BSB60215 ADVANCED DIPLOMA OF BUSINESS
CRICOS Code: 087493K

This qualification reflects the role of individuals with significant experience in a senior administrative role who are seeking to develop expertise across a wider range of business functions. The qualification is suited to individuals who possess significant theoretical business skills and knowledge and wish to consolidate and build pathways to further educational or employment opportunities.

**Duration**
Full time - 33 weeks

**Mode of Study**
On Campus

**Further Study Pathways**
Individuals may be eligible for credit against a Bachelor Degree at a variety of universities. For further information see the pathways brochure at www.scei.edu.au or contact individual universities.

**Employment Opportunities**
This course may provide individuals with employment opportunities as a senior administrator or executor. Relevant job titles include:
- Senior administrator
- Executive
- Senior executive
- Marketing executive

**Assessment**
Assessment is both formative and summative and may include a combination of presentations, reports, projects, written assessments, case studies and demonstrations.

**Entry Requirements**
- Successful completion of Diploma of Business or equivalent
- Minimum English level of IELTS 5.5 or equivalent. Candidates originating from student visa assessment levels 1 and 2 without the required IELTS score can undertake Language, Literacy and Numeracy Indicator Test. For more information on student visa assessment levels, refer to Department of Immigration and Border Protection (DIBP) website (http://www.border.gov.au)
- Moderate level of computer literacy required
- Participants must also be aged 18 or above

**Campus Available**
Melbourne, Adelaide

**Units of Competency**

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<th>Code</th>
<th>Description</th>
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<tr>
<td>BSBADV602</td>
<td>Develop an advertising campaign</td>
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<tr>
<td>BSBRH601</td>
<td>Manage human resources strategic planning</td>
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<tr>
<td>BSBMGT615</td>
<td>Lead and Manage organisational change</td>
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<td>BSBRM603</td>
<td>Contribute to organisational development</td>
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<tr>
<td>BSBMKG602</td>
<td>Manage the marketing process</td>
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<td>BSBMKG607</td>
<td>Manage market research</td>
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<td>BSBRM601</td>
<td>Manage finances</td>
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<td>BSBUS501</td>
<td>Develop workplace policy and procedures for sustainability</td>
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