

BSB60120 Advanced Diploma of Business

(CRICOS Code: 108229D)

(International Students)



Course Description

This qualification reflects the role of individuals in a variety of Business Services job roles. These individuals may have general management accountabilities.

Individuals in these roles carry out complex tasks in a specialist field of expertise. They may undertake technical research and analysis, and will often contribute to setting the strategic direction for a work area.

The qualification is suited to individuals who are responsible for the supervision and leadership of a team or work area (including by managing staff performance and making staffing decisions).

Duration

52 Weeks (40 weeks of tuition and a maximum of 12 weeks holiday breaks)

Pathways

Pathways into the qualification

Have completed a Diploma or Advanced Diploma from the BSB Training Package (current or superseded equivalent versions).

or

Have two years equivalent full-time relevant workplace experience in an operational or leadership role in an enterprise.

Pathways from the qualification

Learners may have pathways to higher education programs.

Employment Opportunities

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

- senior administrator
- senior executive.

Mode of Study

The mode of study includes:

- Online training and face-to-face classroom-based training (Blended delivery)

Assessment Methods

Assessment methods include written work, projects, and observations.

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
 - Satisfactorily completed year 12 or equivalent
 - IELTS 6.0 or equivalent
 - Have completed a Diploma or Advanced Diploma from the BSB Training Package (current or superseded equivalent versions).
- or
- Have two years equivalent full-time relevant workplace experience in an operational or leadership role in an enterprise.
- Basic computer skills are required, however, adequate student support is available when needed.
 - Access to a computer, tablet or mobile phone, and the Internet.

Course Contents/ Units of Competency

CORE UNITS

BSBCRT611	Apply critical thinking for complex problem solving
BSBFIN601	Manage organisational finances
BSBOPS601	Develop and implement business plans
BSBSUS601	Lead corporate social responsibility
BSBTEC601	Review organisational digital strategy

ELECTIVE UNITS

BSBFIN501	Manage budgets and financial plans
BSBHRM614	Contribute to strategic workforce planning
BSBINS601	Manage knowledge and information
BSBLDR601	Lead and manage organisational change
BSBOPS504	Manage business risk

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



Training Product Status	Current
Training Product Release Date	19 October 2020

Campus Location

Level 9, 310 King Street, 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/student-app-form>

Important Information

Intake Dates: Weekly enrolment

Fees & Charges: Please check on <https://www.einsteincollege.vic.edu.au/pdfs/International-Students-Tuition-Fee-Schedule.pdf>

Policies & Procedures (Including Refunds):

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

For further information such as student support services and other information regarding the College, please visit: www.einsteincollege.vic.edu.au

Contact Us

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