

2020 ENROLMENT GUIDE

HE Diploma of Business 2018 and Previous

DIPLOMA OF BUSINESS

Course Duration

Full-time load 1 year
Part-time up to 4 years

Study Modes

Face-to-face

Intakes

Semester 1, Semester 2

Course Structure

To be eligible to graduate with the Diploma of Business, a candidate shall complete 10 core units which accumulate to a total of 80 credit points.

- 10 core subjects

WHAT YOU NEED TO KNOW

Elective Subjects

Any unit that is not within the award is classified as an Elective subject. Before enrolling into an elective subject, ensure that you have met the pre-requisite for that unit.

Course Levels

100, 200 or 300 level is indicated in the course code e.g THE201 is a 200 level theology unit, whereas LEA301 is a 300 level leadership unit. The units increase in difficulty and build upon content and concepts that have come before.

Pre-requisites

A pre-requisite is a unit that must be successfully completed before attempting another unit. For example, in order to attempt THE101, you must complete THE201. Students must have completed the pre-requisite to enrol in the subject.

Timetables

To check if units are available at your campus or online, or for timetable information please visit www.ac.edu.au/documents/timetables/.

HOW TO ENROL?

Enrol at www.ac.edu.au/forms/#enrolment-forms

For further assistance with enrolment or regarding changes in your course, contact the Student Support Team:

studentsupport@ac.edu.au



FEE-Help Available

COURSE STRUCTURE

Core / 10 Units

Code	Subject Title
COM001	Business Communication
MAN001	Introduction to Management
RES101A EXP007A	Introduction to Academic Writing and Research AND Professional Practice in Business
BUS001	Quantitative Skills
THE001	Christian worldview
RES101A EXP007B	Introduction to Academic Writing and Research AND Professional Practice in Business
ACC001	Introduction to Accounting and Bookkeeping
MKT001	Foundations of Marketing
BUS002	Australian Legal Environment and Ethics
MAN003	Project Management