BSB50215 Diploma of Business

Qualification Description
This qualification would apply to individuals with various job titles including executive officers, program consultants and program coordinators. Individuals in these roles may possess substantial experience in a range of settings, but seek to further develop their skills across a wide range of business functions. Conversely, it may also apply to those 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.

Entry Requirements
Entry to this qualification is limited to those individuals who:
- Completed Year 12 (or equivalent) education
- Vocational experience but without formal supervision or a higher qualification in that area

Study Pathways
The diploma of Business may enter an Advanced Diploma of Business Leadership & Management course at BIA, or may be eligible for advanced standing in courses at universities or other higher education providers through our articulation pathways program.

Career Outcomes
Business Development Manager, Project Manager, Marketing Coordinator, Executive Officer

Learning Outcomes
- Develop and monitor the implementation of an operational plan
- Design, produce and manage business documentation
- Implement a diversity policy

Starting date 2017

<table>
<thead>
<tr>
<th>Season</th>
<th>Period</th>
<th>Duration</th>
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</thead>
<tbody>
<tr>
<td>Winter</td>
<td>24 April - 30 June</td>
<td>10 Wks.</td>
</tr>
<tr>
<td>Term break</td>
<td>3 July - 14 July</td>
<td>2 Wks.</td>
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<tr>
<td>Spring</td>
<td>17 July - 22 September</td>
<td>10 Wks.</td>
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<tr>
<td>Term break</td>
<td>25 September - 6 October</td>
<td>2 Wks.</td>
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<tr>
<td>Summer</td>
<td>9 October - 15 December</td>
<td>10 Wks.</td>
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<tr>
<td>Term break</td>
<td>18 December - 4 February 2018</td>
<td>7 Wks.</td>
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Assessment
Assessments are conducted through a variety of means including written exercises, knowledge based tests, projects, assignments, practical placement book, workplace competency record role-plays, simulations based assessments and demonstrations.

Study Mode
- On campus
  - Network and develop insider knowledge of business context
  - Enjoy our central Sydney location campus
  - Learn practical skills
  - Meet like-minded people and build industry contracts

- Blended
  - Collaborative and independent modes of study
  - Reduced seating time to balance extra-curricular activities
  - Develop your technology skills

Study Duration

<table>
<thead>
<tr>
<th>Mode</th>
<th>Full time: 12 Months</th>
<th>Part time: 12—24 Month</th>
</tr>
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<tbody>
<tr>
<td>On Campus</td>
<td>$8,500</td>
<td>$8,000</td>
</tr>
<tr>
<td>Blended</td>
<td>$7,000</td>
<td>$7,500</td>
</tr>
</tbody>
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Course Fees 2017 (AUD)

Packaging Rules
8 Units in Total

Code  Title
BSBRSK501 Manage Risk
BSBSUS501 Develop Workplace Policy and Procedures for Sustainability
BSBPW522 Undertake Project Work
BSBADM502 Manage Meetings
BSBADM506 Manage Business Document Design and Development
BSBMKG501 Identify and Evaluate Marketing Opportunities
BSBMKG506 Plan Market Research
BSBHRM506 Manage Recruitment, Selection and Induction Process

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