

MARKETING & BUSINESS



# DIPLOMA OF BUSINESS



INDUSTRY ENDORSED



STUDENT SATISFACTION



SPENCER COLLEGE

# MARKETING & BUSINESS

## BSB50120 DIPLOMA OF BUSINESS

CRICOS CODE : 108033E

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.

### Entry Requirement

- 18 years or over
- Basic computer skills
- Meet all Student Visa requirements, including IELTS 5.5 (or equivalent) or English proficiency or Spencer College ACSF test level 3 PLUS
- Minimum Year 12 education or equivalent

### Delivery Methods

- Lecture/workshops
- Workbooks
- Role plays/simulations
- Practical activities

### Course Delivery

52 weeks classroom delivery, depending on intake (includes a maximum of 8 weeks holiday). Students must attend minimum 20 hours class time per week as part of your Student Visa requirements. Distance learning is not available.

### Recognition of Prior Learning (RPL)

If you think you may be eligible to apply for RPL, please contact the College to discuss.

### Enrolment & Further Information

Email [admin@spencercollege.edu.au](mailto:admin@spencercollege.edu.au) or via one of our Education Agents.

To receive an enrolment kit, please email [admin@spencercollege.edu.au](mailto:admin@spencercollege.edu.au)  
RTO No: 31809 | CRICOS Provider No: 03093K  
ABN: 59 131 437 968

Head office address: L 1, 344 Queen Street, Brisbane QLD 4000. For career opportunities and further study, please refer to [www.training.gov.au](http://www.training.gov.au)

### Units of Competency

<b>BSBCRT511</b>	Develop critical thinking in others
<b>BSBFIN501</b>	Manage budgets and financial plans
<b>BSBOPS501</b>	Manage business resources
<b>BSBSUS511</b>	Develop workplace policies and procedures for sustainability
<b>BSBXCM501</b>	Lead communication in the workplace
<b>BSBHRM525</b>	Manage recruitment and onboarding
<b>BSBOPS504</b>	Manage business risk
<b>BSBPMG430</b>	Undertake project work
<b>BSBTWK503</b>	Manage meetings
<b>BSBLDR523</b>	Lead and manage effective workplace relationships
<b>BSBTWK502</b>	Manage team effectiveness
<b>BSBWHS521</b>	Ensure a safe workplace for a work area



NATIONALLY RECOGNISED  
TRAINING