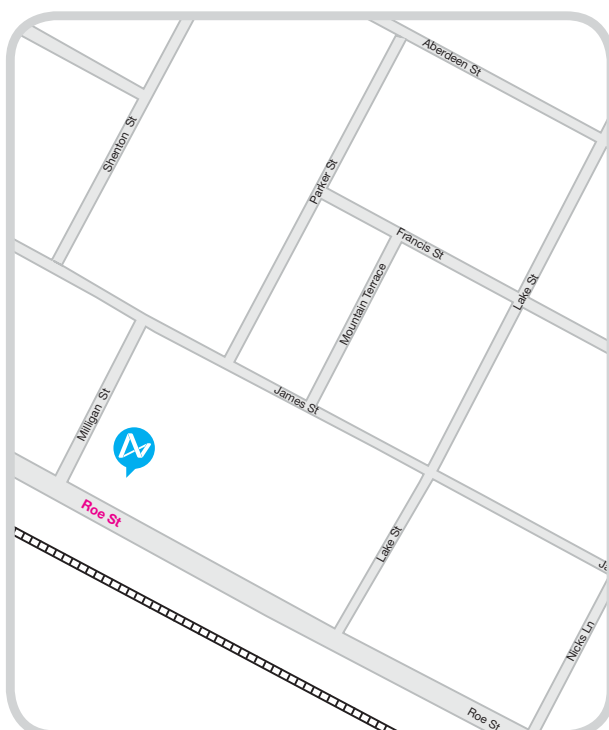


AUSTRALIA SINGAPORE

Academies Australasia Institute is an Academies Australasia college. Academies Australasia Group Limited has been operating for more than 110 years and listed on the Australian Securities Exchange for more than 40 years.

Academies Australasia has colleges in Melbourne, Sydney, Brisbane, Perth, Adelaide, Dubbo, Gold Coast and Singapore, and offers a wide range of courses at different levels – Certificate, Diploma, Advanced Diploma, Bachelor and Master Degrees.



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Doing business in the 21st Century, with its focus on a global economy, is more and more complex. You need to be multi-skilled, innovative, and able to solve problems, and also have excellent communication and organisational skills.

Our nationally recognised courses are comprehensive and practical, giving you the opportunity to gain the skills, knowledge and qualification you require to secure your position in the business area of your choice.

COURSE INFORMATION

Our Management courses have been developed according to the requirements of the Business Services Training Package (BSB) and have been approved for delivery by the Australian Skills Quality Authority (ASQA). They are nationally recognised qualifications within the Australian Qualifications Framework (AQF).

STUDY PATH

Training is delivered in stages which correspond to AQF Levels V and VI. The preferred pathway for a qualification is for students to complete the requirements of the previous level qualification before progressing to the next level – thereby achieving more than one qualification.

Applicants without the previous level qualification will be considered if they have relevant qualification and/or vocational experience.

We aim to equip our graduates with the necessary skills and knowledge to enable them to successfully satisfy the demands of the workplace.

COURSE DELIVERY & ASSESSMENT METHODS

Delivery and assessment strategies are selected to reflect the nature of the elements and performance criteria of the competency together with the needs and learning style of the participants. Qualifications are delivered over 20 hours per week, 16 hours face-to-face and 4 hours online learning.

Assessment methodology may include but is not limited to: observation, project/report, case study, role play, exercises, activities; and written/oral tasks including multiple choice, questions and answer, essays, true/false and presentations.

ENTRY REQUIREMENTS

Year 11 or equivalent certificate of senior secondary education.

Recommended English Level: IELTS 5.5
(If the level of English is insufficient, a suitable course can be organised.)

OTHER FEES

Administration Fee (Non-refundable):
• **A\$ 300**

Confirmation of Enrolment Fee (Non-refundable):
• **A\$ 20** for a course no longer than 12 months
• **A\$ 40** for a course longer than 12 months

ACADEMIC YEAR / START DATES

Don't miss out on your intake dates. There are 36 teaching weeks per annum with the year being divided into 4 terms of 9 weeks each. The academic year begins in late January and ends late November. Primary intakes are at the beginning of each term.

YEAR	TERM 1 INTAKES	TERM 2 INTAKES	TERM 3 INTAKES	TERM 4 INTAKES
2018 and 2019 intakes Certificate IV + Diploma + Advanced Diploma all 4 intakes				
2019	14 JAN	8 APR	01 JUL	23 SEP
2020	13 JAN	6 APR	29 JUN	21 SEP



LEADERSHIP AND MANAGEMENT



Qualification	Subject	Competency	Tuition Fee / Duration
Diploma of Leadership and Management (BSB51915) CRICOS Course Code 098706M	Operational Management	BSBMGT517 Manage operational plan	A\$ 2,000 per term 4 Terms 12 months / 36 college weeks
	Work Health and Safety	BSBWHS501 Ensure a safe workplace	
	Personal Development	BSBWOR501 Manage personal work priorities and professional development	
	Project Management	BSBPMG522 Undertake project work	
	Customer Service	BSBCUS501 Manage quality customer service	
	Finance	BSBFIM501 Manage budgets and financial plans	
	Sustainability	BSBSUS501 Develop workplace policy and procedures for sustainability	
	Marketing	BSBMKG510 Plan e-marketing communications	
	Emotional Intelligence	BSBLDR511 Develop and use emotional intelligence	
	Team Effectiveness	BSBWOR502 Lead and manage team effectiveness	
	Leadership & Diversity	BSBLDR502 Lead and manage effective workplace relationships	
		BSBLDR504 Implement diversity in the workplace	
Exit with Diploma	Vocational/ Employment Outcome → Manager		
Advanced Diploma of Leadership and Management (BSB61015) CRICOS Course Code 089797M	Human Resources	BSBHRM602 Manage human resources strategic planning	A\$ 2,000 per term 4 Terms 12 months / 36 college weeks
		BSBHRM604 Manage employee relations	
	Organisational Change	BSBINN601 Lead and manage organisational change	
	Innovation	BSBMGT608 Manage innovation and continuous improvement	
		BSBMGT622 Manage resources	
	Work Health & Safety and Risk Management	BSBRSK501 Manage risk	
	Financial Management	BSBFIM601 Manage finances	
	Leadership	BSBMGT605 Provide leadership across the organisation	
	Marketing Plan	BSBMKG609 Develop a marketing plan	
	Strategic & Business Planning	BSBMGT617 Develop and implement a business plan	
		BSBMGT616 Develop and implement strategic plans	
Exit with Advanced Diploma	Vocational/ Employment Outcome → Area Manager, Department Manager, Regional Manager		
UNIVERSITY PATHWAYS	FOR INFORMATION REGARDING UNIVERSITY PATHWAYS VISIT www.academies.edu.au		

