

BSB30220 Certificate III in Entrepreneurship and New Business

DESCRIPTION

This qualification reflects the role of individuals establishing or carrying on business as a sole trader or contractor, as well as those supporting the establishment of a new venture as part of a larger organisation.

These individuals apply a broad range of competencies in varied contexts, using some discretion and judgement and relevant theoretical knowledge. They may provide technical advice and support to a small team.

This course can be undertaken as a traineeship. Visit [TAFE Apprenticeships and Traineeships](#) for more information.

ELIGIBILITY/ENTRY REQUIREMENTS

There are no specific requirements to enter this qualification however all students need to demonstrate the required level of language, literacy and numeracy skills and knowledge to undertake a qualification at this level.

A Language, Literacy, Numeracy and Digital Literacy (LLND) evaluation helps identify any areas where you may need additional support to help you achieve your goals.

DELIVERY DETAILS

Location(s)	Danala – Education Community Precinct, online
Duration*	12 months full time, 18 months part time
Study mode ^^	Face to face, online, blended
Start Date/s ^	Start date: 2/2/2026 Students can enrol at any time after the identified start date and will commence at the start of the next available unit. A specific commencement date will be determined in consultation with the delivery team
Attendance ^	Face to Face and/or online Tuesdays 9.00 am - 1.00 pm

* Duration may vary depending on how long a student takes to reach the required competency level.

^ A course timetable/study plan will be provided on application for the course.

^^ Information relating to study modes can be found in the 2026 TAFE Student Guide

FEES

Fee Type	2026 Course Fees
Fee Free TAFE*	Free
Full Fee	\$4,118.00 - \$4,756.00

*This course is part of the Fee Free TAFE initiative. Fee Free TAFE and vocational education and training is a joint initiative of the Northern Territory Government and Australian Governments providing tuition-free training places to students wanting to train, retain or upskill.

Fee-free places are available for eligible domestic students who are NT residents; limited places are available, so secure your place now.

Fees shown are indicative and subject to change annually. Actual course fees may vary depending on the units chosen. International non-student visa-holders; study eligibility needs to be verified before enrolment. Fees may vary depending on the visa type. The course fee rates will vary for commercial contract arrangements.

For further clarification and information on fees, fee exemptions, payment options, instalment plans, and refunds, contact CDU on 1800 061 963 or refer to [TAFE Fees and Payments](#)

ASSESSMENT

Skills and knowledge assessments are an essential step in progressing through your course. You may be assessed in a number of ways including written assessment, questioning, portfolios, work samples, direct observation, practical assessments and third-party feedback.

Throughout your course you will receive information about assessments including how, when and where assessments will be conducted.

RECOGNITION OF PRIOR LEARNING (RPL)

RPL is a process that determines whether the skills, knowledge and experience you've gained through your previous study, work or life experience can count towards a vocational training qualification at CDU. For more information, [VET RPL](#).

CREDIT TRANSFER (CT)

Charles Darwin University as a Registered Training Organisation recognises the Australian Qualifications Framework qualifications and Statement of Attainments issued by any other Australian Registered Training Organisation (RTO).

Students are encouraged to submit any requests for credit from previous studies at the time of enrolment, to ensure they are not enrolling in units they may not need to undertake.

RESOURCES

Students will have 24/7 access to assessments and learning resources on Learnline, CDU's online learning platform. Before you can start using Learnline, you'll need to make sure that your computer has the correct setup. For more details: <https://www.cdu.edu.au/current-students/services/learnline>

STUDY AND CAREER PATHWAYS

Possible occupations relevant to this qualification include:

- Micro Business Owner
- Small Business Owner

QUALIFICATION CONTENT

To achieve BSB30220 Certificate III in Entrepreneurship and New Business, a total of ten (10) units of competency must be completed comprising four (4) core and six (6) elective units as detailed in the packaging rules and listed below. The electives offered may vary between campuses.

CORE UNITS

BSBESB301	Investigate business opportunities
BSBESB302	Develop and present business proposals
BSBESB303	Organise finances for new business ventures
BSBESB305	Address compliance requirements for new business ventures

ELECTIVE UNITS *(Choose six (6) units – only two (2) unnamed allowed)*

BSBOPS304	Deliver and monitor a service to customers
BSBOPS305	Process customer complaints
BSBPEF301	Organise personal work priorities
BSBTWK401	Build and maintain business relationships
BSBWHS311	Assist with maintaining workplace safety
BSBCRT311	Apply critical thinking skills in a team environment <i>(unnamed)</i>
BSBTEC302	Design and produce spreadsheets <i>(unnamed)</i>
FNSACC426	Set up and operate a computerised accounting system <i>(unnamed)</i>

WITHDRAWING FROM A QUALIFICATION

You may withdraw from this qualification and receive, where relevant, a Statement of Attainment for all units of competency you have successfully completed.

SUPPORT SERVICES

The University provides support for students in many areas, including Accommodation, Careers and Employability, Counselling, Disability Services, Financial Support Services, Student Advocacy, Indigenous Tutorial Support Services, International Student Support Services, Library Services, and VET Learner Support Services.

More information is available at [Student Support - Life, Health and Wellbeing](#)

CONTACT DETAILS

Business and Workforce Management

E. vet.business@cdu.edu.au
T. 08 8946 7517 (ECP) 08 8959 5312 (ASP)
W. <https://www.cdu.edu.au/tafe>

For further information regarding student life at CDU, please refer to <https://www.cdu.edu.au/study/student-life>.