



BSB60120  
**ADVANCED  
DIPLOMA OF  
BUSINESS**

## OVERVIEW

The qualification is suited to individuals who are responsible for the supervision and leadership of a team or work area (including by managing staff performance and making staffing decisions). This course will cover units that address the financial, policy, and organisational development aspects of a business, equipping you with greater knowledge to successfully pursue opportunities in this field.

## CAREER OUTCOMES

- Quarry Business Manager
- Business Analyst
- Senior Executive
- Business Development Director
- Administrator

## ENTRY REQUIREMENTS

- Minimum 18 years of age
- Must have completed equivalent to Australian year 12
- Have completed a Diploma or Advanced Diploma from the BSB Training Package (current or superseded equivalent versions) or
- Have two years equivalent full-time relevant workplace experience in an operational or leadership role in an enterprise
- IELTS band 5.5 (with no individual band below 5.0) or equivalent

## COURSE NAME

Advanced Diploma of Business

## NATIONAL CODE

BSB60120

## CRICOS COURSE CODE

107005F

## DURATION

Total Duration is 52 weeks

Study is 40 weeks

Break is 12 weeks

## STUDY MODE

Face to face, 20 hours per week

## STUDY LOCATION

Level 8, 131 Queen Street, Melbourne 3000

## FEES

Fees may change, please always refer to our website for the latest price.

## Course Structure

You must achieve a competent result in the ten (10) units to obtain the BSB60120 Advanced Diploma of Business qualification.

| Unit code | Unit name                                           | Core/Elective |
|-----------|-----------------------------------------------------|---------------|
| BSBCRT611 | Apply critical thinking for complex problem solving | Core          |
| BSBFIN601 | Manage organisational finances                      | Core          |
| BSBOPS601 | Develop and implement business plans                | Core          |
| BSBSUS601 | Lead corporate social responsibility                | Core          |
| BSBTEC601 | Review organisational digital strategy              | Core          |
| BSBHRM614 | Contribute to strategic workforce planning          | Elective      |
| BSBLDR601 | Lead and manage organisational change               | Elective      |
| BSBSTR601 | Manage innovation and continuous improvement        | Elective      |
| BSBSTR602 | Develop organisational strategies                   | Elective      |
| BSBLDR602 | Provide leadership across the organisation          | Elective      |

## Assessment Method

Assessments will be conducted through a combination of questioning, case studies, reports, role-plays, and demonstrations.

## Recognition of Prior Learning

We offer everyone the opportunity to apply for Recognition of Prior Learning (RPL) at enrollment. Students may be granted credit or partial credit in recognition of skills and knowledge gained through work experience, life experience and/or prior training.

## Pathways

Upon successful completion of BSB60120 Advanced Diploma of Business, you may pursue a pathway to university. University pathways are current at the time of publishing but are subject to change.

## Intake Dates

|             | Jan | Feb | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov |
|-------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| <b>2021</b> |     |     |     |     |     |     | 16  |     | 04  | 08  |
| <b>2022</b> | 24  | 28  | 18  | 23  |     | 11  | 15  |     | 03  | 07  |
| <b>2023</b> | 23  | 27  | 17  | 22  |     | 10  | 14  |     | 02  | 06  |
| <b>2024</b> | 22  | 26  | 15  | 20  |     | 08  | 12  | 30  |     | 04  |