Clarendon Business College is an Academies Australasia college. Academies Australasia Group Limited has been operating for 108 years and listed on the Australian Securities Exchange for 39 years. Academies Australasia has colleges in Melbourne, Sydney, Brisbane, Perth, Adelaide, Dubbo, Gold Coast and Singapore, and offers a wide range of courses at different levels – Certificate, Diploma, Advanced Diploma, Bachelor and Master Degrees.
MANAGEMENT

Doing business in the 21st Century, with its focus on a global economy, is more and more complex. You need to be multi-skilled, innovative, and able to solve problems, and also have excellent communication and organisational skills.

Our nationally recognised courses are comprehensive and practical, giving you the opportunity to gain the skills, knowledge and qualification you require to secure your position in the business area of your choice.

ACADEMIC YEAR / START DATES

Don’t miss out on your intake dates. There are 36 teaching weeks per annum with the year being divided into 4 terms of 9 weeks each. The academic year begins in late January and ends late November. Primary intakes are at the beginning of each term.

<table>
<thead>
<tr>
<th>YEAR</th>
<th>TERM 1 INDATES</th>
<th>TERM 2 INDATES</th>
<th>TERM 3 INDATES</th>
<th>TERM 4 INDATES</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017</td>
<td>16 JAN</td>
<td>19 FEB</td>
<td>03 JUL</td>
<td>25 SEP</td>
</tr>
<tr>
<td>2018</td>
<td>15 JAN</td>
<td>19 FEB</td>
<td>03 JUL</td>
<td>24 SEP</td>
</tr>
</tbody>
</table>

Choice of subjects may be limited in mid-term intakes.

COURSE INFORMATION

Our Management courses have been developed according to the requirements of the Business Services Training Package (BSB11) and have been approved for delivery by the Australian Skills Quality Authority (ASQA). They are nationally recognised qualifications within the Australian Qualifications Framework (AQF).

STUDY PATH

Training is delivered in stages which correspond to AQF Levels II, IV, V and VI. The preferred pathway for a qualification is for students to complete the requirements of the previous level qualification before progressing to the next level – thereby achieving more than one qualification.

Entrants without the previous level qualification will be considered if they have relevant qualification and/or vocational experience.

We aim to equip our graduates with the necessary skills and knowledge to enable them to successfully satisfy the demands of the workplace.

COURSE DELIVERY & ASSESSMENT METHODS

Delivery and assessment strategies are selected to reflect the nature of the elements and performance criteria of the competency together with the needs and learning style of the participants. Qualifications are delivered over 20 hours per week, 16 hours face-to-face and 4 hours online learning.

Assessment methodology may include but is not limited to: observation, project/report, case study, role play, exercises, activities; and written/oral tasks including multiple choice, questions and answer, essays, true/false and presentations.

ENTRY REQUIREMENTS

Year 11 or equivalent certificate of senior secondary education. Recommended English Level: IELTS 5.5 (if the level of English is insufficient, a suitable course can be organised.)

OTHER FEES

Administration Fee (Non-refundable): • A$ 300

Confirmation of Enrolment Fee (Non-refundable): • A$20 for a course no longer than 12 months • A$40 for a course longer than 12 months

ACADEMIC YEAR / START DATES

Don’t miss out on your intake dates. There are 36 teaching weeks per annum with the year being divided into 4 terms of 9 weeks each. The academic year begins in late January and ends late November. Primary intakes are at the beginning of each term.

<table>
<thead>
<tr>
<th>YEAR</th>
<th>TERM 1 INDATES</th>
<th>TERM 2 INDATES</th>
<th>TERM 3 INUTES</th>
<th>TERM 4 INUTES</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017</td>
<td>16 JAN</td>
<td>19 FEB</td>
<td>03 JUL</td>
<td>25 SEP</td>
</tr>
<tr>
<td>2018</td>
<td>15 JAN</td>
<td>19 FEB</td>
<td>03 JUL</td>
<td>24 SEP</td>
</tr>
</tbody>
</table>

Choice of subjects may be limited in mid-term intakes.

UNIVERSITY PATHWAYS

For information regarding university pathways visit www.academies.edu.au