Course Requirements
This qualification consists of 12 units of competency. These units are listed below:

<table>
<thead>
<tr>
<th>Code</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSBLD401</td>
<td>Communicate effectively as a workplace leader</td>
</tr>
<tr>
<td>BSBLD402</td>
<td>Lead effective workplace relationships</td>
</tr>
<tr>
<td>BSBLD403</td>
<td>Lead team effectiveness</td>
</tr>
<tr>
<td>BSBMGT402</td>
<td>Implement Operational Plan</td>
</tr>
<tr>
<td>BSBRSK401</td>
<td>Identify risk and apply risk management processes</td>
</tr>
<tr>
<td>BSBWHS401</td>
<td>Implement and monitor WHS policies, procedures and programs to meet legislative requirements</td>
</tr>
<tr>
<td>BSBLD404</td>
<td>Lead a diverse workforce</td>
</tr>
<tr>
<td>BSBWOR404</td>
<td>Develop work priorities</td>
</tr>
<tr>
<td>BSBCM401</td>
<td>Make a presentation</td>
</tr>
<tr>
<td>BSBMGT401</td>
<td>Show leadership in the workplace</td>
</tr>
<tr>
<td>BSBMKG413</td>
<td>Promote products and services</td>
</tr>
<tr>
<td>BSBPMG522</td>
<td>Undertake Project Work</td>
</tr>
</tbody>
</table>

NOTE: Fees and units may be subject to change
Assessment and Fees
A range of assessment tasks will be undertaken which may include written reports, essays, assignments, case studies, tests, group projects, oral presentations and formal examinations. The course outline provides specific guidelines on assessments for this program.

Fees: Please contact us via Enquiries email/phone number provided.

Student Support
A range of student services will be available to enrolled students at AAPoly, including welfare and academic counselling and learning resource material. For further information contact the Student Services Department at AAPoly.

Learning Facilities & Resources
AAPoly has a range of facilities and resources for students including computer labs, lounge areas, meeting rooms, access to on-campus library as well as access to city libraries.

Further Information
The commencement of any program is always subject to funding and class sizes. While the information provided in this publication is correct at the time of going to press, AAPoly reserves the right to alter any course, procedure or fee. Students are advised to check for any amendments prior to enrolment.

Course Enquiries
Academies Australasia Polytechnic
Level 7, 628 Bourke St, Melbourne, VIC 3000, Australia
Phone: (03) 8610 4100
Email: enquiries@aapoly.edu.au

Updated on August 2016

Career Opportunities
Job roles and titles vary across different industry and public sectors. Sample job titles relevant to this qualification may include: Leading Hand, Sales Team Coordinator, Team Leader

Recognition of Prior Learning
RPL assesses your current skills and knowledge against the learning outcomes of a course or units, regardless of how and where the learning occurred. Competencies may have been attained through: study, work experience and general life experience activities.

AAPoly is obliged to recognise the AQF qualifications and statements of attainment issued by other registered training organisations.

Students without formal qualifications may submit a resume detailing work experience. For further details email enquiries@aapoly.edu.au

AAPoly Pathway
Master degree
Bachelor degree
Advanced Diploma of Leadership and Management
Diploma of Leadership and Management
Certificate IV in Leadership and Management

Entry Requirements
Minimum 18 Years of Age

Nationally Accredited Qualification in Australia

University Pathways

AAPoly – A FedUni Partner Provider Institution in Melbourne
FedUni CRICOS Provider Number 00103D