



Course Synopsis:

The Diploma of Business is a broadly applicable qualification for 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.

Career Prospects:

- Executive Officer
- Program Consultant
- Program Coordinator
- Business Manager
- Marketing Manager
- Business Supervisor

Course Delivery:

This course is delivered **online**, using iLearn, our 24/7 learner management system. By taking advantage to our flexible learning system “iLearn” you can login anytime anywhere.

Course Duration: 12 to 18 months

Course Intakes: Every Monday

Entry Requirements: Year 12 certificate or a competent result in an entry level reading and numeracy test.

Student Support Services offered:

- Dedicated Trainers to help with training and assessment
- Access to iLearn – our 24/7 learning management system
- 24/7 access to online learning and assessment materials that comprise of recorded lectures, interactive digital resources eBooks, PowerPoint’s and video links.
- Opportunities to collaborate online with Trainers, industry experts and peers
- Free state of the art Language Literacy and Numeracy tools
- Mentoring and job placement assistance

Assessment Methodology:

Uses a staggered assessment schedule with a range of methodologies such as:

- Real world projects
- Simulated workplace case studies
- Portfolios of authentic work samples
- Presentations

Unit Code	Unit of Study
BSBWOR501	Manage personal work priorities and professional development
BSBHRM506	Manage recruitment, selection and induction process
BSBWOR502	Lead and manage team effectiveness
BSBPNG522	Undertake project work
BSBMKG502	Establish and adjust marketing mix
BSBADM502	Manage meetings
BSBADM503	Plan and manage conferences
BSBFIM501	Manage budgets and financial plans

All courses are subject to change and availability.

The VET Student Loans

program assists eligible students enrolled in approved higher level vocational education and training (VET) courses to pay their tuition fees. For more info, visit www.studyassist.gov.au

VET Student Loans

An Australian Government Initiative

Contact us for further course information.