

Graduate Certificate in Business (299JA.2)

Please note these are the 2021 details for this course

Domestic students

Selection rank	PG
Delivery mode	
Location	Bruce, Canberra
Duration	0.5 years
Faculty	Faculty of Business, Government & Law
Discipline	Canberra Business School
UAC code	880202
English language requirements	An IELTS Academic score of 6.5 overall, with no band score below 6.0 (or equivalent).
	View IELTS equivalences

International students

Academic entry requirements	To study at UC, you'll need to meet our academic entry requirements and any admission requirements specific to your course. Please read your course admission requirements below. To find out whether you meet UC's academic entry requirements, visit our academic entry requirements page.
	View UC's academic entry requirements

Delivery mode	
Location	Bruce, Canberra
Duration	0.5 years
Faculty	Faculty of Business, Government & Law
Discipline	Canberra Business School
CRICOS code	085113K
English language requirements	<p>An IELTS Academic score of 6.5 overall, with no band score below 6.0 (or equivalent).</p> <p>View IELTS equivalences</p>

About this course

Make it your business to know what's going on

If the idea of one day developing the knowledge and skills to confidently navigate complex global business environments excites you, then UC's Graduate Certificate in Business is the perfect next step from which to launch your international business career.

This highly flexible course will help you develop exceptional business decision-making skills covering a diverse range of management subjects including business and management, decision making, political and legal frameworks, and the management of people.

This course has been specifically designed to prepare you for a range of business management positions in both the government and private sectors by teaching you the business skills to be able to adapt seamlessly to any business environment.

Make it your business to know all things business from the ground up with a respected qualification from UC.

Study a Graduate Certificate in Business at UC and you will:

- critically evaluate a range of core and contemporary concepts and theories of organisations and their management
- analyse and synthesise information and be able to critique and effectively communicate in a business and management context
- apply concepts, theories, and experience to business problems and propose sustainable solutions demonstrating initiative, creativity and social responsibility
- gain insight into the management of people and leadership development
- learn to communicate professionally and proficiently to a wide demographic
- gain high level industry contacts and networking opportunities
- have the experience and skills to confidently advance into a variety of career paths, including senior management

positions.

Work Integrated Learning (WIL)

WIL is an integral part of the UC journey and you are encouraged to actively attend and participate in relevant placements, workshops, conferences and events where you will have the opportunity to engage with both internal and external stakeholders at all levels.

This approach gives you an invaluable opportunity to meet and build strong networking relationships with industry professionals and greatly improves your employability after graduation.

Career opportunities

A UC Graduate Certificate in Business is a highly flexible qualification that adds value to a comprehensive range of executive positions all over the world such as:

- general manager
- business owner
- CEO
- analyst
- management consultant
- entrepreneur
- arts administrator
- council representative
- business administration manager
- project manager
- program manager

Admission requirements

Applicants must have a bachelor degree or equivalent in a non-business field, as approved by the University.

Assumed knowledge

None.

Periods course is open for new admissions

This course is not open for new admissions.

Credit arrangements

There are currently no formal credit transfer arrangements for entry to this course. Any previous study or work experience will only be considered as part of the application process in accordance with current [course rules and university policy](#).

Course requirements

Graduate Certificate in Business (299JA) | 12 credit points

Required - Must pass 12 credit points as follows

[Expand All](#) | [Collapse All](#)

Human Behaviour in Organisations G (9502) | 3 credit points — Level G

Institutions of Law and Government G (9582) | 3 credit points — Level G

Business and Management in Context G (9637) | 3 credit points — Level G

Business Decision Making G (11396) | 3 credit points — Level G

In addition to course requirements, in order to successfully complete your course you must meet the inherent requirements. Please refer to the [inherent requirements statement](#) applicable to your course

Typical study pattern

UC - Canberra, Bruce

Standard Full Time, Semester 1 Commencing

Year 1

Semester 1

[Business Decision Making G \(11396\)](#)

[Business and Management in Context G \(9637\)](#)

[Human Behaviour in Organisations G \(9502\)](#)

[Institutions of Law and Government G \(9582\)](#)

Standard Full Time, Semester 2 Commencing

Year 1

Semester 2

[Business Decision Making G \(11396\)](#)

[Business and Management in Context G \(9637\)](#)

[Human Behaviour in Organisations G \(9502\)](#)

[Institutions of Law and Government G \(9582\)](#)

Course information

Course duration

Standard one semester full-time or equivalent. Maximum of six semesters

Learning outcomes

Learning outcomes	Related graduate attributes
Critically evaluate a range of core and contemporary concepts and theories of organisations and their management;	<p>UC graduates are professional: employ up-to-date and relevant knowledge and skills; use creativity, critical thinking, analysis and research skills to solve theoretical and real-world problems;</p> <p>UC graduate are global citizens: think globally about issues in their profession; adopt an informed and balanced approach across professional and international boundaries;</p> <p>UC graduates are lifelong learners: reflect on their own practice, updating and adapting their knowledge and skills for continual professional and academic development;</p>
Analyse and synthesise information and be able to critique and effectively communicate in a business and management context;	<p>UC graduates are professional: employ up-to-date and relevant knowledge and skills; communicate effectively; use creativity, critical thinking, analysis and research skills to solve theoretical and real-world problems;</p> <p>UC graduate are global citizens: think globally about issues in their profession; adopt an informed and balanced approach across professional and international boundaries; communicate effectively in diverse cultural and social settings;</p> <p>UC graduates are lifelong learners: reflect on their own practice, updating and adapting their knowledge and skills for continual professional and academic development;</p>
Apply concepts, theories and experience to business problems and propose sustainable solutions demonstrating initiative, creativity and social responsibility.	<p>UC graduates are professional: employ up-to-date and relevant knowledge and skills; communicate effectively; use creativity, critical thinking, analysis and research skills to solve theoretical and real-world problems;</p> <p>UC graduate are global citizens: think globally about issues in their profession; adopt an informed and balanced approach across professional and international boundaries; behave ethically and sustainably in their professional and personal lives.</p>

UC graduates are lifelong learners: adapt to complexity, ambiguity and change by being flexible and keen to engage with new ideas;

Awards

Award	Official abbreviation
Graduate Certificate in Business	GradCert Bus

Enquiries

Student category	Contact details
Prospective International Students	Email international@canberra.edu.au or Phone +61 2 6201 5342
Prospective Domestic Students	Email study@canberra.edu.au or Phone 1800 UNI CAN (1800 864 226)
Current and Commencing Students	In person, Student Centre Building 1 (take a BGL Faculty course advice ticket) or Email bglstudent@canberra.edu.au

Download your course guide



Scholarships

Find the scholarship that's the right fit for you

[Explore Scholarships](#)

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UC acknowledges the Ngunnawal people, traditional custodians of the lands where Bruce campus is situated. We wish to acknowledge and respect their continuing culture and the contribution they make to the life of Canberra and the region. We also acknowledge all other First Nations Peoples on whose lands we gather.