

BSB80120 - Graduate Diploma of Management (Learning) (AQF Level 8) (CRICOS Code: 103910E)

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

\$10,000.00

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 summative and a holistic approach has been applied where possible. Evidence gathered across the qualification is a combination of observation and written reports, case studies, question and answers, self-assessments and third-party reports (if applicable).

The assessments in this qualification have been designed to include role plays and case studies to simulate a workplace environment while covering the critical elements of evidence in a variety of simulated settings.

The opportunity to assess candidates face to face provides Assessors assurance of the candidate's skills and knowledge. Further, EEVI's Academic Integrity Policy outlines the requirements to candidates regarding plagiarism and citation of sources. Candidates are required to complete a declaration in the assessment tool to this effect.



Phone: 02 9211 4958

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Address: Level 6, 8 Quay Street
Haymarket NSW 2000

Elite Education Vocational Institute

RTO ID: 45018

CRICOS Code: 03546G



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Delivery Modes

Delivery modes comprise a blended mode of face to face and online / self-paced learning as detailed below:

- Trainer managed, face-to-face classes
- A combination of Trainer managed and monitored self-paced online learning – instructions and communication occurs through the EEVI LMS, Moodle platform
- Student self-paced unmonitored learning – activity instructions are located online in the EEVI LMS, Moodle platform. Candidates are to load responses to activities through this portal, with trainers reviewing work and providing comment to support candidate learning. Trainers undertake formative assessment.

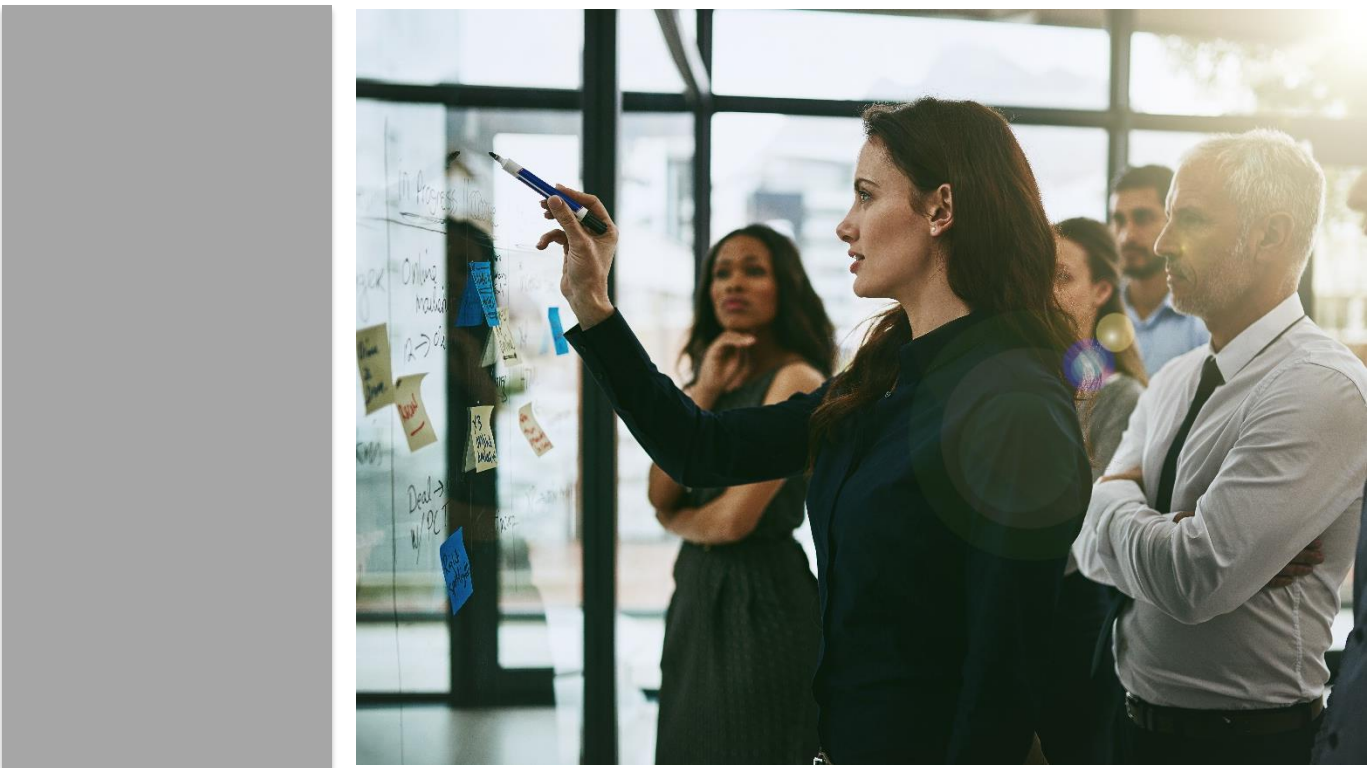
Note: Students are expected to attend all scheduled training sessions with correct equipment, books etc. as per the timetable. Both student attendance and academic progress are monitored. Breaches of academic progress requirements are reported as per RTO Policy and student Visa obligations.

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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Entry Requirements

- International learners, on an Australian student visa
- Over 18 years of age
- **Education background:**
 - Completion of a Bachelor Degree (AQF Level 7) qualification or equivalent, as a minimum; or
 - Completion of Advanced Diploma (AQF Level 6) qualification, plus minimum 1 year full-time working experience in related roles, or
 - Completion of Diploma (AQF Level 5) qualification, plus minimum 2 year full-time working experience in related roles.
- Can demonstrate relevant work experience, in Australia or overseas, in roles such as:
 - Manager
 - Supervisor
 - Marketing / technical leader
- **Demonstrated language and literacy skills as follows:**
 - English is the student's first language; or
 - IELTS 6.0 with no sub band scores less than 5.5; or
 - Successful completion of at least one year of full-time study in an English-speaking institution at an Australian AQF 6 level or above or
 - Completion of the English for Academic Purposes (EAP) program at an Australian NEAS Accredited Language Centre

Elite Education Vocational institute is responsible for compliance of training and assessment of this accredited qualification and all learners who have completed all Unit of Competency in this qualification will be issued with the nationally recognised AQF documentation, i.e., BSB80120 – Graduate Diploma of Management. Students completing assessment requirements for part of a qualification will be awarded a Statement of Attainment indicating which modules or units of competency they have completed.

Pathways into and from the qualification

Candidates considering this qualification may consider entering this qualification following completion of the Bachelor Degree in business / management or other relevant qualification such as AQF Level 7 or substantial vocational experience in a relevant work environment, i.e. acting in a senior managerial or technical role.

Following completion of this qualification, candidates may choose to undertake studies at Master Degree level, e.g., Master of Business Administration (MBA)



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Course Description

This qualification reflects the role of individuals who apply highly specialised knowledge and skills in the field of organisational learning and capability development.

Individuals in these roles generate and evaluate complex ideas. They also initiate, design and execute major learning and development functions within an organisation. Typically, they would have full responsibility and accountability for the personal output and work of others. Students of this qualification aim to build a career in business roles requiring:

- skills in strategic and operational planning and managing business processes.
- leadership skills in line with current best Australian business practice.

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 Student Administration Services 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'.

UNITS OF COMPETENCY

CODE	TITLE
BSBHRM613	Contribute to the development of learning and development strategies
BSBSTR801	Lead innovative thinking and practice
BSBLDR601	Lead and manage organisational change
TAELED803	Implement improved learning practice
BSBLDR811	Lead strategic transformation
BSBFIN801	Lead financial strategy development
BSBOPS601	Develop and implement business plans
BSBLDR812	Develop and cultivate collaborative partnerships and relationships

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 8 units of competency.

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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