BSB50215 Diploma of Business

Qualification
Students successfully completing the course will receive the Nationally Recognised; BSB50215 Diploma of Business.

Course Duration
This course is offered full time over one year or 52 weeks including holidays on a full time basis.

Contact Hours
20 hours per week for 36 weeks.

Tuition Fee
$8,000

Fees and Charges are subject to change with prior notice.

Course 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.
BSB50215 Diploma of Business

Business and Management

Entry Requirements

Age Requirements
ICM has a requirement that all students must be over 18 years of age at the commencement of course.

Academic Requirements
To gain entry to this course, participants should have successfully completed year 12 or secondary studies in applicants home country equivalent to an Australian Year 11* or 12 qualification. (*Subject to the country Assessment Level) and course.

There are no course specific entry requirements for this qualification.

English Language requirements.
All International Students entering this qualification must have a minimum English Language proficiency level of one of the below:

You should qualify in any one of the following:
An English Language proficiency level of one of the following:
- IELTS overall band of 5.5 or equivalent internationally recognised exam result in line with DIBP regulations;
- TOEFL iBT test score band of 46 equivalent or above;
- PTE Academic band score 42 equivalent or above;
- Cambridge English Advanced (CAE) test score band of 47 equivalent or above;
- OET score band Pass equivalent or above;
- Successful completion of Senior Secondary certificate of education in Australia conducted in medium of English;
- Completion of a full time studies in Australia towards a Certificate III or above;
- English as the first language;
- Satisfactory completion of the EAL;
- OR any other form of test which satisfies the Institution.

Teaching Methods
Teaching is conducted in the classroom as well as in practical labs when required to simulate real work environment. The delivery may include face to face teaching, lectures, discussions and learning activities.

Assessments
Assessments comprise of written assignments and project works.

Course Structure

Units of Competency

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>Elective Units</td>
<td></td>
</tr>
<tr>
<td>BSBADM502</td>
<td>Manage meetings</td>
</tr>
<tr>
<td>BSBRSK501</td>
<td>Manage risk</td>
</tr>
<tr>
<td>BSBPMG522</td>
<td>Undertake project work</td>
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<tr>
<td>BSBWOR501</td>
<td>Manage personal work priorities and professional development</td>
</tr>
<tr>
<td>BSBSUS501</td>
<td>Develop workplace policy and procedures for sustainability</td>
</tr>
<tr>
<td>BSBADM504</td>
<td>Plan and implement administrative systems</td>
</tr>
<tr>
<td>BSBMKG501</td>
<td>Identify and evaluate marketing opportunities</td>
</tr>
<tr>
<td>BSBLED502</td>
<td>Manage programs that promote personal effectiveness</td>
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</tbody>
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www.icm.edu.au

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