



## BSB42615 - Certificate IV in New Small Business

CRICOS Course Code- 090367A

### DESCRIPTION

This qualification is suitable for those establishing a small business who use well developed skills and a broad knowledge base to solve a range of unpredictable problems, and analyse and evaluate information from a variety of sources. They may provide leadership and guidance to others, and have responsibility for the output of others.

### JOB ROLES/ EMPLOYMENT OUTCOMES

- ☐ Small Business Manager

### COURSE ENTRY REQUIREMENT

- Students must be a minimum of 18 years of age, or turning 18 years of age before course commencement.
- Students require a completed Year 12 or equivalent; or Non school-leavers are selected according to eligibility and merit, vocational experience, previous study and personal competencies.
- If one of the following applies, you do not need to provide evidence of an English test score with your visa application:
  - you have completed at least five years' study in one or more of the following countries - Australia, UK, USA, Canada, New Zealand, South Africa, or the Republic of Ireland
  - you are a citizen and hold a passport from UK, USA, Canada, NZ or Republic of Ireland
  - in the two years before applying for the student visa, you completed, in Australia and in the English language, either the Senior Secondary Certificate of Education or a substantial component of a course leading to a qualification from the Australian Qualifications Framework at the Certificate IV or higher level, while you held a student visa.
- Where required, the minimum requirement for evidence of English test scores are;



| English language test providers                               | Minimum test score | Minimum test score where combined with at least 10 weeks ELICOS | Minimum test score where combined with at least 20 weeks ELICOS |
|---|--------------------|---|---|
| International English Language Testing System                 | 5.5                | 5   | 4.5   |
| TOEFL internet based test                                     | 46                 | 35  | 32  |
| Cambridge English: Advanced (Certificate in Advanced English) | 162                | 154   | 147   |
| Pearson Test of English Academic                              | 42                 | 36  | 30  |
| Occupational English Test                                     | Pass**             | N/A   | N/A   |

\*\*The Occupational English Test includes a mark between A and E. An A or B is considered a pass. The test must have been taken no more than two years before you apply for your student visa.

**English exemptions and required evidence are inline with the Australian DoHA and susceptible to ongoing review please see below for further information see;**

<https://www.homeaffairs.gov.au/trav/visa-1/500->

## QUALIFICATION RULES AND UNITS OF COMPETENCY

10 units in total: 4 core units + 6 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.

| Code      | Unit of Competency   | C/E      |
|-----------|--|----------|
| BSBSMB404 | Undertake small business planning                                  | Core     |
| BSBSMB402 | Plan small business finances                                       | Core     |
| BSBSMB403 | Market the small business  | Core     |
| BSBMKG413 | Promote product and services                                       | Elective |
| BSBSMB401 | Establish legal and risk management requirements of small business | Core     |
| BSBCUS401 | Coordinate implementation of customer service strategies           | Elective |
| BSBCOM401 | Organise and monitor the operation of compliance management system | Elective |
| BSBSMB407 | Manage a small team  | Elective |
| BSBSMB406 | Manage small business finances                                     | Elective |
| BSBSMB405 | Monitor and manage small business operations                       | Elective |



## LEARNING PERIOD

The anticipated time to complete the course is 26 weeks.

### Holiday Breaks:

#### Academic Break

College will have an academic break - Christmas break of 2 weeks and Easter Break for 1 week during their course.

**Timetable Break:** The 26 comprise of 24 teaching weeks and 2 weeks holidays. This will be calculated and communicated as per the student's intake take at the time of enrolment.

Any changes to this time requirement will be communicated to the staff and students

**Note:** *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. Simulation 3. Online assessment

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.

## PATHWAYS

After completing this course, students may work in the business industry or take further studies such as BSB50215 Diploma of Business.

## CERTIFICATE ISSUE

A certificate is issued where all 10 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.

## FEES AND CHARGES

|                  |           |
|------------------|-----------|
| Tuition Fee:-    | \$3900.00 |
| Admission Fee :- | \$200.00  |
| Material Fee:-   | \$500.00  |

Payment Plans Available. For any Further details please refer to our fees and charges brochure



## LOCATION:

The course shall be delivered at Brisbane campus:

151 Wellington Road

East Brisbane, 4169

Brisbane, QLD.

## ENROLMENT

Enrol either online or contact our Admissions Officers at following details:-

P: 07 3164 7070

E: [info@nec.edu.au](mailto:info@nec.edu.au)

W: [www.nec.edu.au](http://www.nec.edu.au)

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