



ALTEC College

BSB60215 ADVANCED DIPLOMA OF BUSINESS

COURSE OVERVIEW

Advanced Diploma of Business would apply to individuals with significant experience in a senior administrative role who are seeking to develop expertise across a wider range of business functions. The qualification is suited to individuals who possess significant theoretical business skills and knowledge and wish to consolidate and build pathways to further educational or employment opportunities.

The Advanced Diploma of Business is structured to provide advanced organisational, marketing, and planning skills to meet the challenges of managing in the demanding business sector.



CRICOS Code
087491A



RTO Code
22034



Delivery Mode
Face to Face
Classroom-based



Campus Location
Melbourne (VIC)
Hobart (TAS)



Course Duration
52 weeks
(Including Holiday)



Contact Hours
40 contact weeks
(20 hours per week)



Qualification Level
Advanced Diploma



Environment
Multicultural
groups



**Nationally
Recognised**



Tuition Fee:

<https://www.altec.edu.au/altec-student-fee/>

ENTRY REQUIREMENTS

- Completion of Year 12 or equivalent (However, it is expected that students will be progressing from Certificate IV – Diploma level qualifications in business or related domains – or entering with demonstrable industry experience in senior or managerial roles)
- International: IELTS 5.5 with a minimum 5.0 in each band, or equivalent TOEFL iBT 46, TOEFL PBT 527, or PTE 42
- At least 18 years of age at the commencement of the course

WWW.ALTEC.EDU.AU



ADMISSIONS@ALTEC.EDU.AU



CALL 03 9529 1783

COURSE STRUCTURE

Students must complete all the required units to attain this qualification.



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Unit Code and Title	Type
BSBMGT617 Develop and implement a business plan	Elective
BSBINM601 Manage knowledge and information	Elective
BSBADV602 Develop an advertising campaign	Elective
BSBMKG608 Develop organisational marketing objectives	Elective
BSBSUS501 Develop workplace policy and procedures for sustainability	Elective
BSBINN601 Lead and manage organisational change	Elective
BSBHRM501 Manage human resource services	Elective
BSBFIM601 Manage finances	Elective

PRE-ENROLMENT & NEEDS ANALYSES

As per our Admission and Enrolment Policy and Procedure, ALTEC College conducts pre-enrolment Client Needs Analysis to determine course suitability, existing skills and knowledge and an early detection of any learning needs. Pre-enrolment analysis includes determination of course suitability and identification of specific learning and/or support needs. A pre-enrolment interview may also be conducted.

RPL and credit transfer opportunities are provided at the time of enrolment, and an option for students to apply during their studies.

ACADEMIC PATHWAYS

Pathways into the qualification

Candidates may enter the qualification through a number of entry points including:

- BSB50215 Diploma of Business
- With substantial vocational experience in a range of environments, acting in a range of senior support or technical roles

Pathways from the qualification

After achieving this qualification candidates may choose to undertake studies at higher education level.

- Bachelor of Business