

BSB50120 DIPLOMA OF BUSINESS

ABOUT THE COURSE

This qualification will be suitable for individuals with various job titles including executive officers, program consultants and program coordinators. The individuals in such positions may possess substantial experience in a range of settings but seek to further develop their skills across a wide range of business functions.

COURSE REQUIREMENTS

DOMESTIC STUDENTS

Training and assessments are conducted in English. A pre training intake interview will be conducted and each learner will undertake a Language, Literacy and Numeracy Assessment.

There are no pre-requisite or any other training package entry requirements to enrol in this course.

INTERNATIONAL STUDENTS

English requirements:

- Must have an IELTS score of 6.0 or
- Must have a TOEFL iBT score of 64 or
- Must have a PTE Academic score of 50 or
- Must have a Cambridge English Advanced (CAE) score of 169 or
- Must have an OET score of at least B for each component
- Must be 18 Years or older
- Completed Australian year 12 or equivalent

DURATION

- Domestic: 52 weeks
- International: 52 weeks

Please see over for Units of Study



TRAINING DELIVERY

- Classroom delivery: Face to face training
- Virtual Classroom Delivery: Theory delivery via zoom & Face to Face practicals as required in the qualification



CONTACT US

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UNITS OF STUDY

Students will need to complete **12 Units** of Competency, consisting of **5 Core** and **7 Elective** units;
(NB: Elective units will be selected for delivery by ETEA and are subject to change to meet client and industry requirements)

CORE	
BSBCRT511	Develop critical thinking in others
BSBFIN501	Manage budgets and financial plans
BSBOPS501	Manage business resources
BSBSUS511	Develop workplace policies and procedures for sustainability
BSBXCM501	Lead communication in the workplace
ELECTIVES	
BSBOPS601	Develop and Implement business plans
BSBOPS502	Manage business operational plans
BSBOPS503	Develop administrative systems
BSBOPS504	Manage business risks
BSBLDR522	Manage people performance
BSBWHS521	Ensure a safe workplace for a work area
BSBSTR601	Manage innovation and continuous improvement

RECOGNITION OF PRIOR LEARNING AND/OR CREDIT TRANSFER

You can apply to recognise your prior learning, work experience and course work towards this qualification. Detailed information is available on the ETEA website www.etea.edu.au

FURTHER INFORMATION

For further information, including student pre-engagement information, entry requirements, course duration, assessment methods, how to enrol, RPL, Credit Transfer, pathways etc. please visit our website at www.etea.edu.au

GOVERNMENT FUNDING

You may be able to access government funding if you meet the eligibility criteria. To check if you are eligible visit www.etea.edu.au

FURTHER INFORMATION

Visit our website or contact your closest office for further information.

www.etea.edu.au



NATIONALLY RECOGNISED
TRAINING