BSB42618 Certificate IV in New Small Business

CRICOS Code: 098631C

Introduction
This qualification reflects the role of individuals who use well-developed skills and a broad knowledge base in a wide variety of small business contexts. They apply solutions to a defined range of unpredictable problems, and analyse and evaluate information from a variety of sources. They may provide leadership and guidance to others, and have responsibility for the output of others.

The course is suitable for those planning to set up a small business or may be in the early stages of running a small business.

All coursework and assessments are done in the context of a business and there is plenty of opportunity to develop skills and tools relevant to the daily running of a business.

Qualification Rules
As part of the Australian Qualifications Framework this program is nationally recognised. Graduates will be awarded the BSB42618 Certificate IV in New Small Business. A statement of attainment will be awarded to those who do not complete all units.

Participants must complete ten (10) units of competency in accordance with the guidelines published in the BSB Business Services Training Package Qualification Rules which requires:

- **4 core units** and **6 elective units**
- Total: **10 units**

Core units (4)

- BSBSMB401 Establish legal and risk management requirements of small business
- BSBSMB403 Market the small business
- BSBSMB404 Undertake small business planning
- BSBSMB421 Manage small business finance

Elective units (6)

- BSBCUS402 Address customer needs
- BSBADM409 Coordinate business resources
- BSBREL401 Establish networks
- BSBSMB409 Build and maintain relationships with small business stakeholders
- BSBSMB420 Evaluate and develop small business operations
- BSBINN301 Promote innovation in a team environment

Course Duration / Delivery Method
This program is delivered over 38 weeks (which equates to 870 hours of class-based learning) which includes orientation, public and term break holidays. Set assessment tasks may sometimes need to be completed outside of class times. Trainers will provide any additional learning materials where gaps are identified in either a participant's underpinning knowledge or the training resources.

International Student Entry Requirements
- Language, literacy and numeracy test required as condition of enrolment
- Completion of Year 12 / SACE 2 / HSC or equivalent
- Minimum IELTS 5.5 (overall) or equivalent

Tuition Fee
- AUD $13,000 (International Students)

Enrolment Fee (non-refundable):
- AUD $ 250

Intake
February, April, July, October

Assessment Methods
Participants will be provided with a timetable at the commencement of the course which will detail the assessment submission deadlines. As the course is competency-based, assessments are provided throughout the course and participants must achieve competency in each assessment. If competency cannot be achieved, a further training need may be identified and addressed accordingly.

A variety of methods will be used to assess the competency of participants, including:
- Case studies
- Projects (simulated work environment)
- Assignments
- Observation
- Presentations
- Role plays
- Questions/activities

Delivery mode
- Classroom

Training Pathways
Students who complete BSB42615 Certificate IV in New Small Business and/or BSB40215 Certificate IV in Business, can then undertake BSB50215 Diploma of Business and/or BSB51918 Diploma of Leadership and Management at IAA.

Employment Pathways
Our Certificate IV in New Small Business provides the practical skills required to start and run a small business. The course covers business planning, dealing with legal requirements, managing finances and marketing products or services.