



KING'S INSTITUTE OF MANAGEMENT & TECHNOLOGY



BSB50215 Diploma of Business

CRICOS Code 087242G

Course Description

This qualification would apply to individuals with various job titles including executive officers, program consultants and program coordinators.

Individuals in these roles may possess substantial experience in a range of settings, but seek to further develop their skills across a wide range of business functions.

Conversely, it may also apply to those with little or no vocational experience, but who possess sound theoretical business skills and knowledge that they would like to develop in order to create further educational and employment opportunities.

Course Duration

This course is offered full time over 32 weeks including holidays on a full time basis.

Contact Hours

20 hours per week for 26 weeks

*Additionally, students are expected to do at least **10 hours** of individual study per week not limited to research, learning activities and assessment activities utilising the facilities and resources available at KIMT.*

Qualification

Students successfully completing the course will receive the nationally recognised; BSB50215 Diploma of Business.

Tuition Fee

AUD \$5,900

Fees and Charges are subject to change without prior notice. OSHC Fee and Material Fee will be charged extra.

Please refer to Student Handbook on the KIMT Website (www.kimt.edu.au) for itemised list of other costs (as applicable), and estimated living cost in Australia.

Training Location

• 74 Annerley Road Woolloongabba, Queensland, 4102 AUSTRALIA
(Classes as per scheduled timetable)

kimt.edu.au

Please note about Role of Agents in Recruiting Students: Prospective students may contact King's Institute of Management and Technology (KIMT) directly, or the contact may be through an Agent. In all cases the student is provided with all relevant information by KIMT and the complete enrolment process is conducted by KIMT. Where an Agent is involved, the Agent's sole role is to introduce the student to KIMT. The Agent has no role or responsibility in determining the student's eligibility for the relevant qualification or in advising the student on the most suitable course for the student to undertake. If you have any question regarding this, please email at: admissions@kimt.edu.au immediately.

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Business & Management

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Entry Requirements

The Training Package does not specify any entry requirements for this qualification course.

Age Requirements

KIMT has a requirement that all students must be over 18 years of age at the commencement of course.

Academic Requirements

To gain entry to this course, applicants should have successfully completed home country equivalent qualification to:

- Australian Year 12 or higher for entry to Diploma and Advanced Diploma level course

English Language Requirements

All International Students applying for courses at KIMT must have a minimum English Language proficiency level of one of the below:

You should qualify in ANY ONE (1) of the following:

- IELTS overall band of 5.5 or equivalent;
- TOEFL iBT test score band of 46 equivalent or above;
- PTE Academic band score 42 equivalent or above;
- Cambridge English Advanced (CAE) test score band of 47 equivalent or above;
- OET score band Pass equivalent or above;
- Successful completion of Senior Secondary certificate of education in Australia conducted in medium of English;
- Completion of a full time Certificate III level course or above in Australia;
- English as the first language;
- Satisfactory completion of the EAL course or ELICOS course at the appropriate level; OR
- Any other form of assessment or test that satisfies the Institution.

Teaching Method

This program is delivered in a classroom based environment and also a simulated work place environment if applicable. The delivery may include face to face teaching, lectures, discussions, workshop activities, field trips, research; computer based tasks, home based learning activities, group works, supervised practical sessions.

Assessments

Assessments comprise of written and/or oral questions, project works including observation, demonstration and role plays.

Course Structure

Units of Competency

Student must complete 8 elective units listed below:

Code	Title
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Elective Units *

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|-------------|--|
| • BSBADM504 | Plan and review administration systems |
| • BSBADM506 | Manage business document design and development |
| • BSBFIM501 | Manage budgets and financial plans |
| • BSBMKG501 | Identify and evaluate marketing opportunities |
| • BSBHRM506 | Manage recruitment, selection and induction processes |
| • BSBPMG522 | Undertake project work |
| • BSBRSK501 | Manage risk |
| • BSBWOR501 | Manage personal work priorities and professional development |

**Elective units may change dependent on industry advice.*

kimt.edu.au

KING'S INSTITUTE OF MANAGEMENT AND TECHNOLOGY PTY LTD
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RTO Provider Code 31766 | CRICOS Provider Code 03105M

