

BSB10115 Certificate I in Business



Description

This qualification allows individuals to develop basic skills and knowledge to prepare for work. They may undertake a range of simple tasks under close supervision. The range of technical skills and knowledge is limited.

Pathways into this Qualification

Preferred pathways for individuals considering this qualification, include:

- Beginning a career;
- Participating in a 'VET in Schools' program;
- After achieving a Certificate I qualification in a Training Package other than Business Services;
- Seeking a career transition with vocational experience in industries or environments outside of Business Services.

Pathways from this Qualification

After successfully completing this qualification, individuals may undertake:

- BSB20115 Certificate II in Business.

All courses are Nationally recognised under the Australian Qualifications Framework (AQF).

Duration of this Qualification

6 months – 1 year.

Cost of this Qualification

The cost of this course is \$1,100* per person. *Concessions may apply to eligible students.

Please Note: The Student tuition fees are indicative only and are subject to change given individual circumstances at enrolment. Additional fees may apply such as Student service and resource fees.

How will I be Assessed?

- Verbal/written assessment/s of underpinning knowledge
- Workshop action learning scenarios
- In-class participation
- Workplace projects

Recognised Prior Learning (RPL) is available for this qualification.

What will I get at the end of this Qualification/Course?

Statement of Attainment: For units completed.

Certificate: If all required units are completed.

Packaging Rules

To be awarded the 'BSB10115 Certificate I in Business', you must be deemed competent in six (6) units of competency.

- One (1) Core unit of competency, **AND**
- Five (5) Elective units of competency. **Note:** Refer to Training Package for full packaging rules.

For more information, please contact Progressive Training on the number below.

Enrolments

Email: admin@progressivetraining.com.au or **Phone:** (08) 9964 9497.



Post: PO Box 1854 GERALDTON WA 6530
Office Hours: 8am - 4:30pm Mon-Fri
Email: admin@progressivetraining.com.au
Website: www.progressivetraining.com.au

Address: 8 Grosvenor Close
GERALDTON WA 6530
Phone: (08) 9964 9497
Fax: (08) 9964 9492



This document is UNCONTROLLED in hard copy – Progressive Training (WA) Pty Ltd

Prepared by:	Stacey Ackley	Title:	Certificate I in Business	Issue Date:	August 2018
Reviewed by:	Stacey Ackley	Code:	BSB10115	Last Reviewed:	January 2019