APPLY

To apply for courses as an international student, please complete the Enrolment Form (International Student) with the required supporting documents.

EMAIL US:

admissions@ilearnoz.edu.au
marketing@ilearnoz.edu.au
For further information about the enrolment procedure, please visit our website:
www.ilearnoz.edu.au

A FEW REASONS TO CHOOSE US

DYNAMIC TEAM
EDUCATION WITH QUALITY SERVICE

NATIONALLY RECOGNISED QUALIFICATIONS

QUALITY TEACHING
PASSIONATE TEACHERS WHO ARE PROFESSIONALS IN THEIR FIELD

EXCELLENT FACILITIES & STUDENT SUPPORT
GREAT LEARNING ENVIRONMENT

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www.ilearnoz.edu.au

iLearnoz
Learn. Grow. Become
RTO NO: 52791; Cricos Code: 03831C

LEADERSHIP & MANAGEMENT

Nationally Recognised Training

Australian Qualifications Framework

www.ilearnoz.edu.au

LEADERSHIP AND MANAGEMENT

Leadership and management skills help professionals to flourish at work and achieve their highest potential. Our leadership and management courses reflect the role of individuals who apply specialised knowledge and skills, together with 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 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 unforeseen problems, and identify, analyse and synthesise information from various sources.

PATHWAYS

Potential employment options are in leadership and management roles in a range of industry areas. Students who complete this course may wish to contianue their education into higher education qualifications in leadership and management.

ASSESSMENTS

A range of assessment methods will be used to access the required skills and knowledge for each unit of competency. These may include but limited to may be case studies, projects, questioning and practical demonstration. Students will be notified in advance of the time and form of an assessment. As this is competency-based training, the outcome of the student assessment will be deemed Competent (C) or Not Yet Competent (NYC)

ENTRY REQUIREMENTS

- Be at least 18 years of age and have completed the equivalent of Year 12.
- 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:
  - -Educated for 5 years in an English-speaking country; or
  - -Completed at least 6 months of a Certificate IV level course in an Australian RTO; or
  - -Successful completion of an English Placement Test

  *Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.

COURSE CREDIT

Students may apply for recognition of existing qualifications or skills, knowledge and experience (credit transfer or recognition of prior learning). The granting of course credit may affect course fees and the course duration. This process is outlined in iLearn Oz Student Enrolment and Completion Policy and Associated Procedures and Training and Assessment Policy & Associated Procedures.

DELIVERY APPROACH

The leadership and management courses are delivered face to face, and online in a simulated workplace environment and will include training, presentations, tutorials, demonstrations and practice tasks and activities. Students will be provided with a class timetable at the time of enrolment. Students are also required to undertake a self-paced study to enhance learning from the units. The extent of self-paced learning is determined by each student and is communicated through the trainer.

ACADEMIC YEAR/ START DATES

Year/Term	Term 1			Term 2			Term 3			Term 4		
2023	09 JAN	13 FEB	13 MAR	10 APR	15 MAY	12 JUN	10 JUL	14 AUG	11 SEP	09 OCT	13 NOV	11 DEC
	BSB40520	BSB40520	BSB40520	BSB40520	BSB40520	BSB40520	BSB40520	BSB40520	BSB40520	BSB40520	BSB40520	BSB40520
	BSB50420	BSB50420	BSB50420	BSB50420	BSB50420	BSB50420	BSB50420	BSB50420	BSB50420	BSB50420	BSB50420	BSB50420
	BSB60420	BSB60420	BSB60420	BSB60420	BSB60420	BSB60420	BSB60420	BSB60420	BSB60420	BSB60420	BSB60420	BSB60420

Year/Term	Term 1			Term 2			Term 3			Term 4		
2024	08JAN	12 FEB	11 MAR	08 APR	13 MAY	10 JUN	08 JUL	12 AUG	09 SEP	14 OCT	11 NOV	09 DEC
	BSB40520	BSB40520	BSB40520	BSB40520	BSB40520	BSB40520	BSB40520	BSB40520	BSB40520	BSB40520	BSB40520	BSB40520
	BSB50420	BSB50420	BSB50420	BSB50420	BSB50420	BSB50420	BSB50420	BSB50420	BSB50420	BSB50420	BSB50420	BSB50420
	BSB60420	BSB60420	BSB60420	BSB60420	BSB60420	BSB60420	BSB60420	BSB60420	BSB60420	BSB60420	BSB60420	BSB60420

Qualification	Competency			Fees/ Duration
BSB40520 CERTIFICATE IV IN LEADERSHIP AND MANAGEMENT CRICOS COURSE CODE 104015F	BSBLDR411	Demonstrate leadership in the workplace	(Core)	**AUD 8800** 52 Weeks (Tuition fee) **AUD 100** Qualification (Course Material fee) **AUD 200** (Enrollment fee)
	BSBLDR413	Lead effective workplace relationships	(Core)	
	BSBOPS402	Coordinate business operational plans	(Core)	
	BSBXCM401	Apply communication strategies in the workplace	(Core)	
	BSBXTW401	Lead and facilitate a team	(Core)	
	BSBSTR401	Promote innovation in team environments	(Elective)	
	BSBWHS411	Implement and monitor WHS policies, procedures and programs	(Elective)	
	BSBPEF402	Develop personal work priorities	(Elective)	
	BSBOPS403	Apply business risk management processes	(Elective)	
	BSBOPS405	Organise business meetings	(Elective)	
	BSBCRT412	Articulate, present and debate ideas	(Elective)	
	BSBOPS404	Implement customer service strategies	(Elective)	

Qualification	Competency			Fees/ Duration
BSB50420 DIPLOMA OF LEADERSHIP AND MANAGEMENT CRICOS COURSE CODE 104411E	BSBCMM511	Communicate with influence	(Core)	**AUD 8800** 52 Weeks (Tuition fee) **AUD 100** Qualification (Course Material fee) **AUD 200** (Enrollment fee)
	BSBCRT511	Develop critical thinking in others	(Core)	
	BSBLDR523	Lead and manage effective workplace relationships	(Core)	
	BSBOPS502	Manage business operational plans	(Core)	
	BSBPEF502	Develop and use emotional intelligence	(Core)	
	BSBTWK502	Manage team effectiveness	(Core)	
	BSBXCM501	Lead communication in the workplace	(Elective)	
	BSBLDR522	Manage people performance	(Elective)	
	BSBOPS504	Manage business risk	(Elective)	
	BSBPEF501	Manage personal and professional development	(Elective)	
	BSBTWK503	Manage meetings	(Elective)	
	BSBWHS521	Ensure a safe workplace for a work area	(Elective)	

Qualification	Competency			Fees/ Duration
BSB60420 ADVANCED DIPLOMA OF LEADERSHIP AND MANAGEMENT CRICOS COURSE CODE 105541J	BSBCRT611	Apply critical thinking for complex problem solving	(Core)	**AUD 8800** 52 Weeks (Tuition fee) **AUD 100** Qualification (Course Material fee) **AUD 200** (Enrollment fee)
	BSBLDR601	Lead and manage organisational change	(Core)	
	BSBLDR602	Provide leadership across the organisation	(Core)	
	BSBOPS601	Develop and implement business plans	(Core)	
	BSBSTR601	Manage innovation and continuous improvement	(Core)	
	BSBHRM614	Contribute to strategic workforce planning	(Elective)	
	BSBSTR602	Develop organisational strategies	(Elective)	
	BSBTEC601	Review organisational digital strategy	(Elective)	
	BSBFIN601	Manage organisational finances	(Elective)	
	BSBINS601	Manage knowledge and information	(Elective)	