



# Course Information

## BSB40920 Certificate IV in Project Management Practice

CRICOS Course Code: 103907M		
<b>Course Duration:</b>	52 weeks including a sixteen (16) week approved holiday period.	
<b>Course Location:</b>	Level 4, 388-390 Sussex Street, Sydney NSW 2000 (face-to-face component). Level 4, 695-699 George Street, Haymarket NSW 2000 (face-to-face component).	
<b>Course Mode of Study:</b>	20 contact hours per week, consisting of 13.5 hours classroom based face-to-face learning and 6.5 hours online learning.	
Course Fee	Enrolment Fee (non-refundable)	Material Fee (incl. study materials)
A\$ 8,000.00	A\$ 200.00	A\$ 200.00
Please note Magill College Sydney reserves the right to vary the Course Fees and Other Fees with prior notice. Please contact the College prior to enrolling to confirm the current cost and fee structure.		
<b>Academic Entry Requirements:</b> There are no pre-requisite entry requirements for this qualification. Magill College Sydney does not accept any students under 18 years of age, and therefore it is mandatory that all students who wish to enrol in this course must be at least 18 years of age.		
<b>English Entry Requirements:</b> To satisfy the English language entry requirements, applicants must demonstrate proficiency equivalent to a minimum IELTS score of 6.0 or an equivalent test result. Acceptable evidence includes results from a recognised English language test, successful completion of an ELICOS program at the Upper-Intermediate level, or completion (or substantial completion) of an AQF Level 4 or higher qualification. Applicants may also qualify under exemption categories recognised by the Department of Home Affairs. Where formal evidence is unavailable, an applicant may satisfy this requirement through the successful completion of Magill College Sydney English placement test.		
<b>Resources Requirements:</b> Student will require access to digital learning resources, access to video and audio recording, submit and complete assessment and participate in a range of communication and collaboration tools. As such, students can bring their own device (BYOD) to use their personal laptop, tablet or device to access a broad range of course related application. Students will have access to on-site computers, free Wi-Fi and facilities to support their learning and assessment activities. The minimum IT requirements include: computer hardware (access to a desktop or laptop computer with headphones or in-built microphone with speakers); operating systems (for PC users, Windows 7 and above and for Mac users: OSX 10.8 and above); internet (a reliable, high speed broadband internet connection, with sufficient upload and download); web browser (the recommended web browsers for accessing the Student Portal are Firefox and Edge); and computer software (office software to create documents, spreadsheets and presentation).		
<b>Learning and Career Pathways Information:</b> Preferred pathways for students into this qualification may include a number of entry points, including: <ul style="list-style-type: none"> <li>• A satisfactory completion of HSC Year 12 or equivalent; or</li> <li>• For mature age entry (21 years of age or above) with vocational experience assisting in a range of environments, but without a formal qualification.</li> </ul>		
Pathways from the qualification: Student who obtain the BSB40920 Certificate IV in Project Management Practice qualification can further their study in the BSB50820 Diploma of Project Management or other Diploma level qualifications within the BSB Business Services Training Package, or other Training Packages.		
<b>Assessment Methods:</b> Assessments are determined over a period of time and through various assessment activities. Competency is determined after evidence is gathered by a combination of classroom activities, written assessments, and practical application of skills and knowledge. A number of approaches to course assessment are used by College trainers/assessors. Assessment approaches may include: questioning; case studies; projects; assignments; presentations; role play; and/or written reports.		
<b>Qualification Packaging Rules:</b> To attain the BSB40920 Certificate IV in Project Management Practice qualification nine (9) units [three (3) Core units and six (6) Elective units] must be completed successfully. These units of competency have been selected in accordance with packaging rules, as specified in BSB40920 Certificate IV in Project Management Practice.		
Upon completion of the qualification under the course structure listed below students will be issued with an AQF Qualification BSB40920 Certificate IV in Project Management Practice. Students completing assessment requirements for part of a qualification will be awarded a Statement of Attainment, indicating which units of competency they have completed.		
<b>Recognition of Prior Learning or Credit Transfer:</b> Magill College Sydney offers students the opportunity to apply for course credit through Recognition of Prior Learning (RPL) and Credit Transfer (CT). For further information please contact the Administration Manager on (02) 8061 6980 or email <a href="mailto:admin@magill.edu.au">admin@magill.edu.au</a>		

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Units of Competency	
<b>Core Units</b>	
BSBPMG420	Apply project scope management techniques
BSBPMG421	Apply project time management techniques
BSBPMG422	Apply project quality management techniques
<b>Elective Units</b>	
BSBPMG423	Apply project cost management techniques
BSBPMG426	Apply project risk management techniques
BSBCRT411	Apply critical thinking to work practices
BSBPMG429	Apply project stakeholder engagement techniques
BSBTEC403	Apply digital solutions to work processes
BSBWHS411	Implement and monitor WHS policies, procedures and programs
<b>Vocational Outcome:</b>	<p>This course is designed for:</p> <ul style="list-style-type: none"> <li>Individuals working autonomously who might be members of a project team, without responsibility for overall project outcomes; or</li> <li>Individuals who, in these roles, apply project management skills and knowledge to support wider project operations; or</li> <li>Conversely, it may also apply to those individuals who may utilise project tools and methodologies to carry out organisational and business activities efficiently.</li> </ul> <p>Further information regarding BSB – Business Services Training Package can be accessed at: <a href="http://www.training.gov.au">www.training.gov.au</a></p>

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