BSB30120 Certificate III in Business

Course Overview

Our program enables students to achieve a nationally-accredited qualification while still at secondary school.

The BSB30120 Certificate III in Business equips students with a strong foundation in essential business skills, covering key areas such as customer service, financial administration, and effective teamwork in a business environment.

This qualification provides a direct pathway into further study, such as a Certificate IV or Diploma qualification, and contributes valuable points towards the Queensland Certificate of Education (QCE).

Course delivery is conducted through structured online learning, with students attending a live virtual class every week to guide their studies.

Course Structure | 13 units

Core Units I 6 units

BSBCRT311	Apply critical thinking skills in a team environment
BSBPEF201	Support personal wellbeing in the workplace
BSBSUS211	Participate in sustainable work practices
BSBTWK301	Use inclusive work practices
BSBWHS311	Assist with maintaining workplace safety
BSBXCM301	Engage in workplace communication

Elective Units I 7 units

BSBTEC302	Design and produce spreadsheets
BSBWRT311	Write simple documents
BSBTEC301	Design and produce business documents
BSBTEC303	Create Electronic Presentations
BSBPEF301	Organise personal work priorities
BSBOPS304	Deliver and monitor a service to customers
BSBOPS305	Process customer complaints

RTO 45030 CRICOS 03552K

Course details

Every Monday
from 4:00 to 5:30 p.m.

Online delivery
via Microsoft Teams

Duration: 12-18 months

School holidays support available face-to-face

Eligibility: suitable for students in Years 10, 11 and 12

Course fees

Domestic students
Tuition fees: $1,650
Enrolment fee (non-refundable): $250
Total: $1,900

International students
Tuition fees: $1,850
Enrolment fee (non-refundable): $300
Total: $2,150

A monthly instalment plan is available at an additional charge of $100.

BARRINGTON COLLEGE AUSTRALIA

About Us

Barrington College Australia is a leading boutique provider of vocational education, and we have been proudly delivering in-school programs since 2014.

We have a business campus in Brisbane and a purpose-built hospitality and business campus on the Gold Coast.

We currently partner with over 40 private, independant and public schools predominantly in South East Queensland, however we have students enrolled with us Australia wide.

Why Study With Barrington College Australia?

- A recognised leader in the delivery of in-school vocational programs
- Established university pathways
- Potential academic credit towards university undergraduate degrees
- Flexible study through a cloud-based learning management system
- Qualification provides ATAR-equivalency and up to eight QCE points
- CRICOS-registered for international students
- Students can achieve a nationally-accredited vocational qualification while still at secondary school
- Personalised study experience and strong student support that includes holiday workshops

University Pathways

We have established university pathways that may provide potential academic credit towards undergraduate degrees.

QUT · Griffith University Queensland, Australia · Southern Cross University · UniSQ · UniSC · University of Tasmania

Your Next Step

For further information you can contact our Future Students Team by telephone on 07 5562 5700 or by email at schools@barringtoncollege.edu.au

Scan the QR code to access the application form

Connect with us

Email: schools@barringtoncollege.edu.au | Phone: 07 5562 5700 I www.barringtoncollege.edu.au I **RTO 45030** I **CRICOS 03552K**
Gold Coast campus: 9 Seabank Ln, Southport, QLD 4215 I **Brisbane campus:** Level 7, 119 Charlotte St, Brisbane City, QLD 4000

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