HELLO THERE, OUR DREAM IS TO HELP YOU MAKE GREAT HAPPEN

Industry endorsed
Payment options
Student satisfaction
$5000 VET Student Loan available

Leverage your experience or existing qualifications.

The Diploma of Business is the platform qualification to higher level business understanding and offers pathways to multiple business qualifications. Learn key aspects of business strategy, people management, and marketing together with training in communication, problem solving, decision-making, planning and writing policies and procedures.

Study at your pace and at times that suit you. This course is available on campus in full time or part time, day or night time study modes and can be paired with Diplomas in Leadership & Management.

LOCATION/S
Cairns, Townsville (Pimlico)

DURATION
Full time: 12 months / 2 days per week, 12 months / 3 days per week
Recognition of prior learning (RPL): Varies

Entry requirements
This qualification has no formal entry criteria however the preferred pathways for candidates

Resources required
Complete this course in class with online content and be supported online every step of the way with a range of exciting features and functions including your account information and enrolment pack, online materials, discussions boards, and places to upload your assignment. Connect now and get a head start with your exciting career!

Students can pay for units individually at the cost is $625 per unit. Students typically enrol in block of two units at a time, with a total cost for two being $1,250. These fees can be deferred to VET Student Loan if student is eligible.

RPL Pricing: $3000.00

Accurate as at 27 September 2017. For the latest information see:
tafenorth.edu.au/course/16936

RTO 0275
CRICOS 03020E
Outcome

BSB50215 Diploma of Business

Job prospects

- Manager/Assistant Manager
- Supervisor
- Administrator
- Team Leader
- Program Coordinator

Units

The requirement for the completion of this qualification consists of competency in 8 elective units. Upon successful completion of all 8 units you will receive a Diploma of Business.

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Title</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSBADM502</td>
<td>Manage meetings</td>
<td>Elective</td>
</tr>
<tr>
<td>BSBCUS501</td>
<td>Manage quality customer service</td>
<td>Elective</td>
</tr>
<tr>
<td>BSBMKG502</td>
<td>Establish and adjust the marketing mix</td>
<td>Elective</td>
</tr>
<tr>
<td>BSBMW502</td>
<td>Undertake project work</td>
<td>Elective</td>
</tr>
<tr>
<td>BSBWOR501</td>
<td>Manage personal work priorities and professional development</td>
<td>Elective</td>
</tr>
<tr>
<td>BSBADM504</td>
<td>Plan and implement administrative systems</td>
<td>Elective</td>
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<tr>
<td>BSBMGT502</td>
<td>Manage people performance</td>
<td>Elective</td>
</tr>
<tr>
<td>BSUSB501</td>
<td>Develop workplace policy and procedures for sustainability</td>
<td>Elective</td>
</tr>
<tr>
<td>BSBITU402</td>
<td>Develop and use complex spreadsheets</td>
<td>Elective</td>
</tr>
<tr>
<td>BSBHRM506</td>
<td>Manage recruitment selection and induction processes</td>
<td>Elective</td>
</tr>
<tr>
<td>BSBRSK501</td>
<td>Manage risk</td>
<td>Elective</td>
</tr>
</tbody>
</table>

Disclaimer

Not all electives available at all campuses

ARE YOU READY TO TAKE THE NEXT STEP ON YOUR PATH TO GREAT?

Enrol today to secure your spot in this course.

HOW TO ENROL

You're ready if you have:

- checked your important dates (under the course details tab)
- checked you meet the entry requirements (under the course details tab)
- checked your course costs and know which payment option is right for you (under the costs tab)
- Read the student rules and refund policy
- Created your Unique Student Identifier and can provide this code to TAFE Queensland
- If you are applying for a subsidised cost, please ensure you have all the relevant documents at time of enrolment

All done? Then head to the link below to complete your enrolment:

tafenorth.edu.au/study-with-us/enrolment-fees/enrol

Enrolment options

By telephone: 1300 656 959. In person: at any TAFE Queensland North location.

Recognition of prior learning

Fast-track your way to a formal qualification by earning credit for the things you already know. Getting

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recognition for the skills you've gained from the workplace or previous learning means less study time for you, and getting the paper to prove you're qualified a whole lot sooner.

More info:
tafenorth.edu.au/study-with-us/career-changers-jobseeker/recognition-prior-learning/