Course Guide
BSB50420 Diploma of Leadership and Management
(CRICOS Course Code: 107610G)

About this course

This qualification reflects the role of individuals who apply knowledge, practical skills and experience in leadership and management across a range of enterprise and industry contexts.

Individuals at this level display initiative and judgement in planning, organising, implementing and monitoring their own workload and the workload of others. They use communication skills to support individuals and teams to meet organisational or enterprise requirements.

They may plan, design, apply and evaluate solutions to unpredictable problems, and identify, analyse and synthesise information from a variety of sources.

Course duration

TThis course will be delivered in 66 weeks that includes 51 weeks of study plus 15 weeks breaks.

Intake Dates fi0fi3

9 January
13 February
10 April
15 May
10 July
14 August
9 October
13 November

NATIONALLY RECOGNISED TRAINING

Course cost

- Total tuition fee: $AU 9,250
- Non tuition fee: $AU 0
- Enrolment fee: $AU 250

Mode of study

This course will be delivered through classroom training and self-study.

Delivery location

- Burwood Campus (Address: Level 3, 14 Railway Pde, BURWOOD, New South Wales 2134)
- Mascot Campus (Address: 263 King St, MASCOT, New South Wales 2020)

Career opportunities

This qualification can lead you to job roles, which include an Business Manager, Business Owner, Department Manager, Team Leader or similar.

Course units

BSB50420 Diploma of Leadership and Management require the completion of 6 core units and 6 electives as listed below:

- BSBPEF502   Develop and use emotional intelligence
- BSBLDR523   Lead and Manage effective workplace relationships
- BSBTWK502 Manage team effectiveness
- BSBOPS502   Manage business Operational plan
- BSBCMM511 Communicate with influence
- BSBCRT511   Develop Critical thinking in others
- BSBSTR502   Facilitate continuous improvement
- BSBOPS505 Manage organizational customer service
- BSBWHS521 Ensure a safe workplace for a work area
- BSBTWK503   Manage meetings
- BSBLDR522 Manage People Performance
- BSBPEF401   Manage personal health and wellbeing

Entry requirements

Applicants for this training with ABSC:

- Must be 18 years or older as underage students are not trained by ABSC
- A minimum of the Australian HSC, or an equivalent or higher — as an indication of the required Academic level of the applicant.
- IELTS of 5.5 or an equivalent score

Course credit

Students will have access to RPL and CT services as part of the registration process.

Credit Transfer

ABSC, under National Recognition, recognizes the AQF issuance by other RTOs.

- Students will be required to complete a CT Application Form and submit it along with evidence
- CT will only be awarded on the provision by the student of a certified transcript from another RTO with competent results for units with the same code
- Students will receive an outcome letter which includes the right to appeal
- CT will be recorded on transcripts as CT

RPL Process

- ABSC recognizes the prior learning obtained through training, employment and experiences which the learner has gained before starting this training that is relevant to this training
- Students who can evidence previous learning may apply for RPL upon registration

RPL Tools

ABSC has prepared the following tools which will be used in the RPL process:

- Candidate Kit
- Assessors Kit
- Third Party Report Kit

Course pathway

Students who complete this course may wish to further their study with a range of Advanced Diploma level qualifications

Assessment arrangements

Assessment methods may include:

- In class written/ oral questions
- Practical assessment including presentations and role plays
- Case studies
- In class observation/ discussion

At the start of each unit of competency, the trainer/assessor will:

- Explain the purpose of the assessment and the assessment process;
- Explain the consequence of not meeting the requirements of the assessment;
- Explain the units of competency to be assessed and the evidence to be collected;
- Outline the specific tasks (in detail) listed within the benchmark of performance tasks listed within the observation/demonstration record and how these will be facilitated within their simulated work environment;
- Identify individual needs of the student and, where applicable, negotiate reasonable adjustment for individual needs without compromising the competency outcomes;
- Seek feedback regarding the student's understanding of the unit of competency, evidence requirements and assessment process.