

COURSE FACT SHEET

BSB51915 Diploma of Leadership and Management

CRICOS Course Code 090860K

Global Business College of Australia:

We are a vocational education and training provider committed to improving students' practical application abilities and skills, by providing students with high quality international education services to better prepare them for the workforce.

GBCA Values: Innovative Minds, Caring Hearts, Global Skills

Course Description:

This course is designed for domestic and overseas students who are planning to work within business settings at the supervisor level such as: team leader, supervisor, project leader, manager. Individuals with workplace would be ideally suitable for this program. This qualification reflects the role of individuals who apply knowledge, practical skills and experience in leadership and management across a range of enterprise and industry contexts.

Course duration: 72 weeks (including catch up class, reassessment and holidays)

Schedule: 20 contact hours per week

Delivery mode: Face to face training

Campus location and delivery site: 337-339 La Trobe Street & 338 Queen Street, Melbourne 3000

Entry requirements:

Applicants must satisfy all requirements as below:

Age requirement: GBCA has a requirement that students enrol into this course must be at least 18 years of age.

Academic requirements:

- Satisfactory completion of Australian Year 12 or equivalent or higher OR
- Completion of an Australian training program (Certificate IV or above)

Language requirements:

- Minimum of IELTS 5.5 (no band less than 5) or equivalent, or
- Achieved a Satisfactorily Pass in the Australian Year 12 English subject, or
- Have been successfully completing at least 1 semester of a Bachelor course (or above) at an Australian University or Higher Education provider, or
- Satisfactory outcome for Internal English placement, or
- Successfully complete the GBCA English course/s to meet the English requirements of the intended course.

Material requirement:

Students are required to bring their own laptop with Microsoft Office 2007 or a later version installed for face to face classes.

Course Structure:

Unit Code	Unit Name
BSBLDR501	Develop and use emotional intelligence
BSBMGT517	Manage operational plan
BSBLDR502	Lead and manage effective workplace relationships
BSBWOR502	Lead and manage team effectiveness
BSBADM502	Manage meetings
BSBHRM513	Manage workforce planning
BSBLED502	Manage programs that promote personal effectiveness
BSBMKG507	Interpret market trends and developments
BSBWOR501	Manage personal work priorities and professional development
BSBPMG522	Undertake project work
BSBRISK501	Manage risk
BSBHRM405	Support the recruitment, selection and induction of staff

Assessment methods:

A variety of assessment methods will be used throughout the course, including: Observation of students performing role playing, Portfolio of Work, Written report, Observation of Presentation, Analysis of case study/Response to simulated work scenario or Written questioning

Tuition and Non-Tuition fees: Please refer to the Fee Schedule.

Compliant statement:

GBCA is responsible for providing compliant training and assessment, and issuing of the AQF certification documentation for qualifications detailed in its scope of registration on the National Training Register (training.gov.au).

Government funding:

Government funding is not available for this program.

Course enquiries:

If you have any enquiries, please contact: admissions@gbca.edu.au

Student support service contact:

Student Support Officer

E: Studentsupport@gbca.edu.au

T: 9041 3050

This factsheet should be read in conjunction with our Student Handbook and website www.gbca.edu.au.

