



BELOING. THRIVE. ACHIEVE.
PROSPECTUS 2025

CIC Higher Education Pty Ltd | +61 1300 242 433 | info@cic.vic.edu.au
CRICOS Provider No. 01718J | CIC is an Institute of Higher Education PRV12120 | ABN: 29076527529

In **2022**, CIC Higher Education has excelled in Quality Indicators of Learning & Teaching (QILT)

> **87.4%** satisfaction rate for undergraduate courses
higher than the national average of 77.6%

> **82.2%** in the Good Teaching Scale
higher than the national average of 79.8%

IMPORTANT INFORMATION

ESOS FRAMEWORK

The Education Services for Overseas Students Act (ESOS) governs and regulates the delivery of education in Australia for overseas students studying on a student visa. The National Code sets forth nationally consistent standards that education providers must comply with regards to course delivery and the related laws protecting international students.

Find more information about this at internationaleducation.gov.au.

TUITION PROTECTION SERVICE (TPS)

Tuition Protection Service (TPS) is a government initiative protecting international students in the event that an education provider is unable to fulfil their obligation to deliver the agreed course of study.

TPS ensures that international students are able to complete their studies in another course or another education provider or that they get a refund of their unspent Tuition fees. TPS also states guidelines for instances of deferral, suspension of studies and cancellation of enrolment.

Visit the website to learn more about the policies and procedures at tps.gov.au.

FEES, CHARGES AND REFUNDS

Fees, Charges and Refunds information is available on our website. All Tuition fees are current and subject to change.

OVERSEAS STUDENT HEALTH COVER (OSHC)

Overseas Student Health Cover (OSHC) is mandatory for international students in Australia. Search "overseas student health cover" and find more information on what cover you need at health.gov.au.

OTHER RELEVANT POLICIES AND PROCEDURES

Please our [visit policies and procedures webpage](#) for information on the following:

- Transfer between registered providers policy and procedure
- Advanced standing policy and procedure
- Student complaints and appeals policy and procedure
- Deferring, suspending or cancelling international student's enrolment policy and procedure
- Attendance and academic progress policy and procedure
- Student support, wellbeing and safety policy and procedure
- Assessment policy

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A MESSAGE FROM THE CEO

A warm welcome,

On behalf of CIC Higher Education, I would like to thank you for considering us as a destination for your higher education experience.

We are a small yet diverse institute, and we look forward to welcoming you when you join us.

We understand that choosing a higher education provider is a daunting, and sometimes scary experience, but we will ensure that your education needs are well served and that you are fully supported, both academically and socially, as you progress along your learning journey.

Our highly qualified and experienced staff come from a wide range of cultural backgrounds, and they are here to assist you so that you can have every opportunity to succeed with your studies.

It is always a great pleasure to see our students engaging with our community, getting involved in our Student Ambassador Program, and contributing to our governance processes. It is also very rewarding to see that our current students and our alumni, rate us very highly in terms of their higher education experience.

Our institute motto is "Belong. Thrive. Achieve." and through all of the services we provide, we aim to ensure that all of our students feel like they belong, have the support they need to thrive and the opportunities they are seeking to allow them to achieve.

I look forward to seeing you on campus soon.

A handwritten signature in black ink that reads 'Dr Peter Cartwright'.

DR. PETER CARTWRIGHT
CEO

BACHELOR OF BUSINESS ACCOUNTING

> CRICOS Course Code: 072490C



The Bachelor of Business (Accounting) is accredited by Chartered Accountants Australia and New Zealand (CAANZ), CPA Australia and Institute of Public Accountants (IPA). The course is also recognised by Association of Chartered Accountants (ACCA) for exemption of 9 ACCA papers upon completion of the degree.

Graduates will develop a thorough understanding of the core principles of business and accounting, giving them the skills required to perform in a variety of accounting based roles in the corporate sector. The Bachelor of Business (Accounting) aims to produce graduates who will communicate effectively and act perceptively within a business environment, produce innovative solutions to problems and apply investigative skills to the range of complex challenges in a business context.

ACCOUNTING CORE UNITS	PRE-REQUISITES	CAREER OPPORTUNITIES	OPPORTUNITIES FOR FURTHER STUDY
BBAC101 Accounting Principles	none	Upon successful completion of the Bachelor of Business (Accounting), students will have gained the skills and knowledge to work in the financial sector and a business oriented role within internationally or domestically focused organisations.	Students who successfully complete the Bachelor of Business (Accounting) can apply to study a number of postgraduate qualifications in Australia and abroad. For more information on this course, visit our Accounting webpage.
BBAC201 Business Statistics	none		
BBAC202 Economic Principles	none	COURSE DELIVERY Duration: 3 years (12 x 6 week terms) Study Mode: Full-time, Face to face	METHODS OF ASSESSMENTS Assessment types at CIC may include any of the following: <ul style="list-style-type: none"> • Closed or open book examinations • Written essays, case studies, business reports, proposals or projects • Oral presentations • Multiple choice or true and false tests, quizzes or exams • Peer assessments and group-based work • In-class assessments
BBAC301 Financial Accounting Practice	BBAC101		
BBAC302 Information Technology for Accountants	BBAC101	ADVANCED STANDING Credit Transfer is available for applicants who have completed or partially completed certain Bachelor or Diploma courses elsewhere. Visit our Advanced Standing webpage for more information.	ENTRY REQUIREMENTS English: IELTS 6.0 (with no band less than 5.5) overall or equivalent Academic Offshore: Completion of Year 12 equivalent with a minimum ATAR of 50 Academic Onshore: Most recent academic transcript
BBAC503 Company Accounting	BBAC301		
BBAC501 Management Accounting	none	Please refer to our Admissions requirements and English language requirements for more information prior to completing your application.	Note: For onshore applications post secondary studies will take precedence.
BBAC502 Financial Accounting Theory	BBAC301		
BBAC601 Auditing and Assurance	BBAC101, BBMM305		
BBAC602 Business and Corporate Finance	BBAC301		
BBAL201 Business Law	none		
BBAL401 Company Law	BBAL201		
BBAL501 Taxation Law	BBAL201		
BBMM305 Business, Society and Ethics	4 x 100 - 200 coded units		
*14 core units, 10 elective units.			

FEE AND INTAKE DATES

24 March | 02 June | 18 August | 27 October

TUITION FEE PER STUDY PERIOD* (2 UNITS)	NUMBER OF STUDY PERIODS	TOTAL TUITION FEE
\$4,500	12	\$54,000

*Payment plans available. Terms and conditions apply.



I graduated from CIC in 2018 with a Bachelor of Business (Accounting). It is one of the best colleges in Melbourne for international students. All staff including teaching staff were super friendly, professional and helpful. I have never had any issues with them, they have always been flexible and understanding.

I have joined the workforce as an accountant because of the education I received at CIC, and I am forever grateful to all the lecturers and admin staff who have helped me along the way to become the person I have become today.

Ashan Hewage
Bachelor of Business (Accounting)

BACHELOR OF BUSINESS MANAGEMENT

> CRICOS Course Code: 072493M



The Bachelor of Business (Management) equips graduates with the skills and knowledge required to become leaders in business. Learning to deal with complex issues, students develop the aptitude to successfully lead teams while developing a sound understanding of finance and marketing principles, business law, and human resources.



MANAGEMENT CORE UNITS

BBMM103 Management Principles

BBMK201 Marketing Principles

BBAC101 or BBAC100 Accounting Principles or Finance Fundamentals

BBAC201 Business Statistics

BBAC202 Economic Principles

BBAL201 Business Law

BBMM301 Management and Organisational Behaviour

BBMM302 Human Resource Management

BBMM303 Organisational Structure and Design

BBMM305 Business, Society and Ethics

BBMM507 International Business Management

BBMM506 Strategic Management

BBMM503 Leadership Development

BBMM602 Corporate Sustainability Management

BBMM603 Organisational Change and Development

BBMM605 Entrepreneurship

*16 Core units, 8 elective units.

PRE-REQUISITES

none

none

none

none

none

none

BBMM103

BBMM103

BBMM103

4 x 100-200 coded units

BBMM103 and 2 x 300-400 code units

BBMM103 or BBMK201 and 2 x 300-400 code units

BBMM103 and 2 x 300-400 code units

BBMM103, BBMM305 and any 300-400 code units

BBMM103 and 2 x 300-400 code units

BBMM103 or BBMK201 and 2 x 300-400 code units

CAREER OPPORTUNITIES

Upon successful completion of the Bachelor of Business (Management), students will have gained the skills and knowledge to work in management roles within organisations.

COURSE DELIVERY

Duration: 3 years (12 x 6 week terms)
Study Mode: Full-time, Face to face

ADVANCED STANDING

Credit Transfer is available for applicants who have completed or partially completed certain Bachelor or Diploma courses elsewhere.

Visit our [Advanced Standing](#) webpage for more information.

OPPORTUNITIES FOR FURTHER STUDY

Students who successfully complete the Bachelor of Business (Management) can apply to study a number of postgraduate qualifications in Australia and abroad.

For more information on this course, visit our [Management](#) webpage.

ENTRY REQUIREMENTS

English: IELTS 6.0 (with no band less than 5.5) overall or equivalent

Academic Offshore: Completion of Year 12 equivalent with a minimum ATAR of 50

Academic Onshore: Most recent academic transcript

Please refer to our [Admissions requirements](#) and [English language requirements](#) for more information prior to completing your application.

Note: For onshore applications post secondary studies will take precedence.

METHODS OF ASSESSMENTS

Assessment types at CIC may include any of the following:

- Closed or open book examinations
- Written essays, case studies, business reports, proposals or projects
- Oral presentations
- Multiple choice or true and false tests, quizzes or exams
- Peer assessments and group-based work
- In-class assessments

FEE AND INTAKE DATES

24 March | 02 June | 18 August | 27 October

TUITION FEE PER STUDY PERIOD* (2 UNITS)

NUMBER OF STUDY PERIODS

TOTAL TUITION FEE

\$ 4,500

12

\$54,000

*Payment plans available. Terms and conditions apply.

BACHELOR OF BUSINESS MARKETING

> CRICOS Course Code: 072491B



The Bachelor of Business (Marketing) aims to produce graduates who have a thorough knowledge of business and marketing principles and practices. Students will gain the skills and knowledge to identify marketing opportunities, generate new ideas, undertake market research and analysis, and confidently apply their knowledge and skills in marketing positions within domestic Australian or internationally focused organisations.

MARKETING CORE UNITS

BBMK201 Marketing Principles	none
BBMM103 Management Principles	none
BBAC101 or BBAC100 Accounting Principles or Finance Fundamentals	none
BBAC201 Business Statistics	none
BBAC202 Economic Principles	none
BBAL201 Business Law	none
BBMK302 Market Research	BBMK201
BBMK303 Digital Marketing and Social Media	2 X 100-200 coded units
BBMM305 Business, Society and Ethics	4 x 100 - 200 coded units
BBMK402 Consumer Behaviour	2 x 100 - 200 coded units
BBMK501 Market Planning and Strategy	BBMK201 and 2 x 300-400 code units
BBMK502 International Marketing	BBMK201 and 2 x 300-400 code units
BBMK503 Communication in Marketing	BBMK201 and BBMK303
BBMK601 Services Marketing	BBMK201 and 2 x 300-400 code units

*14 Core units, 10 elective units.

PRE-REQUISITES

none
none
none
none
none
none
BBMK201
2 X 100-200 coded units
4 x 100 - 200 coded units
2 x 100 - 200 coded units
BBMK201 and 2 x 300-400 code units
BBMK201 and 2 x 300-400 code units
BBMK201 and BBMK303
BBMK201 and 2 x 300-400 code units

CAREER OPPORTUNITIES

Upon successful completion of the Bachelor of Business (Marketing), students will have gained the skills and knowledge to work in management roles within organisations.

COURSE DELIVERY

Duration: 3 years (12 x 6 week terms)
Study Mode: Full-time, Face to face

ADVANCED STANDING

Credit Transfer is available for applicants who have completed or partially completed certain Bachelor or Diploma courses elsewhere.

Visit our [Advanced Standing](#) webpage for more information.

OPPORTUNITIES FOR FURTHER STUDY

Students who successfully complete the Bachelor of Business (Marketing) can apply to study a number of postgraduate qualifications in Australia and abroad.

For more information on this course, visit our [Marketing](#) webpage.

ENTRY REQUIREMENTS

English: IELTS 6.0 (with no band less than 5.5) overall or equivalent
Academic Offshore: Completion of Year 12 equivalent with a minimum ATAR of 50
Academic Onshore: Most recent academic transcript

Please refer to our [Admissions requirements](#) and [English language requirements](#) for more information prior to completing your application.

Note: For onshore applications post secondary studies will take precedence.

METHODS OF ASSESSMENTS

Assessment types at CIC may include any of the following:

- Closed or open book examinations
- Written essays, case studies, business reports, proposals or projects
- Oral presentations
- Multiple choice or true and false tests, quizzes or exams
- Peer assessments and group-based work
- In-class assessments

FEE AND INTAKE DATES

24 March | 02 June | 18 August | 27 October

TUITION FEE PER STUDY PERIOD* (2 UNITS)	NUMBER OF STUDY PERIODS	TOTAL TUITION FEE
\$ 4,500	12	\$54,000

*Payment plans available. Terms and conditions apply.

GRADUATE CERTIFICATE OF BUSINESS

> CRICOS Course Code: 105841H



KEY FACTS

Qualification

Graduate Certificate of Business

CRICOS Code

105841H

Course Duration

26 weeks

Course Delivery Weeks

1 x 13 week semester

Entry Requirements

- Academic – Completion of an Australian bachelor's degree or equivalent
- English – IELTS (Academic) 6.0 or equivalent

Admission Requirements

Course Administration Information Set

Fees

Please refer to **Fees, Charges and Refunds**.

Accreditation Status

This course is accredited with the Tertiary Education Quality and Standards Agency (TEQSA) and is recorded on the TEQSA **National Register**.

The Graduate Certificate of Business is a one-semester course providing students with graduate-level foundations in essential business skills and knowledge. Students will develop skills in communication, analysis and applying ethical, strategic and effective management principles. Graduates will be equipped in business skills and knowledge, and advanced knowledge of management, accounting and economics. Graduates will also be better prepared for further study should they choose to do so.

QUALIFICATION

On successful completion of the course, students are awarded the Graduate Certificate of Business. The course meets the Australian Qualifications Framework for an AQF8 Graduate Certificate.

ADVANCED STANDING

Students may be able to shorten the length of this course through qualifications obtained from other formal studies. AQF qualifications and Statements of Attainment may be recognised by CIC Higher Education. Students who wish to apply for Advanced Standing should contact the College for information on eligibility.

PROFESSIONAL & COMMUNITY ENGAGEMENT

Students may be able to shorten the length of this course through qualifications obtained from other formal studies. AQF qualifications and Statements of Attainment may be recognised by CIC Higher Education. Students who wish to apply for advanced standing should contact the College for information on eligibility.

INDUSTRY-RELEVANT MATERIAL

The applied components of the course incorporate material that is specifically relevant for the business management industry.

The course will emphasise a creative and innovative approach to business education as the key to competitiveness in a dynamic and global economy. It is intended that the course would consist of a combination of both domestic and international students. Students should gain benefits from a broad range of cultural diversity and life experiences of their fellow students.

LIFELONG LEARNING

Students gain an advanced and integrated body of knowledge as well as the skills to analyse, interpret and apply concepts and ideas in business administration. They also gain key skills in researching information, using both online and library materials. All of these factors will help graduates to be lifelong learners.

MODE OF DELIVERY

The course is offered on a full-time basis. Units are delivered in a range of classroom settings, including lectures, workshops, tutorials, immersive simulations, lectorials and seminars.

ASSESSMENT

The types of assessment permitted at CIC may include the following:

- Exams or tests, either open or closed-book
- Oral presentations
- Written essays and case studies based on real-world current scenarios
- Authentic written assignments

Other types of assessment may be allowed at CIC following approval by the Dean. Please refer to our **Assessment Policy** for further information.

CAREER OPPORTUNITIES

Employment benefits of the Graduate certificate of Business course include:

- Upskilling in business and management skills and knowledge in the graduate's existing occupation
- Advanced knowledge of management, accounting, economics and finance for junior or middle managers in IT, healthcare, science, engineering, education or manufacturing
- Better preparation for further study

CORE LEARNING OUTCOMES

- Apply an advanced knowledge of business theories and skills to solving real-world business problems
- Analyse data and information to understand complex problems for informed decision making
- Interpret and communicate business and management concepts to a range of audiences and stakeholders
- Apply principles of ethical, strategic and effective management in local contexts



COURSE STRUCTURE

The Graduate Certificate of Business consists of three compulsory core units and one core-choice unit, all delivered in one semester.

Semester 1

- Accounting for Management Decisions
- Financial Decision Making (core choice)
- Practical Management Principles
- Marketing Management (core choice)
- Global Managerial Economics
- Engaging with Communities (core choice)

FEE AND INTAKE DATES

24 March | 21 July | 08 September | 17 November

TUITION FEE PER STUDY PERIOD*

NUMBER OF STUDY PERIODS

TOTAL TUITION FEE

\$10,000

1

\$10,000

*Payment plans available. Terms and conditions apply.

GRADUATE DIPLOMA OF BUSINESS

> CRICOS Course Code: 105840J



The Graduate Diploma of Business is a two-semester course providing students with graduate-level foundations in essential business skills and knowledge. Students will develop skills in data analysis, persuasive communication and complex problem-solving skills. Graduates will be equipped in business skills and knowledge, and advanced knowledge of management, communication, leadership, accounting and economics. Graduates will also be better prepared for further study should they choose to do so.

QUALIFICATION

On successful completion of the course, students are awarded the Graduate Diploma of Business. The course meets the Australian Qualifications Framework for an AQF8 Graduate Diploma.

ADVANCED STANDING

Students may be able to shorten the length of this course through qualifications obtained from other formal studies. AQF qualifications and Statements of Attainment may be recognised by CIC Higher Education. Students who wish to apply for Advanced Standing should contact the College for information on eligibility.

PROFESSIONAL & COMMUNITY ENGAGEMENT

Students will have regular contact with industry representatives throughout the course. Guest speakers are a feature of many units, and many assessments and learning activities will mirror real-world challenges.

INDUSTRY-RELEVANT MATERIAL

The applied components of the course incorporate material that is specifically relevant for the business management industry. In the computer laboratories, students gain experience with business planning, analysis and statistical packages; they also gain experience with other computer programs such as MS Excel. The course will emphasise a creative and innovative approach to Business education as the key to competitiveness in a dynamic and global economy. It is intended that the course would consist of a combination of both domestic and international students. Students should gain benefits from a broad range of cultural diversity and life experiences of their fellow students.

MODE OF DELIVERY

The course is offered on a full-time basis. Delivery of the course is on-campus and face-to-face. Units are delivered in a range of classroom settings, including lectures, workshops, tutorials, immersive simulations, lectorials and seminars.

FEE AND INTAKE DATES

24 March | 21 July | 08 September | 17 November

TUITION FEE PER STUDY PERIOD*	NUMBER OF STUDY PERIODS	TOTAL TUITION FEE
\$10,000	2	\$20,000

*Payment plans available. Terms and conditions apply.

ASSESSMENT

The types of assessment permitted at CIC may include the following:

- Exams or tests, either open or closed-book
- Oral presentations
- Written essays and case studies based on real-world current scenarios
- Authentic written assignments including proposals and strategic reports
- Reflective journals

Other types of assessment may be allowed at CIC following approval by the Dean. Please refer to our [Assessment Policy](#) for further information.

CAREER OPPORTUNITIES

Employment benefits of the Graduate certificate of Business course include:

- Upskilling in business and management skills and knowledge in the graduate's existing occupation
- Advanced knowledge of management, accounting, economics and finance for junior or middle managers in IT, healthcare, science, engineering, education or manufacturing
- Better preparation for further study

CORE LEARNING OUTCOMES

- Apply an advanced knowledge of business theories and skills to solving real-world business problems
- Analyse data and information to understand complex problems for informed decision making
- Interpret and communicate business and management concepts to a range of audiences and stakeholders
- Apply principles of ethical, strategic and effective management in local contexts

LIFELONG LEARNING

Students gain an advanced and integrated body of knowledge as well as the skills to analyse, interpret and apply concepts and ideas in business administration. They also gain key skills in researching information, using both online and library materials. All of these factors will help graduates to be lifelong learners.

KEY FACTS

Qualification

Graduate Certificate of Business

CRICOS Code

105840J

CRICOS Course Duration

52 weeks

Course Delivery Weeks

2 x 13 week semester

Entry Requirements

- Academic – Completion of an Australian bachelor's degree or equivalent
- English – IELTS (Academic) 6.0 or equivalent

Admission Requirements

[Course Administration Information Set](#)

Accreditation Status

This course is accredited with the Tertiary Education Quality and Standards Agency (TEQSA) and is recorded on the TEQSA [National Register](#).

COURSE STRUCTURE

The Graduate Diploma of Business consists of six core units and two core-choice units spread across two semesters. Successful completion of all eight units merits students with a Graduate Diploma of Business.

Semester 1

- Accounting for Management Decisions
- Financial Decision Making (core choice)
- Practical Management Principles
- Marketing Management (core choice)
- Global Managerial Economics
- Engaging with Communities (core choice)

Semester 2

- Interpersonal & Business Negotiation
- Data Analysis and Databases
- Corporation and Commercial Law
- Leadership for the 21st Century (core choice)
- Financial Accounting and Reporting (core choice)
- Bio-Interactions (core choice)

Australian
Qualifications
Framework

MASTER OF BUSINESS

> CRICOS Course Code: 105839B



The Master of Business is a three-semester course focused on providing a solid set of advanced business and management skills combined with specialist skills and knowledge in either accounting, project management, biotechnology management or aged care and disability services management. With a practical, contemporary focus, students will develop a critical eye, persuasive communication, leadership and management skills, and skills in evaluating strategic choices and decisions in organisations. Graduates will be equipped in business skills and knowledge, and advanced, expert knowledge of accounting or project management, ready to take on careers and roles in a range of settings both locally and globally.

COURSE STRUCTURE

The Master of Business consists of six core units, two core-choice units and four specialisation units spread across three semesters. Successful completion of all 12 units merits students with a Master of Business.

The four specialisations shown in the table below are available to Accounting and Project Management are available to Master of Business and MBA students. Students taking these courses can also opt to follow a general path by choosing a combination of units from either specialisation.

Semester 1

- Accounting for Management Decisions
- Financial Decision Making (core choice)
- Practical Management Principles
- Marketing Management (core choice)
- Global Managerial Economics
- Engaging with Communities (core-choice)

Semester 2

- Interpersonal & Business Negotiation
- Data Analysis and Databases
- Corporation and Commercial Law
- Leadership for the 21st Century (core choice)
- Financial Accounting and Reporting (core choice)
- Programming Fundamentals (core choice)

Semester 3

- Accounting Specialisation

- Taxation
- Management Accounting
- Advanced Financial Accounting
- Auditing and Ethics

-Healthcare Informatics Specialisation

- Data Visualisation & Data Modelling
- Database Management Systems & Design
- Data Science for Healthcare Informatics
- Artificial Intelligence & Machine Learning

- Project Management Specialisation

- Fundamentals of Project Management
- Project Leadership
- Stakeholder Management
- Strategic Management

- Aged Care and Disability Services Management

- Quality in the Care Sector
- Compliance in the Care Sector
- Quality Service Provision
- Governing for Safe and Quality Care

KEY FACTS

Qualification

Master of Business

CRICOS Code

105839B

Course Duration

Duration 78 weeks

Course Delivery Weeks

3 x 13 week semesters

Admission Requirements

Course Administration Information Set

Specialisation

- Accounting (CPA and CAANZ accredited)
- Project Management
- Aged Care and Disability Services Management
- Healthcare Informatics

QUALIFICATION

On successful completion of all four semesters, students are awarded the Master of Business Administration (MBA). The course meets the Australian Qualifications Framework for a Level 9 masters degree.

ADVANCED STANDING

Students may be able to shorten the length of this course through qualifications obtained from other formal studies. AQF qualifications and Statements of Attainment may be recognised by CIC Higher Education. Students who wish to apply for Advanced Standing should contact the College for information on eligibility.

PROFESSIONAL & COMMUNITY ENGAGEMENT

Students will have regular contact with industry representatives throughout the course. Guest speakers are a feature of many units, and many assessments and learning activities will mirror real-world challenges. A final industry project capstone unit will allow students to work on an authentic project and analyse a given problem, and devise solution in connection with industry professionals.

MODE OF DELIVERY

The course is offered on a full-time basis. Delivery of the course is on-campus and face-to-face. Units are delivered in a range of classroom settings, including lectures, workshops, tutorials, immersive simulations, lectorials and seminars.



LIFELONG LEARNING

Students gain an advanced and integrated body of knowledge as well as the skills to analyse, interpret and apply concepts and ideas in business administration. They also gain key skills in researching information, using both online and library materials. All of these factors will help graduates of the Master of Business Administration to be lifelong learners.

ASSESSMENT

The types of assessment permitted at CIC may include the following:

- Exams or tests, either open or closed-book
- Oral presentations
- Written essays and case studies based on real-world current scenarios
- Authentic written assignments including proposals and strategic reports
- Reflective journals

Other types of assessment may be allowed at CIC following approval by the Dean. Please refer to our [Assessment Policy](#) for further information.

MASTER OF BUSINESS

CONTINUED

> CRICOS Course Code: 105839B



CORE LEARNING OUTCOMES

- Apply an advanced and integrated knowledge of business theories and skills in a specialised area to solving complex real-world business problems
- Critically examine and analyse complex data and information to recommend solutions to complex problems to support expert judgement
- Interpret and persuasively communicate complex business and management concepts to a range of audiences and stakeholders
- Apply principles of ethical and strategic leadership and management in local and global contexts
- Evaluate strategic choices and decisions in organisations by researching and reflecting critically on specialised theories and concepts

CAREER OPPORTUNITIES

Employment benefits of the Master of Business course include:

- Skills and knowledge for a range of middle and senior management role in multiple sectors including, but not limited to:
- Finance (Financial Manager, Business Performance Coordinator, Heads of Divisions, Account Managers, Payroll Manager, Bank Manager)
- Global Management (Global Business Manager, Operations Manager, Strategy Manager, Management Consultant, Service Industry Manager)
- HealthCare (Hospital Administration, Medical and Health Services Manager)
- Human Resources (Benefits Manager, Training and Development Manager, Human Resources Manager, Recruitment Coordinator)
- Marketing (Marketing Manager, Service Industry Manager, Public Relations Manager, Sales Manager, Regional Sales Director, Advertising/ Promotions Manager, Applications Sales Representative, Customer Experience Specialist)
- Manufacturing (Project Manager, Product Manager, General Manager)



I have joined CIC for my diploma and degree and happily finished my both courses a few months ago. During my study periods they gave me financial options, payment plans and etc.... (not only me, for every students actually).

I met good lecturers with high quality experience. Until finished my courses they were always pushed me for education. Also they were very good listeners for all of matters.

I love and highly recommend CIC also I am grateful because CIC has helped me so much to get to where I am today.

Thank you CIC!

B I Perera

FEE AND INTAKE DATES

24 March | 21 July | 08 September | 17 November

TUITION FEE PER STUDY PERIOD*	NUMBER OF STUDY PERIODS	TOTAL TUITION FEE
\$10,000	3	\$30,000

*Payment plans available. Terms and conditions apply.

MASTER OF BUSINESS ADMINISTRATION

> CRICOS Course Code: 105838C



The Master of Business Administration is a four-semester course that provides students with a unique opportunity to develop and sharpen their capability to apply skills and knowledge of business and management skills combined with accounting, project management, biotechnology management or aged care and disability services management.

With a practical, contemporary focus, and a dedicated industry-related project, students will develop a critical eye, persuasive communication, analytical skills, ethical leadership and management skills, and skills in evaluating strategic choices and decisions in organisations. Graduates will be equipped and ready to take on leadership and managerial careers and roles in a range of settings both locally and globally.

COURSE STRUCTURE

The Master of Business Administration consists of a series of units spread across four semesters. Successful completion of all fifteen units merits students with a Master of Business Administration.

The four specialisations shown in the table below are available to Accounting and Project Management are available to Master of Business and MBA students. Students taking these courses can also opt to follow a general path by choosing a combination of units from either specialisation.

Semester 1

- Accounting for Management Decisions
- Practical Management Principles
- Global Managerial Economics
- Financial Decision Making (core choice)
- Marketing Management (core choice)
- Engaging with Communities (core choice)

Semester 2

- Interpersonal & Business Negotiation
- Data Analysis and Databases
- Corporation and Commercial Law
- Leadership for the 21st Century (core choice)
- Financial Accounting and Reporting (core choice)
- Programming Fundamentals (core choice)

Semester 3

- Accounting Specialisation
- Healthcare Informatics Specialisation
- Project Management Specialisation
- Aged care and Disability Services Management Specialisation

Semester 4

- Ethics and Sustainability in Governance
- Business Intelligence and Big-Data
- Industry Project Capstone (double unit)

QUALIFICATION

On successful completion of all three semesters, students are awarded the Master of Business. The course meets the Australian Qualifications Framework for a Level 9 masters degree.

KEY FACTS

Qualification

Master of Business Administration

CRICOS Code

105838C

Course Duration

104 weeks

Course Structure

4 x 13 week semester

Entry Requirements

- Academic – Completion of an Australian bachelor's degree or equivalent
- English – IELTS (Academic) 6.0 or equivalent

Admission Requirements

Course Administration Information Set

Specialisation

- Accounting (CPA and CAANZ accredited)
- Project Management
- Healthcare Informatics
- Aged Care and Disability Services Management

ADVANCED STANDING

Students may be able to shorten the length of this course through qualifications obtained from other formal studies. AQF qualifications and Statements of Attainment may be recognised by CIC Higher Education. Students who wish to apply for Advanced Standing should contact the College for information on eligibility.

ASSESSMENT

The types of assessment permitted at CIC may include the following:

- Exams or tests, either open or closed-book
- Oral presentations
- Written essays and case studies based on real-world current scenarios
- Authentic written assignments including proposals and strategic reports
- Reflective journals

Other types of assessment may be allowed at CIC following approval by the Dean. Please refer to our [Assessment Policy](#) for further information.



MODE OF DELIVERY

The course is offered on a full-time basis. Delivery of the course is on-campus and face-to-face. Units are delivered in a range of classroom settings, including lectures, workshops, tutorials, immersive simulations, lectorials and seminars.

PROFESSIONAL & COMMUNITY ENGAGEMENT

Students will have regular contact with industry representatives throughout the course. Guest speakers are a feature of many units, and many assessments and learning activities will mirror real-world challenges. A final industry project capstone unit will allow students to work on an authentic project and analyse a given problem, and devise solution in connection with industry professionals.

INDUSTRY-RELEVANT MATERIAL

The applied components of the course incorporate material that is specifically relevant for the business management industry. In the computer laboratories, students gain experience with business planning, analysis and statistical packages; they also gain experience with other computer programs such as MS Excel. The course will emphasise a creative and innovative approach to Business education as the key to competitiveness in a dynamic and global economy. It is intended that the course would consist of a combination of both domestic and international students. Students should gain benefits from a broad range of cultural diversity and life experiences of their fellow students.

MASTER OF BUSINESS ADMINISTRATION

CONTINUED

> CRICOS Course Code: 105838C



LIFELONG LEARNING

Students gain an advanced and integrated body of knowledge, the skills to analyse, interpret and apply concepts and ideas in business administration and key skills in researching information, using both online and physical resources. All of these factors will help graduates to be lifelong learners.

CAREER OPPORTUNITIES

Employment benefits of the Master of Business course include:

- Skills and knowledge for a range of middle and senior management role in multiple sectors including, but not limited to:
- Finance (Financial Manager, Business Performance Coordinator, Heads of Divisions, Account Managers, Payroll Manager, Bank Manager)
- Global Management (Global Business Manager, Operations Manager, Strategy Manager, Management Consultant, Service Industry Manager)
- HealthCare (Hospital Administration, Medical and Health Services Manager)
- Human Resources (Benefits Manager, Training and Development Manager, Human Resources Manager, Recruitment Coordinator)
- Marketing (Marketing Manager, Service Industry Manager, Public Relations Manager, Sales Manager, Regional Sales Director, Advertising/ Promotions Manager, Applications Sales Representative, Customer Experience Specialist)
- Manufacturing (Project Manager, Product Manager, General Manager)

CORE LEARNING OUTCOMES

- Apply an advanced and integrated knowledge of business theories and skills in a specialised area to solving complex real-world business problems
- Critically examine and analyse complex data and information to recommend solutions to complex problems to support expert judgement
- Interpret and persuasively communicate complex business and management concepts to a range of audiences and stakeholders
- Apply principles of ethical and strategic leadership and management in local and global contexts
- Evaluate strategic choices and decisions in organisations by researching and reflecting critically on specialised theories and concepts
- Working collaboratively, draw on skill and knowledge from diverse business disciplines to formulate strategic, ethical solutions to authentic organisational problems

Thank you CIC for helping me a lot to plan my studies. Finished my Bachelors, now enrolled in MMIS course. Sooo happy to make friends from so many countries.

Imran Khan



FEE AND INTAKE DATES

24 March | 21 July | 08 September | 17 November

TUITION FEE PER STUDY PERIOD*	NUMBER OF STUDY PERIODS	TOTAL TUITION FEE
\$10,000	4	\$40,000

*Payment plans available. Terms and conditions apply.

GRADUATE DIPLOMA OF MANAGEMENT INFORMATION SYSTEMS



> CRICOS Course Code: 110248E

The Graduate Diploma of Management Information Systems is a two-semester course providing students with graduate-level foundations in information systems. Students will develop vital skills in the management of databases and information and be equipped to effectively contribute to the improvement of business information systems in a range of industries. Graduates will also be better prepared for further study should they choose so.

KEY FACTS

Course Duration:

52 weeks

Course Delivery Weeks:

2 x 12 teaching weeks

Accreditation Status

This course is accredited with the Tertiary Education Quality and Standards Agency (TEQSA) and is recorded on the TEQSA **National Register**.

Entry Requirements

- Academic – Completion of an Australian bachelor's degree or equivalent
- For prospective students without a Bachelor degree, entry is allowable based on completion of an advanced diploma/ associate degree

See further information here

- English – IELTS (Academic 6.5 or equivalent)

Admission Requirements

Course Administration Information Set

COURSE STRUCTURE

The Graduate Diploma of Management Information Systems consists of two semesters on a full-time basis. To meet the requirements for graduation, all students must successfully complete 8 units.

Semester 1

- Fundamentals of Management Information Systems
- Data Visualisation and Data Modelling
- Practical Management Principles
- Interpersonal and Business Negotiation

Semester 2

- Database Management Systems and Design
- Software Acquisition Management
- IS Strategy and Governance
- Business Process Management

QUALIFICATION

On successful completion of this course, students are awarded the Graduate Diploma of Management Information Systems. The course meets the Australian Qualifications Framework specifications for a Level 8 degree.

ADVANCED STANDING

Students may be able to shorten the length of this course through qualifications obtained from other formal studies. AQF qualifications and Statements of Attainment may be recognised by CIC Higher Education. Students who wish to apply for Advanced Standing should contact the College for information on eligibility.

PROFESSIONAL & COMMUNITY ENGAGEMENT

Business professionals are invited as guest speakers to speak at various lectures. Guest speakers add value in the practical aspect of the course work. These speakers will also assist students understand future management responsibilities.

INDUSTRY-RELEVANT MATERIAL

The course has been designed in conjunction with industry professionals and incorporates material that is specifically relevant for information systems roles in a range of industries. Many classes will be run in computer laboratories, where students gain hands-on experience with a range of databases, systems and software. As is common at CIC, this course will have a focus on authentic, real-world assessments and activities that lead directly to improved graduate capacities in working in a dynamic and global economy. Students should also gain benefits from a broad range of cultural diversity and life experiences of their fellow students.

LIFELONG LEARNING

Students gain advanced theoretical and technical knowledge as well as advanced cognitive, technical and communication skills. All of these factors will help graduates of the Graduate Diploma of Management Information Systems to be lifelong learners.

MODE OF DELIVERY

The course is offered on a full-time basis. Delivery of the course is on-campus and face-to-face. Units are delivered in a range of classroom settings, including lectures, workshops, tutorials, lectorials, labs and seminars.

FEE AND INTAKE DATES

24 March | 21 July | 08 September | 17 November

ASSESSMENT

The types of assessment may include the following:

- Exams or tests, either open or closed-book
- Oral presentations, including presentations in hypothetical corporate environments
- Written essays and case studies based on real-world current scenarios
- Authentic written assignments including database development, proposals and strategic reports
- Reflective journals
- Practical assignments and demonstrations

Other types of assessment may be allowed at CIC following approval by the Dean. Please refer to our **Assessment Policy** for further information.

CAREER OPPORTUNITIES

The eight units in the Graduate Diploma constitute a significant body of study that can equip graduates with the knowledge, skills and application of these knowledge and skills. The business and IT skills developed by students will allow them to work in a range of industries, including the closely related industries of business, technology, finance, and telecommunications. Alternatively, tertiary industries, including retail, medical, agricultural, tourism, services and government all require skilled staff in Information Systems.

Some examples of the typical jobs a graduate can attain are:

- Data Analyst
- Business Analyst
- Cybersecurity Analyst
- Business-IT Strategy Consultant
- System Administrator

CORE LEARNING OUTCOMES

Graduates of this course will have advanced knowledge and skills to demonstrate their ability to:

- Use advanced, theoretical and current knowledge of information systems necessary to manage processes within managerial contexts in the digital age
- Critically evaluate and analyse complex real-world scenarios, concepts and theories in complex information systems to address the needs of a diverse range of management stakeholders
- Effectively and professionally communicate information system concepts, strategies and their management and implementation, considering the impacts and outcomes to an organisation
- Apply information systems development theory and skills to design and improve information systems and databases to support a range of local and global business organisations
- Employ well-developed judgement to critically evaluate and identify, collect, analyse and manage information systems and data for decision making

*Payment plans available. Terms and conditions apply



TUITION FEE PER STUDY PERIOD*	NUMBER OF STUDY PERIODS	TOTAL TUITION FEE
\$10,000	2	\$20,000

MASTER OF MANAGEMENT INFORMATION SYSTEMS

> CRICOS Course Code: 110247F



The Master of Management Information Systems aims to produce graduates with a range of business and information systems skills required to work in a range of industries in an ever-increasing information-based world. The course focuses on the way in which Information Systems are used in the running of a business, and in particular, how careful management and provision of robust business intelligence and real-time data tools can lead to improved business outcomes. After completing the course, graduates will be able to apply an advanced body of knowledge and skills in a wide range of contexts.

KEY FACTS

Qualification

Master of Management Information Systems

CRICOS Code

110247F

Course Duration

104 Weeks

Course Delivery Weeks

4 x 12-teaching week study periods

Entry Requirements

- Academic – Completion of an Australian bachelor's degree or equivalent
- English – IELTS (Academic 6.5 or equivalent)

This course is accredited with the Tertiary Education Quality and Standards Agency (TEQSA) and is recorded on the TEQSA

Admission Requirements

Course Administration Information Set

COURSE STRUCTURE

The Master of Management Information Systems consists of four semesters on a full-time basis. To meet the requirements for graduation, all students must successfully complete 15 units.

Semester 1

- Fundamentals of Management Information Systems
- Data Visualisation and Data Modelling
- Practical Management Principles
- Interpersonal and Business Negotiation

Semester 2

- Database Management Systems and Design
- Software Acquisition Management
- IS Strategy and Governance
- Business Process Management

Semester 3

- Fundamentals of Project Management
- Business Networks and Cloud Computing
- Cybersecurity Management
- Business Intelligence and Big Data

Semester 4

- Effective Enterprise Systems
- Digital Innovation and Strategy
- Industry Project (Capstone)

QUALIFICATION

On successful completion of this course, students are awarded the Master of Management Information Systems. The course meets the Australian Qualifications Framework specifications for a Level 9 masters degree.

ADVANCED STANDING

Students may be able to shorten the length of this course through qualifications obtained from other formal studies. AQF qualifications and Statements of Attainment may be recognised by CIC Higher Education. Students who wish to apply for Advanced Standing should contact the College for information on eligibility.

PROFESSIONAL & COMMUNITY ENGAGEMENT

The MMIS has a built-in final capstone project where students spend a semester working on a project in conjunction with industry professionals. This opportunity gives every student the chance to apply their skills and knowledge to an authentic task with real-world outcomes while building their networks and business acumen. Business professionals are invited as guest speakers to speak at various lectures. Guest speakers add value in the practical aspect of the course work. These speakers will also assist students understand future management responsibilities.

INDUSTRY-RELEVANT MATERIAL

The course has been designed in conjunction with industry professionals and incorporates material that is specifically relevant for information systems roles in a range of industries. Many classes will be run in computer laboratories, where students gain hands-on experience with a range of databases, systems and software. As is common at CIC, this course will have a focus on authentic, real-world assessments and activities that lead directly to improved graduate capacities in working in a dynamic and global economy. Students should also gain benefits from a broad range of cultural diversity and life experiences of their fellow students.

LIFELONG LEARNING

Students gain advanced, integrated knowledge as well as expert, specialised, cognitive and technical skills. All of these factors will help graduates of the Master of Management Information Systems to be lifelong learners.

FEE AND INTAKE DATES

24 March | 21 July | 08 September | 17 November

ASSESSMENT

The types of assessment may include the following:

- Exams or tests, either open or closed-book
- Oral presentations, including presentations in hypothetical corporate environments
- Written essays and case studies based on real-world current scenarios
- Authentic written assignments including database development, proposals and strategic reports
- Reflective journals
- Practical assignments and demonstrations

Other types of assessment may be allowed at CIC following approval by the Dean. Please refer to our [Assessment Policy](#) for further information.

CAREER OPPORTUNITIES

After completing the course, graduates will be able to apply an advanced body of knowledge and skills in a wide range of contexts for professional practices and academic studies. The business and IT skills developed by students will allow them to work in a range of industries.

Some examples of the typical jobs a graduate can attain are:

- Data Analyst/Scientist
- Business Analyst
- Information systems Project Leader
- Cybersecurity Specialist
- Business-IT Strategy Consultant
- Enterprise Resource Planning (ERP) Analyst
- IT Project Manager

CORE LEARNING OUTCOMES

Graduates of this course will have advanced knowledge and skills to demonstrate their ability to:

- Use advanced, theoretical and current knowledge of information systems necessary to manage processes within managerial contexts in the digital age
- Critically evaluate and analyse complex real-world scenarios, concepts and theories in complex information systems to address the needs of a diverse range of management stakeholders
- Effectively and professionally communicate information system concepts, strategies and their management and implementation, considering the impacts and outcomes to an organisation
- Apply information systems development theory and skills to design and improve information systems and databases to support a range of local and global business organisations
- Employ well-developed judgement to critically evaluate and identify, collect, analyse and manage information systems and data for decision making

*Payment plans available. Terms and conditions apply

TUITION FEE PER STUDY PERIOD*	NUMBER OF STUDY PERIODS	TOTAL TUITION FEE
\$10,000	4	\$40,000

STUDENTS ON CAMPUS

STUDENT LIFE

From orientation to graduation, student life at CIC is filled with opportunities to belong, thrive and achieve. Students enjoy activities like Melbourne tours, book exchange, career talks, skills workshops, alumni nights, sporting events and so much more.

Some of these events are organised by students for their fellow students, opening avenues for meaningful socialisation, multicultural exposure, and professional networking. At CIC Higher Education, you experience an enjoyable and stimulating environment in a closely-knit student community.



CIC WARRIORS CLUB

All students are invited to join the CIC Warriors Club, an exclusive Facebook community where virtual engagement activities are organised by both the Student Experience and Student Ambassador teams.

It's a healthy space for CIC students to unwind and interact with each other through games, conversations, tips, ideas, coffee sessions and so much more.

STUDENT AMBASSADORS

Take the lead in managing the student experience at CIC. Student Ambassadors devote their time, energy and talent to support fellow international students throughout their studies. Student Ambassadors help organise major events like Orientation and Graduation. They run fun events like table tennis tournaments, scavenger hunts, trivia games and other student engagement activities, whether on-campus or online. Student Ambassadors are exceptional individuals who can manage their own academic progress while checking on the wellbeing of the entire student community. Anybody with a passion to serve and a heart for bringing out the best in their fellow students can become an official CIC Student Ambassador.

HOW TO APPLY

Apply using one of the following options:
Complete the application form and return it by post or email.

EMAIL: admissions@cic.vic.edu.au

POST: 108 Lonsdale Street, Melbourne 3000

For further information, please visit: cic.vic.edu.au



Fill and enrol today:
[Enrolment Application Form](#)



Before you submit your application

Ensure that the application form has been filled in, signed and course entry requirements have been provided. These may include the following documents:

- English proficiency documentation
- Academic transcripts
- Copy of your passport

Visit our [Admissions Requirements](#) webpage for more information.

Advanced standing is acknowledgment of prior study granted towards your current degree. If advanced standing is awarded, the length of your degree may be reduced. At the time of enrolment, you must be over 18 years old.

CIC was a great place to make new friends and acquire useful knowledge from highly experienced lecturers. As a student ambassador, I made sure my fellow students got what they needed. I highly recommend CIC to my friends or to anyone who would like to experience a very supportive study environment.

Ngan

STUDENT EXPERIENCE AND SUPPORT



Aside from providing you with targeted learning opportunities, encouragement and quality teaching, your studies at CIC are backed by a range of academic and personal support services.

ACADEMIC SUPPORT

If you would like one-on-one assistance with your studies outside of the classroom, you can speak to one of our lecturers. They are always available for students who wish to discuss their academic circumstances and course progress.

Our lecturers can also support you to effectively adapt to Australian learning methodologies.

ENGLISH SUPPORT

Free English support is available to all students at CIC. Students can be referred to this support through course progress intervention meetings. Students are also welcome to book their own private, one-on-one session or engage in group sessions.

Visit our [Student Support Services](#) page on our website for more information.

CAREER ASSISTANCE

Career assistance is available to all CIC students to help provide you with appropriate guidance towards your future career, including actions you can take outside your studies to help you achieve your employment goals. CIC has a diverse group of staff with broad ranging experiences who can provide you with guidance and support through your job search process.

PEER ASSISTED LEARNING

The Peer Assisted Learning (PAL) program offers free study sessions for particular units, open to all students. In these weekly study groups, PAL facilitators provide academic coaching and study help for difficult units. PAL facilitators are students with a strong academic record, who have successfully passed their units.

STUDENT EXPERIENCE TEAM

The Student Experience Department is made up of friendly staff who are dedicated to supporting you and your wellbeing. They are available to assist you in a broad range of areas, with all services being free and confidential. Furthermore, if you need specialist assistance, we can refer to you professional external organisations that CIC has partnered with.

You can get assistance on the following:

- Finding suitable rental accommodation
- General advice on students' work rights
- Local facilities in and around the Melbourne CBD
- Hospitals and medical clinics
- Where to go for legal advice
- Where to find consulates and embassies in Melbourne
- Cultural groups and religious congregations
- Private counselling

PLAN YOUR MOVE TO AUSTRALIA

We encourage you to land in Australia as prepared as possible. Researching the following will help you adapt to life here quickly and be ready for your studies!

BANKING AND BUDGETING DURING YOUR STAY

It's important to be aware of the cost of living in Melbourne before you arrive. Australia has a very high standard of living and the cost of living can reflect this; fortunately, you may be able to work while you study to help offset any costs.

Please be aware that individual preferences and circumstances may affect this.

ESTIMATED COST OF LIVING IN MELBOURNE

Accommodation	\$90 to \$440 per week
Gas, electricity	\$10 to \$20 per week
Public transport	\$30 to \$60 per week
Groceries and eating out	\$140 to \$280 per week
Phone and Internet	\$15 to \$30 per week
Entertainment	\$80 to \$150 per week

Costs may vary. Prices are indicative only.
Table updated January 2024.

Find out more at [studyinaustralia.gov.au](https://www.studyinaustralia.gov.au).

STUDENT VISA

To study in Australia, you will need to have a valid student visa. To apply for your student visa, you will need to be accepted into fulltime study at CIC first. You will then need to provide the Australian government with a copy of your passport, evidence of financial capacity, evidence of English language ability and Genuine Temporary Entrant requirement.

Find out more about visa requirements at [homeaffairs.gov.au](https://www.homeaffairs.gov.au).

BRINGING SCHOOL-AGED DEPENDENTS WITH YOU

If you have children under the age of 18 or who are still in continuous education, they may be able to come to Australia with you. You must be able to provide proof of financial capacity to cover their expenses while in Australia, which includes travel costs, 12 months tuition and living costs.

Find out more at [homeaffairs.gov.au](https://www.homeaffairs.gov.au).

ACCOMMODATION OPTIONS

There are a range of living options available in Melbourne. Most international students choose a temporary accommodation option before they arrive and then look for a longer term alternative afterward.

Read more at [studymelbourne.vic.gov.au](https://www.studymelbourne.vic.gov.au).

