BSB50215 **Diploma of Business**

CRICOS CODE	COURSE DURATION	TUITION FEES¹	STUDY HOURS	INTAKES²	STUDY MODE
089570G	1 year (52 weeks)	$9,000	20 hours per week	January – December	Classroom Based

Course overview

The aim of this course is to develop business knowledge and skills across a wide range of business functions.

The course develops the skills and knowledge required to complete the job role tasks in the following areas: manage recruitment and selection, manage risk, market research and marketing planning and leading effective workplace relationships.

Entry requirements

- Minimum 18 years of age.
- Complete year 12 or secondary studies equivalent to an Australian year 11 or 12 qualification.
- IELTS score of 5.5 (Academic) or equivalent.
- Demonstrate Language, Literacy and Numeracy skills (LLN) during the application process to gain entry to this course.

Job Outcomes

- Executive Officers
- Program Consultants
- Program Coordinators

Course structure

Students are required to complete 8 elective units.

Study Units

ELECTIVE UNITS

BSBADM502	Manage meetings
BSBRSK501	Manage risk
BSBWOR501	Manage personal work priorities and professional development
BSBMKG501	Identify and evaluate marketing opportunities
BSBMKG502	Establish and adjust the marketing mix
BSBMKG506	Plan market research
BSBHRM506	Manage recruitment, selection and induction processes
BSBLDR402	Lead effective workplace relationships

1 A one off non refundable application fee ($350) is applicable to all students.

2 Intake dates are subject to change without notice. Please refer to our website for up to date information.

NATIONALLY RECOGNISED TRAINING

University of Southern Queensland – **Credit Schedule**

USQ Program (or 'Award')	**Institution Award**	**AQF Level**
Bachelor of Business and Commerce (BBCM)	Diploma of Business (BSB50215)	Diploma – AQF Level 5

The following details what Credit (if any) is provided by the University of Southern Queensland (USQ) for units in the named Institution Awards(s) offered by the Institution, and the entry requirements for the USQ Award(s) together with what units need to be successfully completed in order to complete the USQ Award(s).

This Credit Schedule remains effective until such time as USQ issues a cessation notice or a revised Credit Schedule with a new Effective Date. Both parties agree to notify the other of any unit or award changes. Where these changes impact credit a revised Credit Schedule reflecting all details including non-changing and changed Courses, will be signed by USQ and sent to the Institution with a new Effective Date. The revised Credit Schedule may offer reduced or additional credit.

Students who successfully complete (i.e. obtain a final passing grade in) the following units are awarded the following credit at USQ:

INSTITUTION			USQ	
Course Code	**Course Title**	**Unit Value**	**Course Code (for credit*)**	**Unit Value**
BSBADM502	Manage meetings	1	4 x Unspecified Electives	4
BSBRSK501	Manage risk	1		
BSBWOR501	Manage personal work priorities and professional development	1		
BSBMKG501	Identify and evaluate marketing opportunities	1		
BSBMKG502	Establish and adjust the marketing mix	1	4 x Unspecified Minor	4
BSBMKG506	Plan market research	1		
BSBHRM506	Manage recruitment, selection and induction processes	1		
BSBLDR402	Lead effective workplace relationships	1		
			TOTAL	**8**

Unspecified credit can only be utilised towards electives in the award. Students may not be able to use all credits granted.

Entry

As well as completing the Institution's units for which credit detailed above is given, students must satisfy the following USQ Program entry requirements:

- Have achieved a minimum Overall Position (OP) 16, tertiary entrance rank 66 or equivalent qualification.
- Subject Pre-requisite: English (4, SA) or equivalent.
- English Language Proficiency requirements for Category 2.

Applicants are advised to also address the following:

- Assumed Knowledge expectations: Mathematics A (4, SA) or equivalent.

In order to be eligible to be awarded the USQ Award, students with the above detailed credit who meet the specified entry requirements according to current USQ Program requirements, should satisfactorily complete (i.e. obtain a final passing grade in) the following USQ Courses.

At actual enrolment, each student should check that they comply with the USQ Program entry requirements applicable at that time.

USQ		
Course Code	**Course Title**	**Unit Value**
8 x core courses:		
ACC1101	Accounting for Decision-Making	1
CIS1000	Information Systems Concepts	1
ECO1000	Economics	1
FIN1101	Introduction to Corporate Finance	1
LAW1500	Introduction to Business and Company Law	1
MGT1000	Organisational Behaviour	1
MKT1001	Introduction to Marketing	1
STA2300	Data Analysis	1
Select one 8-unit major from the following:		
	Accounting	8
	Aviation Management and Safety	
	Business Administration	
	Business Economics	
	Business Law	
	Finance	
	General Commerce	
	Human Resource Management	
	Information Technology Management	
	International Business	
	Management and Leadership	
	Marketing	
	Sustainable Business	
	Tourism Management	
	TOTAL	**16**