



SHAFSTON

www.shafston.edu

Diploma of Leadership and Management (BSB50420)

LAUNCH YOUR CAREER TODAY

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Brisbane Campus: 46 Thorn St, Kangaroo Point, Brisbane QLD 4169

Gold Coast Campus: 13 Nerang St, Southport, Gold Coast QLD 4215

RTO: 32004

CRICOS: 01542F

A QUICK LOOK

This Diploma has been developed by industry professionals to equip you with the practical knowledge and skills to hit the ground running as a team leader or a manager in a small, medium or large organisation.

Job Prospects:

- Area Manager
- Business Manager
- Department Manager
- Human Resources Manager
- Regional Manager
- Sales Team Manager

COURSE DESCRIPTION

Elevate your career development through this high-degree academic qualification. This diploma course will equip you with the know-hows to look for job opportunities in the managerial position across almost all business fields.

Shafston offers the Diploma of Leadership and Management (BSB50420) as a pathway course to the Advanced Diploma of Leadership and Management. This course sets the foundation for strong management skills with a focus on productivity, managing and motivating people as well as implementing strategies to further improve efficiencies and service delivery.



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Unit Details:

To achieve this qualification, learners must complete 12 units, including 4 core and 8 elective units of competency. Upon successful completion of this course, students will be issued with the Diploma of Leadership and Management (BSB50420) recognised within the Australian Qualification Framework (AQF). The core units are listed below:

Core Units:

1. BSBTWK502 Manage Team Effectiveness
2. BSBOPS502 Manage Business Operational Plans
3. BSBPEF502 Develop and Use Emotional Intelligence
4. BSBLDR523 Lead and Manage Effective Workplace Relationships

Elective Units:

1. BSBTWK503 Manage Meetings
2. BSBOPS504 Manage Business Risk
3. BSBOPS505 Manage Organisational Customer Service
4. BSBPEF501 Manage Personal and Professional Development
5. BSBLDR522 Manage People Performance
6. BSBCRT511 Develop Critical Thinking in Others
7. BSBCMM511 Communicate with Influence
8. BSBSUS511 Develop Workplace Policies and Procedures for Sustainability

PLACE OF STUDY

Shafston genuinely invites you to study on our campuses for the purpose of enjoying the merits that face-to-face education could potentially offer to you. You will for certain be immersed in an environment full of knowledge where you will be well nurtured and nourished by choosing to study in anyone of our campuses:

Campus Location	Start Dates (2021)	Start Dates (2022)	Start Dates (2023)	Duration	Workload	Study Mode	Fees
Brisbane	10/05/2021 14/06/2021 26/07/2021	28/02/2022 11/04/2022 06/06/2022	06/02/2023 27/03/2023 15/05/2023	42 weeks	Subject to Change	Mixed	Full Fee: \$12,990



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	06/09/2021 11/10/2021 08/11/2021	29/08/2022 24/10/2022	03/07/2023 04/09/2023 23/10/2023				
Gold Coast	10/05/2021 26/07/2021 11/10/2021	28/02/2022 11/04/2022 06/06/2022 29/08/2022 24/10/2022	06/02/2023 15/05/2023 04/09/2023	42 weeks	Subject to Change	Mixed	Full Fee: \$12,990
Online	10/05/2021 14/06/2021 26/07/2021 06/09/2021 11/10/2021 08/11/2021	28/02/2022 11/04/2022 06/06/2022 29/08/2022 24/10/2022	06/02/2023 27/03/2023 15/05/2023 03/07/2023 04/09/2023 23/10/2023	Full time: 11 months Part Time: 24 months	Subject to Change	Mixed	Full Fee: \$12,990

PAYMENT OPTIONS

Shafston International College has always had a payment option prepared for you whatever the circumstances you are under. If you are not certain about what would be the most appropriate choice for you, please do come to talk to us. We are always here to help you.

Upfront Payment:

This may be the full amount of fee for the course.

Payment Plan:

You may be eligible for the payment plan option, should you experience any difficulties of paying for the full fee of a course in advance.

For more payment information: <http://shafston.edu/payment-options/#1495429546213-f3ba5233-cae4>

Or contact us: info@shafston.edu

IMPORTANT INFORMATION

Entry Requirements:



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1. IELTS (Academic) overall score of 5.5 or equivalent
2. Academic: Equivalent to an Australian Year 12 qualification

Learning Resources:

1. Knowledge-based learning support resources, i.e., electronic or paper-based workbooks;
2. Physical learning support resources, i.e., computers and laptops, internet as well as printers etc.;
3. Simulated resources: specific to each Unit of Competency (UoC) and are detailed in the UoC resources.

Assessment:

● **Written Tasks**

Written assessments include case studies, question-answer type tasks such as online quizzes, written reports and assignments, reflective evaluations, self-evaluations, project work, demonstrations and class presentations.

● **Examination**

This includes written or spoken 'question-answer' type tasks in an examination.

● **Observation and Simulation**

Shafston teachers will observe your performance of tasks in real or simulated workplace environments. This includes participation in role-plays, group discussions and demonstrations of practical skills and knowledge. Students on vocational placement will be observed by a qualified professional.

Recognition of Prior Learning (RPL):

You may already have the skills and knowledge. For more information about RPL, please refer to: <http://shafston.edu/forms-policies-and-procedures/>

Disclaimer:

All the information was true and accurate at the time of publication. However, Shafston policies, tuition fees and course contents are subject to change without notice. Course commencement will be depended on sufficient enrolment numbers. Timetable information is subject to change before the commencement and/or during the duration of your course.

 **APPLY NOW**



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Step 1: Apply

Please ensure that you have all necessary documents listed in the entry requirements, complete our Application Form and send it to info@shafston.edu or to your chosen agent.

2021 ELICOS APPLICATION FORM

2021 VET APPLICATION FORM

If you are submitting your application by using the PDF Application Form, please do not forget to sign the written agreement terms and conditions on the application form. Your enrolment will not be processed until all the documentation is received.

Step 2: Receive Offer

If your application is successful, you will receive a Letter of Offer and quotes from Shafston, which includes:

- Course(s) that you have been offered a place;
- Orientation start date and time;
- Course start date;
- Course end date;
- Quotes detailing fees payable.

Step 3: Accept Offer

- Sign the Letter of Offer and send it back to Shafston;
- Make full payment via bank transfer or credit card with your student number included as specified on your Letter of Offer as your payment reference. Send us the copy of payment;
- If you are applying for a student visa, you will receive a Confirmation of Enrolment (CoE), which you must present to an Australian Embassy in your home country or if you are in Australia to your nearest DIBP office;
- At this stage, if you ticked 'Yes' to accommodation or airport pick-up on the Application Form, you must also make payment of the associated quoted fees. These services are not confirmed until the associated fees have been paid and flight details have been received.

V1.1 June_2021