



OSCAR INSTITUTE
RTO: 21118 CRICOS 04300M

ADVANCED DIPLOMA · BUSINESS

BSB60120 ADVANCED DIPLOMA OF BUSINESS

CRICOS Course Code 117192D · RTO 21118 · CRICOS Provider 04300M

QUALIFICATION DESCRIPTION

This qualification reflects the role of individuals in a variety of Business Services job roles. These individuals may have general management accountabilities.

Individuals in these roles carry out complex tasks in a specialist field of expertise. They may undertake technical research and analysis and will often contribute to setting the strategic direction for a work area.

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).

Employment Opportunities — occupational titles may include:

Senior Manager / General Manager

Business Development Manager

Operations Manager

Team Leader / Supervisor

FEE INFORMATION

TOTAL COURSE FEE	AUD 18,750
Tuition Fee	AUD 18,000
Material Fee	AUD 500
Application Fee (non-refundable)	AUD 250

COURSE DETAILS



CAMPUS & DELIVERY

Melbourne | Face to face
(Classroom based)



DURATION

78 weeks, including 66 study
weeks and 12 weeks of holidays.



STRUCTURE

5 core · 5 elective units



ENTRY REQUIREMENTS

Entry to this qualification is limited to those who meet one of the entry pathways below, and who can provide evidence of the additional requirements that follow:

- 01 Have completed a Diploma or Advanced Diploma from the BSB Training Package (current or superseded equivalent versions);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.
- 02 Have demonstrated an IELTS level at score of at least 6.0 or equivalent (test results must be no more than 2 years old) or demonstration of successful completion of at least General English at Advanced or English for Academic Purposes Advanced level.
- 03 Have a suitable level of language, literacy, numeracy and digital to complete course requirements with or without additional support that Oscar Institute is able to provide.
- 04 Have successfully completed Australian Year 12.
- 05 Are at least at age of 18 on the date of course commencement.
- 06 Student must have access to a working PC or laptop with a configuration suitable to meet study requirements. Please consult with student administration for further details.
- 07 Student must have sound digital literacy and access to working internet.



Prior to the finalisation of enrolment, all prospective students are required to complete a Language, Literacy, Numeracy and Digital (LLND) assessment. This assessment assists OSCAR Institute in determining the student's suitability for the course and identifying any additional support requirements during their study.

CAMPUS

Suite 2, Level 1, 333 Queen
Street, Melbourne VIC 3000,
Australia

WORKSHOP

29 Lentini Street, Hoppers Crossing VIC
3029, Australia

CONTACT

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+61 422 571 122





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ASSESSMENT METHODOLOGY

Assessment methods used for this qualification are varied and will provide a range of ways for individuals to demonstrate that they have met the required outcomes. Assessment methods may include:

- ✓ Written questions ✓ Projects ✓ Presentations ✓ Report writing ✓ Role plays / observations

At the beginning of each unit, your trainer and assessor will outline the assessment tasks that must be completed.

COURSE STRUCTURE

A total of 10 Units (5 Core and 5 Electives) must be completed and deemed competent to achieve the qualification BSB60120 Advanced Diploma of Business. Participants who achieve competency in any unit/s will receive a Statement of Attainment (provided USI is verified) for that unit/s without completing all 10 units in the qualification. Students completing all the required units of competency will attain full qualification.

CORE UNITS

5

BSBCRT611	Apply critical thinking for complex problem solving
BSBFIN601	Manage organisational finances
BSBOPS601	Develop and implement business plans
BSBSUS601	Lead corporate social responsibilities
BSBTEC601	Review organisational digital strategy

ELECTIVE UNITS

5

BSBLDR601	Lead and manage organisational change
BSBSTR601	Manage innovation and continuous improvement
BSBSTR602	Develop organisational strategies
BSBHRM613	Contribute to the development of learning and development strategies
BSBSTR801	Lead innovative thinking and practices

* An asterisk against a unit code indicates a prerequisite requirement that must be met. Prerequisite unit/s must be assessed and successfully completed before assessment of any unit with an asterisk.

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