

BSB50215 Diploma of Business *Work Ready*



NATIONALLY RECOGNISED
TRAINING



AT A GLANCE

2020 COURSE DATES:

Jan 20 - Feb 21 / Feb 24 - Mar 27
Apr 6 - May 8 / May 11 - Jun 12
Jun 29 - Jul 31 / Aug 3 - Sep 4
Sep 14 - Oct 16 / Oct 19 - Nov 20

COURSE FEES:

Enrolment Fee: \$230

Standard Diploma (20 weeks): \$5300

Extended Diploma (30 weeks): \$7680

Extended Diploma (40 weeks): \$10600

Materials Fee: \$150 (includes book hire and supplementary materials)

RPL/Unit: \$ 150-\$250

Easy payment plans are available

At **PHOENIX ACADEMY** we teach business differently from other Colleges. We believe that the key to making you stand out from the crowd is to have the employability skills that business wants. The **PHOENIX DIPLOMA OF BUSINESS (WORK READY)** is focussed on giving you those practical and globally in demand skills including:

- Communicating effectively
- Developing initiative & enterprise
- Analysing data & using technology
- Thinking critically
- Solving Problems
- Self awareness & insight
- Self management
- Developing professionalism
- Working effectively with others

POSSIBLE CAREER OPPORTUNITIES INCLUDE:

- Marketing
- Business Administration
- Operational Management
- Hospitality Management
- Human Resources Management
- Business Development & Enterprise

COURSE DURATION

STANDARD DIPLOMA:

6 months (2 X 10 week terms/semesters + term/sem. breaks)

EXTENDED DIPLOMA OPTIONS:

9 months
(3 x 10 week terms/semesters+ term/sem. breaks)
or
12 months
(4 x 10 week terms/semesters+ term/sem. breaks)

COURSE HOURS:

Classes are programmed between 9.35am and 4.00pm Monday to Thursday

REQUIREMENTS:

CEFR B2; IELTS 5.5 or equivalent + Year 12

STUDENT VISA HOLDERS:

Student Visa Holders:
15 hours/week face to face classes + 5 hours/week online study

AUSTRALIAN RESIDENTS & OTHER VISA HOLDERS:

Australian Residents & Other Visa Holders:
Hours can be tailored to suit work or other commitments

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COURSE CONTENT

CORE UNITS:

Students must successfully complete all units of competence below to graduate with the Diploma of Business BSB50215 qualification.

- Manage Personal Work Priorities & Professional Development (BSBWOR501)
- Write Persuasive Copy (BSBWRT501)
- Design and Develop an Integrated Marketing Communication Plan (BSBMKG523)
- Identify & Evaluate Marketing Opportunities (BSBMKG501)
- Establish & Adjust the Marketing Mix (BSBMKG502)
- Interpret Market Trends and Developments (BSBMKG507)
- Manage People Performance (BSBMGT502)
- Manage Operational Plan (BSBMGT517)

RECOGNITION OF PRIOR LEARNING

Recognition of Prior Learning (RPL) is available (on application) to students with prior skills, experience, knowledge or qualifications obtained from formal studies or training in a related area. RPL may reduce the duration of your studies.

ELECTIVE UNITS:

Students wishing to undertake the Extended Diploma select additional electives from the list below (subject to availability).

- Develop and Use Emotional Intelligence (BSBLDR501)
- Write Complex Documents (BSBWRT401)
- Produce Complex Desktop Produced Documents (BSBITU404)
- Make a Presentation (BSBCMM401)
- Report on Financial Activity (BSBFIA412)
- Manage Budgets & Financial Plans (BSBFIM501)
- Analyse & Present Research Information (BSBRES411)
- Implement Workplace Information System (BSBINM401)
- Establish Business and Legal Requirements of Small Business (BSBSMB401)
- Identify Risk and Apply Risk Management Processes (BSBRSK401)
- Australian Economy (ATP406,407)
- Entrepreneurship and Startups (ENT500)
- Prepare and serve espresso coffee (Barista Training) (SITHFAB204)
- Provide Responsible Service of Alcohol (SITHFAB201)
- Serve Food & Beverage (SITHFAB206)
- Operate a Bar (SITHFAB202)

PATHWAYS TO FURTHER STUDY

