



MANAGEMENT

www.york.edu.au



York
Business
Institute

MANAGEMENT COURSES

At York Business Institute

The Graduate Diploma of Management is designed for recent graduates and early career professionals looking to enhance their confidence, credibility and employability potential for managerial roles. It provides a solid grounding and depth of understanding of practical business strategies, applications, and a broad range of theory.

Regardless of your industry, be ready to launch your career with a strong foundation in management. Explore career development theories and models to develop an awareness of environmental mastery through lifelong learning and work exploration supportive of your career goals.



Advance your career

No matter what industry you work in, choosing to study for a master's in management is a brilliant idea. You will learn how to develop employees, oversee projects, create budgets, manage business changes, solve problems, and communicate clearly with employees at all levels of an organization.



Manage others effectively

One of the most difficult parts of running a business is managing other people. Studying management gives you all the skills you need to deal with employees in a professional and organized manner. It will also give you the knowledge and confidence you need to direct teams successfully.



Transferable skills

You will learn skills like how to communicate effectively with others and how to negotiate. You'll also learn things like organizational skills. These skills can be used in almost every area of your life.



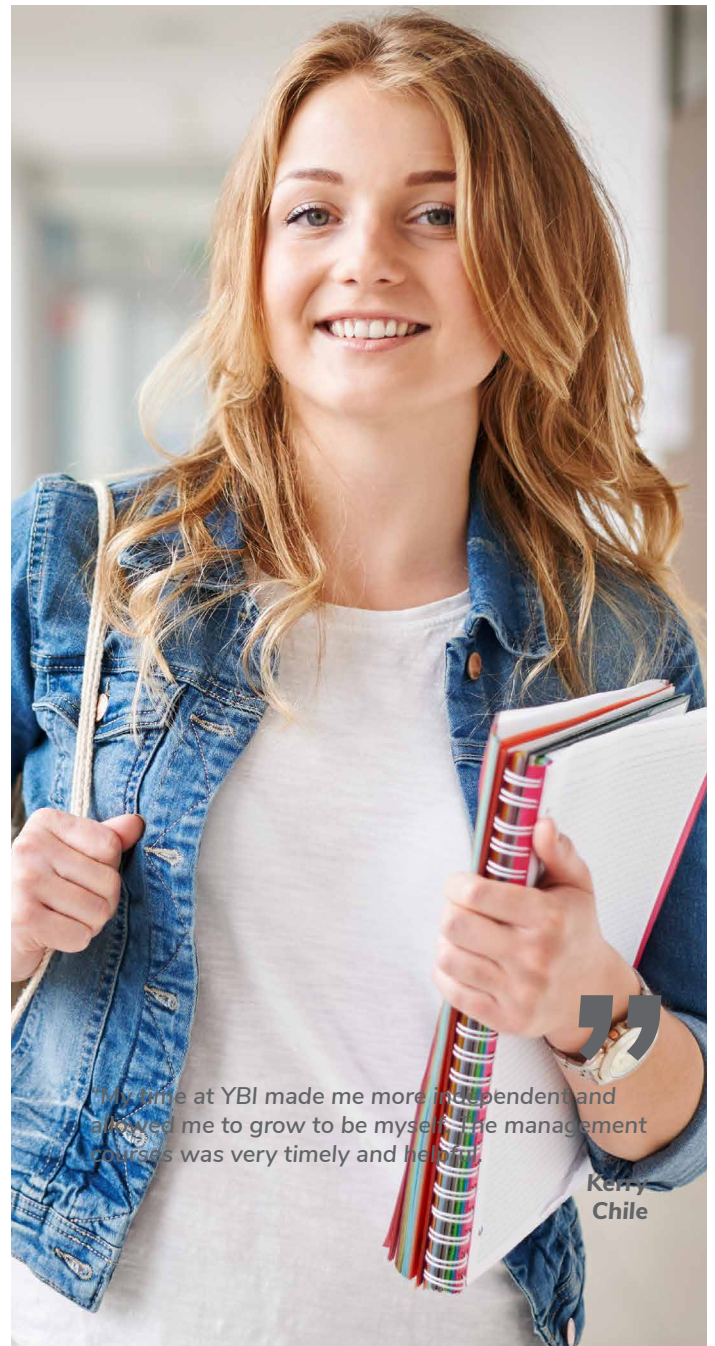
Work anywhere in the world

Students who've graduated with a degree in management can prepare for a global career. The skills you learn during a management course will make you invaluable to businesses all around the world.

GAIN THE KNOWLEDGE AND SKILLS

One of the biggest highlights of studying graduate diploma of management is the key management skills that will allow you to be a valuable asset to any organisation. You will build a skill set to respond to challenges and current developments in business and society, giving you the ability to make informed managerial decisions that consider ethical, economic and social implications. Some of these essential management skills include:

- ✓ Organisational learning and capability development
- ✓ Leadership and management of the organisation
- ✓ Change management skills
- ✓ Research and organisational development
- ✓ Leading innovation and change



“My time at YBI made me more independent and allowed me to grow to be myself. The management courses was very timely and helpful.”

Kerry
Chile

MEDIAN YEARLY EARNINGS

General Manager Human Resources	\$146,609
Career Development Manager	\$112,113
RTO Manager	\$109,463
General Manager	\$135,065
Development Senior Consultant	\$111,734
Learning Manager	\$114,249

AN INVESTMENT IN KNOWLEDGE PAYS THE BEST INTEREST

GRADUATE DIPLOMA OF MANAGEMENT (LEARNING)

This qualification reflects the role of individuals who apply highly specialised knowledge and skills in the field of organisational learning and capability development. Individuals in these roles generate and evaluate complex ideas. They also initiate, design and execute major learning and development functions within an organisation. Typically, they would have full responsibility and accountability for the personal output and work of others.

This qualification may apply to leaders and managers in an organisation where learning is used to build organisational capability. The job roles that relate to this qualification may also include RTO Manager and RTO Director.

COURSE INFORMATION

DURATION	MODE OF DELIVERY	CONTACT HOURS
104 weeks	Face to face + Online	20 hours / week

ENTRY REQUIREMENT

There are no pre-requisite requirements for this course. However, substantial work experience would be highly regarded. Students will also be assessed for their suitability to study the course prior to enrolment.

It is recommended that individuals should:

- Be 18 years or older; and
- Have completed a Bachelor degree in related fields of study, or have completed an Advanced Diploma qualification in related fields of study and 1 year equivalent relevant workplace experience.
- International Students are also required to have an English ability at the IELTS 5.5 or equivalent.

POTENTIAL CAREER OUTCOMES

Job roles and titles vary across different industry sectors. According to the BSB training package companion volume guide, a possible job title relevant to this qualification is:

- ✓ Career Development Manager (Education Sector)
- ✓ RTO Manager
- ✓ RTO Education Advisor

QUALIFICATION STRUCTURE

BSBHRM613	Contribute to the development of learning and development strategies
BSBLDR811	Lead strategic transformation
TAELED803	Implement improved learning practice
BSBINS603	Initiate and lead applied research
BSBSTR801	Lead innovative thinking and practice
BSBFIN801	Lead financial strategy development
BSBSTR802	Lead strategic planning processes for an organisation
BSBLDR812	Develop and cultivate collaborative partnerships and relationships

PATHWAYS FROM THE QUALIFICATION

After achieving this qualification candidates may undertake further higher education (Master degree or above).

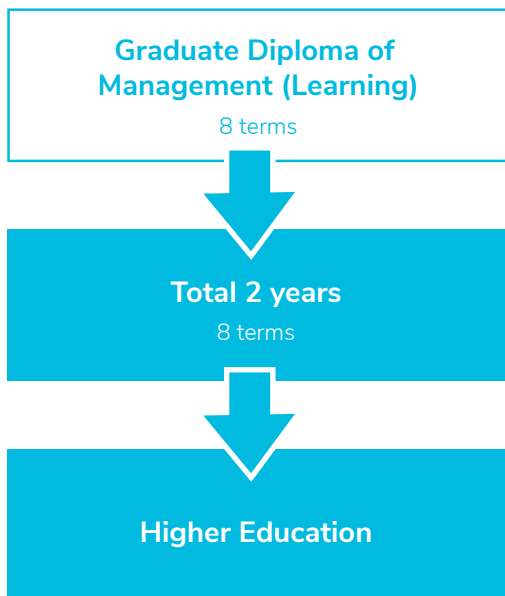


INTAKES DATES 2021

■ 12 July ■ 09 Aug ■ 11 Oct ■ 08 Nov



COURSE PATHWAYS



UNIVERSITY ARTICULATION PATHWAYS



FLEXIBLE ONLINE STUDY

Our online study option is available to all domestic and overseas students. This study pathway is best for students who prefer a flexible schedule that matches their daily routine and study at your own pace learning style.

Students who enrol in our courses will have access to York Business Institute's learning resources through our online platform 'E-learning.' Studying the theory component of our course online will not change the learning outcomes required by the courses.

E-learning Access

<https://elearning.york.edu.au/login/index.php>

Tutorial for Virtual Class

<https://www.youtube.com/watch?v=uYYnryIM0Uw&t=1s>



WHAT CAN YOU DO ON E-LEARNING:

- ✓ On-line study and attendance
- ✓ Download study materials
- ✓ Download online study guide
- ✓ Download assessments
- ✓ Assessment submission
- ✓ Weekly online activities

ACADEMIC SUPPORT

All of the academic staff members at York Business Institute are highly qualified. Trainers and assessors are certified with experience inside the classroom and in their fields. They are also aware of industry trends and stay up-to-date with the latest information to help you achieve your future career goals.

STUDENT SUPPORT

To assist you while studying at YBI, we have student welfare officers who provide on-going support services to students. The student welfare officers are friendly and they can give personal advice and assistance to students in many areas including academic advice, student visas, health insurance, welfare, social activities and effective study methods. They are also the initial point of contact for all students.



Make Quality Education Fair and Accessible

THE PLACE TO BE
Welcome to York Business Institute,
where your future starts.

WHY STUDY AT YORK BUSINESSS INSTITUTE

Welcome to York Business Institute where your future starts. Our College can offer you new and exciting experiences in the heart of Sydney. Our staff and teachers are ready to provide you with wonderful learning opportunities, new skills, and the confidence to find your way in the Sydney work force. All of our courses are nationally accredited and internationally recognised, meeting the requirements of the Business, Information Technology and Financial Services Training Packages.



Flexible study options

33% of the courses are delivered online that gives you flexibility at your suitable time



Teaching quality

All the students are satisfied with the teaching they have received



Multi pathway entry

Successful completion will entry into higher education of hospitality courses.



Campus futures

Modern and up-to-date new campus with mutipal facilities which located in Sydney CBD, closed to transports, mall and restaurants.



Student support

Students are satisfied with the support they received at their institution, whether enrolment systems, learning advice, careers advisors and health services were available and helpful.



Learner engagement

Students are satisfied with their engagement with learning at their institution and whether they had a sense of belonging at their institution.

OUR MODERN CAMPUS





START YOUR STUDY JOURNEY WITH US

STEP 1: CHOOSE A COURSE

Check out our course outline and entry requirements at www.york.edu.au

STEP 2: COMPLETE ENROLLMENT FORM

Download and complete the Enrolment form. Read the terms & conditions and Student Handbook, these available from our website.

Enrolment Form



Student Handbook



STEP 3: PROVIDE RELEVANT DOCUMENTS

Attach all relevant documents. For example

- Certified copies of passport
- Education qualifications
- English qualifications
- Working experience (if relevant)
- RPL application (if relevant)

STEP 4: SUBMIT YOUR APPLICATION

Return your application form and the necessary documents to :
 York Business Institute
 Suite 1, Level 1 , 338 Pitt St. Sydney NSW 2000 AUSTRALIA
 OR email to : info@york.edu.au

STEP 5: RECEIVE AN OFFER LETTER

Upon receipt of your Enrolment Form and supporting documents, an interview will be conducted by a member of the Institute's Admission Team or a delegate to assess on your suitability to the course that you have applied for.

If your application is successful you will receive a letter of offer for you nominated course along with a written agreement. When we receive your signed student agreement and fees, we will send you an electronic Confirmation of Enrolment (eCoE). This eCoE is used to apply for your student visa. Once the visa is granted, you are ready to go!

YOUR SAFETY IS OUR FIRST PRIORITY

Our campus is registered as COVID safe businesses, our students' and staffs' safety is our priority. In light of the COVID 19 pandemic, York Business Institute provides the opportunity for you to attend classes by attending campus or by joining the classes through remote live delivery via video conferencing. Our friendly staff are also here to support !

Mode of course delivery:

During the COVID-19 pandemic all of our courses will be delivered 100% online to reduce the spread of the virus and safeguard the welfare of our students, staff and the community.

Timetable:

The Online Class timetable may differ from the actual(face-to-face) class timetable. The nature of student support and engagement may also vary during this online delivery period.

Please contact the college if you have any enquiries regarding the mode of delivery and the timetable









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CONTACT WITH US

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