University Preparation College

Sydney ● Australia   ACN 116 021 535   RTO 91364   CRICOS 02751M

Learn Smarter ● Learn Better

BUSINESS, LEADERSHIP AND MANAGEMENT PROGRAM

➢ **BSB40120 Certificate IV in Business**

➢ **BSB50420 Diploma of Leadership & Management**

After completing the above courses at UPC College

➢ **A bachelor degree at a higher education provider**

➢ 2-year Post-Higher Education Work Visa Subclass 485

➢ 2-3 year Skills In Demand (SID) Visa Subclass 482 (Leading to PR Status)

The Leadership and Management Program offered by UPC College is distinguished for its efficiency, affordability, flexibility, and practicality. It offers you valuable pathways to higher education, enable you to fulfil your education journey dream.

Depending on your academic achievement and work experience, you can enrol into this program at various stages including the Certificate IV of Business, Diploma of Leadership and Management. Upon completion of these qualifications, you can progress to enrol into a bachelor's degree at a higher education institute or university. Subsequently, you will have the opportunity to gain work experience which will provide you opportunity for settling in Australia.

Progression to Permanent Residency Through the Diploma of Leadership & Management

| Entry requirement	Certificate IV in Business (BSB0120)	Diploma of Leadership & Management (BSB50420)	Bachelor Degree*	Post-Higher Education Visa Subclass 485	Skills In Demand Visa Subclass 482	Permanent Residency Visa Subclass 186
Duration	9 months	1 year	2 years	Up to 2 years	Up to 3 years	Permanent
English (IELTS)	6.0	6.0	6.5	6.5	6.5	6.5
Academic or experience	High school (HS)	HS good results (or BSB40120)	BSB50420	Bachelor degree	1-year work experience	2-year work experience

* There are a number of bachelor degrees In the Core Skills Demand List available at the Academies Australasia Polytechnics such as bachelors of IT, Business (Cyber Security), Business (Digital Marketing), Tourism & Hospitality Management, etc.

Leadership & Management Course Leading to Permanent Residency

Qualification	Details
BSB40120 Certificate IV in Business *(Full details of the BSB40120 are on UPC website)*	- Entry requirements: ➢ English: 6.0 IELTS score *and* ➢ Academic: Successfully completed high school. - Number of units: Six core and six elective units. - Study period: Three terms (nine months). - Tuition fee: $AU7,500. - Pathway after graduation: A number of Diploma courses in the Australian qualification framework (AQF) including the Diploma of Leadership and Management.

BSB50420 Diploma of Leadership and Management *(Full details of the BSB50420 are on UPC website)*	• Entry requirement:
	  ➢ English: 6.0 IELTS score and
	  ➢ Academic:
	    ✓ Excellent high school results (Aggregated average mark ≥ 8.0) or
	    ✓ having one year of work experience in an office environment after leaving high school or
	    ✓ Completed a Certificate III or higher.
	• Number of units: Six core and six elective units.
	• Study period: Four terms (Twelve months).
	• Tuition fee: $AU10,000.
	• Pathway after graduation: A number of Advanced Diploma courses in the AQF or a bachelor degree course.

	Articulation
	BSB50420 graduates may enrol in the following bachelor courses with a 12-month exemption at **Academies Australasian Polytechnics**
	  o [Bachelor of Business (Cyber Security)](#).
	  o [Bachelor of Business (Digital Marketing)](#).
	  o [Bachelor of Business (Analytics)](#).
	  o [Bachelor of Information Technology](#).
	  o [Bachelor of Tourism and Hotel Management](#).

Bachelor Degree *(A 3-year program at a third party higher education provider*	• Entry requirement: Successfully completed the above Diploma course. • Total number of subjects: 24 subjects (You will be awarded 8 credit transfer subjects). • Tuition fees: $AU13,500 per year (8 subjects). • Pathway after graduation: A university master degree course or full-time employment (Temporary Graduate Work Visa).

Temporary Graduate Visa Subclass 485 (Post-Higher Education Work Stream)	• Requirements:
	  ➢ Under 35 years old
	  ➢ English level should be 6.5 IELTS score or equivalent
	  ➢ Apply onshore within 6 months after graduation
	• Duration: 2 years ([More details](#))

Skills in Demand (SID) Visa Subclass 482	• Requirements:
	  ➢ Minimum 1 year of work experience
	  ➢ Be nominated by an employer
	• Duration: Up to 4 years ([More details](#))

Employer Nomination Scheme Visa Subclass 186	• Requirements:
	  ➢ Hold the Skills in Demand Visa 482
	  ➢ At least two years of work experience.
	  ➢ Be nominated by an employer
	• Residential status: Permanent ([More details](#))

Warning and Disclaimer	• *This table provides general visa information which is publicly available.* • *All visas have their own set of requirements. People considering to study and work in Australia should obtain advice from a qualified immigration professional.* • *Australian laws may change in the future.*

Main Points of the Program
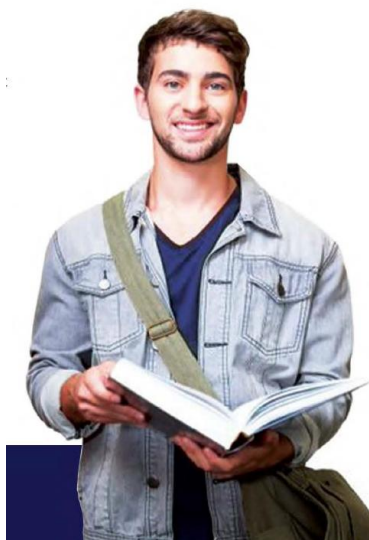
Program Duration - The specified course durations are designed for standard students. High-achieving students have the opportunity to accelerate their progress through an accelerated study option. In this program, students will complete additional units online alongside their regular classes, enabling them to obtain their qualifications faster than their peers.

Smooth Transition from High School to University - The transition from high school to university can be challenging due to significant differences in study methodologies and approaches. Enrolling in a VET course with small class sizes and direct trainer engagement before starting university can greatly benefit students, especially those from developing countries, by helping them adjust to the new learning environment more effectively.

Affordability - One of the key advantages of the program is its affordability. As UPC College celebrates its 20th anniversary this August, it takes pride in being a high-quality institution in Australia that remains accessible and affordable to aspiring students.

Flexibility - Flexibility is another significant feature of the Leadership and Management Program. With four start dates available throughout the year, students can select the most convenient time to commence their studies, accommodating their personal schedules and commitments.

Job Competitiveness - A VET qualification equips students with practical skills and industry experience, giving them a competitive edge when pursuing internships or part-time employment opportunities during their university studies. This practical expertise enhances employability and increases their chances of securing desirable job positions in a competitive job market.

Multiple Entry and Exit Points - The program offers multiple entry and exit points, allowing individuals to join at a suitable stage based on their academic achievements and work experience. Should students need to discontinue their studies due to employment, changing study fields, or personal circumstances, their acquired knowledge and skills will still be recognized.

Material Benefits through VET Pathways - Early attainment of a VET qualification can provide immediate benefits, such as opportunities for part-time employment during the study period and full-time work during holiday breaks.

Industry Work Experience - To ensure practical experience, the program includes a simulated business environment that closely mirrors real-world conditions. Additionally, optional internship placements of up to six months are available in the student's chosen industry, providing valuable hands-on experience.

Higher Education Pathway - Completion of the Diploma of Leadership and Management provides pathways to higher education. Students can transition to a bachelor's degree with significant credit transfers, further enhancing their educational journey and career prospects.

Postgraduate Work Program

Upon completing their university studies, students have the opportunity to apply for the Postgraduate Work Program. This initiative allows them to gain valuable work experience for up to two years, further advancing their professional development with another 4 years through the Skills In Demand (SID) visa.

The Value of Investing in Your Education

Investing in education is one of the most valuable decisions one can make. Beyond lifelong material benefits, it offers personal growth, increased confidence, expanded opportunities, and the acquisition of valuable skills and knowledge.

CERTIFICATE IV
IN BUSINESS

BSB40120 Certificate IV in Business
CRICOS 104698G (Full details – See BSB40120 Flyer)

Course description

This qualification reflects the role of individuals in a variety of Business Services job roles. These individuals may have supervisory performance accountabilities.

Individuals in these roles carry out a mix of specialist and moderately complex administrative or operational tasks that require self-development skills. They use well-developed skills and a broad knowledge base to apply solutions to a defined range of unpredictable problems and analyse information from a variety of sources. They may provide leadership and guidance to others with some limited responsibility for the output of others.

Course outcomes

Occupational titles suited to this qualification include Office Administrator, Personal Assistant, Project Administrator, Accounts Supervisor

Course contents

The BSB40120 qualification has six cores and six elective units of competency**.**

Six core units of competency			
1	BSBCRT411 Apply critical thinking to work practices	4	BSBWRT411 Write complex documents
2	BSBTEC404 Use digital technologies to collaborate in a work environment	5	BSBWHS411 Implement and monitor WHS policies, procedures and programs
3	BSBTWK401 Build and maintain business relationships	6	BSBXCM401 Apply communication strategies in the workplace
Six elective units of competency*			
7	BSBCMM411 Make presentations	10	BSBPEF502 Develop and use emotional intelligence
8	BSBCMM511 Communicate with influence	11	BSBPMG430 Undertake project work
9	BSBPEF403 Lead personal development	12	SIRXMKT006 Develop a social media strategy

* These elective units of competency may be changed during the training program without prior notice.

BSB50420 Diploma of Leadership & Management
CRICOS 107716H (Full details – See BSB50420 Flyer)

Course description

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.

They may plan, design, apply and evaluate solutions to unpredictable problems, and identify, analyse and synthesise information from a variety of sources.

Course outcomes

Occupational titles suited to this qualification include Administrator, Business Development Manager,
Corporate Services Manager, Office or Operations Manager, Project Coordinator or Consultant

Course contents

The BSB50420 qualification has six cores and six elective units of competency.

Six core units			
1	BSBCMM511 Communicate with influence	4	BSBOPS502 Manage business operational plans
2	BSBCRT511 Develop critical thinking in others	5	BSBTWK502 Manage team effectiveness
3	BSBLDR523 Lead and manage effective workplace relationships	6	BSBPEF502 Develop and use emotional intelligence
Six elective units*			
7	BSBFIN501 - Manage budgets and financial plans	10	BSBPMG430 Undertake project work
8	BSBOPS504 Manage business risk	11	SIRXMKT006 Develop a social media strategy
9	BSBPEF501 Manage personal and professional development	12	BSBXCM501 Lead communication in the workplace

* These elective units of competency may be changed during the training program without prior notice.

Contact Details

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