

Graduate Certificate of Business.

CRICOS No. 105841H

Fast-track your career with essential business skills



Duration

4 months

Location

Melbourne, Australia

Start dates

September, November, March
and July

Delivery

Face-to-face

Qualification achieved

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.

Entry requirements

- Completion of an Australian bachelor's degree
- IELTS (Academic) 6.0 or equivalent, with no band less than 6.0.

Assessment

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

Contact hours

Full-time students will typically receive 8 contact hours per week and will need to devote at least 40 hours (including contact hours) a week to study.

Who is this for?

This program is ideal for professionals looking to strengthen their business and management skills or prepare for further study. Through practical application, you'll gain practical knowledge in planning, analysis, and decision-making, supported by advanced understanding of management, accounting, economics, and finance.

With a focus on creativity and innovation, this course equips you to thrive in a dynamic global economy. Graduates benefit from enhanced career prospects in sectors such as IT, healthcare, science, engineering, education, and manufacturing, and are well-prepared for postgraduate study pathways.

What will you learn?

- Apply advanced business knowledge to solve real-world challenges
- Analyse data to support informed, strategic decision-making
- Communicate complex concepts clearly to diverse audiences
- Apply ethical and effective management principles in practice
- Use critical thinking to deliver innovative business solutions
- Engage in lifelong learning for career progression

Why choose this program?

- Gain graduate-level foundations in essential business skills
- Develop advanced knowledge in management, accounting, and economics
- Build expertise in communication and strategic decision-making
- Learn through real-world assessments and industry engagement
- Prepare for leadership roles or further postgraduate study
- Benefit from guest speakers and authentic learning activities



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How is the program structured?

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
Practical Management Principles
Global Managerial Economics
Electives (choose one):
Financial Decision Making
Marketing Management
Engaging With Communities

How are you supported?

- Personalised career guidance including coaching, résumé reviews, and interview prep
- Comprehensive welfare support for wellbeing, housing, and mental health resources
- Study your way with 24/7 access to recorded lectures, workbooks, practice questions and quizzes through our flexible online learning platform
- Dedicated Recruitment and Student Experience team to help you settle in and succeed
- Peer-assisted learning programs (PAL) for academic support
- Workshops on study skills, time management, and industry insights

How do you apply?

We recommend you apply for your chosen intake as early as possible.
For application instructions, please contact our Admissions team.

For more information or to apply

+61 1300 242 433

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