



AUSTRALIAN ACADEMY

OF BUSINESS & TECHNOLOGY, MELBOURNE AUSTRALIA

RTO ID: 45457 | CRICOS: 03734D

BSB50320 DIPLOMA OF HUMAN RESOURCE MANAGEMENT

CRICOS Course Code: 107608A

Class Schedule: 40 weeks
Term Break: 12 weeks
Total: 52 weeks



This qualification reflects the role of individuals working in a variety of roles within the human resources sector. The job roles that relate to this qualification may include Human Resources Consultant, Human Resources Advisor and Human Resources Business Partner.

Responsibilities are likely to be determined at a workplace level. Some smaller organisations may require employees to work across all aspects of human resources.

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

Academic requirements

1. Prospective Australian Academy international students are required to demonstrate their capacity to complete the course successfully.
 2. 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 IV or higher qualification.
 3. Have completed the following units (or equivalent competencies): BSBHRM411 Administer performance development processes; BSBHRM412 Support employee and industrial relations; BSBHRM415 Coordinate recruitment and onboarding; and BSBHRM417 Support human resource functions and processes. Equivalent competencies are predecessors to these units, which have been mapped as equivalent.
- or
- Have two years equivalent full-time relevant work experience.

Diploma of Human Resource Management



Tuition Fee

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

Covid Scholarship
A\$ 2000

Career opportunities

Graduates may work in the following:

- Human Resources Manager
- Human Resources Advisor
- Human Resources Consultant
- Human Resources and Change Manager
- Senior Human Resources Officer

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

Pathways

After successfully achieving BSB50320 Diploma of Human Resources Management, candidates may undertake BSB60320 Advanced Diploma of Human Resource Management.

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.

COURSE STRUCTURE

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.

Core Units

BSBHRM521 Facilitate performance development processes

BSBHRM522 Manage employee and industrial relations

BSBHRM523 Coordinate the learning and development of teams and individuals

BSBHRM524 Coordinate workforce plan implementation

BSBHRM527 Coordinate human resource functions and processes

BSBOPS504 Manage business risk

BSBWHS411 Implement and monitor WHS policies, procedures and programs

Elective Units

BSBFIN501 Manage budgets and financial plans

BSBHRM525 Manage recruitment and onboarding

BSBHRM526 Manage payroll

BSBPEF501 Manage personal and professional development

BSBWHS521 Ensure a safe workplace for a work area

Australian
Qualifications
Framework

NATIONALLY RECOGNISED
TRAINING