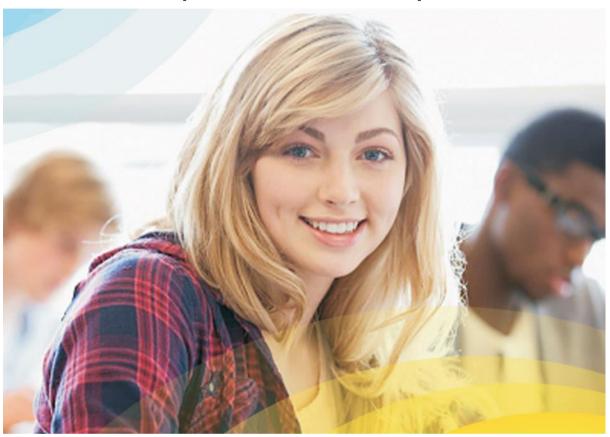


BSB50215 Diploma of Business

(Domestic Students)



Course Description

This qualification reflects the role of individuals with substantial experience in a range of settings who are seeking to further develop their skills across a wide range of business functions. This qualification is also suited to the needs of individuals with little or no vocational experience, but who possess sound theoretical business skills and knowledge that they would like to develop in order to create further educational and employment opportunities.

Duration

26 Weeks - Full Time Study

Pathways

Pathways into the qualification
Preferred pathways for candidates considering this qualification include:
BSB40215 Certificate IV in Business or other relevant qualification

OR



with vocational experience in a range of work environments in senior support roles but without a qualification.

Pathways from the qualification

BSB60215 Advanced Diploma of Business or a range of other Advanced Diploma qualifications.

Employment Opportunities

Job roles and titles vary across different industry sectors. Possible job titles relevant to this qualification include:

- executive officer
- program consultant
- program coordinator.

Mode of Study

The mode of study includes:

- Classroom based training
- Self-study during the duration of the course

Assessment Methods

Assessment methods include written tests, projects, observations, research, and case study.

Recognition of Prior Learning (RPL) and Credit Transfer

A learner may be able to apply for RPL if they have gained competency from work, other programs, courses, life experience or training provided at work that is relevant to the course. The College recognises the AQF qualifications and statements of attainment issued by other registered training organisations.

Entry Requirements

- 18 years or older
- Applicants who have completed a minimum of Year 11 or equivalent
- Sufficient Language, Literacy and Numeracy (LLN) Skills/ Successful completion of the College's LLN test.

Applicants with no formal qualifications and who are commencing within or have experience within a relevant business industry may also be considered for entry into the Course



Course Contents/ Units of Competency

ELECTIVE UNITS

BSBADM502 Manage meetings

BSBHRM501 Manage human resources services

BSBHRM506 Manage recruitment, selection and induction processes

BSBMGT403 Implement continuous improvement
BSBMGT615 Contribute to organisation development
BSBMKG501 Identify and evaluate marketing opportunities

BSBPMG522 Undertake project work

BSBRSK501 Manage risk

^{*}Elective units have been selected by the College in consultation with industry experts.



Campus Location

Ground Floor, 313 – 315 Flinders Lane, Melbourne Victoria 3000

How to Apply

Complete an Application Form and submit it to the College. Form available on https://www.einsteincollege.vic.edu.au/pdfs/ECA Application form(local).pdf

Important Information

Intake Dates: Weekly enrolment

Fees & Charges: Please check on https://www.einsteincollege.vic.edu.au/pdfs/Domestic-

Students-Tuition-Fee-Schedule-2016.pdf

Policies & Procedures (Including Refunds):

https://www.einsteincollege.vic.edu.au/policies

For further information regarding the College, please visit: www.einsteincollege.vic.edu.au



Contact Us

Einstein College of Australia

Ground Floor, 313 – 315 Flinders Lane, Melbourne Victoria 3000, Australia

Phone: 0061-3-9629 3693 Fax: 0061-3-9629 7146

Email: contact@einsteincollege.vic.edu.au
Website: www.einsteincollege.vic.edu.au
RTO No: 22459 CRICOS: 03223E ABN: 46 129 237 092
Shiv Sans Pty Ltd trading as Einstein College of Australia

Version 6.0. 29 February 2016