



**AUSTRALASIA**  
INTERNATIONAL SCHOOL

EST: 1973

RTO Code: 6251 | CRICOS: 02747G

## **BSB41515 Certificate IV in Project Management Practice**

Course Code: 094692M

Utilise the application of knowledge, skills, tools and technique to harness your ability to make things happen

This qualification is suitable for autonomous individuals who identify and apply project management skills and knowledge in a wide variety of contexts. Job titles for these roles may include contracts officers, project administrators, quality officers and small business operators. Individuals in these roles might be members of a project team, with no direct responsibility for overall project outcomes. Primarily, these roles would support wider project operations. They may use project tools and methodologies selectively to support organisational or business activities.



Australasia International School  
Sydney City Campus: Level 14, 233 Castlereagh Street, Sydney, NSW 2000 | Burwood Campus: 35A Burwood Road, Burwood, NSW 2134  
Telephone: +61 2 8278 7232 | Email: [info@aischool.com.au](mailto:info@aischool.com.au) | Web: [www.aischool.com.au](http://www.aischool.com.au)  
National Provider Code: 6251 | CRICOS Provider Number: 02747G

# BSB41515 CERTIFICATE IV IN PROJECT MANAGEMENT PRACTICE

## ENTRY REQUIREMENTS

Minimum of 18 years. Overall IELTS score of 5.5 or equivalent

## LEARNING AND ASSESSMENT

Ability to obtain, interpret, evaluate and present information from a variety of sources (reading, researching the internet or via other assistive technology) Written knowledge assessment, projects, case studies and observation assessments

Blended Delivery

15 hours face to face facilitation + 5 hours online delivery

## SUPPORT SERVICES

Where the student is experiencing any personal difficulties s/he should be referred to the Faculty Educator/ Manager who will seek to assist. If the students' needs exceed the AISchools support capacity, it will refer the student to the appropriate external agency

## PACKAGING RULES

Total number of units: 9

3 Core Units

6 Electives units

The elective units are relevant to the work environment and the qualification, and contribute to a valid, Industry supported vocational outcome based on the industry consultation undertaken

Unit Code	Unit Code	Core / Elective
BSBPMG409	Apply project scope management techniques	Core
BSBPMG410	Apply project time management techniques	Core
BSBPMG411	Apply project quality management techniques	Core
BSBPMG412	Apply project cost management techniques	Elective
BSBPMG413	Apply project human resources management approaches	Elective
BSBPMG415	Apply project risk management techniques	Elective
BSBPMG418	Apply project stakeholder engagement techniques	Elective
BSBADM405	Organise meetings	Elective
PSPPOL404A	Support policy implementation	Elective

Before commencing online study, the need to access learning materials, complete research, prepare and submit assessment tasks and interact with trainers and other students will be required;

Basic requirements:

- A computer with high-speed internet access, a sound card, microphone and speakers.
- An up-to-date operating system, such as Microsoft Vista or later or Mac Os X or later.
- The latest version of any of these web browsers: Firefox [most compatible], Chrome or Safari
- Microsoft Office or similar [example: GoogleDocs or OpenOffice]
- Adobe Acrobat Reader
- File compression/zip software
- Access to an email

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## COURSE DURATION

12 Months 4 Terms

Please note: 10 weeks per term

## INDICATIVE COURSE COST

\$8 000 Tuition Fee, \$200 Enrolment Fee

\*All prices in \$AUD

## REFUND POLICY

Australasia International School(AIS) will refund:

1. If the Australian Government has refused to grant a visa:
  - a) If the Australian government refuses a student visa, the refund amount will be tuition fees in full.
  - b) The refund will be made within 28 days (or 4 weeks) of receiving a student's written claim and certified evidence of the Department of Home Affairs (DHA) rejection of the visa application.
2. If AIS is unable to offer the course or the course is cancelled, then AIS will refund all course money in accordance with the provisions of sections 27 and 29 of the Education Services for Overseas Students Act 2000.
3. If the application for a refund is received more than 28 days (or 4 weeks) before the enrolment date of the course:
  - a) 80% of the total course fee will be refunded.
  - b) The refund will be made once the payment is cleared and within 28 days (or 4 weeks) of receiving a student's written claim.
4. If the application for a refund is received less than 28 days (or 4 weeks) before the enrolment date of the course:
  - a) 50% of the total course fee will be refunded.
  - b) The refund will be made once the payment is cleared and within 28 days (or 4 weeks) of receiving a student's written claim.
5. No refund will be granted once the enrolment period has commenced in relation to points 3 and 4 above.
6. There will be no refund on enrolment fee, accommodation arrangement fee and airport pickup service fee.
7. Refunds will only be made back to the original payment account/card that the funds were received from -cash re funds will not be issued.
8. This agreement does not remove a student's right to take further action under Australia's consumer protection laws

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