



BSB60215 Advanced Diploma of Business

WHAT IS THE QUALIFICATION ABOUT?

This qualification reflects the role of individuals with significant experience in a senior administrative role who are seeking to develop expertise across a wider range of business functions.

The qualification is suited to individuals who possess significant theoretical business skills and knowledge and wish to consolidate and build pathways to further educational or employment opportunities

COURSE ENTRY REQUIREMENT

There are no training package entry requirements for this qualification.

New England College entry requirements include:

- Candidates are to complete a Language Literacy and Numeracy assessment at application for admission which is used to determine the level of support (if any) that may be required or adjustment needed to the training plan on enrolment.

QUALIFICATION RULES AND UNITS OF COMPETENCY

8 units in total: 8 elective units

The following lists of units of competency have been selected as being an appropriate combination and suitable for industry required outcomes. *Elective can be chosen according to the requirement of the clients*

Unit Code	Unit Title
BSBINN601	Lead and manage organisational change
BSBHRM602	Manage human resources strategic planning
BSBMGT615	Contribute to organisation development
BSBSUS501	Develop workplace policy and procedures for sustainability
BSBHRM602	Manage human resources strategic planning
BSBMKG607	Manage market research
BSBMKG605	Evaluate international marketing opportunities
BSBMKG606	Manage international marketing programs

HOW LONG WILL IT TAKE?

The anticipated time to complete the course is 6 - 18 months; however, the completion time will vary depending upon the individual learner, the delivery mode, and whether or not Credit Transfers or Recognition of Prior Learning (RPL) applies.



DELIVERY AND ASSESSMENT

1. Classroom/ Face to Face
2. Workshop sessions
3. Distance/ Online

Training and Assessment will be conducted through a combination of blended learning environments. Both knowledge and practical assessments are required to be completed with a competent outcome for each unit to achieve your certificate.

CAREER OUTCOMES

Employment outcomes targeted by this qualification may include:

- ✓ Senior Administrator
- ✓ Senior Executive

PATHWAYS TO FURTHER STUDY

After completing this course, you could go onto higher education.

FEES AND CHARGES

Refer to our fees and charges brochure.

Payment plans are available.

Government Funding available – Subject to candidate's eligibility

Student Contribution fees apply.

CERTIFICATE ISSUE

A certificate is issued where all 8 units have been deemed competent. A statement of attainment is issued when only some units are deemed competent and the course is not completed in full.

Issuing of your certificate and or statement of attainment occurs within 30 days of last unit being deemed competent, however this may be delayed in the event that you have not provided your Unique Student Identifier (USI) or you have an outstanding debts not finalised.

ENROLMENT

Enrol either online or contact our Admissions Officers

Version 1 – Jan 2016