# BSB50420 Diploma of Leadership and Management

## 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.

## ELIGIBILITY/ENTRY REQUIREMENTS

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.

To gain entry into BSB50420 Diploma of Leadership and Management candidates require:

- BSB40520 Certificate IV in Leadership and Management or other relevant qualification or relevant business Certificate IV qualification.
- Working in a leadership role and aspiring to upskill into a management role.
- Successfully complete a Language, Literacy and Numeracy assessment no lower than an ACSF 3

## DELIVERY DETAILS

| | |
|---|---|
| Location(s) | Danala Education Community Precinct, online |
| Duration* | 12 months full time; 18 - 24 months part-time |
| Study mode ^^ | Face-to-face, online, blended |
| Start Date/s ^ | Term 1: 2 February 2027 Term 2: 13 April 2027<br>Term 3: 13 July 2027 Term 4: 5 October 2027<br><br>Students should enrol prior to the commencement of each term and in consultation with the delivery team. |
| Attendance | Face-to-face/online: Tuesdays 5.00 pm – 7.00 pm |

** Duration may vary depending on how long a student takes to reach the required competency level.*
*^ Course timetable will be provided on application for the course.*
*^^Information relating to study modes can be found in the 2027 TAFE Student Guide*



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## FEES

| Fee Type | 2027 Course Fees |
|---|---|
| NT Government Supported* | $2,844.00 |
| Full Fee | $8,697.60 |

*This course is supported by the NT Government for domestic eligible students who are NT residents. A limited number of NT Government supported 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. For 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

## VET STUDENT LOANS

Eligible students may access a VET Student Loan to pay for their Diploma course fees (up to capped the amount). Determine your eligibility using the VET Student Loan Eligibility Tool on the Your Career website.

For more information visit VET Students Loans (VSL)

## 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.



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## 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

On completion of this qualification, credit(s) may be available into Higher Education courses.

Possible occupations relevant to this qualification include:

- Business Development Manager
- Business Services Manager
- Legal Practice Manager
- Public Sector Manager
- Operations Manager
- Organisational Development Advisor
- Compliance Officer

## QUALIFICATION CONTENT

To achieve BSB50420 Diploma of Leadership and Management, a total of twelve (12) units of competency must be completed, comprising six (6) core and six (6) elective units as detailed in the packaging rules and listed below. The electives offered may vary between campuses.

## CORE UNITS

| | |
|---|---|
| BSBCMM511 | Communicate with influence |
| BSBCRT511 | Develop critical thinking in others |
| BSBLDR523 | Lead and manage effective workplace relationships |
| BSBOPS502 | Manage business operational plans |
| BSBPEF502 | Develop and use emotional intelligence |
| BSBTWK502 | Manage team effectiveness |

## ELECTIVE UNITS

| | |
|---|---|
| BSBLDR522 | Manage people performance |
| BSBOPS501 | Manage business resources |
| BSBPEF501 | Manage personal and professional development |
| BSBSUS511 | Develop workplace policies and procedures for sustainability |
| BSBSTR502 | Facilitate continuous improvement |
| BSBXCM501 | Lead communication in the workplace |

## 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.



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## 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. TAFE@cdu.edu.au
T. 08 8946 7517 (ECP) 08 8959 5461 (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.



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