



BSB60720

Advanced Diploma of Program Management



Course Overview

This qualification reflects the role of individuals who apply specialised knowledge and skills, together with experience in program management across a range of enterprise and industry contexts. The job roles that relate to this qualification include Program Manager.

Individuals in these roles are responsible for managing or directing a program to achieve organisational objectives. A program is defined as a set of interrelated projects, each of which has a project manager.

Individuals at this level use initiative and judgement to direct, plan, and lead a range of program functions, with accountability for personal and team outcomes within broad parameters. They use cognitive and communication skills to identify, analyse and synthesise information from a variety of sources and transfer their knowledge to others, and creative or conceptual skills to express ideas and perspectives or respond to complex problems.

Entry to this qualification is limited to those who:

Have completed one of the following qualifications: BSB50820 Diploma of Project Management; or BSB51415 Diploma of Project Management (or a superseded equivalent version) OR

Have completed two years equivalent full-time relevant workplace experience at a significant level within a project or program environment within an enterprise.

The development of the program was with a consultation with industry advisors to respond to a need that has developed for additional educational vacancies for specialist Business industry positions that will benefit from Nationally Recognised Training.

Several units of competency require the use of a computer. **You are expected to supply your own device such as a laptop, notebook or Ipad** that is capable of Wi-Fi connectivity and loaded with the Microsoft suite of programs. As a candidate, you will be required to show evidence of the ability to complete tasks outlined in elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the job role.

The course is a pack of 12 units of competence consisting of 4 core units and 8 elective units. This course has been designed to suit the needs of those who wish to complete program management and work within the various Business sectors in various Program management roles.

Units of Competency

Course Units		
BSBPMG630	Enable program execution	Core
BSBPMG634	Facilitate stakeholder engagement	Core
BSBPMG635	Implement program governance	Core
BSBPMG636	Manage benefits	Core
BSBFIN601	Manage organisational finances	Elective
BSBLDR601	Lead and manage organisational change	Elective
BSBSTR601	Manage innovation and continuous improvement	Elective
BSBPMG637	Engage in collaborative alliances	Elective
BSBINS601	Manage knowledge and information	Elective
BSBPMG632	Manage program risk	Elective
BSBPMG633	Provide leadership for the program	Elective
ICTICT612	Develop contracts and manage contract performance	Elective

Duration

- The training program will be a period of 104 weeks.
- A student will be offered the entire 12 UOC prior to exit or a component of a qualification dependent on their enrolment requests

This course is accredited by the Australian Skills Quality Authority (ASQA) and is compliant with the Australian Qualification Framework.



Total Course Fee

Full Cost: \$5,750.00

RPL Cost: \$2,500.00

RPL Assessment Fee: \$150.00

(Assessment fee for initial review)

Certification

All assessments must be completed successfully for the issue of a certificate for BSB60720 Advanced Diploma of Program Management. Completion of less than all UOC will see a Statement of Attainment issued. All financial payments must be completed before any certification is issued.

Enrolment Fee Payment

Career Development and Training collects student fees in advance and therefore it will comply with the following options for initial and continuing fee collection and registration:

- Students, or the person responsible for paying the tuition fees, can pay via instalments;
- A payment plan for any outstanding fees can be negotiated and will be detailed on a separate document.

Policies and Procedures

Assessment

CDT will use a combination of assessment methods and approaches which will involve collecting a range of evidence for ensuring consistency of competency. Assessment may include a combination of various styles of assessments to be completed in-class or online via Moodle. You can study by distance.

Recognition of Prior Learning (RPL) – is offered for more information – refer to website www.cd.edu.au

Re-Assessment

Where a student fails one (1) or more assessment methods within a single Unit of Competency (UOC), they are to be re-assessed once, free of charge, and this must be completed within the immediate operational study period or as soon as possible following that study period, as per Career Development and Training's re-assessment policy. If the student does not pass one (1) or more assessment methods following the free re-assessment period they are to be offered two (2) more opportunities for reassessment, with the provision, that they must be charged a fee for each opportunity within the immediately following study period or as soon as possible following that study period. Refer to policies and procedures in Student Information Handbook on website: www.cd.edu.au