



# DIPLOMA OF COMMERCE

CRICOS Code : 0100517

## Course Rationale

The purpose of the Diploma of Commerce at Leaders Institute is to provide a thorough grounding in the functional issues in commerce and business and to equip students for work in a range of commercial and accounting positions. The course also allows students who, for lack of confidence or work-study-life balance reasons, do not feel that they can enrol in a full bachelor-degree initially, to articulate into the Bachelor of Accounting at Leaders Institute.

The Diploma of Commerce is an entry level commerce course with emphasis on accounting. It provides graduates with a broad understanding of the key practical, technical and theoretical accounting knowledge and skills and principles of general business operations and management. They are exposed to, and will have experience in, practical business tasks and functions necessary to not just work in, but also to thrive and prosper in, today's competitive business and commercial environments.

In keeping with the leadership ethos of Leaders Institute the Diploma of Commerce also includes units that promote and develop the so called 'soft skills' and leadership skills which are increasingly required and expected within a business environment.

Graduates will be commerce, accounting, market-and-business ready and will be able to work in small and large businesses in the areas of finance and accounts, management, administration, marketing, business applications and systems or business development. Graduates will also be equipped to run their own businesses. The course encourages lifelong learning and ethical practice and development of critical thinking skills.

Students will discover their own strengths and will be equipped to become effective and 'impactful' leaders in business. Students will develop and apply theoretical knowledge and understanding to a variety of authentic learning tasks and assessments including case studies, reports, portfolios, oral presentations, and practical exercises individually and in small teams. Assessments will include projects reflecting real world industry-based problems.

Upon completion of this course, students will be eligible to articulate into the second year of the Bachelor of Accounting.

## Career Pathways

Graduating students will possess professional expertise that allows them to enter and contribute to a range of fields including - Accounting, Commerce, Administration Business, Management, Retail Manager, Sales Representative, Business Owner, Business Applications, Payroll, Office Executive.

## Learning Time Period and Fee

Duration- 1 year full-time

## International Student Fees

Total Course Fees: AU\$ 16,000\* (AU \$8,000+AU \$500 enrolment fee)  
\*subject to annual review

## Domestic Student Fees

Total Course Fees: AU\$ 9,000\* (AU \$4,500+AU \$500 enrolment fee)  
\*subject to annual review

## Admission Requirements

### General

All applicants must meet the minimum English language requirements.

### Domestic students

Admission to undergraduate courses is based on successful completion of one of the following:

- The Queensland Higher School Certificate or an interstate equivalent Higher School Certificate OP 17 / ATAR60.
- Completion of the International Baccalaureate Diploma.
- Completion of an approved course at the level of Diploma or Advance Diploma at a TAFE or registered training organisation (RTO).
- Possession of qualifications deemed equivalent to any of the above qualifications.

### International students

International students who have not completed an Australian qualification must have appropriate educational qualifications, deemed equivalent to the Australian Qualifications Framework (AQF) specification for the Senior Secondary Certificate of Education

International candidates may also be considered for admission by:

- Satisfactorily completing vocational and or tertiary studies in Australia or overseas, accredited under the Australian Qualifications Framework (AQF), or
- Satisfactorily completing equivalent overseas studies

Note: International students must hold a valid Student Visa. There are numerous conditions that apply to a Student Visa. In particular, a holder of a Student Visa may not work, paid or unpaid, for more than 40 hours in any fortnight during trimester time. Where Work Integrated Learning is a requirement in the course, it does not count towards the 40 hours. Current information on Student Visa conditions may be found at <https://www.homeaffairs.gov.au/Trav/Study/Visa-conditions-students>.

## English Proficiency

English proficiency with a minimum score of:

IELTS: 6.0 (Academic) with no sub-band less than 5.5

TOEFL (paper based) 550 with a score of 5 or better in the Test of Written English

## Credit and Recognition of Prior Learning (RPL)

Credit for previous learning may be obtained through the processes of credit transfer and recognition of prior learning or a combination of these processes.

Students who wish to apply for RPL must provide evidence in terms of completed qualifications and other supporting documentation.

## course structure

Core Units: 8


Year 1	Unit Name
	ST101 Applied Quantitative Data Analysis BS100 Professional Business Communication MG101 Management AC101 Accounting I
Year 1	CS101 Computer Based Information Systems EC101 Economics AC201 Accounting II OB101 Organisational and Human Management

## Enrolment

To enrol in this qualification, please contact us at [enrol@leaders.edu.au](mailto:enrol@leaders.edu.au)

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