

# ADVANCED DIPLOMA OF BUSINESS

BSB60207 CRICOS# 076694C



## Course Description

In this qualification, you will learn high levels of business skills which are required to perform complex tasks while managing your own business or working in office environment. This qualification reflects the role of individuals with significant expertise in either specialized or broad areas of skills and knowledge who are seeking to further develop expertise across a range of business functions. This qualification is suited to the needs of individuals who possess significant theoretical business skills and knowledge which they would like to develop in order to create further educational or employment opportunities. After completing this course, learners will have comprehensive understanding on a wide range of business functions such as managing finance, developing marketing plans and objectives, managing organization change, developing workplace policies and procedures, and writing business plans.

**Course Durations:**  
**32 Weeks**

**Intake: 10 Mar, 14  
Apr, 26 May, 7 Jul,  
18 Aug, 22 Sep, 3  
Nov**

## Career Outcome

Possible Career outcomes after completing this qualification or units of competency:

- ◆ Senior administrator
- ◆ Senior executive

*I made the best decision  
of enrolling at Queensford  
College!*

*- Luis Vargas Gonzalez*



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## Entry Requirements

### English Proficiency:

IELTS 5.5 and above and not less than 5 in each band

### Academic:

Successfully completion of High School year 12 or equivalent.

[Check right for more](#)

### International Students:

An English Language proficiency level of one of the following:

- ♦ IELTS band score of 5.5 (academic test version) or equivalent internationally recognized exam result in line with ESOS and DIAC regulations
- ♦ Satisfactory completion of 6 – 12 weeks of Upper Intermediate level English from approved ELICOS Provider registered to deliver to CRICOS students

### Other Qualifications:

- ♦ Completion of secondary studies in your home country equivalent to an Australian Year 12 qualification will be required for entry into Diploma or Advanced Diploma qualifications Preferred pathway is completion of FNS30310 Certificate III in Accounts Administration or
- ♦ Mature age students will also be considered without minimum education requirement but with relevant work experience within chosen area of study a demonstrated capacity to meet course requirements.

Note: All documents that are presented on application for enrolment at the Institute must be translated into English and be certified true copies of the original.



## Pathway:

- ♦ Upon successful completion of Advanced Diploma of Business at Queensford College, you will be able to progress to the Bachelor Degree in the university level.



**NATIONALLY RECOGNISED  
TRAINING**

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## Unit Outline

Unit Code	Name of Unit
BSBFIM601A	Manage finances
BSBINM601A	Manage knowledge and information
BSBMKG608A	Develop organizational marketing objectives
BSBMGT615A	Contribute to organization development
BSBINN601B	Manage organizational Change
BSBSUS501A	Develop workplace policy and procedures for sustainability
BSBCOM603B	Plan and establish compliance management systems
BSBMGT617A	Develop and implement a business plan

Students need to complete 8 elective units.

## How to Apply?

✓ Select the course and fill in online application form at [www.queensford.edu.au](http://www.queensford.edu.au) along with required documents as mentioned in entry requirements above.



✓ Once we receive your application, one of our course consultants will get back to you within 24 hours. They will guide you how to proceed further.



**Apply Now**

Future Unlimited

Australia

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