



COURSE CODE:

BSB50215

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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QUALIFICATION

Diploma of Business

CAREER AREA

Business and Management

TRAINING PACKAGE ENTRY REQUIREMENTS:

ENTRY REQUIREMENTS

TAFE NSW offers the Diploma of Business as either a traineeship or non-traineeship, so you can design the career you want.

Non-traineeship

There are no entry requirements for non-trainees. You can enrol in this course now.

Traineeship

To be eligible for this course you must:

- Be employed in the 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, it is recommended that you:

- Hold a Certificate IV in Business or other relevant qualification
- Have experience in a range of work environments in senior support roles

If you need support in preparation for study, contact us about your options.



NATIONALLY RECOGNISED
TRAINING

- **Traineeship Allowed**
- **VET Student Loans Available**
- **Blended, Full Time, Part Time Evening, FT Connected, PTE Connected**

CAREER

OPPORTUNITIES

Executive Officer,
Project Consultant,
Administrator,
Business owner,
Corporate Services
Manager

OVERVIEW

The nationally accredited Diploma of Business provides you with technical and interpersonal skills that are transferable across all areas of business. Strengthen your knowledge of managing systems, processes and human resources, and progress your career to roles like executive officer, sales manager or business development manager.

This is a fully government-subsidised JobTrainer course. Eligibility criteria applies.

LEARN NEW SKILLS

Through theory and practical course work, you learn to:

- Plan e-marketing communications
- Manage and mitigate risk
- Manage budgets and financial plans
- Manage recruitment selection and induction
- Identify and evaluating marketing opportunities
- Develop workplace policy and procedures for sustainability

- Manage operational plans

DEVELOP YOUR TALENTS

Hone your personal attributes to help you get ahead:

- Critical thinking
- Strong communication skills
- Attention to detail
- Strengths in planning, organising and self-management

Career opportunities:

- Business owner
- Corporate services manager
- Executive officer
- Project consultant

ACHIEVE YOUR GOALS

Completing this course will provide you with:

- A nationally recognised Diploma qualification
- A strong study pathway into a Bachelor of Business

GROW YOUR CAREER

Take your career further with a degree qualification:

- Bachelor of Business with TAFE NSW Degrees

Graduates of the diploma are eligible to apply for enrolment into the bachelor and may also be eligible for credits, which may reduce overall study time.

INDUSTRY DEMAND

The Business Services sector offers a wealth of employment opportunities. Over 1.6 million people are employed in this sector and represent 13% of Australian jobs, with employment forecast to grow almost 3% through to 2024.

CAMPUS	STUDY MODE	START DATE	DURATION	FULL FEE	HOURS PER WEEK
TAFE Digital	Online	31 Mar 2021	1 Year	\$6,400.00	21
TAFE Digital	Online	31 Mar 2021	1 Year	\$2,850.00	21
Albury	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
Bega	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
Cooma	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
Cootamundra	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14

Corowa	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
Deniliquin	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
Finley	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
Goulburn	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
Griffith	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
Hay	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
Leeton	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
Meadowbank	Full Time	08 Feb 2021	17 Weeks	\$2,850.00	33
Meadowbank	PT Evening	08 Feb 2021	34 Weeks	\$2,850.00	16.5
Moruya	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
Moss Vale	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
Narrandera	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
Newcastle	FT Connected	02 Feb 2021	18 Weeks	\$2,850.00	31.1
Northern Beaches	PT Evening	08 Feb 2021	34 Weeks	\$2,850.00	16.5
Nowra	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
Queanbeyan	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
Shellharbour	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
St George	Full Time	04 May 2021	18 Weeks	\$2,850.00	35.5
St. Leonards	PT Evening	08 Feb 2021	34 Weeks	\$2,850.00	16
Temora	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
Tumut	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
Ulladulla	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
Ultimo	Full Time	08 Feb 2021	18 Weeks	\$2,850.00	31
Ultimo (Specialist Stream Degree)	Full Time	08 Feb 2021	18 Weeks	\$2,850.00	35

Pathway)

Wagga Wagga	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
West Wyalong	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
Western NSW multiple locations: Connected	Blended	16 Mar 2021	52 Weeks	\$2,850.00	10.1
Wollongong	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
Yass	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14
Young	PTE Connected	08 Feb 2021	41 Weeks	\$2,850.00	14