DIPLOMA OF BUSINESS (BSB50215R1-01V01)

Designed to provide individuals with substantial experience and skills across a wide range of business functions, this course will prepare you to act in key business functions, including financial, project management, staff recruitment and marketing.

COURSE DELIVERY

This online program allows you to complete your Diploma of Business in one year. Studying online, anywhere, anytime means you can control your own learning at a pace you are comfortable with.

A dedicated online teacher manages the learning environment, communicates with students, supports student learning and provides feedback on work submitted.

COURSE STRUCTURE

This course requires completion of 8 units of competency. The units delivered in this course are:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
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<tbody>
<tr>
<td>BSBHRM501</td>
<td>Manage human resources services</td>
</tr>
<tr>
<td>BSBHRM506</td>
<td>Manage recruitment selection and induction processes</td>
</tr>
<tr>
<td>BSBLED502</td>
<td>Manage programs that promote personal effectiveness</td>
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<tr>
<td>BSBRSK501</td>
<td>Manage risk</td>
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<tr>
<td>BSBPMMG522</td>
<td>Undertake project work</td>
</tr>
<tr>
<td>BSBMGT403</td>
<td>Implement continuous improvement</td>
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<tr>
<td>BSBMKG501</td>
<td>Identify and evaluate marketing opportunities</td>
</tr>
<tr>
<td>BSBADM502</td>
<td>Manage meetings</td>
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ASSESSMENTS

A range of assessment methods are used in this course. These may include case studies, projects, practical exercises and reports, providing you with a well-rounded portfolio of work experience.
CAREER OPPORTUNITIES

On completion of this qualification, you will be able to work across a broad range of job roles in different industry sectors.

Apply for positions as:

- Project Officer
- Marketing or Sales Assistant
- Administrative Manager
- Team Leader
- Manager.

LEARNING PATHWAY

Students who complete this course may continue with a pathway that leads to an advanced diploma course from the Business Services Training Package. Completion of the diploma or advanced diploma may lead to direct entry into the Australian Catholic University or Macquarie University or you may enrol in the Bachelor of Business Studies at Charles Sturt University, delivered at the Northern Sydney Institute’s Crows Nest Campus.

For further information about our degree programs go to nsi.edu.au/degreeprograms.

ENTRY REQUIREMENTS

While there are no formal educational requirements for entry, the preferred pathway is the completion of the Certificate IV in Business (BSB40215) or equivalent industry experience. To help us assess your suitability for this course you may be asked to provide evidence of your previous qualifications and experience.

TERMS AND CONDITIONS

» Withdrawals must be submitted on the 2016 Withdrawal/Refund Application form for VET FEE-HELP students.

» Students withdrawing from a unit of study after an advertised Census date, will be liable for the TAFE NSW full tuition fee or VET FEE-HELP debt for that unit of study.

TAFE NSW courses commence only if there are sufficient resources and demand. Every effort was made to ensure this information was accurate as at April 2016. Changes may have taken place since that time. Contact the Northern Sydney Institute, part of TAFE NSW to confirm course details and availability.

THE BENEFITS OF OUR DIPLOMAS

ONLINE OR FACE-TO-FACE

Fit study around your work and lifestyle. Choose what method works best for you.

RECOGNITION OF PRIOR LEARNING

Get your prior learning or experience credited towards a course of study.

VET FEE-HELP

VET FEE-HELP is available for eligible students so that you can study now and pay later.

GOVERNMENT SUBSIDISED

The government will pay part of your fee and you pay the balance if eligible.

CONTACT US FOR MORE INFORMATION

(02) 9448 4518  nsi.onlinecourses@tafensw.edu.au
nsi.edu.au/studyonline

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