



## COURSE INFORMATION

### BSB40920 CERTIFICATE IV IN PROJECT MANAGEMENT PRACTICE

| PROGRAM DETAILS   |   |
|---|---|
| Qualification Code  | BSB40920  |
| Qualification Name  | Certificate IV in Project Management Practice   |
| Training Package  | Business Services Training Package  |
| CRICOS Course Code  | 111696F   |
| Qualification Requirements  | Total Units: 9<br>Core: 3<br>Elective: 6<br>Refer to: <a href="https://training.gov.au/Training/Details/BSB40920">https://training.gov.au/Training/Details/BSB40920</a> |
| DELIVERY MODE, DURATION AND LOCATION  |   |
| Delivery Modes  | Classroom based face-to-face (20 hours per week)  |
| Program Duration  | This program will be delivered over 52 weeks (4 terms with 10 weeks in each term and 12 weeks of holiday).  |
| Delivery Period   | Current   |
| Delivery Sites  | Level 3, 178-180 Queen Street, Campbelltown NSW 2560<br>Level 10, 420 Pitt Street, Haymarket, NSW 2000  |
| ENTRY REQUIREMENTS  |   |
| <p>Students may be new entrants. Credit and/or RPL can be provided for those with existing skills and knowledge allowing such students to complete the course in a shorter time frame.</p> <p><b>Domestic:</b></p> <p>Target groups for the Certificate IV in Project Management Practice are those who are 18 years or over, and:</p> <ul style="list-style-type: none"> <li>• Seeking to pursue a career as a project manager, project coordinator etc</li> <li>• Seeking to enter a new industry sector or a pathway to higher education qualifications</li> <li>• All students must be aged 18 or above and have satisfactorily completed Year 12 or equivalent</li> </ul> <p>No formal qualifications or vocational experience is required. However, applicants must have a demonstrated capacity in learning, reading, writing, oral and numeracy competencies to the appropriate level of the Australian Core Skills Framework (ACSF). This will be tested prior to enrolment in the qualification.</p> <p><b>International Students:</b></p> <p>Entry requirements for this qualification are:</p> <ul style="list-style-type: none"> <li>• All students must be aged 18 or above and have satisfactorily completed Australian Year 12 or overseas equivalent school qualifications</li> </ul> <p>No formal qualifications or vocational experience is required.</p> <p>International students must also meet IBMA's standards for English Proficiency. To demonstrate possession of adequate English language proficiency, students must provide valid evidence of attainment of at least one of the followings:</p> <ul style="list-style-type: none"> <li>• Academic IELTS (International English Language Testing System) overall band score: 6.0 (test results must be no more than 2 years old).</li> <li>• PTE Academic (Pearson Test of English) test score band: 50</li> <li>• CAE (Cambridge English Advanced) test score band: 162</li> <li>• OET (Occupational English Test) test score band: Minimum B for each test component</li> <li>• TOEFL PBT (Test of English as a Foreign Language Paper-Based Test) test score band: 527</li> <li>• There will be exception for level one status country ( determine by DHA) and E</li> </ul> |   |



Note – Exceptions: Students from Level 1 countries, & students from English speaking countries (both, as determined by the DHA), may be granted exceptional consideration.

An overseas student who has studied in Australia for at least 12 months will be deemed to have required level of language proficiency provided the application is accompanied by proof that he/she has duly completed Certificate IV.

Overseas students who are unable to meet any of the above English language proficiency requirements may undertake further study on a NEAS-approved course of English for Academic Purposes designed to raise students' English proficiency to an equivalent level to IELTS 6.0 at the clients' cost as per their choice within the registered/approved provider. Production of proof of successful completion of such a course will be accepted by IBMA as meeting the English language proficiency admission requirement.

For students who do not have an IELTS Test score or equivalent test score, they can take an English Placement Test in the campus to assess whether their English level can meet the requirements of entry into the Certificate course. In some instances, to confirm the suitability of your enrolment into the course, you may participate in an interview with our Director of Academic Affairs who will determine the suitability of your enrolment into the course. This interview will occur via an online meeting such as Skype or face to face.

#### PRE-REQUISITES

There are no prerequisite requirements for individual units of competency.

#### UNITS

| No. | Code      | Course Name  | Core/<br>Elective | Pre-<br>Requisites | Comments |
|-----|-----------|--|-------------------|--------------------|----------|
| 1   | BSBPMG420 | Apply project scope management techniques  | Core              | -                  | -        |
| 2   | BSBPMG421 | Apply project time management techniques   | Core              | -                  | -        |
| 3   | BSBPMG422 | Apply project quality management techniques  | Core              | -                  | -        |
| 4   | BSBPMG423 | Apply project cost management techniques   | Elective          | -                  | -        |
| 5   | BSBPMG426 | Apply project risk management techniques   | Elective          | -                  | -        |
| 6   | BSBPMG429 | Apply project stakeholder engagement techniques                                      | Elective          | -                  | -        |
| 7   | BSBLDR413 | Lead effective workplace relationships   | Elective          | -                  | -        |
| 8   | BSBWHS411 | Implement and monitor WHS policies, procedures and programs                          | Elective          | -                  | -        |
| 9   | BSBWHS308 | Participate in WHS hazard identification, risk assessment and risk control processes | Elective          | -                  | -        |



#### PATHWAYS

##### Pathways from the Qualification

After achieving this qualification candidate may choose to undertake studies in BSB50820 Diploma of Project Management or higher education at university level.

While job roles and titles vary across different industry sectors, students who complete this course may gain work as a:

- Project Manager
- Project Coordinator
- Project Director
- Team Leader/Supervisor

#### STUDYING AND LIVING IN AUSTRALIA

You can find lots of useful information about living and studying in Australia at the <https://www.studyinaustralia.gov.au/> website and further information about other costs via the <https://www.livingin-australia.com/> website.

#### FURTHER INFORMATION

Please refer to our Student Services tab for more information relating to studying with IBMA in Australia. Our Student Handbook gives you a step by step guide on how IBMA will support you with your enrolment and study within Australia; so that you can make an informed decision about your future studies.

#### HOW TO ENROL/APPLY

Visit the college campus for direct enrolment

OR

Click on the Enrolment tab, download the application for enrolment form and forward queries to [info@ibma.edu.au](mailto:info@ibma.edu.au)

OR

Click on Apply Now within the Course of your choice and complete the online application form



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