



## BSB61015 Advanced Diploma of Leadership and Management

**Location:** Melbourne

**Duration:** 78 Weeks

**Hours:** 20 hours per week

**Delivery Mode:** Face-to-face

**Fees:**

Enrolment - AUD \$200

Equipment & Materials Fee :  
AUD \$200

Tuition Fee - AUD \$13,800

### Course Description:

This qualification reflects the role of individuals who apply specialised knowledge and skills, together with experience in leadership and management, across a range of enterprise and industry contexts.

Individuals at this level use initiative and judgement to plan and implement a range of leadership and management functions, with accountability for personal and team outcomes within broad parameters.

They use cognitive and communication skills to identify, analyse and synthesise information from a variety of sources and transfer their knowledge to others, and creative or conceptual skills to express ideas and perspectives or respond to complex problems.

### Pathways Information

#### Pathways into the qualification

Candidates may enter the qualification through a number of entry points demonstrating potential to undertake vocational education and training at advanced diploma level, including:

- BSB51107 Diploma of Management or other relevant qualification Or
- with substantial vocational marketing experience, with overall responsibility for providing strategic direction and planning for an organisation's marketing function, either domestically or internationally but without a formal marketing qualification Or
- with extensive vocational marketing experience in senior marketing positions with a wide range of skills in a specialised marketing communications discipline and looking to consolidate specialist marketing skills with more generic management skills, but without a formal marketing qualification.

#### Pathways from the qualification

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

### Duration

This program scheduled to be delivered over 70 weeks of full time study – 20 hours per week of scheduled class time each week. Total breaks are 8 weeks

### Schedule

- This program scheduled to be delivered over 70 weeks of full time study – 20 hours per week of scheduled class time each week. Total breaks are 8 weeks (mid-term) - which takes into account Public holiday periods such as Christmas & Easter and School holiday breaks.
- This will be delivered by the following scheduling option:
  - 2 days at 8 hours, 1 day at 4 hours
  - The other days of the week may be used for private study time and extra tuition, if required.
  - This would make the program a total of 78 weeks including 8 weeks holidays throughout the year.

## Entry Requirements

The entry requirements for this qualification are:

- successful completion of Year 12 in Australia, or of an equivalent overseas qualification
- IETLS 5.5 or equivalent
- successful completion of HIC's language, literacy and numeracy assessment
- ability to demonstrate core skills and capabilities to a level appropriate to the course.

HIC does not accept students who will be under 18 years old at the time of enrolment.

At the time of entry, applicants identified with special needs will be provided with complimentary tutorial assistance to maximise the possibility of attainment of the qualification.

Special needs may be in regard to

- language, literacy or numeracy
- physical or intellectual ability
- cultural or ethnic background
- Mature age students will also be considered without the minimum education requirements but with relevant work experience within chosen area of study and a demonstrated capacity to meet course requirements. A minimum of 5 years' experience would normally be expected but each case will be reviewed individually with relevant work experience evidenced by work reference letter on company letterhead, work samples and curriculum vitae submitted will be considered.

## Delivery Arrangements

This program is delivered in a classroom based environment. The trainer may provide additional learning material where gaps are identified in either the participant's underpinning knowledge or the training resources.

## RPL/Credit Transfer:

RPL/CT is available to eligible candidates

## Units of Competency

Unit Code	Unit Name
<i>Core:</i>	
BSBFIM601	Manage finances
BSBINN601	Lead and manage organisational change
BSBMGT605	Provide leadership across the organisation
BSBMGT617	Develop and implement a business plan
<i>Elective:</i>	
BSBMGT616	Develop and implement strategic plans
BSBMKG608	Develop organisational marketing objectives
BSBMKG609	Develop a marketing plan
BSBRISK501	Manage risk
BSBMGT608	Manage innovation and continuous improvement
BSBDIV601	Develop and implement diversity policy
BSBMGT619	Identify and implement business innovation
BSBMGT615	Contribute to organisation development

## Complains and Appeals

HIC encourages the parties to approach a complaint with an open view and to attempt to resolve problems through discussion and conciliation.

To receive your full qualification, you must get marked Competent for all units.

## Issuance of Qualification/Statements of attainment

Students who exit the training program before completing all of the assessment requirements for the qualification will be issued with a Statement of Attainment for all units upon providing valid Unique Student Identifier (USI number) in which competency was assessed as achieved. All graduates who have completed a program of learning that leads to the award of an AQF qualification are entitled to receive the following certification documentation on award of the qualification:

- a *testamur*, and a record of results.

## HARWARD INTERNATIONAL COLLEGE

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