



BSB80120

GRADUATE DIPLOMA OF MANAGEMENT (LEARNING)

CRICOS COURSE CODE: 110315K

COURSE DETAILS

Provider Name	Northwest Pty Ltd t/a City Institute
RTO Code	91781
CRICOS Code	110315K
Delivery location of course	Level 2, 531 George Street, Sydney NSW 2000 Level 2, 77 - 79 York Street, Sydney NSW 2000 Level 2, 66-68 Grenfell Street, Adelaide SA 5000
Delivery mode	Face to face (Classroom based) Flexible learning (Covid-19)
Duration	104 weeks, including 88 study weeks and 16 weeks of holidays.
Study load	20 hours per week in the classroom
Estimated Self-Study Hours	5 hours per week <i>(may be more or less depending on learner's pre-existing skills and knowledge)</i>



**TOTAL COURSE
FEE: AUD 24,000**



**TUITION FEE:
AUD 22,000**



**MATERIAL FEE:
AUD 500**



**APPLICATION FEE:
AUD 1,500
(NON-REFUNDABLE)**

(Application fee is non-refundable under all circumstances. Please refer to Northwest Pty Ltd.'s refund policy and procedure for further details)

BSB80120 GRADUATE DIPLOMA OF MANAGEMENT (LEARNING)

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.



COURSE ENTRY REQUIREMENTS:

ENTRY TO THIS QUALIFICATION IS LIMITED TO THOSE WHO:

- Have completed a qualification equivalent to Australian Advanced Diploma level (AQF Level 6) or higher.
OR
Have four years equivalent full-time relevant workplace experience in the field of organisational learning and capability development.
- Have demonstrated an IELTS level at score of least 6.0 or equivalent (test results must be no more than 2 years old) or demonstration of successful completion of at least General English at Advanced or English for Academic Purposes Advanced level.
- Have a suitable level of language, literacy and numeracy to complete course requirements with or without additional support that Northwest Pty Ltd. is able to provide.
- Have successfully completed Australian year 12 or equivalent.
- Are at least at age of 18 on the date of course commencement.

Please Note: All the students commencing this course are required to complete LLN test on the orientation day to assist Northwest Pty Ltd. to identify student's needs for additional support during their study with Northwest Pty Ltd..



COVID-19 VARIATION TO DELIVERY AND ASSESSMENT STRATEGY

ADDITIONAL ENTRY REQUIREMENTS:

- Student must have access to working PC or laptop with a configuration suitable to meet study requirements. Please seek your trainer/assessor assistance in this regard.
- Student must have sound digital literacy and access to working internet.
- Student must be able to attend scheduled theory classes and classes to be conducted in simulated environment (if schedule during Covid-19 is varied from original schedule).
- Where classroom visit is required to conduct the assessments in the compliant way and in accordance with Standard 1.8 of SRT0 2015, Northwest Pty Ltd. would not be allowing more than 4 learners (or one group, whichever is less) in the class ensuring 4 sqm social distancing is maintained.

During COVID-19 (coronavirus) outbreak, Northwest Pty Ltd. will use a flexible delivery mode for training and assessment, providing training package requirements allow for this. We would ensure that all regulatory requirements are met with as little disruptions possible. As circumstances change and restrictions are eased, these temporary arrangements will be reviewed, and enrolled students will be notified accordingly. Northwest Pty Ltd. aims to review any changes in circumstances before commencement of each term so that it has least possible impact on students and course delivery.

ORIENTATION:

New student Orientation will be done via phone, e-mail and zoom. New students will receive an e-mail and call from the Admissions department on the Friday, prior to their date of commencement with all necessary further information and instructions. If you have any questions regarding this process, please contact +61 451 915 609 or applynow@northwest.edu.au. Please email or call the student administration should you require any additional support.

CLASSES:

During Covid-19, Northwest Pty Ltd will transition to an online learning environment, this means there will be no face to classes running, unless required to be in simulated environment specifically in class or covid-19 restrictions are eased and/or state government allow to return to full onsite learning. If any student require assistance with their online learning environment, student will notify their trainer and assessor where trainer/assessor will provide them with further guidance.

ONLINE OPTIONS:

The online learning environment will be supported by a range of resources that will vary between units but may consist of learning summaries, video recordings or YouTube videos, and extra documents to aid student's learning. All training staff will be available online at scheduled class times to guide and support the student through their studies. The online learning environment will be available through using Zoom.

ASSESSMENT:

Assessment tasks will vary for each unit of competency, but some of these may be moved online. Some assessment tasks may also be delayed or deferred to a later date pending the situation with COVID-19. The trainers are required to communicate with students for unit specific information. The best way to do this is through Zoom or through email.

SUPPORT:

All staff at Northwest Pty Ltd will continue to work and will continue to provide the students with the support any individual may need. The student will be remained connected with each trainer/assessor through regular class participation to assist them continuing their studies. Northwest Pty Ltd will also provide online academic and language support and student support staff are always here to help.



PATHWAYS

Once students have successfully completed BSB80120 Graduate Diploma of Management (Learning), they can apply for various positions as leaders and managers in an organisation where learning is used to build organisational capability. Possible job titles relevant to this qualification include:

1

**Head of
School/RTO**

2

**Senior
Training
Manager**

3

**RTO
Compliance
Manager**

4

**RTO General
Manager**

5

**Strategic
Learning
Development
Consultant**

COURSE STRUCTURE:

A total of 8 Units (3 Core and 5 electives) must be completed and deemed competent to achieve the qualification BSB80120 Graduate Diploma of Management (Learning). Participants who achieve competency in any unit/s will receive a Statement of Attainment (provided USI is verified) for that unit/s without completing all 8 units in the qualification. Students completing all the required units of competency will attain full qualification.

CODE	TITLE	CORE/ELECTIVE
BSBLDR811	Lead strategic transformation	Core
TAELED803	Implement improved learning practice	Core
BSBHRM613	Contribute to the development of learning and development strategies	Core
BSBSTR801	Lead innovative thinking and practice	Elective
BSBLDR812	Develop and cultivate collaborative partnerships and relationships	Elective
BSBHRM611	Contribute to organisational performance development	Elective
BSBCRT611	Apply critical thinking for complex problem solving	Elective
BSBINS603	Initiate and lead applied research	Elective

ASSESSMENT METHODOLOGY:

Assessment methods used for this qualification are varied and will provide a range of ways for individuals to demonstrate that they have met the required outcomes. Assessment methods may include:



Written questions



Projects



Presentations



Report writing



**Role plays/
observations**

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

FACILITIES AND RESOURCES:

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. Recommended textbooks are also available onsite for you to use and borrow if you wish. You may also purchase these textbooks if you require. The recommended textbook for this course is:

Management Theory and Practice, 7th Edition, Cole, Cengage Learning, 2016

FURTHER INFORMATION:

For all further details, please refer to International Student Handbook on for all related policies and procedures (policies and procedures also available on www.nortwest.edu.au) and other important information related to international students including Covid-19, living cost, life and study in Sydney, etc.

Please contact the Administration Manager for further information at



applynow@nortwest.edu.au



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