



GET IN TOUCH

SYDNEY CAMPUS

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Disclaimer :

For the complete pre-enrolment information including current policies, procedures, fees, and eligibility regarding this course please refer to our website (www.sydneymetrocollege.edu.au) or contact one of our team members. Course information brochure may not be sufficient to make an enrolment decision.

APPLY

To apply for courses as an international student, please complete the Enrolment Form (International Student) with the required supporting documents.

A FEW REASONS TO CHOOSE US

DYNAMIC TEAM

Education with service

NATIONALLY RECOGNISED QUALIFICATIONS

QUALITY TEACHING

Passionate teachers who are professionals in their field

EXCELLENT FACILITIES & STUDENT SUPPORT

Great learning environment

Sydney Metro College (SMC) is a unique and dynamic vocational institution, situated at the heart of Sydney & Melbourne city, With an emphasis on quality learning opportunities to students, SMC is committed to the agenda of 'Education Redefined', so as to prepare students for challenging business and accounting careers in Australia and abroad.

PROJECT MANAGEMENT

Practical project management knowledge and skills are highly sought in today's dynamic career. Project management skills can be precious in various industries, including Business, Accounting and Information and Communication Technologies. Certificate, diploma and advanced diploma courses can equip students with the knowledge and skills in project management. Our courses have been developed according to the requirements of the Business Services Training Package (BSB) and have been approved for delivery by the Australian Skills Quality Authority (ASQA). They are nationally recognised qualifications within the Australian Qualifications Framework (AQF). Students who complete these courses will develop skills and knowledge to lead the development, implementation, and evaluation of a project.



COURSE DELIVERY & ASSESSMENT METHODS

Delivery and assessment strategies are selected to reflect the nature of the elements and performance criteria of the competency together with the needs and learning style of the participants. Assessment methodology may include but is not limited to: observation, project/report, case study, role play, exercises, activities; and written/oral tasks including multiple choice, questions and answer, essays, true/false and presentations.

ENTRY REQUIREMENTS

- Students must be over 18 years of age,
- Student must have successfully completed Year 12 or higher in Australia or overseas
Note* For BSB40920 Certificate IV in Project Management Practice students must have completed an overseas equivalent of Year 10 or higher qualification.
- Students must have either an IELTS score of 5.5 total or above with no band lower than 5.0 or equivalent.
- For direct entry of BSB60720 Advanced Diploma of Program Management, SMC entry requirements are as follows:
Students must have completed BSB50820 Diploma in Project Management or have completed two years equivalent full-time relevant workplace experience at a significant level within a project or program environment within an enterprise.

PATHWAYS

Potential employment options are project management roles across a range of industries. Students who complete this course may wish to continue their education in higher education programmes or project management qualifications.

RECOGNITION OF PRIOR LEARNING & COURSE CREDIT

Students may apply for recognition of existing qualifications or skills, knowledge and experience (credit transfer or recognition of prior learning). The granting of course credit may affect course fees as well as the duration of the course. This process is outlined in the SMC Student Enrolment and Completion Policy and Associated Procedures and Training and Assessment Policy & Associated Procedures.

ACADEMIC YEAR/ START DATES

Year/Term	Term 1			Term 2			Term 3			Term 4		
	10 JAN	14 FEB	14 MAR	11 APR	16 MAY	13 JUN	11 JUL	15 AUG	12 SEP	10 OCT	14 NOV	12 DEC
2022	BSB40920	BSB40920	BSB40920	BSB40920	BSB40920	BSB40920	BSB40920	BSB40920	BSB40920	BSB40920	BSB40920	BSB40920
	BSB50820	BSB50820	BSB50820	BSB50820	BSB50820	BSB50820	BSB50820	BSB50820	BSB50820	BSB50820	BSB50820	BSB50820
	BSB60720	BSB60720	BSB60720	BSB60720	BSB60720	BSB60720	BSB60720	BSB60720	BSB60720	BSB60720	BSB60720	BSB60720
Year/Term	Term 1			Term 2			Term 3			Term 4		
	09 JAN	13 FEB	13 MAR	10 APR	15 MAY	12 JUN	10 JUL	14 AUG	11 SEP	09 OCT	13 NOV	11 DEC
2023	BSB40920	BSB40920	BSB40920	BSB40920	BSB40920	BSB40920	BSB40920	BSB40920	BSB40920	BSB40920	BSB40920	BSB40920
	BSB50820	BSB50820	BSB50820	BSB50820	BSB50820	BSB50820	BSB50820	BSB50820	BSB50820	BSB50820	BSB50820	BSB50820
	BSB60720	BSB60720	BSB60720	BSB60720	BSB60720	BSB60720	BSB60720	BSB60720	BSB60720	BSB60720	BSB60720	BSB60720

BSB40920 CERTIFICATE IV IN PROJECT MANAGEMENT PRACTICE

Competency	CRICOS COURSE CODE 103929E		Fees/ Duration
BSBPMG420	Apply project scope management techniques		AUD 6,000 52 Weeks (Tuition fee) AUD 100 Qualification (Course Material fee) AUD 200 (Enrollment fee)
BSBPMG421	Apply project time management techniques		
BSBPMG422	Apply project quality management techniques		
BSBPMG423	Apply project cost management techniques		
BSBPMG424	Apply project human resources management approaches		
BSBPMG426	Apply project risk management techniques		
BSBOPS405	Organise business meetings		
BSBCMM411	Make presentations		
BSBWHS411	Implement and monitor WHS policies, procedures and programs		
EMPLOYMENT OUTCOME Project Co-ordinator, Project Management Officer, Project Team Member, Project or Program Administrator			

* For BSB40920 CERTIFICATE IV IN PROJECT MANAGEMENT PRACTICE, student must have completed overseas equivalent of year 10 or higher qualification.

BSB50820 DIPLOMA OF PROJECT MANAGEMENT

Competency	CRICOS COURSE CODE 104062K		Fees/ Duration
BSBPMG530	Manage project scope		AUD 6,000 52 Weeks (Tuition fee) AUD 100 Qualification (Course Material fee) AUD 200 (Enrollment fee)
BSBPMG531	Manage project time		
BSBPMG532	Manage project quality		
BSBPMG533	Manage project cost		
BSBPMG534	Manage project human resources		
BSBPMG535	Manage project information and communication		
BSBPMG536	Manage project risk		
BSBPMG540	Manage project integration		
BSBSUS511	Develop workplace policy and procedures for sustainability		
ICTICT517	Match ICT needs with the strategic direction of the organisation		
BSBPEF501	Manage personal work priorities and professional development		
BSBTWK502	Manageteam effectiveness.		
EMPLOYMENT OUTCOME Assistant Accountant, Senior Financial Clerk, Office Manager			

BSB60720 ADVANCED DIPLOMA OF PROGRAM MANAGEMENT

Competency	CRICOS COURSE CODE 104451H		Fees/ Duration
BSBPMG630	Enable program execution		AUD 6,000 52 Weeks (Tuition fee) AUD 100 Qualification (Course Material fee) AUD 200 (Enrollment fee)
BSBPMG634	Facilitate stakeholder engagement		
BSBPMG635	Implement program governance		
BSBPMG636	Manage benefits		
BSBLDR601	Lead and manage organisational change		
BSBPEF502	Develop and use emotional intelligence		
BSBPMG633	Provide leadership for the program		
BSBPMG632	Manage program risk		
BSBPMG631	Manage program delivery		
BSBSUS601	Lead corporate social responsibility		
BSBOPS601	Develop and implement business plans		
BSBINS601	Manage knowledge and information		
EMPLOYMENT OUTCOME Project Manager			