

Cricos code: BSB50420
Diploma of Leadership and Management

Course details

Provider Name:	Horizon International College
CRICOS Course Code:	110418C
Location of course:	Level 8, 50 Grenfell St, Adelaide, SA 5000
Delivery mode:	Classroom, online, and workshop delivery.
Study Mode:	15 Hours/Week Face to Face and 5 Hours/Week Structured Self Study. Additional study is required to complete unsupervised, independent work in your own time.

Course Description:

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.

Outcome:

Students of this course will learn leadership competencies such as developing and using emotional intelligence, leading and managing effective workplace relationship and leading and managing team effectiveness. Student will also learn how to manage operational plans, manage people performance, manage quality customer service, manage risk, manage budgets and financial plans and manage recruitment, selection and induction processes as well as how to facilitate continuous

improvement, ensure a safe workplace and develop a manage performance management processes.

Requirements:

Horizon International College has the following entry requirements:
International students must:

- 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*

Assessment Method:

Assessments may include short written knowledge tests, discussions and oral communication demonstrations, case study exercises, written reports, web-based research and reports, final projects, and final written exams. To perform at your best, you will probably need to work on the assessments outside of class time.

Recognition of Prior Learning (RPL):

Students who have completed relevant studies or have some of the competencies in the course may apply for Recognition of Prior Learning (RPL). Application for RPL can be made with the initial application or can be made within two weeks of the course commencement using the RPL Application Form and by providing supporting documents. Please note that RPL cannot result in an international student having less than a full-time load of study (20 hours per week) but can reduce the overall duration of the course and fees. See our Student Handbook for more information.

Pathways:

Academic

Students who complete this course may wish to continue their education into Advanced Diploma of Leadership and Management or higher education qualification in business and management.

Employment

Potential employment options are in a range of business organizations and enterprises on entry level roles.

Units of Competency:

Code	Title	Core / Elective
BSBPEF502	Develop and use emotional intelligence	Core
BSBTWK502	Manage team effectiveness	Core
BSBLDR523	Lead and manage effective workplace relationships	Core
BSBOPS502	Manage business operational plans	Core
BSBCRT511	Develop critical thinking in others	Core
BSBCMM511	Communicate with influence	Core
BSBCMM412	Lead difficult conversations	Elective
BSBXCM501	Lead communication in the workplace	Elective
BSBSTR401	Promote innovation in team environments	Elective
BSBCRT512	Originate and develop concepts	Elective
BSBPEF501	Manage personal and professional development	Elective

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, as well as the duration of the course.

This process is outlined in Horizon International College Student Enrolment and Completion Policy and Associated Procedures and Training and Assessment Policy & Associated Procedures.

Fees Information:

- **Tuition Fees:** AUD 10,000
- **Enrollment Fee:** AUD 600
- **Material Fee:** AUD 250

*Student material fees does not include the cost of work book. Student can purchase/ order student work book from HIC reception if required with additional cost.



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TRAINING