

# GRADUATE CERTIFICATE IN BUSINESS ADMINISTRATION

## Degree Requirements

For a pass in the Graduate Certificate, a student must complete a total of four units. This must comprise three Core Units and one Elective Unit accumulating 60 credit points. The course is designed to be completed within one term of Full Time Study or one year of Part Time Study.

After successful completion of the Graduate Certificate, if a student receives an average mark of 65% plus, they will be offered articulation into the Graduate Diploma in Business Administration and Advanced Standing will be given for units completed in the Graduate Certificate

## Course Structure

Students have a choice of the following Core Units which they must pass, each of which has a 15 credit point value.

Core Units (Bundoora)			
<b>BUA4OB</b> Organisational Behaviour  <b>(Offered in Term 1 &amp; 3)</b>	<b>BUA4FMA</b> Financial Management and Accounting  <b>(Offered in Term 1 &amp; 3)</b>	<b>BUA4MKG</b> Marketing  <b>(Offered in Term 1 &amp; 3)</b>	<b>BUA4SHR</b> Strategic Human Resource Management  <b>(Offered in Term 2 &amp; 4)</b>
<b>BUA4IBE</b> International Business Environment  <b>(Offered in Term 2 &amp; 4)</b>	<b>BUA4MGT</b> Management Fundamentals  <b>(Offered in Term 2 &amp; 4)</b>		
Elective Units (Bundoora)			
<b>BUA5ABE</b> Applied Business Economics  <b>(Offered in Term 2 &amp; 4)</b>	<b>BUA5BAM</b> Business Analysis and Modelling  <b>(Offered in Term 1 &amp; 3)</b>	<b>BUA5MAB</b> Money and Banking  <b>(Offered in Term 2 &amp; 4)</b>	<b>BUA5GCS</b> Governance and Corporate Social Responsibility  <b>(Offered in Term 1 &amp; 4)</b>
<b>BUA5FTS</b> Funding Technology Start-ups  <b>(Offered in Term 2 only)</b>	<b>BUA5IFI</b> International Finance  <b>(Offered in Term 3 only)</b>	<b>BUA5MIS</b> Management Information Systems  <b>(Offered in Term 2 &amp; 4)</b>	<b>BUA5RMA</b> Risk Management  <b>(Offered in Term 2 &amp; 4)</b>
<b>BUA5SMP</b> Strategic Management of Intellectual Property  <b>(Offered in Term 3 only)</b>	<b>BUA5IER</b> International Employment Relations  <b>(Offered in Term 1 only)</b>	<b>BUA4ISM</b> Issues in Strategic Management  <b>(Offered in Term 1 &amp; 3)</b>	

**NB:** NOT all core units and electives are offered each term. Students will need to refer to the Graduate School of Management's website at: [http://www.latrobe.edu.au/gsm/current\\_students.html](http://www.latrobe.edu.au/gsm/current_students.html) for unit availability.

Some units are available from Main Campus of La Trobe University in both 1<sup>st</sup> and 2<sup>nd</sup> Semesters. (See Graduate School of Management for approval).