



**AUSCANUS**  
INSTITUTE OF AUSTRALIA  
CRICOS: 04062J | RTO: 45202

BSB50420

# Diploma of Leadership and Management

CRICOS Course Code: 111215F

## ABOUT THE COURSE

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.

### Course Entry Requirements:

There is no pre-requisites or specific entry requirement for this qualification. However, AIA requires that students are able to provide evidence that they:

- Are at least at age of 18 on the date of course commencement.
- Have successfully completed Australian year 12 or equivalent.
- Minimum IELTS score of 5.5 or PTE score of 42 or equivalent.

For other various English proficiency test, please refer to enrolment & admission policy available in your Student Handbook or visit [www.auscanus.edu.au/forms-policies/](http://www.auscanus.edu.au/forms-policies/)

### Additional requirements:

- Student must have access to working PC or laptop with a configuration suitable to meet study requirements.
- Student must have sound digital literacy and access to working internet.
- All the students commencing this course are required to complete LLN test on the orientation day to assist AIA to identify student's needs for additional support during their study with AIA.



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# DELIVERY MODE AND ASSESSMENT

**20** hours per week and delivered face to face

**05** hours of self-study per week is required

**52** weeks including 44 Study weeks 8 weeks of holiday



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## 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.

## Employment Pathways?

Once students have successfully completed this qualification, they can apply for various roles across management positions that have responsibility for the work of other staff and lead teams.

## Further Study Pathways?

The further study pathways available to students who undertake this qualification include: BSB60420 Advanced Diploma of Leadership and Management or other Diplomas, Advanced Diplomas or Degree programs in related fields such as Business and Management, subject to meeting entry requirements of the intended qualification.

## Recognition of Prior Learning (RPL) or Credit Transfer (CT)

AIA offers RPL and CT to all prospective students through the enrolment process. For further details, please refer to [www.auscanus.edu.au/terms-policies/](http://www.auscanus.edu.au/terms-policies/)

## Recommended textbook for this qualification?

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



Nationally Recognised  
TRAINING

Australian  
Qualifications  
Framework

## Course Structure:

Code	Title	Core/ Elective
BSBCMM511	Communicate with influence	Core
BSBCRT511	Develop critical thinking in others	Core
BSBLDR523	Lead and manage effective workplace relationships	Core
BSBOPS502	Manage operational business plans	Core
BSBPEF502	Develop and use emotional intelligence	Core
BSBTWK502	Manage team effectiveness	Core
BSBOPS504	Manage business risk	Elective
BSBTWK503	Manage meetings	Elective
BSBLDR522	Manage people performance	Elective
BSBOPS503	Develop administrative systems	Elective
BSBCRT512	Originate and develop concepts	Elective
BSBXCM501	Lead communication in the workplace	Elective

## Auscanus Institute of Australia

Level 6, 55 Swanston St Melbourne VIC 3000 | 1300 AIA EDU / 03 9945 8247

[Admissions@auscanus.edu.au](mailto:Admissions@auscanus.edu.au)

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