

BSB60420 Advanced Diploma of Leadership (CRICOS Code: 108818E)

Duration

Calendar Year: 52 weeks

Academic Year: 36 weeks

Terms: 4 Terms x 9 weeks each (Total 36 weeks)

Holidays & Study Breaks: 16 weeks – 4 x 4 weeks

Study Type: Full Time, 20 hours / week

Location

Level 2, 1 James Place, North Sydney NSW 2060

Level 6, 8 Quay Street, Haymarket NSW 2000

Course Fee

\$6,000.00

Application Fee

A non-refundable Administration Fee of \$250 is to be paid with the deposit.

Additional Fees

Material Fees: \$200 (Material Fee covers cost of printing of class material, class tests/quiz, and assessment cover forms).

Assessment Arrangements

Assessment is both formative and summative and a holistic approach has been applied where possible. Evidence gathered is a combination of observation and written reports, through simulated work environment, case studies, question and answers, self-assessments and third-party reports (if applicable).

Delivery Modes

Learners are provided with materials for each individual unit which includes materials used in training sessions, assessment materials (other than tests) and reference materials. All training will be delivered using a blended mode (face to face and online), including use of simulated situations where required.

Emphasis will be made on simulating “real life situations” in order to develop the skills identified in the “employability skills” for this qualification.



Phone: 02 9957 5588

Email: vet@ee.edu.au

Website: www.ee.edu.au

Address: Level 2, 1 James Place,
North Sydney NSW 2060

Elite Education Vocational Institute

RTO ID: 45018

CRICOS Code: 03546G



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Entry Requirements

a) English language equivalence requirements

- English is the student's first language; or
- IELTS 5.5 with no sub band scores less than 5.0; or
- Completion of at least one year of full-time study at secondary, post-secondary or tertiary level; or
- A pass grade or better in an English language subject at Australian Year 12 level or overseas equivalent; or
- Completion of the English for Academic Purposes (EAP) program at an Australian NEAS Accredited Language Centre; or
- Completion of an English communication skills program appropriate for specific programs approved.

b) Educational and other qualifications, skills, and other prerequisites

- A recognised secondary (high school) qualification; or completion of AQF Level 4 study (e.g., Certificate IV); or
- For international students directly recruited from overseas, the entry requirement is the successful completion of equivalent high school certificate.
- Must be 18 years of age or over at time of commencement.

Pathways into the qualification

Preferred pathways for candidates considering this qualification include:

Students may find a pathway to this qualification from the Diploma level course in Business, or by working in an organisational or administrative type role. Conversely, it may also apply to those with little or no vocational experience, but who possess sound business skills and knowledge that they would like to develop in order to create further educational and employment opportunities.

Pathways from the qualification

Following the Advanced Diploma, Student's may choose to continue their studies within the higher education sector, for example the Bachelor of Business at Elite Education Institute (CRICOS Code 03390A).

Adjustments due to COVID-19

EEVI is delivering this course fully online. Resources are available and assessment submitted digitally via Moodle and learning participation and observable assessment occurs via Zoom.

Students are required to follow the same timetable as is scheduled for face-to-face classes. Students are required to log into the Moodle classrooms as per their schedule for the delivery conducted by Trainers. Trainers are available for learners online during the session or via email or phone outside of the scheduled sessions. These sessions are monitored and the system tracks student log-ins. Reports are accessed from Moodle to monitor student attendance.

As EEVI utilises digital resources which are uploaded into its Learning Management System, Moodle, it has not required to make major adjustments to its training and assessment resources. Where group activities were involved and observances required, these will be done online.

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Course Description

This course is accredited by the Australian Skills Quality Authority (ASQA). Access the following link for further information regarding the accreditation of this course <http://training.gov.au/Organisation/Details/45018>. This qualification reflects the role of individuals who apply specialized knowledge and skills, together with experience in leadership and management, across a range of enterprise and industry settings. Individuals will 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 using creative or conceptual skills to express ideas and perspectives or respond to complex problems.

Recognition of Prior Learning

Elite Education Vocational Institute (EEVI) supports the national policy of recognition of qualifications and Statements of Attainment issued by other Registered Training Organisations (RTO), regardless of the location, provided that the RTO is registered to offer units of competency which exist within the qualification offered by EEVI and which may also exist in other Training Packages.

An application can be made for RPL when the student believes that they have already attained the necessary skills and competencies elsewhere (work other study etc.). An RPL application form is available from the Student Support Officer upon request.

The student will be required to provide documentation to support their application. The application will be processed and an assessment made as to the success or otherwise of the application. The student will be notified in writing of the result. The Student must sign (or otherwise accept) the 'Record of Course Credit Granted'.



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UNITS OF COMPETENCY

CODE	TITLE
BSBSUS501 (E)	Develop workplace policy and procedures for sustainability
BSBR5K501 (E)	Manage risk
BSBADV602	Develop an advertising campaign
BSBFIM601 (C)	Manage finances
BSBMKG609 (E)	Develop a marketing plan
BSBMGT605 (C)	Provide leadership across the organisation
BSBMGT617 (C)	Develop and implement a business plan
BSBADV604	Execute an advertising campaign
BSBMGT616 (E)	Develop and implement strategic plans
BSBMKG608	Develop organisational marketing objectives
BSBMGT615 (E)	Contribute to organisation development
BSBINN601 (C)	Lead and manage organisational change

Consistent with the training package rules, the units listed above will be delivered for this course. The code and title of each unit is provided. This qualification is made up of 12 units of competency. The units of competency are stand alone and not sequenced in any specific order. Students will be taught 3 units per term.

C Core E Elective

Equipment

Students will need to do some self-study as well as assessment preparation throughout their course of study. As a result, access to a computer as well as internet access needs to be available to students (it is highly recommended that students purchase their own device to ensure that there is no limitation). In addition, EEVI has made a fully equipped computer lab, free Wi-Fi access as well as a library available to students which they can use for self-study during EEVI business hours.

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