

BUSINESS



NATIONAL CODE: BSB50120 / 105197J

DIPLOMA OF BUSINESS

The Diploma of Business provides a broad understanding of business practices. You will undertake units of study covering risk management, marketing, advertising, human resources management, and project management. This course will prepare you for high-level business operations in small, medium or large organisations.

CAMPUSES

BRISBANE

GOLD COAST

SANDY BAY HOBART

OVERVIEW



INTAKES
Monthly



DURATION
52 weeks



INDUSTRY PLACEMENT



INTERNATIONAL STUDENTS
Yes



CRICOS CODE:

16

CONTACT HOURS
20



Entirely On-Campus



Entirely Online (Face to Face)

Want to get a start in business?
You need training.

Watch the Video



THIS COURSE ARTICULATES OR PACKAGES WITH THE FOLLOWING UNIVERSITIES:



DIPLOMA OF BUSINESS

According to the Australian Government's Job Outlook service, demand for office management roles is expected to experience stable growth over the next five years. This is a very large occupation with job opportunities available across a number of industries including construction, professional services, and education and training.

The course will give you specialised knowledge in complex problems and solutions. You'll learn advanced skills with project work, people performance and team leadership. This qualification is facilitated by expert teaching staff who have a high degree of industry connection and are able to guide you through your studies to meet your goals.

Successfully completing this qualification will provide you with the advanced skills needed to upgrade your career in management and executive positions.

What You'll Learn

- contribute to the health and safety of themselves and others
- type quickly and accurately
- organise workplace information
- organising schedules (Elective units)
- processing payroll (Elective units)
- designing and producing digital text documents and spreadsheets (Elective units)
- maintenance of financial records (Elective units)

Career Outcomes

BUSINESS DEVELOPMENT OFFICER

FRONTLINE MANAGER

EXECUTIVE OFFICER

PROJECT MANAGER

We work with industry leaders



Microsoft

CITY OF
GOLDCOAST.



Deloitte.

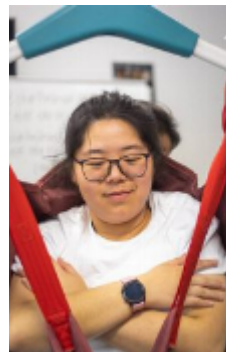
Interested in Studying?

Here's what our students think.



Franchesca Israel

Thank you for the great service and guidance in educating students. I finished my certificate in this college because they're very helpful and professional.



Angelica Okawa

Words cannot express accurately enough how grateful I am for having Fanny as my trainer during most of my Diploma in Early Childhood Education and Care. The level of her service delivery was above and beyond my expectations, as well as her ethics and the knowledge and skill set she kindly shared with her students, always with a positive attitude, broad smile and gentleness that are her trademark.

INTAKE DATES

TUITION FEES (DOMESTIC / PERMANENT RESIDENT)

Course Name	Course Duration	Domestic / Permanent Resident	Campus Availability	Intakes
Diploma of Business	52 weeks	\$5,000	BNE GLD SBY	Monthly

ENTRY REQUIREMENTS

AGE	GRADE	IELTS
17	11	5.5

■ AGE

Minimum age of 17 years or turning 17 years old prior to commencement of the course

■ EDUCATION & EXPERIENCE REQUIREMENTS

Year 11 Australian Senior High School Certificate, or equivalent (e.g. completion of Year 12 or High School in the students home country) with full academic results.

■ ENGLISH LANGUAGE

Intermediate English (equivalent to 5.5 academic or general IELTS) or successful completion of college LLN Test

■ REQUIRED IDENTIFICATION

Photo ID and evidence of citizenship (international students must provide copy of passport)

■ COMPUTER SKILLS & EQUIPMENT

Students on this course require computer access for learning purposes and to complete course assessments. As such, learners must have beginner/intermediate computing skills including use of Microsoft Office programmes, in addition to hardware requirements of a desktop or portable computer with keyboard, pointing device, speaker, web camera and microphone, and a broadband internet connection.

■ FURTHER INFORMATION

Students who are unable to meet the academic or English language criteria may in some cases be eligible to undertake our Language, Literacy & Numeracy (LLN) test. Criteria may change at any time without notice. Additional English language requirements may apply to international applicants from non-English speaking backgrounds wishing to articulate on a visa package into a university programme. Students must be able to (and are required to) enrol, participate, demonstrate progression-of, and complete this course.

BRISBANE COURSE TRAINERS



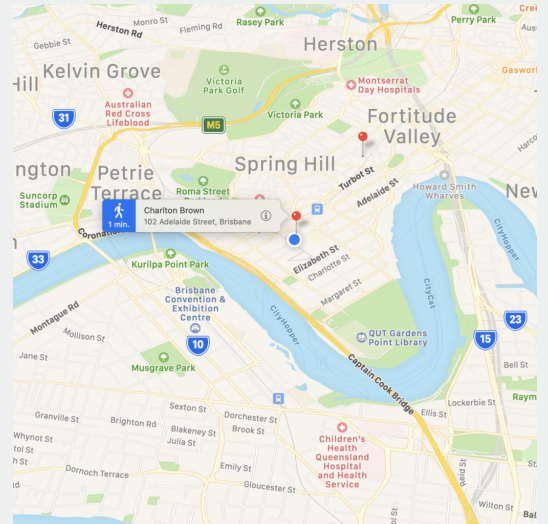
Jim Andreou

Bringing experience from a lifetime managing teams for global industry leading firms, Jim has developed our award winning programmes to provide our graduates with cutting edge skills demanded by businesses.

BRISBANE & FACILITIES

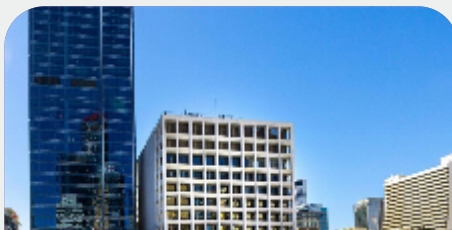
YOUR CAMPUS

Overlooking King George Square in the heart of Brisbane's CBD, NIET Group Brisbane Centre features 10 tutorial rooms, two lecture theatres, library and digital media lab, alongside modern computer lab & large open recreation & study spaces. The campus is just metres from major bus and train terminals, extensive retail & accommodation options.



Level 4, 102 Adelaide Street, Brisbane, 4000

SESSION LOCATIONS



BRISBANE MEETING ROOM

**BNE
CTR**

VIDEO STREAMING SETUP

TELEVISION

Dedicated UniTrack learning lab, setup for small class sizes and fully integrated with the latest multimedia technology, including videoconferencing capability and smart board.

[VIEW IN MAP](#)



TEAMS CALL



Whether you're working with teammates on a project or planning a weekend activity with loved ones, Microsoft Teams helps bring people together so that they can get things done. It's the only app that has chats, meetings, files, tasks, and calendars in one place—so you can easily connect with people and bring plans to life.

[VIEW IN MAP](#)



GOLD COAST COURSE TRAINERS

GOLD COAST & FACILITIES

YOUR CAMPUS

Nestled along Queensland's most iconic coastline, our Gold Coast Centre is a study and recreation paradise, just minutes from the surf, gigantic shopping malls & a wealth of attractions.



1 Nerang Street, Southport

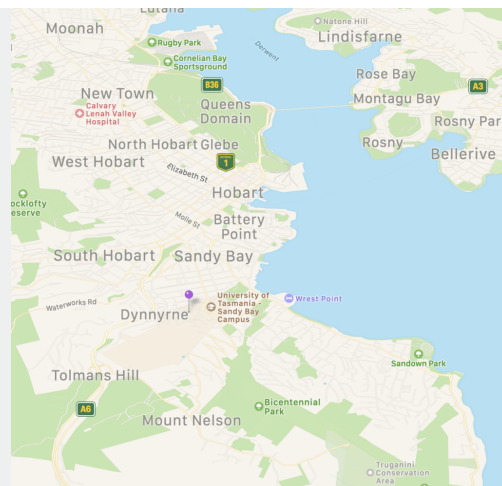
SESSION LOCATIONS

SANDY BAY HOBART COURSE TRAINERS

SANDY BAY HOBART & FACILITIES

YOUR CAMPUS

Our group's Hobart Sandy Bay campus is nestled in the University of Tasmania's sprawling campus on the river Derwent, incorporating 10 large lecture and tutorial rooms, breakout room and lab, each with an expansive view across Hobart.



Level 4, Hytten Hall in the centre of UTAS Sandy Bay,
Hobart

SESSION LOCATIONS