

Bachelor of Business Administration (MGB201.1)

Please note these are the 2024 details for this course

Domestic students

Selection rank	N/A
Delivery mode	On campus
Location	Bruce, Canberra
Duration	3.0 years
Faculty	Faculty of Business, Government & Law
Discipline	Canberra Business School
UAC code	
English language requirements	An IELTS Academic score of 6.0 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	On campus
Location	Bruce, Canberra
Duration	3.0 years
Faculty	Faculty of Business, Government & Law
Discipline	Canberra Business School
CRICOS code	095942A
English language requirements	<p>An IELTS Academic score of 6.0 overall, with no band score below 6.0 (or equivalent).</p> <p>View IELTS equivalences</p>

About this course

The Bachelor of Business Administration is designed to prepare students for roles in small and medium sized business enterprises in today's highly competitive, global business environment, where a broad skillset is required. It is designed for students who no longer wish to complete a specialisation of eight units within a single discipline. Entry into this qualification is only available to students transferring from other programs, offered either by the University of Canberra or approved articulation partners. Students will need to have received at least 24 credit points of credit prior to admission.

Admission requirements

This qualification is only available to students transferring from other degrees, offered either by the University of Canberra or approved articulation partners. Students will need to have received at least 24cp of credit prior to admission. In all other aspects, normal UC admission requirements to an undergraduate course will apply.

Assumed knowledge

None.

Periods course is open for new admissions

This course is not open for new admissions.

Credit arrangements

A credit transfer arrangement is available for this course for the following institutions:

Course requirements

Bachelor of Business Administration (MGB201) | 72 credit points

Required - Must pass 42 credit points as follows

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

Core Major in Business Administration (CM0012) | 24 credit points

Required - Must pass 6 credit points as follows

Introduction to Management (11174) | 3 credit points – Level 1

Introduction to Economics (11175) | 3 credit points – Level 1

Restricted Choice - 18 credit points as follows

Part A - Must pass 3 credit points from the following

Business Decision Making (11009) | 3 credit points – Level 1

Introduction to Politics and Government (11235) | 3 credit points – Level 1

Part B - Must pass 3 credit points from the following

Quantitative Methods in Commerce (11165) | 3 credit points – Level 1

Business Research Methods (11172) | 3 credit points – Level 1

Investigating and Explaining Society (11236) | 3 credit points – Level 1

Part C - Must pass 3 credit points from the following

Professional Orientation (Commerce) (11010) | 3 credit points – Level 1

Professional Orientation (Business) (11011) | 3 credit points – Level 1

Professional Orientation (Government and Policy) (11012) | 3 credit points – Level 1

Part D - Must pass 3 credit points from the following

Professional Evidence (Commerce) (11171) | 3 credit points – Level 3

Professional Evidence (Business) (11173) | 3 credit points – Level 3

Professional Evidence (Government and Policy) (11237) | 3 credit points – Level 3

Part E (Professional Practice) - Must pass 6 credit points as follows

Part A - Must pass at least 3 credit points from the following

Business, Government & Law Extended Internship (10158) | 6 credit points – Level 3

Business, Government & Law Professional Internship (10236) | 12 credit points – Level 3

BGL Internship (Commerce) (11166) | 3 credit points – Level 3

BGL Internship (Business and Management) (11167) | 3 credit points – Level 3

BGL Internship (Government and Policy) (11168) | 3 credit points – Level 3

Organisational Communications, Culture and Change (11169) | 3 credit points – Level 3

Negotiation (11319) | 3 credit points – Level 3

BGL Internship A (12046) | 3 credit points – Level 3

BGL Internship B (12047) | 3 credit points – Level 3

BGL Internship C (12048) | 6 credit points – Level 3

BGL Internship D (12049) | 12 credit points – Level 3

Note:

- From 2024, units 10158, 10236, 11166, 11167 and 11168 have been replaced with new BGL Internship units.

Part B - May do up to 3 credit points from the following

Small Business Management (9531) | 3 credit points – Level 2

International Business Study Tour (9628) | 3 credit points – Level 2

Business Communication (11170) | 3 credit points – Level 2

Social Enterprise (11379) | 3 credit points – Level 2

Note:

- 1. Students must pass a minimum of 1 unit from Part A. Two units may be chosen from Part A or one from Part A and one from Part B.
- 2. Students who undertook two units listed in the current Part B section prior to 2024 can still count the units towards their course. Students from 2024 need to select at least 1 unit from Part A.

Specialist Major in Business Administration (SM0031) | 18 credit points

Restricted Choice - 18 credit points as follows

Part A - Must pass 12 credit points from the following

- Any Level 2, 3, I or A unit within the Faculty of Business, Government & Law (BGL) other than a Professional Practice unit.

Part B - Must pass 6 credit points from the following

- Any Level 3 or A unit within the Faculty of Business, Government & Law (BGL) other than a Professional Practice or Professional Evidence unit.

Open Electives - 30 credit points as follows

- - Must pass 30 credit points from anywhere in the University, as a breadth major, a breadth minor and/or as individual units.

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

[Introduction to Management \(11174\)](#)

Open Elective Unit

Professional Orientation unit

Business Decision Making (11009) OR Introduction to Politics & Government (11235)

Semester 2

[Introduction to Economics \(11175\)](#)

Quantitative Methods in Commerce (11165) OR Business Research Methods (11175) OR Investigating & Explaining Society (11236)

Two Open Elective Units

Year 2

Semester 1

Two Level 2 or Level 3 Faculty of BGL units

Two Open Elective Units

Semester 2

Two Level 2 or Level 3 Faculty of BGL units

Professional Practice unit

Open Elective Unit

Year 3

Semester 1

One Level 3 Faculty of BGL unit

Two Open Elective Units

Professional Practice unit

Semester 2

Two Open Elective Units

Professional Evidence unit

One Level 3 Faculty of BGL unit

Course information

Course duration

Standard 3 years full time or part-time equivalent. Maximum 10 years from date of enrolment to date of course completion.

Learning outcomes

Learning outcomes	Related graduate attributes
Engage in a range of authentic, work-integrated learning opportunities to reflect on and improve professional practice in areas of communication, judgement, and cross-cultural teamwork.	<p>1.4 UC graduates are professional: work collaboratively as part of a team, negotiate, and resolve conflict;</p> <p>2.3 UC graduates are global citizens: understand issues in their profession from the perspective of other cultures;</p> <p>3.1 UC graduates are lifelong learners: reflect on their own practice, updating and adapting their knowledge and skills for continual professional and academic development; and</p>

	3.2 UC graduates are lifelong learners: be self-aware.
Communicate a clear, coherent and independent exposition of knowledge and ideas to a variety of stakeholders, addressing a diverse range of business problems.	<p>1.2 UC graduates are professional: communicate effectively; and</p> <p>2.4 UC graduates are global citizens: communicate effectively in diverse cultural and social settings.</p>
Exercise critical thinking skills when dealing with ambiguous and incomplete information.	<p>1.3 UC graduates are professional: use creativity, critical thinking, analysis and research skills to solve theoretical and real-world problems; and</p> <p>3.3 UC graduates are lifelong learners: adapt to complexity, ambiguity and change by being flexible and keen to engage with new ideas.</p>
Identify and obtain relevant information through primary and secondary research, and then provide advice to stakeholders.	1.3 UC graduates are professional: use creativity, critical thinking, analysis and research skills to solve theoretical and real-world problems.
Critically analyse relevant concepts and emerging issues and trends fundamental to the business and political sphere.	<p>1.1 UC graduates are professional: employ up-to-date and relevant knowledge and skills;</p> <p>1.3 UC graduates are professional: use creativity, critical thinking, analysis and research skills to solve theoretical and real-world problems;</p> <p>2.1 UC graduates are global citizens: think globally about issues in their profession; and</p> <p>2.3 UC graduates are global citizens: understand issues in their profession from the perspective of other cultures.</p>
Develop and apply experience in professional management of work and organisations demonstrating skills with creativity and initiative in new situations.	1.5 UC graduates are professional: display initiative and drive, and use their organisational skills to plan and manage their workload.

Develop capacity for ethical, socially responsible and sustainable business decision making in a complex business environment, demonstrating high level of personal autonomy and accountability.	<p>1.5 UC graduates are professional: display initiative and drive, and use their organisational skills to plan and manage their workload;</p> <p>1.6 UC graduates are professional: take pride in their professional and personal integrity; and</p> <p>2.6 UC graduates are global citizens: behave ethically and sustainably in their professional and personal lives.</p>
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Majors

- [Specialist Major in Business Administration \(SM0031\)](#)
- [Core Major in Business Administration \(CM0012\)](#)

Awards

Award	Official abbreviation
Bachelor of Business Administration	B BusAdmin

Enquiries

Student category	Contact details
Prospective Domestic Students:	Email study@canberra.edu.au or Phone 1800 UNI CAN (1800 864 226)
Prospective International Students:	Email international@canberra.edu.au or Phone +61 2 6201 5342
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.