



## **BSB61015 Advanced Diploma of Leadership and Management**

### **INFORMATION BOOKLET**

“The code, title and current status of Eagle Academy courses can be found by visiting the National Register, [www.training.gov.au](http://www.training.gov.au) and entering the course code into the search field”



## **BSB61015 Advanced Diploma of Leadership and Management Information Sheet**

Advanced Diploma of Leadership and Management is for those wishing to apply specialised knowledge and skills, together with experience in leadership and management, across a range of enterprise and industry contexts. Individuals at this level use initiative and judgement to plan and implement a range of leadership and management functions, with accountability for personal and team outcomes within broad parameters. They use cognitive and communication skills to identify, analyse and synthesise information from a variety of sources and transfer their knowledge to others, and creative or conceptual skills to express ideas and perspectives or respond to complex problems.

**Course Length:** 18 months (80 weeks, made up of 60 weeks tuition, and 20 weeks holiday).

Students may commence study with induction on any Monday as approved by the Director, and general classes operate all weeks except holiday periods (See the Academy's Academic Calendar).

**Important Note:** Please note that due to an overlap in course units, you cannot enrol in both Advanced Diploma of Business and Advanced Diploma of Leadership and Management as separate courses if you are an international student requiring a student Visa to undertake these courses. You can however enrol in the Advanced Diploma of Leadership and Management as your main course for Visa purposes and receive a Dual Diploma at the conclusion of your course.

\*Ask administration staff for more information.

**Cost:** (See Payment Options info. sheet).

\*Payment arrangement's available

\*Discounts may apply (Check online or call us for more information on current specials and payment options).

\*Funding may be available for Domestic Students, See funding Info at: <http://eagleacademy.com.au/downloads/>

**Price Beat Guarantee:** Have a look at our fees. Given our inclusions, and the facilities you get to use, you'll see that no competitor can match our prices for value. If you don't agree, bring us a competitor's offer in writing, and we feel confident we can beat it for you. \*Conditions apply.

**Inclusions:** This course is available at Brisbane and Gold Coast locations. More course and campus information can be found on the All Course and Campus Quick Guide. Students can commence any Monday of an Academic term. The fees include everything that students require to complete the course.

On campus student computers are available on a first in first served basis. We suggest that you bring your own (BYO) Laptop/Tablet if you have one. This will ensure that you have access to a computer for your formal assessments.

### **Pre-requisites:**

- English to a "well" level is preferred. eg. NRS Level 4, IELTS 5, ISLPR 3.0 or TOEFL 400+.
- Diploma of Business or equivalent qualification or considerable suitable experience.
- Students can apply for Recognition of Prior Learning, or Direct Credit. This may reduce course time. See Student Handbook for details.

<b>Students must study all 12 units below to gain the Qualification.</b>		
C1	BSBFIM601	Manage Finances
C2	BSBINN601	Lead and Manage Organisational Change
C3	BSBMGT605	Provide Leadership across the organisation
C4	BSBMGT617	Develop and implement a business plan
E1	BSBMKG608	Develop Organisational Marketing Objectives
E2	BSBINM601	Manage Knowledge and Information
E3	BSBMGT615	Contribute to Organisation development
E4	BSBSUS501	Develop workplace policy and procedures for sustainability
E5	BSBHRM602	Manage human resources strategic planning
E6	BSBMGT616	Develop and Implement strategic plans
E7	BSBMKG609	Develop a marketing plan
E8	BSBADV602	Develop an Advertising Campaign

**All Visa students please note:**

**ATTENDANCE IS NOT RECORDED OR MONITORED FOR VISA COMPLIANCE PURPOSES.** However, students are expected to attend 15 hours per week, with a further 5 hours per week delivered as Distance Education (Study done at home in the form of completion of set tasks or Workbooks). **Failure to attend regularly will see progress suffer, and students may be reported for unsatisfactory progress.**

**PROGRESS IS MONITORED FOR VISA COMPLIANCE PURPOSES:**

The Academy has implemented the DIPB Course Progress Policy and Procedures. More detail is available in the Student Handbook, but basically a student will be reported if they fail to gain competency in half of the units completed in consecutive study periods. Competency for each Unit is determined by three or four methods. Each occurs on a weekly/ fortnightly basis, hence regular attendance is important:

- Knowledge tests;
- Observation of skills, and oral questioning;
- Completion of activities.
- Completion of Workbooks

Visa students should be aware that agents can act on our behalf to recruit students. These agents are listed on our website.

**All Domestic and VISA students please note:**

You have rights with regards to refunds, complaints and appeal processes. These rights are outlined in detail, in the Student Handbook, and you MUST acquaint yourself with them prior to enrolment.

The refund policy will also cover what your rights are should we, as the RTO, or a third party training organisation closes, or ceases to deliver any part of the training product that you were enrolled in. In short, we would make arrangements suitable to yourself, to access another provider delivering that training, OR we offer you a refund.

**All Domestic students please note:**

**FUNDING:** Some of our courses have Government funding available. To find out if you are eligible for funding, please read the information sheets on the download page of our website <http://eagleacademy.com.au/downloads/> or contact [info@eagleacademy.com.au](mailto:info@eagleacademy.com.au).