



AUSTRALIAN ACADEMY

OF BUSINESS & TECHNOLOGY, MELBOURNE AUSTRALIA

RTO ID: 45457 | CRICOS: 03734D

BSB50120 DIPLOMA OF BUSINESS

CRICOS Course Code: 107606C

Class Schedule: 40 weeks

Term Break: 12 weeks

Total: 52 weeks



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

Individuals in these roles carry out moderately complex tasks in a specialist field of expertise that requires business operations skills. They may possess substantial experience in a range of settings, but seek to further develop their skills across a wide range of business functions.

Academic requirements

Prospective Australian Academy international students are required to demonstrate their capacity to complete the course successfully. International students applying for Diploma level either off-shore or on-shore will need satisfactory completion of the equivalent of Australian Year 12 or Certificate III or higher qualification.

Age requirements

The minimum age for entry to this program is 18+ years at the date of your enrolment.

PROMOTION

**AUD
2000**

COVID SCHOLARSHIP

LIMITED TIME ONLY

Valid for May, June & July 2022 intakes

TUITION FEE

~~A\$ 12000~~

A\$ 10000

MATERIAL FEE

A\$ 300

ENROLMENT FEE

A\$ 200

Diploma of Business



Tuition Fee

~~A\$ 12,000~~
A\$ 10,000

Covid Scholarship
A\$ 2000

Career opportunities

Graduates may work in the following:

Executive Officers
Program Consultants
Team Leader
Program Coordinators

Australian Academy does not do any misleading claim or job guarantee or advertise any employment outcome with its courses.

Pathways

After successfully achieving BSB50120 Diploma of Business, candidates may undertake BSB60120 Advanced Diploma of Business.

Participants who exit this course at any time prior to completion will receive a Statement of Attainment for the units of competency they have successfully achieved.

Assessments

This program is delivered under competency based training which means instead of grading or marks, students are required to demonstrate all the criteria for each unit of competency and student a remarked "Competent" or "Not yet competent". Typical assessment methods will include written questions, casestudies, role plays and skills demonstration.

Course duration

This program is delivered over a total duration of 52 weeks including holidays and term breaks. This total duration consists of 40 weeks of course delivery plus up to 12 weeks holiday / break time depending upon the in take. Twenty hours (20) of classes are scheduled for each week of delivery.

COURSE STRUCTURE

Core Units

BSBCRT511 Develop critical thinking in others

BSBFIN501 Manage budgets and financial plans

BSBOPS501 Manage business resources

BSBSUS511 Develop workplace policies and procedures for sustainability

BSBXCM501 Lead communication in the workplace

Elective Units

BSBOPS504 Manage business risk

BSBPMG430 Undertake project work

BSBTWK503 Manage meetings

BSBSTR503 Develop organisational policy

BSBLDR522 Manage people performance

BSBMKG550 Promote products and services to international markets

BSBTWK401 Build and maintain business relationships

Australian
Qualifications
Framework

NATIONALLY RECOGNISED
TRAINING