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Thank you for considering studying at Asia Pacific International College (APIC). With a range of higher education providers to choose from, you have taken a decisive step in the right direction by reading this Course Prospectus.

At APIC, we aim to meet the needs and aspirations of individuals, and of organisations that seek to employ the best available talent. The next decade will see dramatic changes in how we work, and APIC courses are designed to prepare students to meet the challenges that this rapid evolution will pose.

As Nelson Mandela said, “Education is the most powerful weapon which you can use to change the world.”

At APIC, we equip students with key skills for lifelong success by providing transformational learning experiences that are active, collaborative and applied.

APIC curriculum is underpinned by core professional competencies concerning professional and ethical behaviour and communication. In a world where the only certainty is change, investing in an education that prepares you to be innovative and flexible is essential. Beyond the individual, education is a positive force for development, crucial to the future of all organisations, communities and countries.

Thank you for considering APIC. We are committed to working with you on your educational journey.

Asia Pacific International College (APIC) is a dynamic Australian Higher Education Institution offering undergraduate and postgraduate degree courses. APIC’s courses are accredited by the Tertiary Education Quality and Standards Agency (TEQSA - www.teqsa.gov.au).

APIC is an endorsed member of the Australian Institute of Project Management (AIPM) and SAP university alliance program member.

APIC is a member of the Global Business Education Network, the Association to Advance Collegiate Schools of Business (AACSB International), the Independent Tertiary Education Council Australia (ITECA), formerly known as the Australian Council for Private Education and Training (ACPET) and Independent Higher Education Australia (IHEA), formerly known as the Council of Private Higher Education (COPHE).
**BENEFITS OF STUDYING AT APIC**

Why should you choose APIC? The answer is simple. APIC offers many opportunities that support students to realise their talent and achieve their goals. At APIC, we are about individuals and their preparation to succeed in the rapidly changing world of work.

We aim to build our students’ capabilities so that they can thrive in a rapidly changing and globalised world. At APIC, you will learn to be self-directed, professional, confident and competent.

**OUR PROGRAMS ARE:**

**ACCREDITED**

Programs are reviewed and accredited by the Australian national regulator (TEQSA). APIC is formally registered by the Australian Government to provide higher education award courses to students.

**ONLINE**

Our postgraduate courses in project management can be completed online to make it easier to fit study around your schedule. For further questions please email us at info@eca.edu.au

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**STUDENT SUPPORT SERVICES AND FACILITIES**

**Student Services Team**

APIC is proud of its friendly and supportive Student Services team who offer a great service and experience to all students. Student Services not only provides administrative support for students, but also handles many of the day-to-day enquiries about enrolment, timetables and important dates, and they provide help with submitting forms and other applications.

**Academic Enhancement**

APIC provides a range of face-to-face and online academic skills support services for APIC students. Our learning advisors provide services in a range of formats, inside and outside the classroom, in-person and online via the APIC Online Learning System (OLS), telephone, and Zoom.

**Academic Consultation**

The College aims to provide the best quality education to all students to set them on the path to success. All students are able to see their lecturers and tutors on a regular basis, and to make appointments for additional consultation and assistance.

**Course Advice**

If you are not sure which course or program suits your needs and aspirations, please contact our course advisory service to arrange a free confidential consultation. Our advisors can provide you with information to help you decide on the study pathway that best suits you.


**Accommodation Services and Assistance with Living in Australia**

2Stay Accommodation is a service that works with accommodation providers to meet the accommodation needs of students who are newly arrived in Australia. APIC students can access the service through contacting 2Stay Accommodation directly. Please visit [https://2stay.com.au/](https://2stay.com.au/) for more information.

2Stay Accommodation can also assist you with the following:

- **Arranging airport pick-ups and drop-offs (fees apply)**
- **General advice about living in Australia**

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**94.8%**

APIC students overall satisfaction

**94.2%**

APIC support overall

**92.9%**

APIC learning overall

Source: API College International Student Barometer 2018.
Counselling Services

APIC offers a free counselling service to students. Students are able to telephone the counselling service with their experience, problems or concerns and they will be supported with further counselling by telephone, online or in person as appropriate.

The counselling service provides support for students who are experiencing difficulties such as stress and anxiety, relationship issues, financial problems feeling unable to cope and also covers support for victims of sexual harassment and sexual assault. The counsellor is there to listen and provide support which could include referral or appropriate information. The counselling service is completely confidential unless the student agrees to release information to other services such as health services.

Campus Facilities

APIC campuses provide students with communal and social areas, libraries with quiet study areas, computer labs and an unlimited high speed wireless internet service.

Health Care & Insurance

International students are required to have Overseas Health Cover (OSHC) during their stay. APIC assists students with information about registered OSHC providers. Alternatively, students can visit the Department of Health website (www.health.gov.au) for information.

Working While You Study

International students can work up to 40 hours per fortnight on a casual basis during course time, and full-time during vacation periods.

Tuition Protection

APIC tuition fees for International students are covered by the Australian Government’s Tuition Protection Service (TPS). The TPS is an initiative of the Australian Government to protect international students where education providers are unable to fully deliver their course of study.

Domestic students are covered under special arrangements in accordance with the Government Legislation. For more information about the Tuition Protection Service, please visit: www.tps.gov.au.

Blended Learning

Each unit of study has a dedicated online space within the APIC Online Learning System to complement the on-campus learning experience, with study materials and resources, discussion forums, and assignment submission dropboxes.

Integrated Online Learning System

APIC provides an integrated Online Learning System, through which students can communicate and collaborate with each other, access course materials and resources, and interact with their teacher. Main features are the collaboration tools for the team-based assignments, built-in calendar, assignment submission tools and user-friendly interface. The Student App provides easy access to all your learning materials and communication with your lecturers.

Library and Learning Space

APIC has physical libraries on both the Sydney and Melbourne campuses with comfortable and welcoming areas for studying. APIC also provides access to a comprehensive online library of journals and scholarly work.

Special Needs Services

APIC’s campuses are accessible to students with special needs. The College provides reasonable adjustments for students with special needs.
OUR CAMPUSES

Asia Pacific International College has campuses in both Sydney and Melbourne, two of the most cosmopolitan and vibrant cities in Australia.
Sydney is known for its beautiful harbour city setting and city precincts; including the Opera House, Darling Harbour and The Rocks. There is so much to see and do, but if you want to unwind and relax, Sydney is also home to Manly and Bondi beaches, and there are many parks and lakes to visit.

Melbourne is a food, shopping, and sporting mecca, with fantastic restaurants and cafes at your doorstep. The Melbourne calendar is full of major sporting and cultural events, including the Australian Open Tennis and Formula 1 Grand Prix. If you would like to get out of the city for a weekend, both Sydney and Melbourne provide wonderful options only a few hours’ drive from city centres.

More information can be found at www.destinationnsw.com.au and www.visitvictoria.com

SYDNEY – Short breaks
• Blue Mountains – World Heritage site
• Hunter Valley – vineyards, beautiful countryside
• South Coast – whales, dolphins and penguins

MELBOURNE – Short breaks
• Mornington Peninsula – gardens, spas, wellbeing
• Yarra Valley – fresh produce and wines
• Phillip Island – penguins, wildlife

Sydney and Melbourne are both thriving metropolitan centres, and most head offices of Australia’s major corporations are based in one of these cities. Australia’s key job opportunities are concentrated on the east coast, and both cities frequently appear on annual lists of the world’s most liveable cities.

Studying and Living in Australia
For information on studying and living in Australia, visit www.studyinaustralia.gov.au.

This comprehensive site includes everything you need to know about living in Sydney or Melbourne; including accommodation, working, health, and transport, as well as fantastic information about Australia’s states and regions.

Student Living Costs

Upon arrival, international students should have a minimum of AUD$2,000, in addition to the monthly average, to cover the initial cost of a laptop computer and establishment expenses, such as rental bond payment and basic furniture items.

Please note that students can bring up to the value of AUD$10,000 into the country without any declaration. Any additional money over this amount must be declared to the Australian Border Force at the airport.
Technology Requirements
Every student is expected to have a laptop computer and access to an internet connection for self-directed study and to complete online quizzes and other assessments.

Calendars and Fees
For the latest information on course fees and academic calendars, please visit: www.apicollege.edu.au/courses

Award of Credit
APIC has an approved policy regarding the awarding of credit and the recognition of prior learning (RPL). Candidates wishing to apply for credit and/or recognition of prior learning should refer to the information provided on the APIC website when preparing and submitting their applications. For further information see: apicollege.edu.au/courses/applying-for-rpl/

Assessment
Assessments are carefully designed to ensure that students are able to demonstrate that they have acquired the key unit learning outcomes. All units include at least three assessments.

The academic entry requirements for APIC courses are set out below according to the Australian Qualifications Framework (AQF) level of the undergraduate course.

Where English is not an applicant’s first language, or where the qualifications are from institutions where the delivery of the program was not in English, applicants are required to demonstrate their proficiency in English by achieving the English entry level in an internationally recognised English Language examination as detailed for the relevant courses below (refer English language requirements for undergraduate entry and English language requirements for postgraduate entry).

Applicants who do not meet APIC’s English proficiency requirements can be made a conditional offer with the requirement to complete an approved intensive English language course and to meet the required standard prior to their commencing their APIC award course study.

Bachelor Degrees (AQF Level 7)
The following admission criteria apply to all applicants to courses at APIC that lead to the award of an AQF Level 7 qualification.

Additional English language requirements for international students may be required for undergraduate entry.

Applicants must have successfully completed:
• Year 12 in Australia with a minimum ATAR of 65; OR
• a Certificate IV (AQF 4) or higher awarded by a recognised higher education/vocational institution; OR
• a General Certificate of Education Advanced Level (GCE A) with three or more D Grades; OR
• an International Baccalaureate.

English language requirements for Undergraduate entry
All applicants from a non-English speaking background applying to any undergraduate course at APIC must satisfy the following additional English language requirements:

• IELTS Academic: Overall band score of 6.0 or higher with no band below 5.5 in writing and speaking; OR
• IBT (Internet-based TOEFL): Overall score of 65 with a writing section minimum of 21 and speaking 18; OR
• Cambridge Certificate of Proficiency in English (CPE): Total score of 169 or over and with no band below 162 in writing and speaking; OR
• Cambridge Certificate of Advanced English (CAE): Total score of 169 or over and with no band below 162 in writing and speaking; OR
• PTE Academic Module with score over 50 with writing and speaking minimum of 42.

Diplomas (AQF Level 5)
The following admission criteria apply to all applicants to all courses at APIC that lead to the award of an AQF Level 5 qualification.

Additional English language requirements for international students may be required for undergraduate entry.

Applicants must have successfully completed:
• Year 12 in Australia with a minimum ATAR of 55; OR
• the equivalent to an Australian Year 12 at a recognised overseas institution with an equivalent minimum ATAR of 55; OR
• a Certificate IV (AQF 4) or higher awarded by a recognised higher education/vocational institution; OR
• a General Certificate of Education Advanced Level (GCE A) with three or more D Grades; OR
• a Global Assessment Certificate with an average Grade of 55% or higher; OR
• an International Baccalaureate.
ADMISSION TO
POSTGRADUATE COURSES

The academic entry requirements for APIC courses are set out below according to the Australian Qualifications Framework (AQF) level of the postgraduate course.

Where English is not an applicant’s first language, or where the qualifications are from institutions where the delivery of the program was not in English, applicants are required to demonstrate their proficiency in English by achieving the English entry level in an internationally recognised English Language examination as detailed for the relevant programs below (refer English language requirements for undergraduate entry and English language requirements for postgraduate entry).

Applicants who do not meet APIC’s English proficiency requirements can be made a conditional offer, with the requirements to complete an approved intensive English language course and to meet the required standard prior to their commencing their APIC award course study.

Postgraduate Masters Degrees (AQF Level 9)
The following admission criteria apply to all courses at APIC that lead to the award of an AQF Level 9 qualification. Additional English language requirements for international students are provided under English language requirements for postgraduate entry.

Applicants must have successfully completed a Bachelor Degree (AQF 7) or higher, awarded by a recognised university or higher education institution, in any discipline; OR

• successfully completed an Associate Degree or Advanced Diploma (AQF 6), awarded by a recognised university or higher education institution, in any discipline, AND

• have at least two-years full-time managerial and/or professional work experience in a related field; OR

• a minimum of three-years full-time managerial and/or professional work experience in a related field; OR

• a minimum of five-years full-time general work experience in a related field.

Applicants who do not meet the entry requirements for the Masters Degrees and who successfully complete a Graduate Diploma will be eligible to progress to a Masters Degree.

English language requirements for postgraduate entry
All applicants from a non-English speaking background applying to any postgraduate course at APIC must satisfy the following additional English language requirements:

• IELTS Academic: Overall band score 6.5 or higher with no band below 6.0 in writing and speaking; OR

• IBT (Internet-based TOEFL): Overall score 79 with a writing section minimum of 21 and speaking 18; OR

• Cambridge Certificate of Proficiency in English (CPE): Overall score 180, writing and speaking section minimum of 169; OR

• Cambridge Certificate of Advanced English (CAE): Overall 176 with a writing and speaking section minimum of 169; OR

• PTE Academic Module with score over 58 with a writing and speaking section minimum of 50.
Students can undertake study pathways to achieve their career goals. Moving from a Diploma to a Bachelor (undergraduate) and then from a Graduate Certificate to a Masters (postgraduate), achieving credits for completed units and to complete their course faster. All of this is possible through APIC and the articulation agreements we have with other Australian higher education providers and universities.
HIGHER EDUCATION DIPLOMA AND UNDERGRADUATE COURSES IN BUSINESS
Award               Diploma Of Business (DipBus)
AQF Level            AQF 5
Typical Duration     1 year
CRICOS Code          085156K
Units of Study       8

Description
The purpose of the Diploma of Business is to produce graduates who are capable of performing a range of business and accounting tasks while displaying the readiness to develop further in key areas of business, such as accounting, management and marketing. The course can provide a pathway to a Bachelor of Business and related programs in most higher education institutions.

The Course objectives are as follows:
- Learn the basics of business, marketing and management in a coherent and meaningful manner;
- Learn the basics of accounting and business law;
- Enhance your academic and study skills;
- Develop a good understanding of real-life business and management challenges; and
- Familiarise yourself with the extent of studies needed to develop your career in this field.

Career Outcomes
Students completing the Diploma of Business can either gain entry-level employment with a multitude of organisations or obtain credit to complete the Bachelor of Business, and subsequently, progress to further studies at APIC. Alternatively, graduates can seek entry with credit into a range of bachelor degree programs at Australian and or internationally recognised universities. In short, completion of the Diploma of Business can open up multiple opportunities for young graduates to pursue courses and programs in business, accounting, finance, commerce, law and economics.

Accreditation
All formal award courses offered by APIC, including the Diploma of Business are accredited by the Tertiary Education Quality and Standards Agency and included in the National Register of Higher Education Institutions and Courses.

Course Learning Outcomes
Knowledge
Graduates of the Diploma of Business will have:
- Knowledge of the theories, concepts, and principles of a range of business-related fields and disciplines including accounting, management, marketing and sales, business law, and economics
- Knowledge and awareness of business practice, and industry standards and expectations

Skills
Graduates of the Diploma of Business will have:
- Cognitive skills to analyse and evaluate information, concepts and evidence from a range of business and academic sources
- Cognitive and technical skills to present reasoned arguments and analysis of key business and technical data
- Communication skills to present clear information in professional business and academic formats

Application of knowledge and skills
Graduates of the Diploma of Business will demonstrate the application of knowledge and skills:
- Through the practice of technical functions, effective planning, and decision making within a business environment
- Through the identification and evaluation of effective professional business practice
- With responsibility and accountability for their own professional practice, and in collaboration with others within a business environment

Structure
The structure in the table below is applicable to students commencing in Trimester 3 2020 onwards.

Diploma of Business

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS1001</td>
<td>Professional Development and Business Communication</td>
<td></td>
</tr>
<tr>
<td>BUS1002</td>
<td>Fundamentals of Management</td>
<td></td>
</tr>
<tr>
<td>BUS1003</td>
<td>Mathematics and Statistics</td>
<td></td>
</tr>
<tr>
<td>BUS1004</td>
<td>Foundations of Accounting</td>
<td></td>
</tr>
<tr>
<td>BUS1005</td>
<td>Introduction to Economics</td>
<td></td>
</tr>
<tr>
<td>BUS1006</td>
<td>Introduction to Business Law</td>
<td></td>
</tr>
<tr>
<td>BUS1007</td>
<td>Finance</td>
<td></td>
</tr>
<tr>
<td>BUS1008</td>
<td>Financial Accounting</td>
<td>BUS1004</td>
</tr>
</tbody>
</table>

To be eligible to graduate from the Diploma of Business, students must successfully complete eight core units: BUS1001, BUS1002, BUS1003, BUS1004, BUS1005, BUS1006, BUS1007, BUS1008.

Exit Point: Diploma Business or Continue on to Bachelor of Business

Please note: Not all units are offered in every semester.
Duration of Study

Full time study is normally 1 year’s duration. The number of units undertaken in each trimester can be varied to suit individual requirements and subject to any conditions as advised at the time of enrolment.

Domestic students may complete their study part time over the equivalent study period.

Please note that part time study is not available to holders of a student visa, who are not a citizen of Australia or New Zealand, or who are not an Australian permanent resident, or who are a temporary resident of Australia.

Delivery Method

All units of study are hosted on the College’s learning management system (Canvas), and lectures are generally delivered face-to-face for campus-based students. Students should expect to spend approximately 10 hours per week over 12 weeks (total of 120 hours) on learning activities for each unit. All tutorials and workshops are conducted under close academic supervision.

Students have uninterrupted access to course information, library and other learning resources, and learn from a highly qualified faculty, many of whom have considerable industry experience. The Canvas manages the whole process; it has a formalised structure, framework and processes, and regulates the entire delivery process in each semester, providing 24-hour access to course information and learning resources.

Other learning resources include:
- lecture notes and suggested readings,
- sample assignments and case studies,
- e-library and course reserve, and
- academic skills resources.

APIC’s e-Library hosts a collection of specialised papers and presentation slides often not found in the online databases and includes a mix of academic and industry-focused studies in project, business and general management. The collection is always expanding as more resources are obtained.

Undergraduate Admission Requirements

APIC Admission policy

Academic Admission Requirements

English language entry requirements

All applicants from a non-English speaking background applying to any AQF Level 5 qualification at APIC must satisfy the following additional English language requirements:

IELTS Academic: overall band score of 5.5 or higher with no band below 5.0 in writing or speaking; OR
IBT (Internet-based TOEFL): Overall score of 65 with a writing section minimum of 21 and speaking 18; OR
Cambridge Certificate of Proficiency in English (CPE): Total score of 169 or over and with no band below 162 in writing and speaking; OR
Cambridge Certificate of Advanced English (CAE): Total score of 169 or over and with no band below 162 in writing and speaking; OR
PTE Academic Module with a minimum score of 50 with a writing and speaking minimum of 42.

Applicants who do not meet APIC’s English proficiency requirements can be made a conditional offer with a requirement to complete an approved intensive English language course and meet the required standard prior to their commencing their APIC award course.

Bachelor of Business

<table>
<thead>
<tr>
<th>Award</th>
<th>Bachelor of Business (BBus)</th>
</tr>
</thead>
<tbody>
<tr>
<td>AQF Level</td>
<td>AQF 7</td>
</tr>
<tr>
<td>Typical Duration</td>
<td>3 years</td>
</tr>
<tr>
<td>CRICOS Code</td>
<td>OBS157J</td>
</tr>
<tr>
<td>Units of Study</td>
<td>24</td>
</tr>
</tbody>
</table>

Description

The Bachelor of Business (BBus) is an innovative and comprehensive degree program conforming to the Australian Qualification Framework (AQF Level 7). The course focuses on finance, accounting, and covers the fundamentals of business, combined with considerable knowledge and skills in leadership and project management. The students learn how to plan, monitor and control resources, meet key business objectives, and master the art of managing different functions across the business. This challenging and engaging course focuses on improvement of intellectual, analytical, organisational and interpersonal skills of the students. Taught by industry professionals, this course prepares you for a diverse range of management roles across industries. The Bachelor of Business has been designed to lay the foundation for students to develop skills and competencies in business, accounting, financial management, project management, communications and HR & organisation development.

APIC’s focus is on the promotion of holistic and integrative thinking, and self-direction. In this course, you should expect to develop the following attributes:
- Creativity and lateral thinking;
- Expertise in accounting and financial management;
- Project management skills;
- A sound understanding of ethics and sustainability;
- Openness to new ideas and entrepreneurship; and
- Leadership, communication and people skills.

Career Outcomes

Because of the scope of knowledge, skills and perspectives obtained in this program, graduates will be equipped to join a range of employers, including multi-national companies, government agencies and non-profit organisations. Graduates will be specially well-equipped to fit into and contribute to international companies, who seek graduates with a global perspective and proper training in business, accounting, finance, leadership, communication, organisation development and project management. The skill sets students gain in this degree will provide them with the competitive advantage required to pursue a successful career in today’s globalised business world.

The Bachelor of Business responds to the emerging challenges and the requirements for a holistic approach in management education, embodying core concepts of accounting, business and financial management as well as leadership and project management. Students are immersed in the fundamental concepts and then involved in practical learning in project work with due emphasis on the integrated application of knowledge, creative thinking and intellectual development.
Accreditation
All formal award courses offered by APIC, including the Bachelor of Business, are accredited by the Tertiary Education Quality and Standards Agency and included in the National Register of Higher Education Institutions and Courses.

The Bachelor of Business is professionally accredited with CPA Australia and Chartered Accountants Australia and New Zealand (Chartered Accountants ANZ).

In order to achieve CPA status completion of the CPA Program and Practical Experience Requirement is also necessary.

Course Learning Outcomes
Knowledge
Graduates of the Bachelor of Business will have:
• Broad and coherent knowledge of the theories, concepts, and principles of a range of business-related fields and disciplines including accounting, project management, economics, statistics, general management, and marketing
• Broad and demonstrated knowledge and awareness of business practice, and industry standards and expectations
• Knowledge of contemporary business ethics, codes of practice, and corporate governance standards.

Skills
Graduates of the Bachelor of Business will have:
• Cognitive skills to undertake research and to analyse and evaluate new information, concepts and evidence from a range of business, industry, and academic sources
• Cognitive and technical skills to facilitate problem solving and critical thinking in a business environment, and to present reasoned arguments and analyses of key business and technical data
• Communication skills to facilitate working effectively with people and teams and to present clear and coherent information in recognised and expected business, professional and academic formats.

Application of knowledge and skills
Graduates of the Bachelor of Business will demonstrate the application of knowledge and skills:
• Through the resolution of problems; the practice of technical functions, for instance, in accounting, project management, statistics, general management and economics; the application of initiative and innovation; and effective planning and decision making within a business environment
• Through the identification, implementation, and evaluation of innovative, professional, business practice
• With responsibility and accountability for their own learning and professional practice and ethical standards, and in collaboration with others within a business or industry environment.

Course Structure
The structure in table below is applicable to students commencing in Trimester 3 2020 onwards. The course comprises 144 credit points, 16 core units and 8 elective units, a total of 24 units of six credit points each. Students must choose four electives from each of Year 2 and Year 3 respectively.

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisites</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Compulsory Units</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUS1001</td>
<td>Professional Development and Business Communication</td>
<td>-</td>
</tr>
<tr>
<td>BUS1002</td>
<td>Fundamentals of Management</td>
<td>-</td>
</tr>
<tr>
<td>BUS1003</td>
<td>Mathematics and Statistics</td>
<td>-</td>
</tr>
<tr>
<td>BUS1004</td>
<td>Foundations of Accounting</td>
<td>-</td>
</tr>
<tr>
<td>BUS1005</td>
<td>Introduction to Economics</td>
<td>-</td>
</tr>
<tr>
<td>BUS1006</td>
<td>Introduction to Business Law</td>
<td>-</td>
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<tr>
<td>BUS1007</td>
<td>Finance</td>
<td>-</td>
</tr>
<tr>
<td>BUS1008</td>
<td>Financial Accounting</td>
<td>BUS1004</td>
</tr>
<tr>
<td>BUS2001</td>
<td>Project Management Fundamentals and practices</td>
<td>BUS1002</td>
</tr>
<tr>
<td>BUS2002</td>
<td>Management Accounting</td>
<td>BUS1004</td>
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<tr>
<td>BUS2003</td>
<td>Sustainability and Ethics</td>
<td>-</td>
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<tr>
<td>BUS2004</td>
<td>Human Resource Management</td>
<td>BUS1002</td>
</tr>
<tr>
<td>BUS3001</td>
<td>Accounting Theory</td>
<td>BUS1008</td>
</tr>
<tr>
<td>BUS3002</td>
<td>Accounting Information Systems Design and Development</td>
<td>BUS1008</td>
</tr>
<tr>
<td>BUS3003</td>
<td>Advanced Financial Accounting</td>
<td>BUS1008</td>
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<tr>
<td>BUS3004</td>
<td>Corporation Law</td>
<td>BUS1006</td>
</tr>
<tr>
<td><strong>Electives Recommended for Year 2 students</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUS2005</td>
<td>Taxation</td>
<td>BUS1006</td>
</tr>
<tr>
<td>BUS2006</td>
<td>Marketing and Sales Management</td>
<td>BUS1002</td>
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<tr>
<td>BUS2007</td>
<td>Entrepreneurship and Innovation</td>
<td>BUS1002</td>
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<tr>
<td>BUS1001</td>
<td>Foundations of Information System</td>
<td>-</td>
</tr>
<tr>
<td>BUS2008</td>
<td>Strategic Planning</td>
<td>BUS1002</td>
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<tr>
<td><strong>Electives Recommended for Year 3 students</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUS3005</td>
<td>Audit and Assurance</td>
<td>BUS1008</td>
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<tr>
<td>BUS3006</td>
<td>Leadership and governance</td>
<td>BUS2004</td>
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<tr>
<td>BUS3007</td>
<td>Organizational Development</td>
<td>BUS2004</td>
</tr>
<tr>
<td>BUS3008</td>
<td>Project Execution Planning and Management</td>
<td>BUS2001</td>
</tr>
<tr>
<td>BUS3009</td>
<td>Project Development and Optimisation</td>
<td>BUS2001</td>
</tr>
<tr>
<td>BUS2006</td>
<td>Management Information Systems</td>
<td>BIS1001</td>
</tr>
</tbody>
</table>

*To be eligible to graduate from the Bachelor of Business, students must successfully complete 24 units in total comprising 16 core units: BUS1001, BUS1002, BUS1003, BUS1004, BUS1005, BUS1006, BUS1007, BUS1008, BUS2001, BUS2002, BUS2003, BUS2004, BUS3001, BUS3002, BUS3003 and BUS3004; plus eight elective units from the list above tables or other electives offered by the College at equivalent AQF level with permission from the Dean.
Duration of Study

Full time study is normally 3 years duration. The number of units undertaken in each trimester can be varied to suit individual requirements and subject to any conditions as advised at the time of enrolment.

Domestic students may complete their study part time over the equivalent study period.

Please note that part time study is not available to holders of a student visa, who are not a citizen of Australia or New Zealand, or who are not an Australian permanent resident, or who are a temporary resident of Australia.

Delivery Method

All units of study are hosted on the College’s learning management system (Canvas) and lectures are generally delivered face-to-face for campus-based students. Students should expect to spend approximately 10 hours per week over 12 weeks (total of 120 hours) on learning activities for each unit. All tutorials and workshops are conducted under close academic supervision. Assessment tasks replicate real-world challenges and focus on students applying knowledge and skills to cases, scenarios and problem faced by professionals in the field.

Students have access to course information, library and academic skills resources, and learn from a highly qualified faculty with considerable industry experience. The OLS provides 24-hour access to class materials, learning resources and assessment and course information.

Other learning resources include:

- lecture notes and suggested readings,
- sample assignments and case studies,
- e-library and course reserve, and
- academic skills resources.

APIC Library provides access to a comprehensive range of online information resources including e-books, journals, newspapers and videos. APIC has established physical libraries in both Sydney and Melbourne campuses with a wide range of print books. Each campus library also offers a comfortable and welcoming place to study with areas for individual or group work, desktop computers with internet access, and photocopiers for printing and copying.

Undergraduate Admission Requirements

APIC Admission policy

Academic Admission Requirements

English language entry requirements

All applicants from a non-English speaking background applying to any AQF Level 7 qualification at APIC must satisfy the following additional English language requirements:

- IELTS Academic: overall band score of 6.0 or higher with no band below 5.5 in writing and speaking; OR
- IBT (Internet-based TOEFL): Overall score of 65 with a writing section minimum of 21 and speaking 18; OR
- Cambridge Certificate of Proficiency in English (CPE): Total score of 169 or over and with no band below 162 in writing and speaking; OR
- Cambridge Certificate of Advanced English (CAE): Total score of 169 or over and with no band below 162 in writing and speaking; OR
- PTE Academic Module with a minimum score of 50 with a writing and speaking minimum score of 42.

Applicants who do not meet APIC’s English proficiency requirements can be made a conditional offer with a requirement to complete an approved intensive English language course and meet the required standard prior to their commencing their APIC award course.
HIGHER EDUCATION DIPLOMA
AND UNDERGRADUATE
COURSES IN BUSINESS
INFORMATION SYSTEMS
Diploma of Business Information Systems

The Diploma of Business Information Systems has been designed as a foundation qualification which equips students with the fundamentals of information systems in business enterprises in a practical manner. It allows students the opportunity to progress to further study and gain up to 1 year credit to study the Bachelor of Business Information Systems at APIC or a variety of other bachelor degree programs. As a graduate of this program you will:

- Learn the basics of business information systems to develop your career as an Information Systems Professional through further studies or relevant professional development programs;
- Learn the basics of business and management in a coherent and meaningful manner;
- Enhance your academic and study skills;
- Develop a good understanding of real life business and information management challenges; and
- Familiarise yourself with the extent of studies needed to develop your career in this field.

Entry Requirements
For entry requirements for undergraduate study at APIC, please refer to page 15 of this brochure.

Structure

Trimester 1

<table>
<thead>
<tr>
<th>Units</th>
<th>Duration:</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS1001 Professional Development and Business Communication</td>
<td>1 year full-time</td>
</tr>
<tr>
<td>BUS1002 Fundamentals of Management</td>
<td></td>
</tr>
<tr>
<td>BUS1003 Mathematics and Statistics</td>
<td></td>
</tr>
<tr>
<td>BUS1004 Foundations of Accounting</td>
<td></td>
</tr>
</tbody>
</table>

Trimester 2

<table>
<thead>
<tr>
<th>Units</th>
<th>Duration:</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIS1001 Foundations of Information Systems</td>
<td>1 year full-time or up to 3 years</td>
</tr>
<tr>
<td>BIS1002 Data and Information Management</td>
<td></td>
</tr>
<tr>
<td>BIS1003 Introduction to Programming</td>
<td></td>
</tr>
<tr>
<td>BUS2003 Sustainability and Ethics*</td>
<td></td>
</tr>
</tbody>
</table>

The program approach of professional development was really beneficial. Tools such as individual competency assessment and project/program health check indicated the path toward excellence. By the end of the program I really felt competent in all course areas even those which were unfamiliar to me before commencing the course.

Mojgan Bordbar

For up-to-date information on courses, including fees and intake dates, please visit www.apicollege.edu.au/courses
Graduates of the Bachelor of Business Information Systems will have:

Knowledge

Course Learning Outcomes

- Broad and coherent knowledge of the role of information requirements and technology innovation in today’s business and government.
- Applied knowledge and understanding of how to design, create and deliver information systems as an enabler of business innovation and competitiveness.
- Knowledge and awareness of the information environment in enterprise architecture, and how it relates to individual business functions and processes.

Skills

Graduates of the Bachelor of Business Information Systems will have:

- Cognitive skills to undertake research and to analyse and evaluate new concepts and evidence from a range of business, industry, and academic sources.
- Cognitive and technical skills to facilitate the design and management of enterprise architecture systems, data security systems and infrastructure, and management and control of IT risks.
- Cognitive and creative skills in identifying and exploiting opportunities facilitated by technological innovation.
- Communication skills to facilitate working effectively with people and in teams and to present clear and coherent information in recognised and expected business, professional and academic formats.

Application of knowledge and skills

Graduates of the Bachelor of Business Information Systems will demonstrate the application of knowledge and skills:

- Through initiative and judgment in identifying and developing innovative technical solutions to problems in information system design and enterprise information architecture.
- With responsibility and accountability for their own learning, professional practice and ethical standards, and in collaboration with others within a business or industry environment.

Structure

The BBIS consists of 16 compulsory units and 8 electives as shown below:

<table>
<thead>
<tr>
<th>Compulsory Units</th>
<th>Pre-requisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIS1001</td>
<td>-</td>
</tr>
<tr>
<td>BIS1002</td>
<td>-</td>
</tr>
<tr>
<td>BIS1003</td>
<td>-</td>
</tr>
<tr>
<td>BUS2003</td>
<td>Completion of 24 CP</td>
</tr>
<tr>
<td>BIS2001</td>
<td>BIS1001</td>
</tr>
<tr>
<td>BIS2002</td>
<td>BIS1001</td>
</tr>
<tr>
<td>BIS2003</td>
<td>BIS1001</td>
</tr>
<tr>
<td>BIS2004</td>
<td>BIS1003</td>
</tr>
<tr>
<td>BIS2005</td>
<td>BIS1001</td>
</tr>
<tr>
<td>BIS2006</td>
<td>BIS1001</td>
</tr>
<tr>
<td>BIS3001</td>
<td>BIS1002</td>
</tr>
<tr>
<td>BIS3002</td>
<td>BIS2006</td>
</tr>
<tr>
<td>BIS3003</td>
<td>BIS2003, BIS2003</td>
</tr>
<tr>
<td>BIS3004</td>
<td>BIS2001</td>
</tr>
<tr>
<td>BIS3005</td>
<td>BIS2005</td>
</tr>
<tr>
<td>BIS3006</td>
<td>BIS3003</td>
</tr>
</tbody>
</table>

Description

The Bachelor of Business Information Systems was developed after an extensive research and consultation with industry to ensure that graduates of the course will be well equipped to meet the requirements of the industry. As part of the process, the College held dialogue with a wide variety of individuals and business leaders, leading academics and professional bodies. The course was structured to lay the foundation for students to develop analytical and technical skills essential in the emerging global economy in an era of transnational mobility. APIC’s Bachelor of Business Information Systems is designed to give graduates expertise to perform in a key role in defining the information needs of the future, and shaping information systems that underpin organisational and individual performance and facilitate performance in the global economy.

As a graduate of this program you will gain:

- Analytical and problem-solving skills
- Specific knowledge and expertise in business information systems
- Expertise in business and project management
- Skills to participate in the planning, creation and delivery of business endeavours and initiatives
- Enhanced leadership, communication and presentation skills
- A sound understanding of dynamics of industry, government and global business.

Career Outcomes

Globally today, there is an acute shortage of qualified business information systems professionals. As more and more software production is outsourced to countries with lower labour costs, the employment prospects are for those who can define, design, acquire and implement information systems at enterprise and global levels, utilising solutions that span both business and information technologies. Successful graduates must possess a broad skill sets and have a strategic view of information systems as a key enabler of business efficiency and success.

Accreditation

All formal award courses offered by APIC, including the Bachelor of Business Information Systems, are accredited by the Tertiary Education Quality and Standards Agency and included in the National Register of Higher Education Institutions and Courses.

Course Learning Outcomes

Knowledge

Graduates of the Bachelor of Business Information Systems will have:

- Specific knowledge and expertise in business information systems
- Analytical and problem-solving skills
- Expertise in business and project management
- Skills to participate in the planning, creation and delivery of business endeavours and initiatives
- Enhanced leadership, communication and presentation skills
- A sound understanding of dynamics of industry, government and global business.

Terms and Conditions

- The Bachelor of Business Information Systems was developed after an extensive research and consultation with industry to ensure that graduates of the course will be well equipped to meet the requirements of the industry.
- As part of the process, the College held dialogue with a wide variety of individuals and business leaders, leading academics and professional bodies. The course was structured to lay the foundation for students to develop analytical and technical skills essential in the emerging global economy in an era of transnational mobility. APIC’s Bachelor of Business Information Systems is designed to give graduates expertise to perform in a key role in defining the information needs of the future, and shaping information systems that underpin organisational and individual performance and facilitate performance in the global economy.
- As a graduate of this program you will gain:
  - Analytical and problem-solving skills
  - Specific knowledge and expertise in business information systems
  - Expertise in business and project management
  - Skills to participate in the planning, creation and delivery of business endeavours and initiatives
  - Enhanced leadership, communication and presentation skills
  - A sound understanding of dynamics of industry, government and global business.
- Globally today, there is an acute shortage of qualified business information systems professionals. As more and more software production is outsourced to countries with lower labour costs, the employment prospects are for those who can define, design, acquire and implement information systems at enterprise and global levels, utilising solutions that span both business and information technologies. Successful graduates must possess a broad skill sets and have a strategic view of information systems as a key enabler of business efficiency and success.
- All formal award courses offered by APIC, including the Bachelor of Business Information Systems, are accredited by the Tertiary Education Quality and Standards Agency and included in the National Register of Higher Education Institutions and Courses.
- Graduates of the Bachelor of Business Information Systems will have:
  - Broad and coherent knowledge of the role of information requirements and technology innovation in today’s business and government.
  - Applied knowledge and understanding of how to design, create and deliver information systems as an enabler of business innovation and competitiveness.
  - Knowledge and awareness of the information environment in enterprise architecture, and how it relates to individual business functions and processes.
Eight electives selected from:

<table>
<thead>
<tr>
<th>Recommended electives</th>
<th>Pre-requisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS1001 Professional Development and Business Communication</td>
<td>-</td>
</tr>
<tr>
<td>BUS1002 Fundamentals of Management</td>
<td>-</td>
</tr>
<tr>
<td>BUS1003 Mathematics and Statistics</td>
<td>-</td>
</tr>
<tr>
<td>BUS1004 Foundations of Accounting</td>
<td>-</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>General Electives</th>
<th>Pre-requisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS1006 Introduction to Business Law</td>
<td>BUS1002</td>
</tr>
<tr>
<td>BUS1007 Finance</td>
<td>BUS1002</td>
</tr>
<tr>
<td>BUS2004 Human Resource Management</td>
<td>BUS1002</td>
</tr>
<tr>
<td>BUS2006 Marketing and Sales Management</td>
<td>BUS1002</td>
</tr>
<tr>
<td>BUS2007 Entrepreneurship and Innovation</td>
<td>BUS1002</td>
</tr>
<tr>
<td>BUS2008 Strategic Planning</td>
<td>BUS1002</td>
</tr>
<tr>
<td>BUS3006 Leadership and governance</td>
<td>BUS2004</td>
</tr>
<tr>
<td>BUS3007 Organisational Development</td>
<td>BUS2004</td>
</tr>
</tbody>
</table>

Possible Exit Point: Diploma of Business Information Systems

Please note: Not all units are offered in every trimester.

Duration of Study

Full time study is normally 3 years duration. The number of units undertaken in each trimester can be varied to suit individual requirements and subject to any conditions as advised at the time of enrolment.

Domestic students may complete their study part time over the equivalent study period.

Please note that part time study is not available to holders of a student visa, who are not a citizen of Australia or New Zealand, or who are not an Australian permanent resident, or who are a temporary resident of Australia.

Delivery Method

All units of study are hosted on the College’s Online Learning System (OLS), and lectures are generally delivered face-to-face for campus-based students. Students should expect to spend approximately 10 hours per week over 12 weeks (total of 120 hours) on learning activities for each unit. All tutorials and workshops are conducted under close academic supervision. Assessment tasks replicate real-world challenges and focus on students applying knowledge and skills to cases, scenarios and problem faced by professionals in the field.

Students have access to course information, library and academic skills resources, and learn from a highly qualified faculty with considerable industry experience. The OLS provides 24-hour access to class materials, learning resources and assessment and course information.

Other learning resources include:

- lecture notes and suggested readings,
- sample assignments and case studies,
- e-library and course reserve, and
- academic skills resources.

APIC Library provides access to a comprehensive range of online information resources including e-books, journals, newspapers and videos. APIC has established physical libraries in both Sydney and Melbourne campuses with a wide range of print books. Each campus library also offers a comfortable and welcoming place to study with areas for individual or group work, desktop computers with internet access, and photocopiers for printing and copying.

Undergraduate Admission Requirements

APIC Admission policy

Academic Admission Requirements

English language entry requirements

All applicants from a non-English speaking background applying to any AQF Level 7 qualification at APIC must satisfy the following additional English language requirements:

- IELTS Academic: overall band score of 6.0 or higher with no band below 5.5 in writing and speaking; OR
- IBT (Internet-based TOEFL): Overall score of 65 with a writing section minimum of 21 and speaking 18; OR
- Cambridge Certificate of Proficiency in English (CPE): Total score of 169 or over and with no band below 162 in writing and speaking; OR
- Cambridge Certificate of Advanced English (CAE): Total score of 169 or over and with no band below 162 in writing and speaking; OR
- PTE Academic Module with a minimum score of 50 with a writing and speaking minimum score of 42.

Applicants who do not meet APIC’s English proficiency requirements can be made a conditional offer with a requirement to complete an approved intensive English language course and meet the required standard prior to their commencing their APIC award course.
Graduate Certificate in Project Management (GradCertPM)

<table>
<thead>
<tr>
<th>Award</th>
<th>Graduate Certificate in Project Management (GradCertPM)</th>
</tr>
</thead>
<tbody>
<tr>
<td>AQF Level</td>
<td>AQF 8</td>
</tr>
<tr>
<td>Typical Duration</td>
<td>0.67 years</td>
</tr>
<tr>
<td>CRICOS Code</td>
<td>066176G</td>
</tr>
<tr>
<td>Units of Study</td>
<td>4</td>
</tr>
<tr>
<td>Structure</td>
<td>4 Core units</td>
</tr>
</tbody>
</table>

Description

The objective of the Graduate Certificate in Project Management is to develop students and practitioners with the skills and knowledge to assume roles in the planning, delivery, and management of a range of projects within government, business, and industry. All studies are focused on projects in the selected industry contexts. The main purpose of the course is to impart new perspectives that shift the thinking focus of students from a normative to a transformative state. It will also embed the concepts of sustainability as a dimension of managerial decisions and processes.

APIC's focus is on the promotion of holistic and integrative thinking, and self-direction. In this course, you should expect to develop the following attributes:

- Basic project management knowledge and tools needed to manage a wide range of projects;
- Leadership and communication skills;
- Critical thinking skills;
- Creativity and lateral thinking; and
- Ethics and sustainability skills.

Accreditation

- APIC courses are nationally accredited and registered by the Tertiary Education Quality and Standards Agency (TEQSA) and included in the National Register of Higher Education Providers.
- APIC is registered on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS). GradCertPM CRICOS Code is 066176G.

Course Learning Outcomes

CLO1 A specialised Knowledge of theories, concepts, principles, and key applied technologies, including information technology, needed for effective project management, and of key professional, ethical, industrial, and legislative codes and regulations.

CLO2 Cognitive skills to review, analyse, consolidate and synthesise knowledge from a range of industry and academic sources to provide solutions to problems in domains such as customer service, resource management, risk management, organisational methods, and implementation of new technologies and processes.

CLO3 Cognitive skills to think critically, to evaluate new, dynamic, and complex project management risks and resources management requirements, and generate solutions to complex problems.

CLO4 Specialised technical skills in project planning, project budgeting, preparing project timelines, and resource management required for specific projects.

CLO5 Communication skills to clearly articulate complex concepts and solutions relating to the analysis, planning, design, and evaluation of approaches to customer service, resource management, risk management, organisational methods, and implementation of new technologies and processes.

CLO6 Skills for clearly explaining complex knowledge and ideas relating to analysis, planning, design, and evaluation of appropriate to customer service, resource management, risk management, organisational methods, and implementation of new technologies and processes to various audiences, client, project teams and professionals.

CLO7 Make high-level judgement concerning a range of technical and management functions in contexts including implementation of new finance structure, customer service models, strategy, and acquisition techniques.

CLO8 Initiate, plan, implement and evaluate broad functions of project management within a range of contexts, including resource management, information technology, procurement, new product development, and service development.

CLO9 Demonstrate responsibility, accountability, and ethical professional practice across all functional areas, including research. Analysis, planning, implementation, review, and performance management, both within a team and when working autonomously.

CLO10 Work effectively in diverse teams to deliver outcomes, both as team members and as team leaders, as appropriate to the context.

Structure

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRJ5001</td>
<td>Project Management Profession</td>
<td></td>
</tr>
<tr>
<td>PRJ5002</td>
<td>Enterprise and Resource Planning</td>
<td>Nil</td>
</tr>
<tr>
<td>PRJ5003</td>
<td>Project Constraint Management</td>
<td>Nil</td>
</tr>
<tr>
<td>PRJ5004</td>
<td>Procurement, Quality and Risk Management</td>
<td>Nil</td>
</tr>
</tbody>
</table>

To access structure for students commencing in or before Trimester 2 2020 please refer to the website.

Duration of Study

Full time study is normally 0.67 years duration. The number of units undertaken in each trimester can be varied to suit individual requirements and subject to any conditions as advised at the time of enrolment. Domestic students may complete their study part time over the equivalent study period. Please note that part time study is not available to holders of a student visa, who are not a citizen of Australia or New Zealand, or who are not an Australian permanent resident, or who are a temporary resident of Australia.

Delivery Method

All units of study are hosted on the College's Online Learning System (OLS-Canvas), and lectures are generally delivered face-to-face for campus-based students. All tutorials and workshops are conducted under close academic supervision. Students have 24/7 access to course information, E-library, and other learning resources, and learn from a highly qualified faculty, many of whom have considerable academic and industry experience. Each unit includes a variety of assessments that promote academic integrity and learning, and prepare students for future learning and practice.

Other learning resources include:

- lecture notes and suggested readings,
- sample assignments and case studies,
- e-library and course reserve, and
- academic skills resources.

APIC's e-Library hosts a collection of specialised papers and presentation slides often not found in the online databases. It includes a mix of academic and industry-focused studies in project, business, and general management. The collection is always expanding as more resources are obtained.
Postgraduate Admission Requirements

APIC Admission policy

Academic Entry Requirements

English language entry requirements

All applicants from a non-English speaking background applying to any postgraduate course at APIC must satisfy the following additional English language requirements:

IELTS Academic: Overall band score 6.5 or higher with no band below 6.0 in writing and speaking; OR
IBT (Internet-based TOEFL): Overall score 79 with a writing section minimum of 21 and speaking 18; OR
Cambridge Certificate of Proficiency in English (CPE): Overall score 180, writing and speaking section minimum of 180; OR
Cambridge Certificate of Advanced English (CAE): Overall score 176 with a writing and speaking section minimum of 169; OR
PTE Academic Module with a minimum score of 58 with a writing and speaking section minimum of 50.

Applicants who do not meet APIC’s English proficiency requirements can be made a conditional offer with a requirement to complete an approved intensive English language course and meet the required standard before they commence their APIC award course.

Graduate Diploma of Project Management (GradDipPM)

Award
Graduate Diploma of Project Management (GradDipPM)

AQF Level
AQF 8

Typical Duration
1.5 years A one year accelerated course is available

CRICOS Code
066177G

Units of Study
8

Structure
7 Core units and 1 Elective unit

Description

The objective of the Graduate Diploma of Project Management is to develop students and practitioners with the skills and knowledge to assume roles in the planning, delivery of complex projects in a range of industry settings. It will also embed the concepts of sustainability as a dimension of managerial decisions and processes. Project Managers need to think strategically and demonstrate mastery of managerial perspectives that can optimise the project value and aid the achievement of triple objectives of economic, performance, and environment. The focus in our course is to study projects within a comprehensive framework. We apply an integrated project and business development approach that emphasises the delivery of the project business case and achievement of triple objectives.

APIC’s focus is on the promotion of holistic and integrative thinking, and self-direction. In this course, you should expect to develop the following attributes:

- Fundamental project management knowledge and tools needed to manage a wide range of projects;
- Leadership and teamwork skills;
- Problem solving skills;
- Creativity and innovative thinking; and
- Ethics and sustainability skills.

Accreditation

- APIC courses are nationally accredited and registered by the Tertiary Education Quality and Standards Agency (TEQSA) and included in the National Register of Higher Education Providers.
- APIC is registered on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS). GradDipPM CRICOS Code is 066177G

Course Learning Outcomes

CLO1 Advanced knowledge of the theories, concepts, principles, and key applied technologies, including information technology, needed for effective leadership, strategic operation and project management, and of key professional, ethical, industrial, and legislative codes and regulations.

CLO2 Cognitive skills to review, analyse, consolidate and synthesise knowledge from a range of industry and academic sources to provide solutions to problems in domains such as customer service, resource management, risk management, organisational methods, and implementation of new technologies and processes.

CLO3 Cognitive skills to think critically, to evaluate new, dynamic, and complex project management risks and resources management requirements, and generate solutions to complex problems.

CLO4 Specialised technical skills in project planning, project budgeting, preparing project timelines, and resource management required for specific projects.

CLO5 Communication skills to clearly articulate complex concepts and solutions relating to the analysis, planning, design, and evaluation of approaches to customer service, resource management, risk management, organisational methods, and implementation of new technologies and processes.
CLO6 Skills for clearly explaining complex knowledge and ideas relating to analysis, planning, design, and evaluation of appropriate to customer service, resource management, risk management, organisational methods, and implementation of new technologies and processes to various audiences, client, project teams and professionals.

CLO7 Make high-level judgement concerning a range of technical and management functions in contexts including implementation of new finance structure, customer service models, strategy, and acquisition techniques.

CLO8 Initiate, plan, implement and evaluate broad functions of project management within a range of contexts, including resource management, information technology, procurement, new product development, and service development.

CLO9 Demonstrate responsibility, accountability, and ethical professional practice across all functional areas, including research, Analysis, planning, implementation, review, and performance management, both within a team and when working autonomously.

CLO10 Work effectively in diverse teams to deliver outcomes, both as team members and as team leaders, as appropriate to the context.

Structure

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRJ5001</td>
<td>Project Management Profession</td>
<td>-</td>
</tr>
<tr>
<td>PRJ5002</td>
<td>Enterprise and Resource Planning</td>
<td>Nil</td>
</tr>
<tr>
<td>PRJ5003</td>
<td>Project Constraint Management</td>
<td>Nil</td>
</tr>
<tr>
<td>PRJ5004</td>
<td>Procurement, Quality and Risk Management</td>
<td>Nil</td>
</tr>
<tr>
<td>PRJ5108</td>
<td>Project Delivery and Procurement</td>
<td>PRJ5004 (corequisite)</td>
</tr>
<tr>
<td>PRJ5105</td>
<td>Project Integration and Change Management</td>
<td>PRJ5001, PRJ5002, PRJ5003</td>
</tr>
<tr>
<td>PRJ5106</td>
<td>Research Methodology and Data Analysis Elective</td>
<td>PRJ5108</td>
</tr>
</tbody>
</table>

Recommended electives

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRJ5107</td>
<td>Venture, Project Economics and Finance</td>
<td>PRJ5001</td>
</tr>
<tr>
<td>BUS6001</td>
<td>Business Strategy Management</td>
<td>PRJ5001</td>
</tr>
</tbody>
</table>

General electives

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRJ6002</td>
<td>Strategic Portfolio Management</td>
<td>BUS6001</td>
</tr>
<tr>
<td>BUS6002</td>
<td>Business Operations Management</td>
<td>Nil</td>
</tr>
<tr>
<td>BUS6003</td>
<td>Business Law</td>
<td>Nil</td>
</tr>
<tr>
<td>BUS6004</td>
<td>Enterprise Information Systems</td>
<td>PRJ5002</td>
</tr>
<tr>
<td>BUS6005</td>
<td>International Business</td>
<td>Nil</td>
</tr>
</tbody>
</table>

Duration of Study

Full time study is normally 1.3 years duration. The number of units undertaken in each trimester can be varied to suit individual requirements and subject to any conditions as advised at the time of enrolment.

Domestic students may complete their study part time over the equivalent study period.
Master of Project Management and Business (MPMB)

Award
Master of Project Management and Business (MPMB)

AQF Level
AQF 9

Typical Duration
2 years

CRICOS Code
077591B

Units of Study
12

Structure
8 Core units + 4 Elective units

Description
MPMB graduates will acquire knowledge and competencies of contemporary project and portfolio management, as well as leadership and high-level professional skills and attitude. The course focuses on the enhancement of specific professional capabilities, knowledge, and competencies, undertaken in a combination of coursework and research; and the acquisition of leadership and communication skills needed to lead and deliver complex projects. The emphasis is placed on the development of strategic and business expertise associated with projects and organisations. Another unique aspect of the course is its integrated approach to the management of projects, portfolios, and business ventures. MPMB candidates undertake research that immerses them in the application of the latest concepts and techniques, which provides them with fresh perspectives, values, and competencies to lead complex projects.

APIC’s focus is on the promotion of holistic and integrative thinking, and self-direction. In this course, you should expect to develop the following attributes:

- Specialist project management methodologies, modelling and techniques for the design, plan and implementation of projects across a wide range of industries;
- Project management skills with business focus;
- Leadership role in the project delivery function;
- Critical thinking skills;
- In-demand, commercially-relevant skills and knowledge;
- Communication and people skills;
- Creativity and lateral thinking;
- Ethics and sustainability skills; and
- Openness to new ideas and entrepreneurship skills.

Accreditation
APIC courses are nationally accredited and registered by the Tertiary Education Quality and Standards Agency (TEQSA) and included in the National Register of Higher Education Providers.

APIC is registered on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS). MPMB CRICOS Code is 077591B

Course Learning Outcomes
CLO1 A broad and coherent knowledge of current business and project management theory and practice and of key professional, ethical, industrial, and legislative codes and regulations.

CLO2 Current knowledge of research principles and methods applicable to business and project management.

CLO3 Cognitive skills mastery of theoretical knowledge from a range of business, industry, and academic sources, and capability to critically reflect discipline knowledge and professional practice.

CLO4 Cognitive, technical and creative skills to investigate, analyse and synthesise complex information in business processes, logistics, finance, and strategy, or related problems, and, ability to apply established project management theories to business practices and to present reasoned arguments and analyses of key business and technical data.

CLO5 Cognitive, technical, and creative skills to generate and evaluate complex concepts and ideas in areas of project management and business, and to generate complex abstract solutions to problems.

CLO6 Communication and technical research skills to justify and interpret theoretical project management propositions, methodologies, and conclusions, and relay outcomes to both specialist and non-specialist team members, clients, and collaborators.

CLO7 Technical and communication skills to design, evaluate, and implement theories about development, and which add to professional practice and/or scholarship within business and project management along with communication skills to present clear and coherent information in written and oral form and for a range of purposes.

CLO8 Demonstrate the application of knowledge and skills with creativity and initiative in novel professional contexts, including implementation of new finance structures, customer service models, strategy, and acquisition techniques.

CLO9 Demonstrate the application of knowledge and skills with high-level autonomy, responsibility, and accountability for their own learning and professional practice and ethical standards, and in collaboration with others within a business or industry environment.

CLO10 Demonstrate the application of knowledge and skills through planning and execution of a substantial research-based project or capstone experience, and the tracking of progress through disciplined project management skills and team management.

CLO11 Work effectively in diverse teams to deliver outcomes, both as team members and as team leaders, as appropriate to the context.

Structure
The structure in table below is applicable to students commencing in Trimester 3 2020 onwards.

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisites</th>
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</thead>
<tbody>
<tr>
<td>PRJ5001</td>
<td>Project Management Profession</td>
<td>-</td>
</tr>
<tr>
<td>PRJ5002</td>
<td>Enterprise and Resource Planning</td>
<td>Nil</td>
</tr>
<tr>
<td>PRJ5003</td>
<td>Project Constraint Management</td>
<td>Nil</td>
</tr>
<tr>
<td>PRJ5004</td>
<td>Procurement, Quality and Risk Management</td>
<td>Nil</td>
</tr>
<tr>
<td>PRJ5108</td>
<td>Project Delivery and Procurement</td>
<td>PRJ5004 (corequisite)</td>
</tr>
<tr>
<td>PRJ5105</td>
<td>Project Integration and Change Management</td>
<td>PRJ5001, PRJ5002, PRJ5003</td>
</tr>
<tr>
<td>PRJ5106</td>
<td>Research Methodology and Data Analysis Elective</td>
<td>PRJ5108</td>
</tr>
<tr>
<td>PRJ6001</td>
<td>Applied Project</td>
<td>PRJ5106</td>
</tr>
<tr>
<td></td>
<td>Elective</td>
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<td>Elective</td>
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</tbody>
</table>

Recommended electives

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRJ5107</td>
<td>Venture, Project Economics and Finance</td>
<td>PRJ5001</td>
</tr>
<tr>
<td>BUS6001</td>
<td>Business Strategy Management</td>
<td>PRJ5001</td>
</tr>
</tbody>
</table>
Pre-requisites

<table>
<thead>
<tr>
<th></th>
<th>Pre-requisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRJ6002</td>
<td>Strategic Portfolio Management</td>
</tr>
<tr>
<td>BUS6001</td>
<td>Nil</td>
</tr>
<tr>
<td>BUS6002</td>
<td>Business Operations Management</td>
</tr>
<tr>
<td>Nil</td>
<td>BUS6003 Business Law</td>
</tr>
<tr>
<td>BUS6004</td>
<td>Enterprise Information Systems</td>
</tr>
<tr>
<td>PRJ5002</td>
<td>Nil</td>
</tr>
<tr>
<td>BUS6005</td>
<td>International Business</td>
</tr>
</tbody>
</table>

Students enrolled in the Master of Project Management & Business who have completed a Graduate Certificate in Project Management and/or a Graduate Diploma of Project Management by the College will receive full credit for units completed.

Duration of Study

Full time study is normally 2 years duration. The number of units undertaken in each trimester can be varied to suit individual requirements and subject to any conditions as advised at the time of enrolment. Domestic students may complete their study part time over the equivalent study period.

Please note that part time study is not available to holders of a student visa, who are not a citizen of Australia or New Zealand, or who are not an Australian permanent resident, or who are a temporary resident of Australia.

Delivery Method

All units of study are hosted on the College’s Online Learning System (OLS-Canvas), and lectures are generally delivered face-to-face for campus-based students. Students should expect to spend approximately 13 hours per week over 12 weeks (total of 160 hours) on learning activities for each unit. All tutorials and workshops are conducted under close academic supervision.

Students have 24/7 access to course information, E-library, and other learning resources, and learn from a highly qualified faculty, many of whom have considerable academic and industry experience. Each unit includes a variety of assessments that promote academic integrity and learning, and prepare students for future learning and practice.

Other learning resources include:

- lecture notes and suggested readings,
- sample assignments and case studies,
- e-library and course reserve, and
- academic skills resources.

APIC’s e-Library hosts a collection of specialised papers and presentation slides often not found in the online databases. It includes a mix of academic and industry-focused studies in project, business, and general management. The collection is always expanding as more resources are obtained.

English language entry requirements

All applicants from a non-English speaking background applying to any postgraduate course at APIC must satisfy the following additional English language requirements:

IELTS Academic: Overall band score 6.5 or higher with no band below 6.0 in writing and speaking; OR
IBT (Internet-based TOEFL): Overall score 79 with a writing section minimum of 21 and speaking 18 OR
Cambridge Certificate of Proficiency in English (CPE): Overall score 180, writing and speaking 180 OR
Cambridge Certificate of Advanced English (CAE): Overall 176 with a writing and speaking section minimum of 169 OR
PTE Academic Module with a minimum score of 58 with a writing and speaking section minimum of 50.

Applicants who do not meet APIC’s English proficiency requirements can be made a conditional offer with a requirement to complete an approved intensive English language course and meet the required standard before they commence their APIC award course.
HOW TO APPLY

01 Choose your course
Visit apicollege.edu.au/courses to view all of the courses offered at Asia Pacific International College. Academic calendars and fees are also detailed here.

02 Prepare your documentation
Once you have selected your course, click on Entry Requirements to find out which document you need to supply.

03 Apply Online
To apply online please go to apply.eca.edu.au and complete the information required.

04 Accept your Letter of Offer
If your application is successful, you will receive a Letter of Offer, which will include all the relevant information you need to know about your course of study.

Once you accept the Letter of Offer, a deposit will be required. You will then receive an electronic Confirmation of Enrolment (eCoE).

05 (International Students only) Apply for your visa
International students must apply for a student visa from their host country before arriving in Australia. For further information, please visit homeaffairs.gov.au/

06 (International Students only) Prepare to travel!
Once your visa has been granted, you can book your flights and research accommodation. APIC can offer assistance with accommodation and airport pickup through our partner organisation 2Stay. 2stay.com.au. Please contact us if you would like us to assist you with your accommodation in Australia.
We are committed to working with you in your educational journey and ensuring that your investment adds value to your life and career.
Sydney Campus
Level 6, 1 Fitzwilliam Street, Parramatta, NSW 2150
P: +61 (2) 8319 2100 | E: programs@apicollege.edu.au

Melbourne Campus
Level 7, 399 Lonsdale Street, Melbourne, VIC 3000
P: +61 (3) 7035 5300 | E: programs@apicollege.edu.au