



ALPHA COLLEGE OF AUSTRALIA

BSB60120 Advanced Diploma of Business

CRICOS Course Code 107960G



This qualification reflects the role of individuals in a variety of Business Services job roles. These individuals may have general management accountabilities. Individuals in these roles carry out complex tasks in a specialist field of expertise. They may undertake technical research and analysis, and will often contribute to setting the strategic direction for a work area.

The qualification is suited to individuals who are responsible for the supervision and leadership of a team or work area (including by managing staff performance and making staffing decisions).

Quick Facts



Course Duration

Total of 52 weeks
Study: 40 weeks | Break: 12 weeks



Study Load

Full-time
20 hours per week/4 terms



Delivery Mode

Face-to-face

Course Structure

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. There are 10 units of competency in total as listed below:

Unit Code	Unit Name	Core	Elective
BSBCRT611	Apply critical thinking for complex problem solving	•	
BSBFIN601	Manage organisational finances	•	
BSBOPS601	Develop and implement business plans	•	
BSBSUS601	Lead corporate social responsibility	•	
BSBTEC601	Review organisational digital strategy	•	
BSBCMM511	Communicate with influence		•
BSBSTR801	Lead innovative thinking and practice		•
BSBINS601	Manage knowledge and information		•
BSBLDR601	Lead and manage organisational change		•
BSBWHS521	Ensure a safe workplace for a work area		•

Assessment Methods

Assessments will be conducted in a variety of formats which can include written knowledge assessments, project and presentations, assessor observations and practical tasks

Credit Transfer

Alpha College of Australia recognises qualifications and Statements of Attainment issued under the Australian Qualifications Framework by Registered Training Organisations.

Job Outcomes

- Business Manager
- Business Analyst
- Senior Executive
- Business Development Director
- Administrator

Entry Requirements

- Be at least 18 years of age.
- Have completed study of Year 12 or equivalent.
- Proof of English language proficiency: IELTS 5.5 or equivalent.
- Have completed a Diploma or Advanced Diploma from the BSB Training Package (current or superseded equivalent versions).

Study Pathways

Students will be awarded the BSB60120 Advanced Diploma of Business and be able to apply for higher level qualifications, which may include but not limited to: Bachelor of Business or a range of other Advanced Diploma or Graduate AQF 7 qualifications.

