



TAFE NSW

CERTIFICATE IV IN BUSINESS (ADMINISTRATION)

COURSE CODE:

BSB40120

WHY CHOOSE TAFE NSW?



Opens career doors. Our industry relationships lead many students directly into work with a range of employers including agencies, studios, galleries and fashion houses.



Global prospects. TAFE NSW graduates possess the technical knowledge, creative-thinking and specialised skills that are highly sought after by employers around the world.



State-of-the-art facilities. Purpose-built creative studios and industry standard software mean you will master the same tools of the trade as leading professionals.



Industry exposure. TAFE NSW partners with industry to provide you with hands-on experience through networking, sponsor programs, competitions, talks, lectures and other creative industry events.



Recognised and respected. TAFE NSW has built its reputation on delivering trusted, industry aligned and nationally recognised training for over 130 years.

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COURSE CODE

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QUALIFICATION

Certificate IV in Business (Administration)

TRAINING PACKAGE ENTRY REQUIREMENTS:**ENTRY REQUIREMENTS**

There are no entry requirements for this qualification. You can enrol now.

Traineeship

TAFE NSW also offers the Certificate IV in Business as a traineeship. To be eligible to enrol as a trainee you must:

- Be employed in the business industry as this course is delivered in the workplace
- Have a signed traineeship contract

Thinking about a traineeship? Enquire today.

IS THIS COURSE RIGHT FOR YOU?

To be prepared for this course, we recommend that you have:

- Completed your Higher School Certificate or equivalent level of study or
- Completed a Certificate III in Business or
- Approximately 2 years' relevant work experience in industry
- Confidence in creating and managing multiple files across the Microsoft Office suite, such as compiling information using Excel spreadsheets and Word documents
- Keyboard skills
- Time management skills

If you need help preparing for study, contact us about your options.

NATIONALLY RECOGNISED
TRAINING**■ Traineeship Allowed****■ On campus,
Combination,
Online, Virtual
classroom on
campus, Virtual
classroom off
campus****■ Full Time, Part Time****OVERVIEW**

The nationally recognised Certificate IV in Business (Administration) teaches you valuable skills for exciting, fast-paced work as an executive assistant or personal assistant. Learn to support CEOs, managers and a range of workplaces with key administrative duties.

LEARN NEW SKILLS

Through a mix of theory and practical coursework, learn to:

- Organise face-to-face and virtual meetings
- Use business administration software including Microsoft Office suite and Microsoft Teams for workplace tasks and projects
- Produce complex business documents
- Make and deliver presentations
- Oversee workplace projects

DEVELOP YOUR TALENT

Develop the attributes to help you get ahead:

- Confidence, clear communication and strong interpersonal skills
- Initiative and organisation
- Strong decision-making skills and problem solving skills
- Collaborative skills and the ability to work with a wide range of people
- A keen eye for detail

ACHIEVE YOUR GOALS

Completing this course provides you with:

- A nationally recognised Certificate IV qualification
- Transferable skills and knowledge to support a range of businesses, teams and industries

Career opportunities:

- Executive assistant to a CEO
- Executive assistant
- Personal assistant
- Administration supervisor
- Office supervisor
- Clerical supervisor
- Reception manager
- Administration coordinator
- Office coordinator
- Administration assistant
- Office administrator
- Secretary

CAMPUS	STUDY MODE	START DATE	DURATION	MAX FEE IF ELIGIBLE FOR SUBSIDY	HOURS PER WEEK
Albury	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00	6
Albury (Focused on Administration)	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00	6
Albury (Focused on Administration)	Part Time, Combination	Anytime	34 weeks	\$1,850.00	8
Any location (Focused on Administration)	Part Time, Virtual classroom off campus	Anytime	34 weeks	\$1,850.00	8
Any location (Focused on Administration)	Part Time, Virtual classroom	Anytime	1.5 years	\$1,850.00	4

	off campus				
Armidale	Part Time, Virtual classroom on campus	Anytime	36 weeks	\$1,850.00	10
Armidale	Part Time, On campus	Anytime	18 weeks	\$1,850.00	3
Ballina	Full Time, Virtual classroom off campus	08 Feb 2022	18 weeks	\$1,850.00	12
Ballina	Part Time, Virtual classroom off campus	31 Jan 2022	36 weeks	\$1,850.00	6
Bankstown	Full Time, Combination	19 Jul 2022	18 weeks	\$1,850.00	15
Bankstown	Part Time, Virtual classroom off campus	19 Jul 2022	36 weeks	\$1,850.00	6
Bankstown	Full Time, Combination	15 Feb 2022	18 weeks	\$1,850.00	18
Bankstown	Part Time, On campus	15 Feb 2022	36 weeks	\$1,850.00	6
Bankstown (focused on Administration)	Part Time, Combination	19 Jul 2022	36 weeks	\$1,850.00	6
Bega Connected Learning Centre	Part Time, Virtual classroom on campus	Anytime	34 weeks	\$1,850.00	8
Belmont	Part Time, Combination	18 Jul 2022	36 weeks	\$1,850.00	6
Belmont	Full Time, Virtual classroom off campus	08 Feb 2022	18 weeks	\$1,850.00	12
Belmont	Part Time, Virtual classroom off campus	31 Jan 2022	36 weeks	\$1,850.00	6
Belmont (Focused on Administration)	Part Time, Combination	19 Jul 2022	18 weeks	\$1,850.00	13
Boggabilla	Part Time,	Anytime	36 weeks	\$1,850.00	10

	Virtual classroom on campus				
Boggabilla	Part Time, Virtual classroom on campus	Anytime	18 weeks	\$1,850.00	3
Campbelltown	Full Time, Combination	18 Jul 2022	18 weeks	\$1,850.00	18
Campbelltown	Part Time, Combination	18 Jul 2022	36 weeks	\$1,850.00	6
Campbelltown	Full Time, On campus	31 Jan 2022	18 weeks	\$1,850.00	15
Casino	Full Time, Virtual classroom off campus	08 Feb 2022	18 weeks	\$1,850.00	12
Casino	Part Time, Virtual classroom off campus	31 Jan 2022	36 weeks	\$1,850.00	6
Cessnock	Full Time, Combination	19 Jul 2022	18 weeks	\$1,850.00	12
Cessnock	Full Time, Combination	08 Feb 2022	18 weeks	\$1,850.00	18
Coffs Harbour	Full Time, Virtual classroom off campus	08 Feb 2022	18 weeks	\$1,850.00	12
Coffs Harbour	Part Time, Virtual classroom off campus	31 Jan 2022	36 weeks	\$1,850.00	6
Cooma	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00	6
Cooma (Focused on Administration)	Part Time, On campus	Anytime	34 weeks	\$1,850.00	9
Cootamundra	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00	6
Corowa	Part Time, Virtual	Anytime	1.5 years	\$1,850.00	6

	classroom off campus				
Corowa Connected Learning Centre	Part Time, Virtual classroom off campus	Anytime	36 weeks	\$1,850.00	6
Corowa Connected Learning Centre	Part Time, Combination	Anytime	34 weeks	\$1,850.00	8
Deniliquin	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00	6
Deniliquin Connected Learning Centre	Part Time, Virtual classroom off campus	Anytime	36 weeks	\$1,850.00	6
Deniliquin Connected Learning Centre	Part Time, Combination	Anytime	34 weeks	\$1,850.00	8
Finley	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00	6
Finley (Focused on Administration)	Part Time, Combination	Anytime	34 weeks	\$1,850.00	8
Glen Innes Connected Learning Centre	Part Time, Virtual classroom on campus	Anytime	36 weeks	\$1,850.00	10
Glen Innes Connected Learning Centre	Part Time, Virtual classroom on campus	Anytime	18 weeks	\$1,850.00	3
Glendale	Full Time, Combination	19 Jul 2022	18 weeks	\$1,850.00	12
Glendale	Full Time, Combination	08 Feb 2022	18 weeks	\$1,850.00	16
Glendale	Part Time, Virtual classroom off campus	31 Jan 2022	36 weeks	\$1,850.00	6
Glendale (Traineeship)	Part Time, On campus	Anytime	36 weeks	\$1,850.00	6
Gosford	Full Time, Virtual classroom	21 Jul 2022	18 weeks	\$1,850.00	13

	off campus					
Gosford	Full Time, Virtual classroom off campus	08 Feb 2022	18 weeks	\$1,850.00		12
Gosford	Part Time, Virtual classroom off campus	14 Feb 2022	36 weeks	\$1,850.00		6
Goulburn	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00		6
Goulburn (Focused on Administration)	Part Time, On campus	Anytime	34 weeks	\$1,850.00		8
Grafton	Full Time, Virtual classroom off campus	08 Feb 2022	18 weeks	\$1,850.00		12
Grafton	Part Time, Virtual classroom off campus	31 Jan 2022	36 weeks	\$1,850.00		6
Great Lakes	Full Time, Virtual classroom off campus	08 Feb 2022	18 weeks	\$1,850.00		12
Great Lakes	Part Time, Virtual classroom off campus	31 Jan 2022	36 weeks	\$1,850.00		6
Griffith	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00		6
Griffith (Focused on Administration)	Part Time, Combination	Anytime	34 weeks	\$1,850.00		6
Griffith (Focused on Administration)	Part Time, Combination	Anytime	34 weeks	\$1,850.00		8
GyMEA	Full Time, On campus	18 Jul 2022	18 weeks	\$1,850.00		21
GyMEA	Part Time, Virtual classroom off campus	07 Feb 2022	38 weeks	\$1,850.00		6

Hay Connected Learning Centre	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00	6
Hornsby	Full Time, Combination	28 Apr 2022	26 weeks	\$1,850.00	20
Hornsby	Part Time, Combination	28 Apr 2022	36 weeks	\$1,850.00	20
Hornsby	Full Time, Combination	18 Jul 2022	18 weeks	\$1,850.00	20
Hornsby	Full Time, Combination	07 Feb 2022	18 weeks	\$1,850.00	20
Hornsby	Part Time, Virtual classroom off campus	07 Feb 2022	38 weeks	\$1,850.00	6
Hornsby	Part Time, Combination	07 Feb 2022	36 weeks	\$1,850.00	10
Hornsby (Focus on Administration)	Part Time, Combination	18 Jul 2022	36 weeks	\$1,850.00	10
Inverell	Part Time, Virtual classroom on campus	Anytime	36 weeks	\$1,850.00	10
Inverell	Part Time, Virtual classroom on campus	Anytime	18 weeks	\$1,850.00	3
Kempsey	Part Time, Combination	18 Jul 2022	36 weeks	\$1,850.00	6
Kempsey	Full Time, Virtual classroom off campus	08 Feb 2022	18 weeks	\$1,850.00	12
Kempsey	Part Time, Virtual classroom off campus	31 Jan 2022	36 weeks	\$1,850.00	6
Kingscliff	Part Time, Virtual classroom off campus	31 Jan 2022	36 weeks	\$1,850.00	6
Leeton	Part Time, Virtual classroom	Anytime	1.5 years	\$1,850.00	6

	off campus				
Leeton (Focused on Administration)	Part Time, Combination	Anytime	34 weeks	\$1,850.00	8
Lismore	Full Time, Virtual classroom off campus	08 Feb 2022	18 weeks	\$1,850.00	12
Lismore	Part Time, Virtual classroom off campus	31 Jan 2022	36 weeks	\$1,850.00	6
Liverpool	Full Time, Combination	18 Jul 2022	18 weeks	\$1,850.00	17
Liverpool	Full Time, On campus	31 Jan 2022	18 weeks	\$1,850.00	18
Macksville	Full Time, Virtual classroom off campus	08 Feb 2022	18 weeks	\$1,850.00	12
Macksville	Part Time, Virtual classroom off campus	31 Jan 2022	36 weeks	\$1,850.00	6
Maclean	Full Time, Virtual classroom off campus	08 Feb 2022	18 weeks	\$1,850.00	12
Maclean	Part Time, Virtual classroom off campus	31 Jan 2022	36 weeks	\$1,850.00	6
Maitland	Full Time, Combination	19 Jul 2022	18 weeks	\$1,850.00	12
Maitland	Full Time, Combination	08 Feb 2022	18 weeks	\$1,850.00	18
Meadowbank	Full Time, Combination	28 Apr 2022	26 weeks	\$1,850.00	20
Meadowbank	Part Time, Combination	28 Apr 2022	36 weeks	\$1,850.00	20
Meadowbank	Full Time, Combination	18 Jul 2022	18 weeks	\$1,850.00	20
Meadowbank	Full Time, Combination	07 Feb 2022	18 weeks	\$1,850.00	20
Meadowbank	Part Time,	07 Feb 2022	36 weeks	\$1,850.00	6

	Virtual classroom off campus				
Meadowbank	Part Time, Combination	07 Feb 2022	36 weeks	\$1,850.00	10
Moree	Part Time, Virtual classroom on campus	Anytime	36 weeks	\$1,850.00	10
Moree	Part Time, Virtual classroom on campus	Anytime	18 weeks	\$1,850.00	3
Moruya	Part Time, Virtual classroom on campus	Anytime	34 weeks	\$1,850.00	8
Moruya	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00	6
Moss Vale	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00	6
Moss Vale	Part Time, On campus	15 Feb 2022	34 weeks	\$1,850.00	8
Moss Vale (Focused on Administration)	Part Time, Combination	Anytime	34 weeks	\$1,850.00	8
Murwillumbah	Part Time, Virtual classroom off campus	31 Jan 2022	36 weeks	\$1,850.00	6
Murwillumbah Connected Learning Centre	Part Time, Virtual classroom on campus	18 Jul 2022	36 weeks	\$1,850.00	6
Murwillumbah Connected Learning Centre	Full Time, Virtual classroom on campus	21 Jul 2022	18 weeks	\$1,850.00	13
Murwillumbah Connected Learning Centre	Full Time, Virtual classroom on campus	08 Feb 2022	18 weeks	\$1,850.00	12

Muswellbrook	Full Time, Combination	19 Jul 2022	18 weeks	\$1,850.00	12
Muswellbrook	Full Time, Combination	08 Feb 2022	18 weeks	\$1,850.00	18
Nambucca Heads Connected Learning Centre	Part Time, Virtual classroom on campus	18 Jul 2022	36 weeks	\$1,850.00	6
Nambucca Heads Connected Learning Centre	Full Time, Virtual classroom on campus	21 Jul 2022	18 weeks	\$1,850.00	13
Nambucca Heads Connected Learning Centre	Full Time, Virtual classroom on campus	08 Feb 2022	18 weeks	\$1,850.00	12
Nambucca Heads Connected Learning Centre	Part Time, Virtual classroom off campus	31 Jan 2022	36 weeks	\$1,850.00	6
Narrabri	Part Time, Virtual classroom on campus	Anytime	36 weeks	\$1,850.00	10
Narrabri	Part Time, Virtual classroom on campus	Anytime	18 weeks	\$1,850.00	3
Narrandera	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00	6
Narrandera Connected Learning Centre	Part Time, Combination	Anytime	34 weeks	\$1,850.00	8
Newcastle	Part Time, Combination	18 Jul 2022	36 weeks	\$1,850.00	6
Newcastle (Focused on Administration)	Part Time, Combination	19 Jul 2022	18 weeks	\$1,850.00	13
Northern Beaches	Full Time, Combination	28 Apr 2022	26 weeks	\$1,850.00	20
Northern Beaches	Part Time, Combination	28 Apr 2022	36 weeks	\$1,850.00	20
Northern Beaches	Full Time, Combination	18 Jul 2022	18 weeks	\$1,850.00	20

Northern Beaches	Full Time, Combination	07 Feb 2022	18 weeks	\$1,850.00	20
Northern Beaches	Part Time, Virtual classroom off campus	07 Feb 2022	38 weeks	\$1,850.00	6
Northern Beaches	Part Time, Combination	07 Feb 2022	36 weeks	\$1,850.00	10
Northern Beaches (Focus on Administration)	Part Time, Combination	18 Jul 2022	36 weeks	\$1,850.00	10
Nowra	Full Time, Combination	26 Jul 2022	17 weeks	\$1,850.00	16
Nowra	Full Time, On campus	15 Feb 2022	17 weeks	\$1,850.00	15
Nowra	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00	6
Nowra	Part Time, Combination	Anytime	34 weeks	\$1,850.00	8
Nowra	Part Time, On campus	17 Feb 2022	34 weeks	\$1,850.00	8
Ourimbah	Full Time, Virtual classroom off campus	08 Feb 2022	18 weeks	\$1,850.00	12
Ourimbah	Part Time, Virtual classroom off campus	31 Jan 2022	36 weeks	\$1,850.00	6
Port Macquarie	Part Time, Combination	18 Jul 2022	36 weeks	\$1,850.00	6
Port Macquarie	Full Time, Virtual classroom off campus	08 Feb 2022	18 weeks	\$1,850.00	12
Queanbeyan	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00	6
Queanbeyan (Focused on Administration)	Part Time, On campus	Anytime	34 weeks	\$1,850.00	8

Richmond	Part Time, Combination	18 Jul 2022	36 weeks	\$1,850.00	6
Richmond	Full Time, COMBINATION OF ALL	19 Jul 2022	18 weeks	\$1,850.00	18
Richmond	Full Time, Combination	01 Feb 2022	18 weeks	\$1,850.00	18
Richmond	Part Time, Virtual classroom off campus	31 Jan 2022	36 weeks	\$1,850.00	6
Richmond	Part Time, On campus	31 Jan 2022	36 weeks	\$1,850.00	6
Scone	Full Time, Combination	19 Jul 2022	18 weeks	\$1,850.00	12
Scone	Part Time, Virtual classroom off campus	31 Jan 2022	36 weeks	\$1,850.00	6
Scone Connected Learning Centre	Part Time, Virtual classroom on campus	18 Jul 2022	36 weeks	\$1,850.00	6
Scone Connected Learning Centre	Full Time, Virtual classroom on campus	21 Jul 2022	18 weeks	\$1,850.00	13
Scone Connected Learning Centre	Full Time, Virtual classroom on campus	08 Feb 2022	18 weeks	\$1,850.00	12
Shellharbour	Full Time, Combination	26 Jul 2022	17 weeks	\$1,850.00	16
Shellharbour	Full Time, On campus	15 Feb 2022	17 weeks	\$1,850.00	16
Shellharbour	Part Time, Combination	Anytime	34 weeks	\$1,850.00	6
Shellharbour	Part Time, On campus	14 Feb 2022	34 weeks	\$1,850.00	6
Singleton Connected Learning Centre	Part Time, Virtual classroom on campus	18 Jul 2022	36 weeks	\$1,850.00	6
Singleton Connected	Full Time,	19 Jul 2022	18 weeks	\$1,850.00	12

Learning Centre	Combination				
Singleton Connected Learning Centre	Full Time, Virtual classroom on campus	21 Jul 2022	18 weeks	\$1,850.00	13
Singleton Connected Learning Centre	Full Time, Combination	08 Feb 2022	18 weeks	\$1,850.00	18
Southern NSW via Virtual Classroom	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00	6
Southern NSW via Virtual Classroom	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00	6
St George	Part Time, On campus	18 Jul 2022	36 weeks	\$1,850.00	14
St George	Part Time, Virtual classroom off campus	07 Feb 2022	38 weeks	\$1,850.00	6
St George (Focused on Administration)	Full Time, On campus	18 Jul 2022	18 weeks	\$1,850.00	21
St Leonards	Full Time, Combination	28 Apr 2022	26 weeks	\$1,850.00	20
St Leonards	Part Time, Combination	28 Apr 2022	36 weeks	\$1,850.00	20
St Leonards	Full Time, Combination	18 Jul 2022	18 weeks	\$1,850.00	20
St Leonards	Full Time, Combination	07 Feb 2022	18 weeks	\$1,850.00	20
St Leonards	Part Time, Virtual classroom off campus	07 Feb 2022	38 weeks	\$1,850.00	6
St Leonards	Part Time, Combination	07 Feb 2022	36 weeks	\$1,850.00	10
St Leonards (Focus on Administration)	Part Time, Combination	18 Jul 2022	36 weeks	\$1,850.00	10
Sutherland, Gymea (focused on Administration)	Part Time, On campus	18 Jul 2022	1 year	\$1,850.00	14
TAFE Digital	Self paced, Online	Anytime	1.5 years	\$1,850.00	8

Taree	Full Time, Virtual classroom off campus	08 Feb 2022	18 weeks	\$1,850.00	12
Taree	Part Time, Virtual classroom off campus	31 Jan 2022	36 weeks	\$1,850.00	6
Temora	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00	6
Temora (Focused on Administration)	Part Time, Combination	Anytime	34 weeks	\$1,850.00	8
Tenterfield Connected Learning Centre	Part Time, Virtual classroom on campus	Anytime	36 weeks	\$1,850.00	10
Tenterfield Connected Learning Centre	Part Time, Virtual classroom on campus	Anytime	18 weeks	\$1,850.00	3
Tomaree Connected Learning Centre	Part Time, Virtual classroom on campus	18 Jul 2022	36 weeks	\$1,850.00	6
Tomaree Connected Learning Centre	Full Time, Combination	19 Jul 2022	18 weeks	\$1,850.00	12
Tomaree Connected Learning Centre	Full Time, Virtual classroom on campus	21 Jul 2022	18 weeks	\$1,850.00	13
Tomaree Connected Learning Centre	Full Time, Combination	08 Feb 2022	18 weeks	\$1,850.00	12
Tumut	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00	6
Ulladulla	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00	6
Ultimo	Full Time, On campus	19 Jul 2022	18 weeks	\$1,850.00	20
Ultimo	Part Time,	07 Feb 2022	38 weeks	\$1,850.00	6

	Virtual classroom off campus				
Wagga Wagga	Part Time, Combination	Anytime	34 weeks	\$1,850.00	8
Wagga Wagga	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00	6
Wagga Wagga	Part Time, Combination	21 Feb 2022	34 weeks	\$1,850.00	6
Wagga Wagga	Part Time, Combination	22 Feb 2022	34 weeks	\$1,850.00	8
Wauchope	Part Time, Combination	18 Jul 2022	36 weeks	\$1,850.00	6
Wauchope	Full Time, Virtual classroom off campus	08 Feb 2022	18 weeks	\$1,850.00	12
Wauchope	Part Time, Virtual classroom off campus	31 Jan 2022	36 weeks	\$1,850.00	6
Wentworth Falls	Full Time, Combination	01 Feb 2022	18 weeks	\$1,850.00	18
West Wyalong	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00	6
West Wyalong Connected Learning Centre	Part Time, Combination	Anytime	34 weeks	\$1,850.00	8
Wollongbar	Full Time, Virtual classroom off campus	08 Feb 2022	18 weeks	\$1,850.00	12
Wollongong	Full Time, On campus	15 Feb 2022	17 weeks	\$1,850.00	16
Wollongong	Part Time, On campus	14 Feb 2022	34 weeks	\$1,850.00	6
Wollongong (Focused on Administration)	Part Time, Combination	Anytime	34 weeks	\$1,850.00	6
Wyong	Full Time, Virtual	08 Feb 2022	18 weeks	\$1,850.00	12

	classroom off campus				
Wyong	Part Time, Virtual classroom off campus	31 Jan 2022	36 weeks	\$1,850.00	6
Yamba	Part Time, Virtual classroom off campus	31 Jan 2022	36 weeks	\$1,850.00	6
Yamba Connected Learning Centre	Part Time, Virtual classroom on campus	18 Jul 2022	36 weeks	\$1,850.00	6
Yamba Connected Learning Centre	Full Time, Virtual classroom on campus	21 Jul 2022	18 weeks	\$1,850.00	13
Yamba Connected Learning Centre	Full Time, Virtual classroom on campus	08 Feb 2022	18 weeks	\$1,850.00	12
Yass	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00	6
Yass (Focused on Administration)	Part Time, On campus	Anytime	34 weeks	\$1,850.00	9
Young	Part Time, Combination	Anytime	34 weeks	\$1,850.00	8
Young	Part Time, Virtual classroom off campus	Anytime	1.5 years	\$1,850.00	6
Young	Part Time, Combination	22 Feb 2022	34 weeks	\$1,850.00	8