Course Brochure – BSB80120 Graduate Diploma of Management (Learning)

This brochure provides all the information you need to know about enrolling in the BSB80120 Graduate Diploma of Management (Learning).

Course details

Provider Name	Grenfell Institute of Technology Australia
RTO Code	45979
CRICOS Code	04103E
CRICOS Course Code	113102K
Location of course	Level 17/ 45 Grenfell Street Adelaide SA 5000
Delivery mode	This program is delivered in the classroom.
Duration	52 weeks, including 44 study weeks and 08 weeks of holidays.
Study load	20 hours of classroom training and assessment per week for 44 study weeks. (880 hours)
	Unsupervised self-study is estimated at 8 hours per week for 44 study weeks (352 hours)

Overview of course

This qualification reflects the role of individuals who apply highly specialised knowledge and skills in the field of organisational learning and capability development. Individuals in these roles generate and evaluate complex ideas. They also initiate, design and execute major learning and development functions within an organisation. Typically, they would have full responsibility and accountability for the personal output and work of others.

This qualification may apply to leaders and managers in an organisation where learning is used to build organisational capability. The job roles that relate to this qualification may also include RTO Manager and RTO Director.

The latest release of the qualification and packaging rules can be found at the following link:

https://training.gov.au/Training/Details/BSB80120

Who should apply for this course and why?

This course is targeted at international students who are:

- Seeking to pursue a career in senior RTO leadership and management.

- Seeking to enter a new industry sector.

- Seeking a pathway to higher-level qualifications

Completing this course may provide you with employment or learning opportunities. Potential employment options are in leadership and management roles in a range of industry areas where learning is used to build organisational capability. Further education pathways may include other Graduate Diploma qualifications, as well as higher education qualifications in leadership and management

Note: It is noteworthy that Grenfell Institute of Technology Australia does not offer any pathway qualifications. Also, the College does not guarantee any placement into any pathway program (s) at another institute as it is entirely the responsibility of the student. Also, Grenfell Institute of Technology Australia does not guarantee any migration or employment outcomes after the course is completed. Grenfell Institute of Technology Australia also does not provide any assurance that students will always get a job upon returning to their home country. However, this qualification will offer a range of skills that aspiring managers, business leaders, directors, CEO's must have.

What can I expect?

The following units are included in this course, and all are required for the award of the qualification. Students who only complete some units will be awarded with a Statement of Attainment for units successfully completed.

Code	Title	Core or Elective
BSBHRM613	Contribute to the development of learning and development strategies	Core
BSBLDR811	Lead strategic transformation	Core
TAELED803	Implement improved learning practice	Core
BSBCRT611	Apply critical thinking for complex problem solving	Elective
BSBLDR601	Lead and manage organisational change	Elective
BSBOPS601	Develop and implement business plans	Elective
BSBLDR602	Provide leadership across the organisation	Elective
BSBSTR601	Manage innovation and continuous improvement	Elective

Training and assessment information

This course is delivered face-to-face in a classroom-based setting.

The timetable for this course will be provided at the time of orientation.

You are required to attend classes for 20 hours per week for 44 study weeks (4 terms of 11 weeks each). Holiday breaks are 08 weeks and are as indicated in your timetable.

Class sessions include a mix of theory and practical activities with a focus on creating a real-life workplace.

In addition to classroom-based learning, you will also need to complete approximately 08 hours of additional, unsupervised study per week including general reading and research for assessments.

You will also need to complete assessments for this course which may include:

- Written questions
- Projects
- Presentations
- Reports
- Role plays/observations

At the beginning of each unit, your trainer and assessor will outline the assessment tasks that must be completed.

Your classes will be conducted in modern classrooms, and you will be able to access Wi-Fi. There are also areas for you to relax, as well as conduct additional study.

You will be provided with a Student Guide relevant to each unit in your course.

Breakdown of Training, Assessment, and Unsupervised Self-Study Hours	
Total Face to Face Training Hours (A)	560
Total Face to Face Assessment Hours (B)	320
Unsupervised Self-Study Hours (C)	352
Total Volume of Learning in Hours (A+B+C)	1232
Academic Study Weeks	44
Holiday Weeks	08
Total Course Duration in Weeks	52
Total Course Duration in Years	1

Course progress and attendance

Satisfactory course progress and attendance is very important in order to meet visa requirements. Please read the International Student Handbook carefully for more information. You will also be provided with further information about course progress and attendance requirements at your orientation.

Student support

We offer the following in relation to support and welfare.

- one-to-one support from the trainer/assessor
- support with personal issues
- access to additional learning resources

- reasonable adjustment in assessment

- social events

- information about external sources of support.

You may not have studied for a while, may have English as a second language or need additional assistance with literacy or numeracy.

We will identify any additional support needs you may have at the time of application and enrolment and may prepare a Student Support Plan for you based on those needs.

Resource requirements

You are required to bring your own laptop with Office 365 (or similar program) to all classes. These costs are not included in your course fees. Specifications for laptops and associated costs are included below.

PC

	Minimum requirements
Processor	Intel® or AMD processor with 64-bit support*; 2 GHz or faster processor Microsoft Windows 10
Operating system	Microsoft Windows 10
RAM	2 GB or more of RAM (8 GB recommended)
Hard disk space	4 GB or more of available hard-disk space for 64-bit installation; additional free space required during installation.
Monitor resolution	1024 x 768 display (1280x800 recommended) with 16-bit colour and 512 MB or more of dedicated VRAM; 2 GB is recommended.
Graphics processor acceleration requirements	OpenGL 2.0-capable system
Internet	Internet connection and registration are necessary for required software activation, validation of subscriptions, and access to online services.

MacOS

	Minimum requirements
Processor	Multicore Intel processor with 64-bit support
Operating system	Big Sur
RAM	2 GB or more of RAM (8 GB recommended)
Hard disk space	4 GB or more of available hard-disk space for 64-bit installation; additional free space required during installation.
Monitor resolution	1024 x 768 display (1280x800 recommended) with 16-bit colour and 512 MB or more of dedicated VRAM; 2 GB is recommended

Graphics processor acceleration requirements	OpenGL 2.0-capable system
Internet	Internet connection and registration are necessary for required software activation, validation of subscriptions, and access to online services.

Name of software	Associated costs	
Office 365	$129 annually	https://products.office.com/en-au/buy/office
Laptop details	Associated costs	
Any laptop that meets the specifications above	$450 (approximate only)	Various

Course credit

You can apply for recognition of existing qualifications or skills, knowledge, and experience (credit transfer or recognition of prior learning) as per the information included in our International Student Handbook, which is available at www.gita.edu.au

If you are granted course credit, this will affect your course fees as well as the duration of your course. We will advise you in writing of changes to fees or course duration as a result of the credit. You will also be issued with a new Confirmation of Enrolment.

For any questions about course credit, contact us at the details shown below.

What are the entry requirements?

Grenfell Institute of Technology Australia has the following entry requirements:

You must:

- Be at least 18 years of age.

- Completed Year 12 or equivalent

- Participate in a course entry interview to determine suitability for the course and student needs.

- Have an IELTS* score of 5.5 (test results must be no more than 2 years old). English language competence can also be demonstrated through documented evidence of any of the following:

  o educated for 5 years in an English-speaking country; or

  o successful completion of an English Placement Test.

  o completed a substantial component of AQF Certificate IV or above qualification from an Australian RTO in the last two years.

Note that other English language tests such as PTE and TOEFL can be accepted. You are required to provide your results so that we can confirm they are equivalent to IELTS 5.5.

How much does it cost?

The costs for this course are as follows:

Course fees	Tuition fees: AUD $14,000

	Non-Tuition Fee: $1600
Non-tuition fees	May apply and can be found in our International Student Handbook on our website at www.gita.edu.au

Course fees do not include laptops or software – see information above.

A detailed payment plan and payment arrangements are provided in the Offer Letter and Student Agreement. You must pay all of your course fees and on time. Non-payment of fees may result in cancellation of enrolment.

You are also required to take out Overseas Health Insurance Cover before arriving in Australia. Grenfell Institute of Technology Australia provides details of OSHC providers in the International Student Handbook. You can approach any of these providers to find out costs and organise your cover.

Additional costs associated with living in Australia are outlined in the International Student Handbook. You should carefully review these costs in relation to budgeting. Further information can be found at https://www.studyinaustralia.gov.au/english/live-in-australia/living-costs.

How can I apply?

To apply for this course, you are required to complete an enrolment form and submit all required supporting evidence including:

- Copies of Year 12 or equivalent, passport
- Proof of English language proficiency as specified in the entry requirements.

Where to from here?

If your application is successful, we will send you an Offer Letter and Student Agreement. You should make sure you read through this document carefully to make sure you are happy with all of the terms and conditions. If you are, then simply sign the document and send it back to us.

Once we receive this, we will issue you with a Confirmation of Enrolment (CoE) letter and an invoice for the first payment.

The first day of each course will include orientation and induction. Orientation will include information about the campus, living in Australia, accessing our support services and methods for achieving success throughout the course, including course progress requirements.

This course outline should be read in conjunction with Grenfell Institute of Technology Australia's International Student Handbook. This can be found online at www.gita.edu.au

CONTACT US

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