



CRICOS CODE: 112298A

BSB80120 Graduate Diploma of Management

Courses overview

This qualification reflects the role of individuals who apply highly specialised knowledge and skills in the field of organisational learning and capability development. Individuals in these roles generate and evaluate complex ideas. They also initiate, design and execute major learning and development functions within an organisation. Typically, they would have full responsibility and accountability for the personal output and work of others.

This qualification may apply to leaders and managers in an organisation where learning is used to build organisational capability. The job roles that relate to this qualification may also include RTO Manager and RTO Director.

No licensing, legislative or certification requirements apply to this qualification at the time of publication. The latest release of the qualification and packaging rules can be found at the following link:

<https://training.gov.au/Training/Details/BSB80120>

DELIVERY MODE

This program is delivered in the classroom and through structured self-study.

DURATION

52 weeks, including 40 study weeks and 12 weeks of holidays

STUDY LOAD

16 hours of classroom training per week and structured self-study of 4 hours per week.

Who should apply for this course and why?

This course is targeted at international students who are:

- ✓ Seeking to pursue a career in in organisation learning and capability development
- ✓ Seeking to enter a new industry sector
- ✓ Seeking a pathway to higher-level qualifications

Potential employment options are as a Leader or Manager in organisations where learning is used to build organisational capability in a range of industry areas.

Students who complete this course may wish to continue their education into a range of higher education qualifications in organisational learning and development.

Course Credit

You can apply for recognition of existing qualifications or skills, knowledge, and experience (credit transfer or recognition of prior learning) as per the information included in our International Student Handbook, which is available at

[Vigil International College Handbook](#)

If you are granted course credit, this will affect your course fees as well as the duration of your course. We will advise you in writing of changes to fees or course duration as a result of the credit. You will also be issued with a new Confirmation of Enrolment.

For any questions about course credit, contact us at the details shown below.

What are the Entry Requirements?

There are no pre-requisites required to enter this training program BSB80120 Graduate Diploma of Management. However, Vigil International College screens learners according to the following criteria:

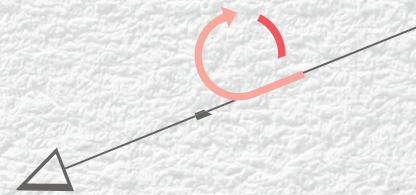
- ✓ Must be 18 years or older
- ✓ Have sound language, literacy, and numeracy skills* (at least Year 10 English, or equivalent)
- ✓ Have basic computer skill
- ✓ Must hold a valid visa to study

ENGLISH LANGUAGE TEST PROVIDER	MINIMUM TEST SCORE <i>Equivalent to IELTS 6.0</i>	MINIMUM TEST SCORE <i>Equivalent to IELTS 5.0</i>
IELTS	6.0	5.0
TOEFL IBT	60	35
PTE	52	36
CAE	169	154
OET	PASS	
DUOLINGO	105	

What can I Expect?

The following units are included in this course, and all are required for the award of the qualification. Students who only complete some units will be awarded with a Statement of Attainment for units successfully completed.

UNIT CODE	UNIT TITLE	CLASSIFICATION
BSBHRM613	Contribute to the development of learning and development strategies	CORE
BSBLDR811	Lead strategic transformation	CORE
TAELED803	Implement improved learning practice	CORE
BSBCRT611	Apply critical thinking for complex problem solving	ELECTIVE
BSBTEC601	Review organisational digital strategy	ELECTIVE
BSBLDR601	Lead and manage organisational change	ELECTIVE
BSBOPS601	Develop and implement business plans	ELECTIVE
BSBSUS601	Lead corporate social responsibility	ELECTIVE



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<https://vigilinternationalcollege.edu.au>



Training and assessment information

This course is delivered face-to-face in a classroom-based setting, as well as through structured self-study.

The timetable for this course will be advised in your Offer Letter and Student Agreement. You are required to attend classes for 14 hours per week, as well as complete 6 hours of structured self-study per week for 40 study weeks (4 terms of 10 weeks each). Holiday breaks are as indicated in your timetable.

Class sessions include a mix of theory and practical activities with a focus on creating a real-life workplace.

In addition to classroom based learning and structured self-study, you will also need to complete approximately 5 hours of additional, unsupervised study per week including general reading and research for assessments.

You will also need to complete assessments for this course which may include:

- ✓ Written Questions
- ✓ Case Studies
- ✓ Presentations
- ✓ Reports
- ✓ Role plays/observations

At the beginning of each unit, your trainer and assessor will outline the assessment tasks that must be completed.

Your classes will be conducted in modern classrooms, and you will be able to access Wi-Fi. There are also areas for you to relax, as well as conduct additional study.

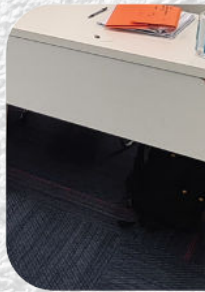
You will be provided with a Student Guide relevant to each unit in your course.

Course Progress and Attendance

Satisfactory course progress and attendance is very important in order to meet visa requirements.

Please read the International Student Handbook carefully for more information.

You will also be provided with further information about course progress and attendance requirements at your orientation.



Student Support

We offer the following in relation to support and welfare.

- ✓ One-to-one support from the trainer/assessor
- ✓ Support with personal issues
- ✓ Access to additional learning resources
- ✓ Reasonable adjustment in assessment
- ✓ Social events
- ✓ Information about external sources of support

You may not have studied for a while, may have English as a second language or need additional assistance with literacy or numeracy.

We will identify any additional support needs you may have at the time of application and enrolment and may prepare a Student Support Plan for you based on those needs.

Resource Requirements

You are required to bring your own laptop with Office 365 (or similar program) to all classes. These costs are not included in your course fees. Specifications for laptops and associated costs are included below.

Windows

SPECIFICATION	MINIMUM REQUIREMENTS
Processor	Intel® or AMD processor with 64-bit support*; 2 GHz or faster processor Microsoft Windows 10
Operating system	Microsoft Windows 10
RAM	10 GB or more of RAM (8 GB recommended)
Hard disk space	3.1 GB or more of available hard-disk space
Monitor resolution	1024 x 768 display (1280x800 recommended) with 16-bit colour and 512 MB or more of dedicated VRAM; 2 GB is recommended.
Graphics processor acceleration requirements	OpenGL 2.0-capable system
Monitor resolution	Internet connection and registration are necessary for required software activation, validation of subscriptions, and access to online services.

macOS

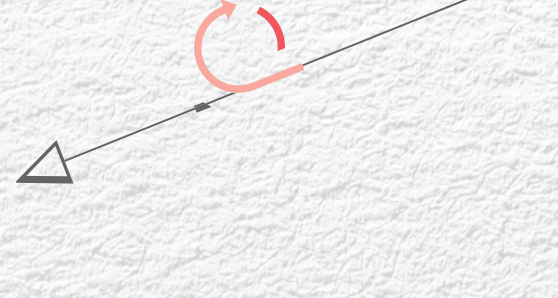
SPECIFICATION	MINIMUM REQUIREMENTS
Processor	Multicore Intel processor with 64-bit support
Operating system	Big Sur
RAM	2 GB or more of RAM (8 GB recommended)
Hard disk space	4 GB or more of available hard-disk space for 64-bit installation; additional free space required during installation.
Monitor resolution	1024 x 768 display (1280x800 recommended) with 16-bit colour and 512 MB or more of dedicated VRAM; 2 GB is recommended
Graphics processor acceleration requirements	OpenGL 2.0-capable system
Monitor resolution	Internet connection and registration are necessary for required software activation, validation of subscriptions, and access to online services.

SOFTWARE	ASSOCIATED COST
Office 365	\$129 annually
Laptop details	Associated costs
Any laptop that meets the specifications above	\$450 (approximate only)



How much does it cost?

ONSHORE STUDENTS	\$9,500.00
OFFSHORE STUDENTS	\$12,500.00
ENROLMENT FEE	\$300.00
MATERIAL FEE	\$300.00



You can find this info for each course under “Course Fee” on [our website](#).

A detailed payment plan and payment arrangements are provided in the Offer Letter and Student Agreement. You must pay all of your course fees and on time. Non-payment of fees may result in cancellation of enrolment.

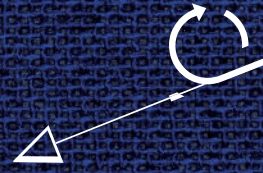
You are also required to take out Overseas Health Insurance Cover before arriving in Australia. Vigil International College provides details of OSHC providers in the International Student Handbook. You can approach any of these providers to find out costs and organise your cover.

Additional costs associated with living in Australia are outlined in the International Student Handbook. You should carefully review these costs in relation to budgeting. Further information can be found at <https://www.studyinaustralia.gov.au/english/live-in-australia/living-costs>

How can I apply?

To apply for this course, you are required to complete an enrolment form and submit all required supporting evidence including copies of your:

- ✓ High School Certificate
- ✓ Proof of English language proficiency as specified in the entry requirements



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