



CHOICE BUSINESS
COLLEGE

Choice Business College Pty Ltd
trading as Choice Business College
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BSB60120 ADVANCED DIPLOMA OF BUSINESS

CRICOS Course Code: 108280A

ABOUT THE COURSE

The purpose of this course is to develop skills of individuals in a variety of business services job roles. These individuals may have general management accountabilities.

This course will develop a specialised knowledge and skills, together with experience in carrying out complex tasks in a specialist field of expertise, including technical research, analysis and setting the strategic direction or a work area, (including by managing staff performance and making staffing decisions).

The qualification is suited to individuals who are responsible for the supervision and leadership of a team or work area and may be equally suitable to those have completed a diploma or advanced diploma from BSB training package (current or superseded equivalent versions) or have two years equivalent full-time relevant to workplace in an operations or leadership role in an enterprise.

ENTRY REQUIREMENTS

International students must satisfy the following conditions:

- ◆ An overall IELTS band 5.5 (with no individual band below 5.0) or equivalent.
- ◆ 18 years and above
- ◆ High School Certificate (Year 12) or equivalent
- ◆ Have completed a Diploma or Advanced Diploma from the BSB Training Package (current or superseded equivalent versions). Or
- ◆ Have two years equivalent full-time relevant workplace experience in an operational or leadership role in an enterprise.

DURATION

This course will be delivered over a total of 52 weeks, which comprises of 40 study weeks and 12 weeks of term break.

FEES & INTAKES

Please refer to international fees schedule on our website.

STUDY LOCATIONS

Gold Coast campus
Melbourne campus
Parramatta campus
Sydney campus

INTAKE DATES

2026	2027
05 JAN	04 JAN
23 FEB	22 FEB
06 APR	05 APR
25 MAY	24 MAY
06 JUL	05 JUL
24 AUG	23 AUG
05 OCT	04 OCT
23 NOV	22 NOV



CAREER OPPORTUNITIES

Employment outcomes resulting from the completion of this course may include the following roles:

- ◆ Business Development Manager
- ◆ Business Analyst
- ◆ Senior Manager
- ◆ Director Manager

DELIVERY MODE AND ASSESSMENT

20 hours per week and delivered through blended learning

10-15 hours of self-study per week is required

The course is delivered over 20 hours per week. It consists of two 7-hour days face to face in a classroom setting and 6 hours of online/distance course work.

Assessments may be conducted through a combination of written questions and answers, case studies, project portfolio, and class activities and self-study activities.

COURSE STRUCTURE

Total number of units of competencies= Ten (10) units of competencies. The following table identifies the units of competency delivered by Choice Business College (CBC) for the BSB60120 Advanced Diploma of Business.

Code	Title	Core/Elective
BSBCRT611	Apply critical thinking for complex problem solving	Core
BSBFIN601	Manage organisational finances	Core
BSBOPS601	Develop and implement business plans	Core
BSBSUS601	Lead corporate social responsibility	Core
BSBTEC601	Review organisational digital strategy	Core
BSBSTR602	Develop organisational strategies	Elective
BSBSTR601	Manage innovation and continuous improvement	Elective
BSBLDR602	Provide leadership across the organisation	Elective
BSBLDR601	Lead and manage organisational change	Elective
BSBHRM614	Contribute to strategic workforce planning	Elective

Students may request alternative electives, if the above do not meet their target work outcomes. The request will be considered on a case-by-case basis and approval is dependent on the availability of the required resources and appropriately qualified trainers.

PATHWAYS

On successful completion of this course, the candidate may pursue other advanced diplomas qualifications, or graduate certificate/ graduate diploma qualifications with 3 years equivalent full-time relevant workplace experience at a significant level of leadership and management responsibility and/or complexity in an enterprise. Alternatively, the students will be able to access the appropriate employment.

RECOGNITION OF PRIOR LEARNING

We offer everyone the opportunity to apply for Recognition of Prior Learning (RPL) at enrolment. Students may be granted credit or partial credit in recognition of skills and knowledge gained through work experience, life experience and/or prior training.

