

# BSB50120

DIPLOMA OF BUSINESS



Australian  
Qualifications  
Framework

NATIONALLY  
RECOGNISED  
TRAINING

## COURSE OVERVIEW

*(Domestic Students)*

The **Australasian Training College's** Diploma of Business program has been designed to allow students the ability to gain real life experience whilst completing their studies within the Business Management Industry.

Students will be introduced to the following main learning areas within this qualification:

- ***Business Operations and Management***
- ***Managing Budgets and Financial Business Plans***
- ***Managing Business Resources and Risk***
- ***Effective Communication in Business***

✓ Registration Code 46174

🕒 Monday to Friday - 08:30am to 4:45pm

✉ admin@atcollege.edu.au

📞 1300 846 211

🌐 www.atcollege.edu.au



**READY FOR A CHANGE?**  
**MAKE A REAL IMPACT - CHOOSE A**  
**CAREER IN BUSINESS MANAGEMENT**  
**TODAY!**



**To enrol in this course, it is a requirement that learners should:**

- Be at least 16+ years old (if under 18, you must have permission from a parent or guardian.)
- Have completed Year 10 or equivalent, or possess relevant work experience.
- Hold or be willing to apply for a Unique Student Identifier (USI).
- Demonstrate suitable English language, literacy, numeracy, and digital skills (LLND assessment required before enrolment).
- Have access to a suitable learning environment, a computer with internet, and any devices needed for online components.
- Have some vocational experience or exposure to workplace leadership responsibilities (preferred but not required).

**Duration:**

26–52 weeks, depending on enrolment type.

**Start Dates:**

Multiple intakes throughout the year—contact us to enrol.

**Delivery Mode:**

Blended learning: face-to-face classes, online study, and work placement (where possible).

**Fees:**

\$2,220 (includes all materials). Flexible payment options available—talk to us today!

**To complete this qualification, you must successfully finish 12 units: 5 core and 7 elective units.**

**Core Units**

- BSBCRT511 Develop critical thinking in others
- BSBFIN501 Manage budgets and financial plans
- BSBOPS501 Manage business resources
- BSBSUS511 Develop workplace policies and procedures for sustainability
- BSBXCM501 Lead communication in the workplace

**Elective Units:**

- BSBTWK503 Manage meetings
- BSBOPS504 Manage business risk
- BSBCMM511 Communicate with influence
- BSBTWK502 Manage team effectiveness
- BSBLDR523 Lead and manage effective workplace relationships
- BSBLDR522 Manage people performance
- BSBOPS502 Manage business operational plans

*Note: Elective units may vary depending on training arrangements.*



# COURSE PACKAGING



**Ready to take the next step? Contact our friendly course consultants today to discuss your goals and start your journey!**

## Assessment Overview

To achieve this qualification, students must complete:

- Knowledge Tasks: Open/closed questions, research projects, case studies
- Skills Tasks: Scenario-based roleplays, simulated or real workplace activities

## Work Placement

While work placement is not a mandatory requirement for this qualification, we highly recommend gaining some industry experience or completing a placement. This can provide valuable opportunities to consolidate your learning in a real-world, non-simulated environment.

## Potential Career Opportunities

- Office Manager
- Operations Manager
- Managing Director
- Brand Manager

## Pathways

The Diploma of Business can be a pathway to further study, such as an Advanced Diploma in a related field.

Check with your chosen university for entry and credit transfer options before enrolling with Australasian Training College.

## Certification

Upon successful completion, you will receive an Australian Nationally Recognised Qualification and a Statement of Results.

If only part of the course is completed, a Statement of Attainment (SOA) will be issued.

- ✓ Registration Code 46174
- 🕒 Monday to Friday – 08:30am to 4:45pm
- ✉ info@atcollege.edu.au
- 📞 1300 846 211
- 🌐 www.atcollege.edu.au

