

International Student Course Guide

Your career starts here

Food

Hospitality

Management

Business

HR

Fitness

Welcome to ABM Further Education

Set yourself up for success with ABM's top courses, designed to help you step into some of the most in-demand careers in Australia and around the world



100% Student Satisfaction

100% student satisfaction, as demonstrated by a flawless 5-star rating on Google Reviews from students.



99% Student Job placement

99% job placement rate for hospitality and kitchen management students through ABM's exclusive industry network and complimentary placement services.



100% Complimentary Tutorial Classes

ABM offers 100% free tutorial classes on campus throughout each term for students who may require additional support.

- ✓ Career-Focused Courses
- ✓ Convenient Location
- ✓ Numerous Industry Partnerships
- ✓ Trainers from Michelin-Starred and Hatted Restaurants
- ✓ Ongoing Job Support
- ✓ Nationally Recognised Trainers
- ✓ Friendly Student Service Team
- ✓ Pathway Study Partners



The 1st college in Sydney

The first education provider in Sydney with a practical kitchen, offering both induction and gas cooking experiences. Hospitality management students have access to a newly built, top-quality Hospitality Management Lab.



High Demand Careers in Australia

ABM offers courses designed to launch you into high-demand careers such as Cook, Chef, Hospitality Manager, Waitstaff, Barista, Project Manager, Business Manager, Fitness Coach, and Human Resource Manager, both in Australia and around the world.



Free 2-year Gym Membership

Students enrolled in ABM's fitness and sport courses receive a 2-year gym membership, providing access for practical classes and personal use outside class hours.



100% Google Review 5.0 ★★★★★

"I've learned and grown a lot through ABM. Thanks to the trainer and team for their support! I'd highly recommend ABM to anyone considering it."



Campus and Facilities

ABM Further Education recently opened a new campus on Castlereagh Street, equipped with outstanding facilities. This campus includes a top-quality hospitality management lab for food and beverage training. It is conveniently located near our fitness practical training venue, World Gym, which is just a short walk away. It is also just a one-minute walk from the Metro station, five minutes from the train station, and close to the light rail and bus stops.

Each classroom is fitted with an HD TV monitor and fast NBN WiFi to support an excellent learning environment. Additionally, our student kitchenette provides filtered water daily for our students' convenience.

Located in Haymarket, our state-of-the-art kitchen is designed for professional cookery training. Equipped with modern facilities and the latest culinary technology, it provides a hands-on learning experience in a sustainable and practical environment, ensuring students gain real-world skills.



Entry Requirements

Academic Entry Requirements

- Students must be over 18 years of age for all courses.
- As a general guide, students must have completed an overseas equivalent of Year 12 or a higher qualification, except for some specific courses.

Please also note:

BSB40120 Certificate IV in Kitchen Management	See above academic entry requirements
BSB40120 Diploma of Hospitality Management	
BSB40120 Advanced Diploma of Hospitality Management	See above academic entry requirements
SIS40221 Certificate III in Fitness	
SIS40221 Certificate IV in Fitness	<p>Have completed one of the following qualifications:</p> <ul style="list-style-type: none"> • HLTAID011 Provide First Aid (or a unit that supersedes this unit) • HLTWHS001 Participate in workplace health and safety • SISFFIT032 Complete pre-exercise screening and service orientation • SISFFIT033 Complete client fitness assessments • SISFFIT035 Plan group exercise sessions • SISFFIT040 Develop and instruct gym-based exercise programs for individual clients • SISFFIT047 Use anatomy and physiology knowledge to support safe and effective exercise • SISFFIT036 Instruct group exercise sessions • SISFFIT052 Provide healthy eating information
SIS50321 Diploma of Sport (Coaching)	Participate in a course entry interview to determine suitability for the course and student needs.
BSB40120 Certificate IV in Business	Students must have completed an overseas equivalent of Year 10 or higher qualification.
BSB50120 Diploma of Business	See above academic entry requirements
BSB60120 Advanced Diploma of Business	Students must have completed a Diploma level course (AQF Level 5) or Advanced Diploma level course (AQF Level 6) from the BSB training package.
BSB40420 Certificate IV in Human Resource Management	See above academic entry requirements
BSB60120 Diploma of Human Resource Management	<p>Have completed one of the following qualifications:</p> <ul style="list-style-type: none"> • BSBHRM411 Administer performance development processes • BSBHRM412 Support employee and industrial relations • BSBHRM415 Coordinate recruitment and onboarding • BHRM417 Support human resource functions and processes. • Equivalent competencies are predecessors to these units, which have been mapped as equivalent.
BSB60320 Advance Diploma of Human Resource Management	<p>Have completed one of the following qualifications:</p> <ul style="list-style-type: none"> • BSB50320 Diploma of Human Resource Management • BSB50618 Diploma of Human Resources Management (or a superseded equivalent version).
BSB40920 Certificate IV in Project Management	See above academic entry requirements
BSB50820 Diploma of Project Management	See above academic entry requirements
BSB60720 Advance Diploma of Project Management	<p>Have completed one of the following qualifications:</p> <ul style="list-style-type: none"> • BSB50820 Diploma of Project Management • BSB51415 Diploma of Project Management (or a superseded equivalent version).
BSB80120 Graduate Diploma of Management (Learning)	Students must have completed Advanced Diploma level course (AQF Level 6) or higher

English Entry Requirements For All Courses

Requirement	Details			
IELTS	Overall score of 5.5 with no band less than 5.0 (test results must be no more than 2 years old).			
PTE	Overall score of 45.4 (equivalent to IELTS 5.5) or higher, with no band less than:			
	Listening	Reading	Speaking	Writing
	42.7	47.9	51	42.2

Requirement	Details
Alternative Evidence of English Competence	<ul style="list-style-type: none"> • Educated for 5 years in an English-speaking country. • Completed at least 6 months of a Certificate IV level course in an Australian RTO.- Successful completion of an English Placement Test. • Successful completion of an English course with exit level equivalent to IELTS overall 5.5 from one of our English Pathway Partners.

If one of the following applies, you do not need to provide evidence of an English test score with your visa application:

- You are enrolled in full-time school studies as a principal course including in a secondary exchange programme, a postgraduate research course, a standalone English Language Intensive Course for Overseas
- Students (ELICOS), and Foreign Affairs or Defence sponsored students.
- You have completed at least five years study in one or more of the following countries: Australia, UK, USA, Canada, New Zealand, South Africa, or the Republic of Ireland.
- You are a citizen and hold a passport from UK, USA, Canada, NZ or Republic of Ireland.
- In the two years before applying for the student visa, you completed, in Australia and in English language, either the Senior Secondary Certificate of Education or a substantial component of a course leading to a qualification from the Australian Qualifications Framework at the Certificate IV or higher level, while you held a student visa.

* Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 5.5.



Scan this QR code to explore our English Pathway Partners and find more details on entry requirements.

Choose Your Career Path

Are you ready to take your career to the next level?

Join ABM to get the skills and qualifications you need to succeed.

Imagining yourself in a certain industry is the first step towards your future and choosing the right course will help you create a "job ready" version of you for future employers.



Kitchen Management



Hospitality Management



**Business, Human Resources
and Project Management**



Fitness and Sport Coaching

Short Courses for 2025

Discover Your Passion With ABM's New Short Courses!

ABM Short Courses offer fun, hands-on one-day classes in food, drink, and hospitality, perfect for home cooks and aspiring chefs. Explore your creativity, master new skills, and create lasting memories with ABM!



Barista Course



**Classic French
Cake Course**



Wine Course



**Sourdough and
Focaccia Course**



**Fine Dining Dessert
Plating Course**



**Classic French
Pastries Course**



**Cocktail-Making
and Mixology Course**



**French Petit Four Course
(Macaroon)**



**Vegan and
Vegetarian Course**



Chocolate Class – Xmas

Kitchen Management Course

- **Cutting-Edge Curriculum:** Learn directly from industry experts.
- **Sustainable Kitchen:** Work in our eco-friendly hybrid kitchen.
- **Extensive Industry Placement:** Gain 360 hours of experience, with a guaranteed job.
- **Showcase Your Skills:** Present breakfast and lunch buffets to special guests, demonstrating your year-long mastery of culinary skills.
- **Hands-On Experience:** Opportunities to work at fundraising and in-house function events.

Intakes: 2025: 06 Jan, 10 Feb, 07 Apr, 12 May, 07 Jul, 11 Aug, 06 Oct, 10 Nov
2026: 05 Jan, 09 Feb, 06 Apr, 11 May, 06 Jul, 10 Aug, 05 Oct, 09 Nov

Course Duration: 78 weeks

Example of ABM's Breads, Cakes and Desserts Menu



- Dinner rolls
- Brioche
- Flatbread
- Focaccia
- Sourdough
- Puff pastry
- Rosemary and Parmesan twist
- Sausage rolls
- Éclair with chocolate mousse filling
- Spiced Rum Cake
- Carrot Cake
- Basic Aerated Sponge
- Emulsified Sponge with strawberry glaze
- Vanilla Chiffon Cake
- Banana Fritters
- Chocolate Soufflé with chocolate sauce and vanilla foam
- Textures of Mango with crunchy nut parfait and tuiles
- Meringue with raspberry sorbet and coulis
- Banana & Almond Muffin
- Blueberry Friand
- Fruit Tart
- Pear, Walnut, and Cinnamon Pie
- Vanilla Bean Crème Brûlée
- Crêpe Suzette with vanilla bean ice cream
- Dark Chocolate Mousse
- Poached Fruit with sabayon
- Sticky Date Pudding
- Vanilla and Toffee Bavares
- Vanilla Pannacotta with berry coulis
- Semi-Freddo

SIT40521 Certificate IV in Kitchen Management

CRICOS 109578H - 78 weeks

Code	Title	Core or Elective
SITHCCC023	Use food preparation equipment	Core
SITHCCC027	Prepare dishes using basic methods of cookery	Core
SITHCCC028	Prepare appetisers and salads	Core
SITHCCC029	Prepare stocks, sauces and soups	Core
SITHCCC030	Prepare vegetable, fruit, eggs and farinaceous dishes	Core
SITHCCC031	Prepare vegetarian and vegan dishes	Core
SITHCCC035	Prepare poultry dishes	Core
SITHCCC036	Prepare meat dishes	Core
SITHCCC037	Prepare seafood dishes	Core
SITHCCC041	Produce cakes, pastries and breads	Core
SITHCCC042	Prepare food to meet special dietary requirements	Core
SITHCCC043	Work effectively as a cook	Core
SITHKOP010	Plan and cost recipes	Core
SITHKOP012	Develop recipes for special dietary requirements	Core
SITHKOP013	Plan cooking operations	Core
SITHKOP015	Design and cost menus	Core
SITHPAT016	Produce desserts	Core
SITXCOM010	Manage conflict	Core
SITXFIN009	Manage finances within a budget	Core
SITXFSA005	Use hygienic practices for food safety	Core
SITXFSA006	Participate in safe food handling practices	Core
SITXFSA008	Develop and implement a food safety program	Core
SITXHRM008	Roster staff	Core
SITXHRM009	Lead and manage people	Core
SITXINV006	Receive, store and maintain stock	Core
SITXMGT004	Monitor work operations	Core
SITXWHS007	Implement and monitor work health and safety practices	Core
SITHCCC026	Package prepared foodstuffs	Elective
SITHCCC038	Produce and serve food for buffets	Elective
SITHCCC040	Prepare and serve cheese	Elective
SITXHRM010	Recruit, select and induct staff	Elective
SITHIND006	Source and use information on the hospitality industry	Elective
BSBTWK501	Lead diversity and inclusion	Elective

Ranked #6 among the top 20 most in-demand jobs across Australia.

Job Shortage

Chef Jobs: Shortage
Average Salary: \$70,000-\$95,000
Average Job Ads: 500+/month in Sydney, 1,500+/month in Australia





Your career starts here

Example Study Plan



Our trainers are experienced chefs and venue managers currently working at prestigious restaurants in Sydney. Our students not only learn from our cutting-edge curriculum but also the recent industry trends and knowledge from our established trainers.

Our purpose-built hybrid kitchen is environmentally friendly through the use of induction and gas cooking. We invite you to have a taste of success with our Kitchen Management and Hospitality Management courses and to embark on your own culinary journey.

Hospitality Management Courses

- **Job Guarantee:** 285 hours of industry placement with a guaranteed job.
- **Learning Experience:** The learning structure includes 4 terms of industry-related theory, followed by 2 terms of F&B practical and work placement.
- **Expert Training:** Learn from industry-leading trainers with extensive experience.
- **Comprehensive Skills Development:** Gain proficiency in key areas such as responsible service of alcohol, bar operations, espresso coffee preparation, food and beverage service, event catering, budget management, and leadership.
- **Real-World Experience:** Engage in hands-on training and practical applications in real hospitality environments.

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2026: 05 Jan, 09 Feb, 06 Apr, 11 May, 06 Jul, 10 Aug, 05 Oct, 09 Nov

Course Duration

- 78 weeks (26 weeks when packaged to Certificate IV in Kitchen Management)
- 26 weeks (If packaged with Certificate IV in Kitchen Management and Diploma of Hospitality Management)

Packaged with Certificate IV in Kitchen Management

*3 weeks break

Code	Title	Core of Elective
SITXFIN010	Prepare and monitor budgets	Core
SITXWHS006	Identify hazards, assess and control safety risks	Elective (Group D)
SITXINV008	Control stock	Elective (Group D)
SITXMGT005	Establish and conduct business relationships	Core
SITXGLC002	Identify and manage legal risks and comply with law	Core
SITXCCS015	Enhance customer service experiences	Core
SITXCCS010	Provide visitor information	Elective (Group C)
SITXCCS016	Develop and manage quality customer service practices	Core

SIT50422 Diploma of Hospitality Management (F&B)

CRICOS 111165M - 78 weeks

Code	Title	Core or Elective
SITXCCS015	Enhance customer service experiences	Core
SITXCCS016	Develop and manage quality customer service practices	Core
SITXCOM010	Manage conflict	Core
SITXFIN009	Manage finances within a budget	Core
SITXFIN010	Prepare and monitor budgets	Core
SITXGLC002	Identify and manage legal risks and comply with law	Core
SITXHRM008	Roster staff	Core
SITXHRM009	Lead and manage people	Core
SITXMGT004	Monitor work operations	Core
SITXMGT005	Establish and conduct business relationships	Core
SITXWHS007	Implement and monitor work health and safety practices	Core
SITXFSA005	Use hygienic practices for food safety	Elective
SITHIND008	Work effectively in the Hospitality service	Elective
SITXHRM010	Recruit, select and induct staff	Elective (Group D)
SITHFAB030*	Prepare and serve cocktails	Elective (Group C)
SITXINV008	Control stock	Elective (Group C)
SITHKOP014	Plan catering for events or functions	Elective (Group C)
BSBCMM411	Make presentations	Elective (Group D)
BSBSUS511	Develop workplace policies and procedures for sustainability	Elective (Group D)
BSBTWK501	Lead diversity and inclusion	Elective (Group D)
SITHFAB021	Provide responsible service of alcohol	Elective (Group C)
SITHFAB023	Operate a bar	Elective (Group C)
SITXFSA006	Participate in safe food handling practices	Elective (Group C)
SITXFSA008	Develop and implement a food safety program	Elective (Group C)
SITHFAB025	Prepare and serve espresso coffee	Elective (Group C)
SITHIND006	Source and use information on the hospitality industry	Elective (Group C)
SITXCCS010	Provide visitor information	Elective (Group C)
SITXCCS012	Provide lost and found services	Elective (Group C)

Job Shortage

Hospitality Jobs: Significant shortage
Average Salary: \$85,000 - \$150,000
Average Job Ads: 500+/month in Sydney, 1,500+/month in Australia



SIT60322 Advanced Diploma of Hospitality Management

CRICOS Code: 111166K - 26 weeks (when packaged with a Certificate IV in Kitchen Management and a Diploma of Hospitality Management, or simply a Diploma of Hospitality Management)

Code	Title	Core of Elective
BSBFIN601	Manage organisational finances	Core
BSBOPS601	Develop and implement business plans	Core
SITXFIN011	Manage physical assets	Core
SITXHRM012	Monitor staff performance	Core
SITXMPR014	Develop and implement marketing strategies	Core
SITXWHS008	Establish and maintain a work health and safety system C	Core
SITHFAB027	Serve food and beverage	Elective
SITHFAB024	Prepare and serve non-alcoholic beverages	Elective



Example Study Plan



The **hospitality industry** connects people and cultures, offering comfort and service in bars, hotels, and restaurants. With 285 hours of industry placement and hands-on training, students gain real-world experience, build networks, and develop skills for confident, successful careers.

Industry Placement

Industry placement is a pivotal work component in both the

- **SIT40521** – Certificate IV in Kitchen Management; and the
- **SIT50422** – Diploma of Hospitality Management.

Here's what you'll gain



Hands-On Experience



Skill Application



Professional Growth



Networking



Industry Standards



Enhanced Employability

At ABM Further Education, we are proud of our strong connections with various industry partners who are always on the lookout for talented and motivated students like you. You can work with some of the best names in the hospitality industry, such as: Accor, AMA Hospitality, Bills, Catering HQ, Grand Royale, Hurricane's Grill, ICC Sydney, Industry Placement Solutions, Liverpool Catholic Club, Primi Italian, Kuon Omakase and more to be added!



The bridge between learning and professional excellence

Kitchen Management Industry Placement Schedule

Term 1 - Term4	Theory + Practical Classes
Term 5	<p>(SITHCCC043) Work effectively as a cook</p> <ul style="list-style-type: none"> • Week 9: Induction & Theory (5 hours) + Work Placement (6 hours x 5 shifts) • Week 10: Work Placement (6 hours x 5 shifts)
Term6	<p>(SITHCCC043) Work effectively as a cook (SITHKOP013) Plan cooking operations</p> <ul style="list-style-type: none"> • Week 1 – Week 10: Work Placement (6 hours x 5 shifts)

Hospitality Management Industry Placement Schedule

Term 1 - Term4	Theory + Practical Classes
Term5	<p>(SITHIND008)Work effectively in hospitality service</p> <ul style="list-style-type: none"> • Week 1 – 10: 150 hours -1 day/week Face to Face class + 3 days/week Work Placement (5 hours x 3 shifts)
Term6	<p>SITHIND008Work effectively in hospitality service</p> <ul style="list-style-type: none"> • Week 1 – 9: 1 day/week Face to Face class + 3 days per week Work Placement (5 hours x 3 shifts) • Week 10: Theory + Practical Class



Fitness and Sport Courses

- **Comprehensive Fitness Training:** Develop foundational skills in exercise instruction, nutrition, client interaction, and fitness assessment with practical and theoretical learning.
- **Industry-Leading Curriculum:** Gain expertise in areas like anatomy, nutrition, and exercise programming to meet industry standards.
- **Hands-On Learning:** Participate in practical sessions to enhance skills in real-world gym environments.
- **Expert Guidance:** Learn from highly experienced trainers committed to your success in the fitness industry.

Intakes: 2025: 06 Jan, 10 Feb, 07 Apr, 12 May, 07 Jul, 11 Aug, 06 Oct, 10 Nov
2026: 05 Jan, 09 Feb, 06 Apr, 11 May, 06 Jul, 10 Aug, 05 Oct, 09 Nov

Course Duration

- 1 year, 2 years or 3 years
- Up to 2 years gym membership included available when you select certificate IV as part of a package.



Core Fitness and Wellbeing Skills

Gain essential skills in first aid, client fitness assessments, and pre-exercise screening to ensure safe, effective guidance for all clients.

Anatomy & Nutrition

Learn to leverage anatomy and physiology knowledge to tailor safe exercises, and provide practical healthy eating advice to support clients' wellness journeys.

Customised Training Programs

Master the art of creating and leading personalised exercise programs for diverse groups—from children and adolescents to older clients—meeting unique needs and fitness goals.

Specialised Training Techniques

Develop skills in strength and conditioning, body composition programming, and group movement classes, enhancing expertise in motivating and guiding clients.

Digital Fitness Training

Expand your reach with online exercise sessions, social media training, managing virtual client relationships and delivering accessible training experience.

Job Shortage

Fitness Jobs: Shortage

Average Salary: \$55,000 - \$70,000

Average Job Ads: 30 - 60/month in Sydney, 150- 200/month in Australia



SIS30321 – Certificate III in Fitness

CRICOS 116599M - 52 weeks

Code	Title	Core or Elective
BSBOPS304	Deliver and monitor a service to customers	Core
BSBPEF301	Organise personal work priorities	Core
HLTAID011	Provide First Aid	Core
HLTWHS001	Participate in workplace health and safety	Core
SISFFIT032	Complete pre-exercise screening and service orientation	Core
SISFFIT033	Complete client fitness assessments	Core
SISFFIT035	Plan group exercise sessions	Core
SISFFIT036	Instruct group exercise sessions	Core
SISFFIT040	Develop and instruct gym-based exercise programs for individual clients	Core
SISFFIT047	Use anatomy and physiology knowledge to support safe and effective exercise	Core
SISFFIT052	Provide healthy eating information	Core
SISXIND011	Maintain sport, fitness and recreation industry knowledge	Elective
SISXFAC007	Maintain clean facilities	Elective
BSBOPS403	Apply business risk management processes	Elective
SISFFIT037	Develop and instruct group movement programs for children	Elective

SIS40221 Certificate IV in Fitness

CRICOS 116600A - 52 weeks

Code	Title	Core or Elective
CHCCOM006	Establish and manage client relationships	Core
SISFFIT041	Develop personalised exercise programs	Core
SISFFIT042	Instruct personalised exercise sessions	Core
SISFFIT043	Develop and instruct personalised exercise programs for body composition goals	Core
SISFFIT044	Develop and instruct personalised exercise programs for older clients	Core
SISFFIT049	Use exercise science principles in fitness instruction	Core
SISFFIT050	Support exercise behaviour change	Core
SISFFIT051	Establish and maintain professional practice for fitness instruction	Core
SISFFIT053	Support healthy eating for individual fitness clients	Core
SISFFIT034	Assess client movement and provide exercise advice	Elective (Group A)
SISFFIT049	Develop strength and conditioning programs	Elective (Group A)
SISFFIT050	Research and develop business plans	Elective (Group B)
SISFFIT051	Investigate business opportunities	Elective (Group B)
SISFFIT051	Plan and instruct online exercise sessions	Elective (Group A, B, C or other TP)
SISFFIT053	Lead team effectiveness	Elective (Group A, B, C or other TP)
SISFFIT034	Apply critical thinking to work practices	Elective (Group A, B, C or other TP)

SIS50321 Diploma of Sport (Coaching)

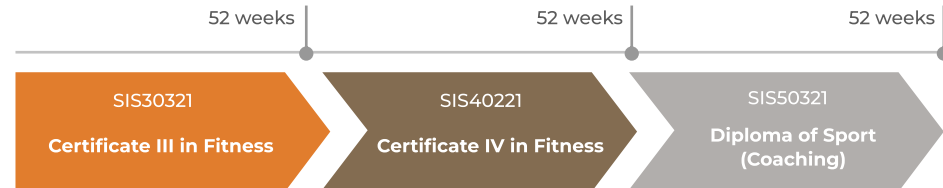
Code	Title	Core or Elective
HLTWHS003	Maintain work health and safety	Core
SITXHRM009	Lead and manage people	Core
BSBOP5504	Manage business risk	Core
HLTAID011	Provide first aid	Elective (Group A)
SISSSCO003	Meet participant needs	Elective (Group A)
SISSSCO004	Plan, conduct and review coaching programs	Elective (Group A)
SISSSCO007	Apply sport psychology principles	Elective (Group A)
SISSSCO008	Apply anti-doping policies	Elective (Group A)
SISSSCO011	Manage integrity in sport	Elective (Group A)
SISXCAI008	Plan, conduct and review training and recovery programs	Elective (Group F)
SISSSCO016	Coach participants in sport competition	Elective (Group F)
SISXCAI011	Develop and deliver a long-term training program	Elective
SISXCAI009	Instruct strength and conditioning techniques	Elective
SISXCAI010	Develop strength and conditioning programs	Elective



The **Certificate III in Fitness** introduces the fundamentals of instructing group exercise classes and creating gym programs, preparing students for roles as fitness instructors in gyms, leisure centres, or community hubs, with potential job outcomes such as group fitness instructor, gym instructor, or fitness coach. Meanwhile, the **Certificate IV in Fitness** equips aspiring personal trainers with advanced skills to design and assess exercise programs for diverse clients, leading to careers as personal trainers in gyms, client homes, outdoor settings, or leadership roles, with potential outcomes including personal trainer, fitness advisor, or small business owner in the fitness industry.

The **SIS50321 Diploma of Sport (Coaching)** provides students with the knowledge and skills to work or volunteer in the Australian sports industry, including leadership, communication, and coaching expertise. Graduates can pursue careers as sport coaches, team managers, or program coordinators in community-based sports clubs, organisations, or professional settings. These qualifications align with Australian standards, offering global students a strong foundation for success in the fitness and sports industries.

Example Study Plan



Project Management Courses

- **Job-Ready Training:** Develop essential skills for real-world project management.
- **Structured Learning:** Combine theory with practical techniques in a balanced schedule.
- **Expert Guidance:** Learn from industry veterans, gaining global insights.
- **Comprehensive Skill Development:** Master planning, risk management, stakeholder engagement, budgeting, scheduling, and leadership.
- **Relevant Units:** Modules include "Managing Project Scope," "Project Integration," and "Leadership," preparing you for global industries.

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2026: 05 Jan, 09 Feb, 06 Apr, 11 May, 06 Jul, 10 Aug, 05 Oct, 09 Nov

Course Duration

- 52 weeks
- 52 weeks
- 78 weeks

Job Shortage

Project Management Jobs: Shortage
Average Salary: \$90,000-\$100,000
Average Job Ads: 1000+/month in Sydney, 2,600+/month in Australia



BSB40920 Certificate IV in Project Management Practice

CRICOS 109578H - 52 weeks

Code	Title	Core or Elective
BSBPMG420	Apply project scope management techniques	Core
BSBPMG421	Apply project time management techniques	Core
BSBPMG422	Apply project quality management techniques	Core
BSBPMG423	Apply project cost management techniques	Elective
BSBPMG426	Apply project risk management techniques	Elective
BSBPMG429	Apply project stakeholder engagement techniques	Elective
BSBCRT411	Apply critical thinking to work practices	Elective
BSBP402	Develop personal work priorities	Elective
BSBWHS411	Implement and monitor WHS policies, procedures and programs	Elective

BSB50820 Diploma of Project Management

CRICOS 112361K - 52 weeks

Code	Title	Core or Elective
BSBPMG530	Manage project scope	Core
BSBPMG531	Manage project time	Core
BSBPMG532	Manage project quality	Core
BSBPMG533	Manage project cost	Core
BSBPMG534	Manage project human resources	Core
BSBPMG535	Manage project information and communication	Core
BSBPMG536	Manage project risk	Core
BSBPMG540	Manage project integration	Core
BSBP401	Manage personal and professional development	Elective
BSBLDR522	Manage people performance	Elective
BSBTWK503	Manage meetings	Elective
BSBCRT511	Develop critical thinking in others	Elective

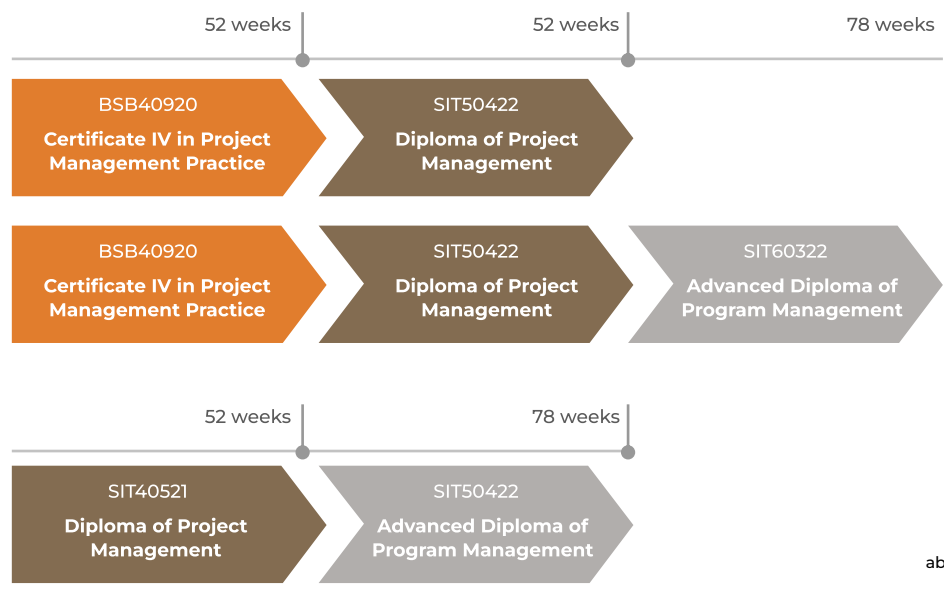
BSB60720 Advanced Diploma of Program Management

CRICOS 112362J - 78 weeks

Code	Title	Core or Elective
BSBPMG630	Enable program execution	Core
BSBPMG634	Facilitate stakeholder engagement	Core
BSBPMG635	Implement program governance	Core
BSBPMG636	Manage benefits	Core
BSBCRT611	Apply critical thinking for complex problem solving	Elective
BSBFIN601	Manage organisational finances	Elective
BSBINS601	Manage knowledge and information	Elective
BSBPEF502	Develop and use emotional intelligence	Elective
BSBSUS601	Lead corporate social responsibility	Elective
BSBSTR601	Manage innovation and continuous improvement	Elective
BSBHRM614	Contribute to strategic workforce planning	Elective
BSBTEC601	Review organizational digital strategy	Elective



Example Study Plan



Enhance your project management expertise and leadership capabilities with this comprehensive qualification. Designed for roles like Project Manager and Project Team Leader, it equips you with the skills to lead projects and achieve objectives effectively. Develop a solid theoretical foundation alongside specialised technical and managerial competencies to plan, execute, and evaluate project work across various industries.

This 78-week course is ideal for those in project leadership and management roles. It prepares you to excel in achieving project goals while expanding your expertise with the Advanced Diploma. Specialise in Program Management, broaden your ability to handle larger and more diverse projects, and gain global industry recognition.

HR Management Courses

- **Career Opportunities:** Prepare for roles such as HR Officer, HR Coordinator, Payroll Officer, HR Consultant, or Business Partner.
- **Comprehensive Learning:** Gain expertise in HR fundamentals, including psychology, recruitment, workforce planning, and strategic management.
- **Hands-On Training:** Learn from experienced trainers who provide practical, real-world HR insights and industry-relevant case studies.
- **Workplace Readiness:** Develop the skills needed to handle complex HR responsibilities with confidence and professionalism.

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2026: 05 Jan, 09 Feb, 06 Apr, 11 May, 06 Jul, 10 Aug, 05 Oct, 09 Nov

Course Duration

- 52 weeks
- 52 weeks
- 78 weeks

Job Shortage

HR management Jobs: Shortage
Average Salary: \$120,000-\$140,000
Average Job Ads: 300+/month in Sydney, 1,500+/month in Australia



BSB40420 Certificate IV in Human Resource Management

CRICOS 113476B - 52 weeks

Code	Title	Core or Elective
BSBHRM411	Administer performance development processes	Core
BSBHRM412	Support employee and industrial relations	Core
BSBHRM413	Support the learning and development of teams and individuals	Core
BSBHRM415	Coordinate recruitment and onboarding	Core
BSBHRM417	Support human resource functions and processes	Core
BSBWHS411	Implement and monitor WHS policies, procedures and programs	Core
BSBCMM412	Lead difficult conversations	Elective
BSBHRM414	Use human resources information systems	Elective
BSBCMM411	Make presentations	Elective
BSBCRT412	Articulate, present and debate ideas	Elective
BSBTEC404	Use digital technologies to collaborate in a work environment	Elective
BSBTWK401	Build and maintain business relationships	Elective

BSB50120 Diploma of Human Resource Management

CRICOS 113477A- 52 weeks

Code	Title	Core or Elective
BSBHRM521	Facilitate performance development processes	Core
BSBHRM522	Manage employee and industrial relations	Core
BSBHRM523	Coordinate the learning and development of teams and individuals	Core
BSBHRM524	Coordinate workforce plan implementation	Core
BSBHRM527	Coordinate human resource functions and processes	Core
BSBOPS504	Manage business risk	Core
BSBWHS411	Implement and monitor WHS policies, procedures, and programs	Core
BSBHRM414	Use human resources information systems	Elective
BSBWHS521	Ensure a safe workplace for a work area	Elective
BSBCMM511	Communicate with influence	Elective
BSBCRT511	Develop critical thinking in others	Elective
BSBPEF501	Manage personal and professional development	Elective

BSB60320 Advanced Diploma of Human Resource Management

CRICOS 113479K - 78 weeks

Code	Title	Core or Elective
BSBCRT611	Apply critical thinking for complex problem solving	Core
BSBFIN601	Manage organisational finances	Core
BSBHRM611	Contribute to organisational performance development	Core
BSBHRM612	Contribute to the development of employee and industrial relations strategies	Core
BSBHRM614	Contribute to strategic workforce planning	Core
BSBLDR601	Lead and manage organisational change	Core
BSBOPS601	Develop and implement business plans	Elective
BSBHRM615	Contribute to the development of diversity and inclusion strategies	Elective
BSBLDR602	Provide leadership across the organisation	Elective
BSBOPS504	Manage business risk	Elective



Looking to pursue roles like Human Resources Officer, Coordinator, or Payroll Officer? **The Certificate IV in Human Resource Management** is ideal for you. In smaller organisations, you'll handle diverse HR functions, while in larger ones, you might specialise. Ready to kickstart your HR career? Take it further with **the BSB50120 Diploma of Human Resource Management**. This qualification equips you for dynamic roles in HR, whether managing all aspects in small organisations or focusing on specific functions in larger ones. Ready to advance your HR career?

The BSB60320 Advanced Diploma of Human Resource Management takes your expertise to the next level, preparing you for senior leadership roles. Gain advanced skills in strategic planning, leadership, and change management, enhancing your credibility and career prospects. Whether leading global HR teams or shaping policies in startups, this diploma equips you to make a lasting impact. Ready to advance your HR career?

Example Study Plan



Business Courses

- **Job-Ready Training:** Develop essential business skills for various roles.
- **Structured Learning:** Blend theoretical knowledge with practical applications.
- **Expert Guidance:** Learn from seasoned professionals with global insights.
- **Comprehensive Skills:** Master business strategy, project management, marketing, finance, and leadership.
- **Relevant Units:** Modules include "Business Operations," "Project Management," "Strategic Planning," "Marketing Strategies," and "Financial Management."
- **Pathway to Success:** Gain advanced skills and knowledge for today's dynamic workplace.

Intakes: 2025: 06 Jan, 10 Feb, 07 Apr, 12 May, 07 Jul, 11 Aug, 06 Oct, 10 Nov
2026: 05 Jan, 09 Feb, 06 Apr, 11 May, 06 Jul, 10 Aug, 05 Oct, 09 Nov

Course Duration

- 52 weeks
- 52 weeks
- 78 weeks
- 52 weeks

Ranked #8 among the top 20 most in-demand jobs across Australia.

Job Shortage

Business Operation Manager Jobs: Shortage
Average Salary: \$100,000-\$150,000
Average Job Ads: 1000+/month in Sydney, 1,500+/month in Australia



BSB40120 Certificate IV in Business

CRICOS 107906B - 52 weeks

Code	Title	Core or Elective
BSBWHS411	Implement and monitor WHS policies, procedures and programs	Core
BSBCRT411	Apply critical thinking to work practices	Core
BSBTEC404	Use digital technologies to collaborate in a work environment	Core
BSBTWK401	Build and maintain business relationships	Core
BSBWRT411	Write complex documents	Core
BSBXCM401	Apply communication strategies in the workplace	Core
BSBPEF402	Develop personal work priorities	Elective
BSBTWK503	Manage meetings	Elective
BSBPEF502	Develop and use emotional intelligence	Elective
BSBCMM411	Make presentations	Elective
BSBOPS405	Organise business meetings	Elective
BSBPMG430	Undertake project work	Elective

BSB50120 Diploma of Business

CRICOS 107904D - 52 weeks

Code	Title	Core or Elective
BSBCRT511	Develop critical thinking in others	Core
BSBXCM501	Lead communication in the workplace	Core
BSBFIN501	Manage budgets and financial plans	Core
BSBOPS501	Manage business resources	Core
BSBSUS511	Develop workplace policies and procedures for sustainability	Core
BSBTWK503	Manage business risk	Elective
BSBOPS503	Develop administrative systems	Elective
BSBOPS502	Manage business operational plans	Elective
BSBPMG530	Manage project scope	Elective
BSBPEF501	Manage personal and professional development	Elective
BSBOPS505	Manage organizational customer service	Elective
BSBLDR522	Manage people performance	Elective

BSB60120 Advanced Diploma of Business

CRICOS 107905C - 78 weeks

Code	Title	Core of Elective
BSBCRT611	Apply critical thinking for complex problem solving	Core
BSBOPS601	Develop and implement business plans	Core
BSBFIN601	Manage organizational finances	Core
BSBSUS601	Lead corporate social responsibility	Core
BSBTEC601	Review organizational digital strategy	Core
BSBPMG531	Manage project time	Elective
BSBSTR602	Develop organizational strategies	Elective
BSBINS601	Manage knowledge and information	Elective
BSBHRM614	Contribute to strategic workforce planning	Elective
BSBCMM511	Communicate with influence	Elective

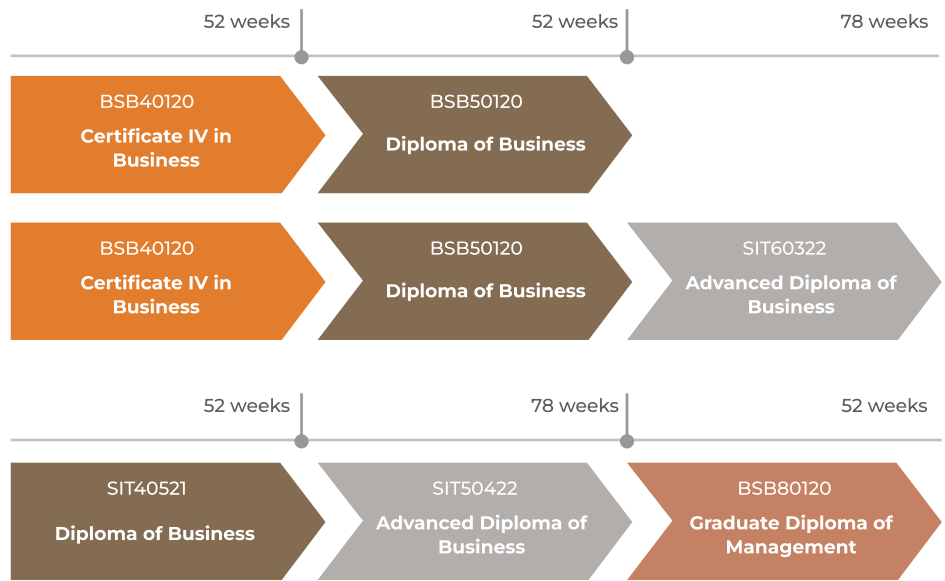
BSB80120 Graduate Diploma of Management (Learning)

CRICOS 107907A - 52 weeks

Code	Title	Core or Elective
TAELED803	Implement improved learning practice	Core
BSBHRM613	Contribute to the development of learning and development strategies	Core
BSBLDR811	Lead strategic transformation	Core
BSBFIN801	Lead financial strategy development	Elective
BSBHRM611	Contribute to organizational performance development	Elective
BSBSTR801	Lead innovating thinking and practice	Elective
BSBLDR812	Develop and cultivate collaborative partnerships and relationships	Elective
BSBINS603	Initiate and lead applied research	Elective



Example Study Plan



Our Graduate Diploma of Management (Learning) is designed to maximise your knowledge in your chosen field. This course equips you with specialised skills in organisational learning and capability development. Ideal for those pursuing management and leadership roles, you'll benefit from our comprehensive resources. Upon completion, you'll be adept at solving complex problems, leading strategic transformations, and fostering innovative thinking—preparing you to excel in your field.



Academic Calendar

2025-2027

2025

Term 1 Intake 1	06 Jan – 09 Feb
Term 1 Intake 2	10 Feb – 16 Mar
Holiday 1	17 Mar – 06 Apr
Term 2 Intake 1	07 Apr – 11 May
Term 2 Intake 2	12 May – 15 Jun
Holiday 2	16 Jun – 06 Jul
Term 3 Intake 1	07 Jul – 10 Aug
Term 3 Intake 2	11 Aug – 14 Sep
Holiday 3	15 Sep – 05 Oct
Term 4 Intake 1	06 Oct – 09 Nov
Term 4 Intake 2	10 Nov – 14 Dec
Christmas Holiday	15 Dec – 4 Jan 2026

2026

Term 1 Intake 1	05 Jan – 08 Feb
Term 1 Intake 2	09 Feb – 15 Mar
Holiday 1	16 Mar – 05 Apr
Term 2 Intake 1	06 Apr – 10 May
Term 2 Intake 2	11 May – 14 Jun
Holiday 2	15 Jun – 05 Jul
Term 3 Intake 1	06 Jul – 09 Aug
Term 3 Intake 2	10 Aug – 13 Sep
Holiday 3	14 Sep – 04 Oct
Term 4 Intake 1	05 Oct – 08 Nov
Term 4 Intake 2	09 Nov – 13 Dec
Christmas Holiday	14 Dec – 08 Jan 2027

2027

Term 1 Intake 1	11 Jan – 14 Feb
Term 1 Intake 2	15 Feb – 21 Mar
Holiday 1	22 Mar – 11 Apr
Term 2 Intake 1	12 Apr – 16 May
Term 2 Intake 2	17 May – 20 Jun
Holiday 2	21 Jun – 11 Jul
Term 3 Intake 1	12 Jul – 15 Aug
Term 3 Intake 2	16 Aug – 19 Sep
Holiday 3	20 Sep – 10 Oct
Term 4 Intake 1	11 Oct – 14 Nov
Term 4 Intake 2	15 Nov – 19 Dec
Christmas Holiday	20 Dec – 09 Jan 2028

Contact Us

If you would like some more information or if you would like advice to choose your career path, our friendly team is here to support you.

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