

Project & Program Management

BSB40920 Certificate IV in Project Management Practice
BSB50820 Diploma of Project Management
BSB60720 Advanced Diploma of Program Management

NEW QUALIFICATIONS
available from
Term 3 (July) 2021

Course Description

Project Management is suitable for individuals who are able to identify and apply project management skills and knowledge in a variety of contexts. Project managers work as part of a team using a range of project management tools and methodologies to support organisational or business activities.

Career Opportunities

The skills gained in SELC's Project and Program Management courses are transferrable across many jobs and industries. Potential career opportunities relevant to these qualifications include:

- Contracts Officer
- Project Administrator
- Project Team Member or Manager
- Program Manager

Sample Timetable

☀ Time	Mondays	Tuesdays
7:30am - 12:30pm	Lecture	Supported Learning (padlet)
12:30pm - 1:00pm	Break	Break
1:00pm - 2:45pm	Supported Learning (tutorial)	Supported Learning (padlet)

🌙 Time	Mondays	Tuesdays
2:45pm - 4:30pm	Supported Learning (tutorial)	Supported Learning (padlet)
4:30pm - 5:00pm	Break	Break
5:00pm - 10:00pm	Lecture	Supported Learning (padlet)

SELC reserves the right to update or modify timetables at any time without prior notice.

☀ Daytime 🌙 Evening

Course Calendar

Terms	2021	2022	2023
Term 1	25 Jan to 26 Mar	24 Jan to 25 Mar	30 Jan to 31 Mar
Break	3-week break	4-week break	3-week break
Term 2	19 Apr to 18 Jun	26 Apr to 24 Jun	24 Apr to 23 Jun
Break	3-week break	3-week break	3-week break
Term 3	12 Jul to 10 Sep	18 Jul to 16 Sep	17 Jul to 15 Sep
Break	3-week break	3-week break	3-week break
Term 4	5 Oct to 3 Dec	10 Oct to 9 Dec	9 Oct to 8 Dec
Break	7-week break	7-week break	7-week break

Qualification Structure & Course Content


This course allows students to practise applying skills needed to participate in a project management team. They will be exposed to a range of techniques that can be applied to individual aspects of projects, including human resources and risk management skills. The Diploma and Advanced Diploma provide further opportunities for students to learn about collaborating, implementing change and leading others.

Pathways from the Qualifications

Upon successful completion of the Project & Program Management courses, students may gain employment in the Project Management industry or enrol into a tertiary institution in a related Diploma, Advanced Diploma or Bachelor Degree course.

Training and Assessment

All vocational courses are assessed through a combination of assessment types that may include written assignments, case studies, reports, group tasks, portfolios and/or presentations. Students must successfully pass all units to complete the qualification.

 495 Kent Street
Sydney NSW 2000
P: +61 2 9267 5688 | E: info@selc.edu.au

Australian
Qualifications
Framework


NATIONALLY RECOGNISED
TRAINING

MAKING A DIFFERENCE IN YOUR CAREER

BSB40920 Certificate IV in Project Management Practice (AQF - Level 4)

New qualification from 2022

Module	Unit of Competency
Project planning	BSBPMG420 Apply project scope management techniques
	BSBPMG423 Apply project cost management techniques
	BSBPMG428 Apply project life cycle management processes
Project communication	BSBLDR413 Lead effective workplace relationships
	BSBPMG422 Apply project quality management techniques
	BSBPMG429 Apply project stakeholder engagement techniques
Project management	BSBPMG421 Apply project time management techniques
	BSBPMG426 Apply project risk management techniques
	BSBPMG424 Apply project human resources management approaches

Course Duration

3 x 12-week terms (approximately 9 months)

Course Delivery

Blended: 67% face-to-face tuition
(currently integrated eLearning due to COVID-19)
33% online

Entry Requirements

- Year 12 (or equivalent) and above
- IELTS 5.5 (or equivalent) and above

Nationally recognised qualification under the Australian Qualifications Framework (AQF)

BSB50820 Diploma of Project Management (AQF - Level 5)

New qualification from 2022

Module	Unit of Competency
Fundamentals	BSBPMG530 Manage project scope
	BSBPMG538 Manage project stakeholder engagement
	BSBPMG540 Manage project integration
Teamwork	BSBPMG534 Manage project human resources
	BSBPMG535 Manage project information and communication
	BSBTWK502 Manage team effectiveness
Governance	BSBPMG536 Manage project risk
	BSBSTR502 Facilitate continuous improvement
	BSBPMG539 Manage project governance
Resources	BSBPMG531 Manage project time
	BSBPMG532 Manage project quality
	BSBPMG533 Manage project cost

Course Duration

4 x 12-week terms (approximately 12 months)

Course Delivery

Blended: 67% face-to-face tuition
(currently integrated eLearning due to COVID-19)
33% online

Entry Requirements

- Year 12 (or equivalent) and above
- IELTS 5.5 (or equivalent) and above

Nationally recognised qualification under the Australian Qualifications Framework (AQF)

BSB60720 Advanced Diploma of Program Management (AQF - Level 6)

New qualification for students starting in July 2021 (daytime) or Oct 2021 (evening)

Module	Unit of Competency
Manage the program	BSBCRT611 Apply critical thinking for complex problem solving
	BSBPMG630 Enable program execution
	BSBPMG632 Manage program risk
Engage & lead the program	BSBPMG633 Provide leadership for the program
	BSBPMG634 Facilitate stakeholder engagement
	BSBPMG637 Engage in collaborative alliances
Program governance & change	BSBLDR601 Lead and manage organisational change
	BSBPMG635 Implement program governance
	ICTICT612 Develop contracts and manage contract performance
Develop the Program	BSBPMG636 Manage benefits
	PSPMG006 Develop a business case
	BSBSTR601 Manage innovation and continuous improvement

Course Duration

4 x 12-week terms (approximately 12 months)

Course Delivery

Blended: 67% face-to-face tuition
(currently integrated eLearning due to COVID-19)
33% online

Entry Requirements

- Year 12 (or equivalent) and above
- IELTS 5.5 (or equivalent) and above
- Diploma of Project Management **OR** two years equivalent full-time work experience at a significant level within a project or program management environment

Nationally recognised qualification under the Australian Qualifications Framework (AQF)