

Graduate Certificate in Business (MGC103.1)

Please note these are the 2026 details for this course

Domestic students

Selection rank	
Delivery mode	Online
Location	UC - Canberra, Online
Duration	0.7 years
Faculty	Faculty of Business, Government & Law
Discipline	Canberra Business School
UAC code	
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

Selection rank	
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	Online
Location	UC - Canberra, Online
Duration	0.7 years
Faculty	Faculty of Business, Government & Law

Discipline	Canberra Business School
CRICOS code	
English language requirements	An IELTS Academic score of 6.5 overall, with no band score below 6.0 (or equivalent).
	View IELTS equivalences

About this course

The Graduate Certificate in Business is designed to introduce you as managers and aspiring leaders to the core functions of management and business administration. The course focuses on the core business skills of decision making and problem solving within a complex business environment. The Graduate Certificate in Business provides theoretical knowledge combined with the practical skills to manage existing organisations or start new businesses.

Admission requirements

Applicants must have:

- an Australian Bachelor qualification or equivalent, in a related field, OR
- an Australian Bachelor qualification in an unrelated field AND three years' relevant work experience, OR,
- an Australian Graduate Certificate (AQF 8) in any field (or higher)

Assumed knowledge

None.

Periods course is open for new admissions

Year	Location	Teaching period	Teaching start date	Domestic	International
2026	UC - Canberra, Online	Study Block 4	06 July 2026	✓	✓
2026	UC - Canberra, Online	Study Block 5	31 August 2026	✓	✓
2026	UC - Canberra, Online	Study Block 6	26 October 2026	✓	✓
2027	UC - Canberra, Online	Study Block 1	18 January 2027	✓	✓
2027	UC - Canberra, Online	Study Block 2	15 March 2027	✓	✓
2027	UC - Canberra, Online	Study Block 3	10 May 2027	✓	✓

2027	UC - Canberra, Online	Study Block 4	05 July 2027	✓	✓
2027	UC - Canberra, Online	Study Block 5	30 August 2027	✓	✓
2027	UC - Canberra, Online	Study Block 6	25 October 2027	✓	✓

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 (MGC103) | 12 credit points

Restricted Choice - Must pass 12 credit points from the following

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

Data-Driven Decision Making and Analytics PG (12289) | 3 credit points

— Level P

Financial Management and Sustainable Finance G (12290) | 3 credit points — Level G

Organisational Talent Management PG (12291) | 3 credit points — Level P

Marketing, Engagement and Behavioural Insights G (12292) | 3 credit points — Level G

Managerial Economics and Policy Analysis G (12293) | 3 credit points — Level G

Applied Industry Project PG (12294) | 3 credit points — Level P

Leading Modern Workforces PG (12296) | 3 credit points — Level P

Strategic Management and Innovation PG (12298) | 3 credit points — Level P

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

Course information

Course duration

The standard duration for this course is 8 months (4 Study Blocks). The maximum duration is 3 years from date of enrolment to date of course completion.

Learning outcomes

Learning outcomes

Related graduate attributes

2. Critique and reflect on skills and experiences in the management of work and organisations, demonstrating adaptability, creativity and initiative in situations.	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; work collaboratively as part of a team, negotiate, and resolve conflict; take pride in their professional and personal integrity. UC graduates 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; make creative use of technology in their learning and professional lives; behave ethically and sustainably in their professional and personal lives. UC graduates are lifelong learners: Reflect on their own practice, updating and adapting their knowledge and skills for continual professional and academic development; be self-aware; adapt to complexity, ambiguity and change by being flexible and keen to engage with new ideas. UC graduates are able to demonstrate Aboriginal and Torres Strait Islander ways of knowing, being and doing: Use local Indigenous histories and traditional ecological knowledge to develop and augment understanding of their discipline; communicate and engage with Indigenous Australians in ethical and culturally respectful ways.
3. Consolidate and synthesise learning to evaluate or advise on organisational solutions and business decisions.	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; work collaboratively as part of a team, negotiate, and resolve conflict. UC graduates are global citizens: Think globally about issues in their profession; adopt an informed and balanced approach across professional and international boundaries; make creative use of technology in their learning and professional lives; behave ethically and sustainably in their professional and personal lives. UC graduates are lifelong learners: Reflect on their own practice, updating and adapting their knowledge and skills for continual professional and academic development; be self-aware; adapt to complexity, ambiguity and change by being flexible and keen to

engage with new ideas.

4. Effectively communicate in business and management contexts.

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; work collaboratively as part of a team, negotiate, and resolve conflict; take pride in their professional and personal integrity.

UC graduates 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; make creative use of technology in their learning and professional lives; behave ethically and sustainably in their professional and personal lives.

UC graduates are lifelong learners: Reflect on their own practice, updating and adapting their knowledge and skills for continual professional and academic development; be self-aware; adapt to complexity, ambiguity and change by being flexible and keen to engage with new ideas; evaluate and adopt new technology.

UC graduates are able to demonstrate Aboriginal and Torres Strait Islander ways of knowing, being and doing: Communicate and engage with Indigenous Australians in ethical and culturally respectful ways.

1. Research, analyse and apply discipline-relevant concepts and theories to an increasingly complex global business environment.

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; work collaboratively as part of a team, negotiate, and resolve conflict; take pride in their professional and personal integrity.

UC graduates 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; make creative use of technology in their learning and professional lives; behave ethically and sustainably in their professional and personal lives.

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Awards

Award	Official abbreviation
Graduate Certificate in Business	GradCert Bus

Enquiries

Student category	Contact details
Prospective Students	Email: study@canberra.edu.au or Phone: 1800 UNI CAN (1800 864 226)
Current and Commencing Students	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.