BSB60420 Advanced Diploma of Leadership and Management (CRICOS Code: 114741D)

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 6, 8 Quay Street, Haymarket NSW 2000

Course Fee

$6,000.00

Application Fee*

A non-refundable Administration Fee of $350 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).
*Any fee changes will not affect enrolled students. New fees will apply to new enrolling students.
#Smart and skilled funding is available for domestic students for this qualification. Please enquire with SBI.
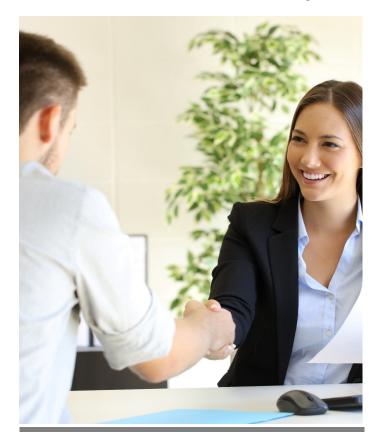
Assessment Arrangements

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 9211 4958**
Email:	**info@sbi.edu.au**
Website:	**wws.sbi.edu.au**
Address:	**Level 6, 8 Quay St, Haymarket NSW 2000;**
RTO ID:	**45097**
CRICOS Code:	**04127H**

SYDNEY BUSINESS INSTITUTE

NATIONALLY RECOGNISED TRAINING

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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
- Completion of the English for Academic Purposes (EAP) program at any ASQA / TEQSA Accredited Language Centre; or
- Pass Placement Test

b) **Educational and other qualifications, skills, and other prerequisites**
- completion of an AQF Level 5 or 6 qualification (e.g., Diploma or Advanced Diploma); and
- 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 a Diploma level course in the Business Training Package, or by working in an operational or leadership type role in an enterprise for two years equivalent full-time.

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.

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Course Description

This qualification reflects the role of individuals who apply specialised 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

Sydney Business Institute (SBI) 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 SBI 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'.

UNITS OF COMPETENCY	
CODE	**TITLE**
BSBLDR602 (C)	Develop organisational strategies
BSBCRT511 (E)	Lead and manage organisational change
BSBCRT611 (C)	Apply critical thinking for complex problem solving
BSBSTR601 (C)	Manage innovation and continuous improvement
BSBCMM511 (E)	Communicate with influence
BSBOPS601 (C)	Develop and implement a business plan
BSBSUS601 (C)	Lead corporate social responsibility
BSBFIN601 (C)	Manage organisational finances
BSBSTR602 (E)	Develop organisational strategies
BSBLDR601 (E)	Lead and manage organisational change

This qualification is made up of 10 units of competency.

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, SBI 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 SBI business hours.