

Registered Training Organisation Statement of Fees 2023 for Victoria

Advanced Diploma of Leadership and Management (BSB60420 Release 1)

Welcome to Western Business School. This Statement advises of the fees for work-based training for BSB60420 Advanced Diploma of Leadership and Management. We provide training and assessment services directly to you through on the job training and workplace visits. The Western Business School assures your training and assessment is delivered by qualified trainers and assessors in accordance with the Standards for RTOs 2015 and will issue compliant AQF qualifications. Training and assessment is provided by our own trainers and assessors and not third party arrangements are in place.

This qualification is made up of 10 units. Five core and five electives. Units offered are outlined below. As your course is workplace based, it is important before your course commences, you review the unit list below. This is to ensure you receive the training which is most relevant for you, your work role and your workplace.

COURSE SELECTION							
UNIT CODE	UNIT	HRS		UNIT CODE	UNIT	HRS	
BSBCRT611	Apply critical thinking for complex problem solving	C	60	BSBPEF501	Manage personal and professional development	EL	60
BSBLDR601	Lead and manage organisational change	C	60	BSBOPS504	Manage business risk	IMP EL	60
BSBLDR602	Provide leadership across the organisation	C	60	BSBCMM511	Communicate with influence	EL	60
BSBOPS601	Develop and implement business plans	C	60	BSBSTR602	Develop organisational strategies	EL	80
BSBSTR601	Manage innovation and continuous improvement	C	70	BSBHRM525	Manage recruitment and onboarding	EL	60

Western Business School encourages individuals with disabilities to apply.

Upon successful completion of on the job training, theory components and competent results of your 10 units, you will achieve the qualification BSB60420 Advanced Diploma of Leadership and Management

COURSE INFORMATION

To enter the course, students are expected to be competent in written and spoken English. There are no other pre-requisites for this course.

COURSE INFORMATION	
Duration	<ul style="list-style-type: none"> 12 – 36 months part time
Location	<ul style="list-style-type: none"> Self paced and candidate workplace
Delivery	<ul style="list-style-type: none"> On and off the job, face to face, remote zoom sessions & online learning.
Timeframes	<ul style="list-style-type: none"> Distance and Online learning.
Assessment	<ul style="list-style-type: none"> Workplace Based Assessment and Online projects
Support	<ul style="list-style-type: none"> Contact will occur through your online portal, emails and phone calls other support will be provided.

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TUITION FEES

Payment of fees/ salary deduction

The easiest way for you to make payment of your course fees is by way of salary deduction. At the commencement of the course you will be asked to commit to payment by your trainer and you will be asked to sign and agree to the payment via salary deduction. This process ensures you do not pay for any training which you have not already received.

Note: if you are under 18 at the time of commencement, we will ask for parental/guardian consent.

TUITION FEES			
Government Subsidised Training Victoria	Hourly rate per nominal hour	Approximate Government contribution	Your contribution
Indicative Fees: \$4,200.00*	\$6.67	\$2,835	per fortnight ^{^^} : \$135.00
Fee For Service - Non-Government Subsidised Training Victoria			
Indicative Fees: \$6,000*		Salary Deduction per fortnight ^{^^} : \$300.00	

WBS does not charge for materials or administration. No other fees are associated with this course.

Employers are welcome to sponsor their trainees and pay all tuition fees.

***NOTE:** The Tuition fees as published are subject to change given individual circumstances at enrolment and funding arrangements.

^^Fortnightly instalments are calculated over 20 fortnights, (10 Months approx.) at enrolment. Upon acceptance into the course, deductions will start from the course commencement date. Payment plans are available for students who are undertaking this course without government funding.

A charge of \$50 will be incurred for reissue of replacement of Certificate of Qualification or Statement of Attainment

Western Business School will not hold more than \$1500 in prepaid fees in advance.

Participants will not prepay more than \$1500 in advance.

Further information relating to our fees and charges policy can be found on our website

http://www.wbs.org.au/fees_charges_refunds

REFUNDS – Refer to our website and student hand book.

COMPLAINTS AND APPEALS – Refer to our website and student hand book.

RECOGNITION OF PRIOR LEARNING (RPL) AND CREDIT TRANSFER (CT) - Information and documentation regarding the application procedure for RPL and/or Credit Transfers is available from our website www.wbs.org.au and will be made available to all participants upon request.

Should you have any questions please contact Western Business School on 1300 656 461 or email either scarzino@wpcgroup.org.au or our website www.wbs.org.au