



**Lifetime International
Training College**
Explore Your Dreams

PROGRAM DESCRIPTION

This qualification would apply to individuals with various job titles including executive officers, program consultants and program coordinators.

Individuals in these roles may possess substantial experience in a range of settings, but seek to further develop their skills across a wide range of business functions.

Conversely, it may also apply to those with little or no vocational experience, but who possess sound theoretical business skills and knowledge that they would like to develop in order to create further educational and employment opportunities.

DIPLOMA OF BUSINESS

BSB50215

CRICOS Course code: 087197G

POSSIBLE JOB OUTCOMES

- Executive Officer
- Program Consultant
- Program Coordinator

PATHWAYS FROM THE QUALIFICATION

After achieving this qualification candidates may choose to undertake studies at higher education level.

PROGRAM STRUCTURE

SUBJECT CODE	SUBJECT NAME
BSBMKG523	Design and develop an integrated marketing communication plan
BSBADM506	Manage business document design and development
BSBADM504	Plan and implement administrative systems
BSBADM502	Manage meetings
BSBHRM513	Manage workforce planning
BSBHRM506	Manage recruitment, selection and induction processes
BSBRISK501	Manage risk
BSBWOR501	Manage personal work priorities and professional development

ASSESSMENTS

Assessments are competency based and include a variety of written, project and practical work.

ENROLMENT REQUIREMENTS

- Course Duration – 52 Weeks
- Fees – \$8,000 + \$500 Materials + \$250 Admin Fee
- IELTS – 5.5 or minimum year 12 certificate
- Must be 18 years old
- Refer to the college handbooks for complete enrolment process or contact the college.

OUR CAMPUS

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