can download your RSA Certificate of Completion from the LCV Learning Hub and provide it to your employer.

## Course Outcomes and Career Opportunities

On successful completion, you will receive a Statement of Attainment for this course, and you'll receive a Responsible Service of Alcohol (RSA) certificate from Liquor Control Victoria (LCV). You will be certified to serve alcohol at bars, restaurants and bottle shops.

If you are under 18 years of age at the time of completing this course, you will be issued with a Statement of Attainment. In accordance with the updated requirements, your RSA Certificate of Completion will display a watermark indicating 'Under 18' and red text specifying that it is illegal to supply alcohol prior to you turning 18 years of age.

## Pathways

This course may provide a pathway for further study in the hospitality industry.

## Course Requirements

*This section gives you an overview of entry requirements, course units and electives, skills recognition, and assessment criteria.*

### For this course, you will need to:

- provide photo ID to the trainer on the day of the course
- bring a pen and paper
- wear casual clothing.

## Units offered

## Assessment

This course involves accredited units. You will be required to complete assessment tasks to demonstrate your underpinning knowledge, skills and attributes to meet the course outcomes. A combination of written, oral and practical assessment strategies will be used in either a classroom, online or workplace environment.

Where units require demonstration of skills in a workplace environment, you will have the opportunity to do this either in your own workplace (where appropriate), through a practical placement, or by using one of the Institute's simulated workshops/classrooms. Detailed information about the types, conduct and dates of assessments will be provided in advance. You will also be provided with information about the opportunity for reassessment and appeal.

## Fees

*This section gives you an overview of course fees, subsidies, and how they can be paid.*

## Course Fees

Here's an outline of fees and costs associated with your course.

Course Fees	\$120.00
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*No concession or government funding applies*

Additional course fees	Indicative Course Fee
Course consumable/materials (approximate)	\$0.00

## How do I pay for the short course?

Booking your short course is easy and starts online. Once you've completed your online booking, you can choose from the following convenient payment options:

- **Online:** pay securely via our online payment portal.
- **Over the phone:** we will call you to take EFTPOS payment over the phone using your credit or debit card.
- **In person:** visit your nearest campus to pay by card.
- **Authority to Invoice:** if you nominate a third party (such as your employer) to cover your course cost, we will email you an Authority to Invoice form.

## Next Steps

*Ready to take the next step? Here you can make an enquiry, attend an information session or begin the application process.*

## How to book for a short course

There are 5 simple steps when booking a short course with us.

1. **Book** – Book online and complete our enrolment details at [swtafe.edu.au](http://swtafe.edu.au)
2. **Verify** – You will be asked to verify your identity online as part of the booking process.
3. **Pay** – Pay online, in person, over the phone, or request an invoice for third-party payment.
4. **Assessment** – Some courses require a Language, Literacy and Numeracy (LLN) assessment. We'll let you know if it's needed.
5. **Attend** – Once confirmed, we'll email all the course details and any pre-reading required.

If need any assistance with completing your booking, contact our team via the live chat below, call 1300 648 911 or [visit your nearest campus](#).

## Careers and Course Advice

Not sure which course is right for you? South West TAFE will help you find your way.

Our Careers Coaches at the [Skills and Jobs Centre](#) is here to support you. Whether you're exploring career options, transitioning from school to the workforce or looking to study after school we're here to help you.

## Student Support

As a SWTAFE student, you can access a variety of support services that will enhance your study experience and help you complete your studies successfully. For more information about any of these services, [visit our student page](#).