



# Postgraduate studies



Graduate Certificate in  
Business Administration

Graduate Diploma in  
Business Administration

Master of  
Business Administration

Executive Master of  
Business Administration

Graduate Certificate in  
Business Research

Master of  
International Business

Graduate Certificate in  
Management

Master of  
Management

## Why choose USC?

It's the best of both worlds. Students choose USC for its industry focused degrees, experienced academics, student support and relaxed campus atmosphere.



Graduate Certificate in...  
Graduate Diploma in...  
Master of...

## Business Administration

- MBA – the international standard for graduate business qualifications
- Innovative and flexible approaches to learning
- Enjoy the freedom and flexibility of studying online

### Broaden your managerial skills to prepare for senior management roles.

In today's business world, the demands of management require you to have an increasing range of skills in all facets of business. Graduate training in management and business administration can complement and enhance the skills you have gained in the workplace, or add value to existing qualifications – fast tracking your career ambitions.

USC's business administration programs offer you innovative and flexible approaches to learning, including the opportunity to study online. Courses explore current business issues and offer you network-building opportunities. You learn to integrate knowledge and skills across functions and disciplines, and focus on the application of theory and execution of practice.

The 4-course Graduate Certificate in Business Administration introduces you to fundamental areas of business administration. Courses cover the key functional areas of an organisation and provide you with knowledge and skills in the key discipline areas. It is also an entry pathway if you wish to complete the Graduate Diploma in Business Administration but do not hold a bachelors degree.

The 8-course Graduate Diploma builds on the Graduate Certificate and students successfully completing the Graduate Diploma can choose to continue on to study for the Master of Business Administration qualification. In the Graduate Diploma, you extend the skill-focused study and practical work to develop your professional understanding and problem-solving abilities. Depending on your interests, you can choose to study courses in decision-making, economics, marketing, management, law, ethics or informatics.

The suite culminates in the 12-course MBA, which is now the international standard for graduate business qualifications. As an MBA student, you develop managerial skills in critical thinking and research and analysis through individual and team-based work. You complete six required courses covering the fundamental areas of business administration and choose six elective courses, which allow you to focus on specific interest areas.

For added flexibility, if you enrol in the Graduate Diploma you may choose to exit after completing the first four courses with the Graduate Certificate and achieve a recognised qualification. Similarly, if you enrol in the MBA program, you may choose to exit after completing the requirements for either the Graduate Certificate (4 courses) or Graduate Diploma (8 courses). Subject to certain time conditions, you can return to upgrade your qualification later.

### CAREER OPPORTUNITIES

Graduates of these programs can expect to find employment in either public or private organisations in management and administration roles across diverse industry sectors.

### ADMISSION REQUIREMENTS

To be considered for admission for any of these programs candidates would normally be required to:

1. possess an undergraduate degree from a recognised higher education institution or equivalent
2. have at least two years relevant full-time equivalent work or other relevant experience; and
3. candidates from a non-English speaking background must demonstrate an appropriate level of English proficiency. Refer to the University's English language requirements [www.usc.edu.au/englishlanguageqs](http://www.usc.edu.au/englishlanguageqs)

In addition, applicants for the MBA who do not possess an undergraduate degree but have at least three years' relevant full-time equivalent work or other relevant experience may be admitted to the qualifying Graduate Certificate in Business Administration. Successful completion of the Graduate Certificate in Business Administration will qualify the candidate for entry into the MBA for completion of the remaining courses.

### FEES

For the most up-to-date information on postgraduate coursework fees visit the website: [www.usc.edu.au/fees](http://www.usc.edu.au/fees)

### Graduate Certificate in Business Administration

Duration: 4 months minimum full-time; 2 years maximum part-time

Commence: Trimester 1, Trimester 2 or Trimester 3

Study mode: on campus, online

Total courses: 4

CRICOS code: 067674D. Only a full-time option is available to international students on a Student visa.

Comprehensive program information: [www.usc.edu.au/BU510](http://www.usc.edu.au/BU510)

### Graduate Diploma in Business Administration

Duration: 8 months minimum full-time; 4 years maximum part-time.

Commence: Trimester 1, Trimester 2 or Trimester 3

Study mode: on campus, online

Total courses: 8

CRICOS code: 067675C. Only a full-time option is available to international students on a Student visa.

Comprehensive program information: [www.usc.edu.au/BU610](http://www.usc.edu.au/BU610)

### Master of Business Administration

Duration: 1.5 years full-time (delivered over one calendar year); 6 years maximum part-time.

Commence: Trimester 1, Trimester 2 or Trimester 3

Study mode: on campus, online

Total courses: 12

CRICOS code: 066777E. Only a full-time option is available to international students on a Student visa.

Comprehensive program information: [www.usc.edu.au/BU710](http://www.usc.edu.au/BU710)

### ENQUIRIES

#### Application and admission information:

Student Administration

Tel: +61 7 5430 2890

Email: [information@usc.edu.au](mailto:information@usc.edu.au)

In person: Student Central, ground floor, Building C

#### Program advice:

Faculty of Arts and Business

Tel: +61 7 5430 1259

Fax: +61 7 5430 2859

Email: [FABinfo@usc.edu.au](mailto:FABinfo@usc.edu.au)

Executive Master of...

## Business Administration

- Intensive delivery meets the needs of the busy executive
- Enhance your qualifications to prepare for senior management roles
- Seize the opportunity to network with peers and industry leaders

### As a busy executive, you can upgrade your qualifications via intensive weekend classes.

The Executive Master of Business Administration (EMBA) allows you to advance your knowledge in a unique format where students progress through the program with the same group of peers. The program focuses on managers who are capable of intensive and focused study, but are time-poor. Only EMBA students with significant work experience attend the classes, with delivery through intensive weekend workshops once a month for two years.

The EMBA is a professionally oriented program of study that develops your understanding and problem-solving ability in business and management issues relevant to both public and private sector organisations. You have the opportunity to enhance your strategic thinking, leadership skills and competencies, in areas such as marketing, accounting, financial management and economics. The EMBA integrates skills across key business areas, and involves reflection and learning from real examples (including their own) of business strategy and its implementation.

The EMBA gives you an opportunity to network with peers and industry leaders, and enables you to develop business and industry contacts. Working with a cohort lays the foundations for a powerful learning environment, and the program uses computer-based simulations and problem-solving activities to challenge skills, attitudes and beliefs. Teaching staff are from both USC and external organisations.

To be considered for admission, you must have at least five years senior managerial work experience and attend an interview.

## CAREER OPPORTUNITIES

Graduates of the EMBA program will be well prepared to advance their career in senior management in either private or public organisations. The EMBA program is also an ideal platform for owners of SME businesses who are keen to focus on effective expansion and growth of their business.

## PROGRAM DELIVERY MODE

The EMBA is delivered on campus at USC on one weekend each month across approximately 22 months. For the assigned weekends, students will need to be available to attend classes on Friday, Saturday and Sunday.

The EMBA program commences in March for the first year of study, and continues each month until November. After a short break at the end of the year, the program will recommence in January.

Each weekend of delivery combines two courses so that delivery of a single course is not concentrated in one weekend. In addition, exams are conducted progressively throughout the scheduled weekends, not at a separate time. Due to this intensive delivery mode you are able to gain a real sense of achievement and progress.

## ADMISSION REQUIREMENTS

To be considered for admission, applicants must:

- have a prior degree<sup>#</sup>, and
- have at least five years senior managerial work experience

Candidates whose first language is other than English must demonstrate an appropriate level of English proficiency.

Refer to the University's English language requirements

[www.usc.edu.au/englishlanguagereqs](http://www.usc.edu.au/englishlanguagereqs)

Applicants may also be required to attend an interview.

<sup>#</sup> In the absence of an undergraduate degree the Faculty will consider evidence of the applicant's ability to study at a graduate level. This may include: partial completion of an undergraduate degree and/or other post-secondary qualifications.

## ADVANCED STANDING

### Students with an undergraduate degree

No advanced standing will be granted to students with an undergraduate qualification.

### Students with postgraduate qualifications

Students who have completed postgraduate courses elsewhere may apply for advanced standing up to a maximum of 50 percent for the Executive Master of Business Administration. The content of the courses would need to overlap the USC course content by at least 75 percent.

## FEES

For the most up-to-date information on postgraduate coursework fees visit the website: [www.usc.edu.au/fees](http://www.usc.edu.au/fees)

## ■ Executive Master of Business Administration

Duration: 2 years

Commence: Starts end of February for the first year of study and continues each month until November. After a short break at the end of the year, the EMBA recommences in early January. There is only one intake each year.

Study mode: on campus (intensive)

Total courses: 24

CRICOS code: Not available to international students on a Student visa.

Comprehensive program information: [www.usc.edu.au/BU791](http://www.usc.edu.au/BU791)

## ENQUIRIES

### Application and admission information:

Student Administration

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Email: [information@usc.edu.au](mailto:information@usc.edu.au)

In person: Student Central, ground floor, Building C

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## Graduate Certificate in

# Business Research

- Develop advanced research skills
- Earn admission to a PhD or Master by Research
- Gain a postgraduate qualification in as little as four months

## Take the next step towards a business research degree.

If you are a Masters by coursework student or graduate, the Graduate Certificate in Business Research offers a clear pathway to gaining entry into a research higher degree program.

The Graduate Certificate consists of four courses, covering research concepts, design and methodology.

The program provides an appropriate qualification and research training for students wishing to pursue a HDR but who do not meet the usual entry requirements of a research-based Masters or Honours qualification.

The program ensures that students undertaking higher studies will have developed the necessary research skills.

The Graduate Certificate also serves as a gauge for both students and the University to assess the candidate's potential suitability for higher research degree studies, and gives both student and potential supervisors the opportunity to more fully develop proposed research topics.

## CAREER OPPORTUNITIES

This program provides the pathway to undertaking further research in your area of interest in order to shape your future career according to your own interests and needs.

## ADMISSION REQUIREMENTS

Contact the Faculty of Arts and Business for more information on entry requirements.

## FEES

For the most up-to-date information on postgraduate coursework fees visit the website:

[www.usc.edu.au/fees](http://www.usc.edu.au/fees)

## ■ Graduate Certificate in Business Research

Duration: 4 months full-time; 2 years maximum part-time

Commence: Semester 1

Study mode: on campus

Total courses: 4

CRICOS code: Not available to international students on a Student visa.

Comprehensive program information: [www.usc.edu.au/BU508](http://www.usc.edu.au/BU508)

## ENQUIRIES

### Application and admission information:

Student Administration

Tel: +61 7 5430 2890

Email: [information@usc.edu.au](mailto:information@usc.edu.au)

In person: Student Central, ground floor, Building C

### Program advice:

Faculty of Arts and Business

Tel: +61 7 5430 1259

Fax: +61 7 5430 2859

Email: [FABinfo@usc.edu.au](mailto:FABinfo@usc.edu.au)

## Master of

# International Business

- Examine how firms operate and succeed in international business
- Explore the cultural dimensions of international management
- Learn to manage businesses strategically in a changing global environment

## Learn to understand the new realities of international business.

The Master of International Business is a contemporary flagship degree of the School of Business. It equips you with the international business skills you need in managing a global environment of continuous change. The program aims to exploit existing opportunities in the global environment and to explore new and demanding business challenges.

This 8-course program comprises a mix of required courses and electives which allows you an opportunity to tailor this degree to suit your own interests in the international business arena. Courses offered include a focus on global cultural awareness, international trade and finance, people management and international employment relations, and global business management.



## CAREER OPPORTUNITIES

Graduates can expect to be in demand for positions in export/import firms, foreign affairs and government departments, human resource management such as repatriation and training, international liaison positions, logistics management, marketing and management consultancies, and purchasing and trade positions. The degree is ideal for those aiming to work in global corporations.

## PROFESSIONAL RECOGNITION

Graduates may be eligible for membership of the Australian Institute of Management. All students may also apply for membership of the Australian and New Zealand Academy of Management, the Academy of International Business, and the Australian and New Zealand International Business Academy.

## ADMISSION REQUIREMENTS

Students will require either:

- a bachelor's degree in business or related field from a recognised higher education institution; or
- the USC Graduate Certificate in Management or equivalent approved course of study.

Applicants from a non-English speaking background must demonstrate an IELTS (Academic) overall score of 6.5, with a minimum of 6.0 in all subtests, or equivalent. Refer also to the University's English language requirements [www.usc.edu.au/englishlanguagereqs](http://www.usc.edu.au/englishlanguagereqs)

## CREDIT TRANSFER AND ADVANCED STANDING

Students seeking credit will be assessed on a case-by-case basis by the Faculty subject to University policy.

Credit given for individual courses studied as part of another Master of International Business (or its equivalent) elsewhere will be assessed on a case-by-case basis.

## FEES

For the most up-to-date information on postgraduate coursework fees visit the website: [www.usc.edu.au/fees](http://www.usc.edu.au/fees)

### ■ Master of International Business

Duration: 8 months full-time; 16 months part-time  
Commence: Trimester 1 or Trimester 2  
Study mode: on campus, online  
Total courses: 8  
CRICOS code: 069960D. Only a full-time option is available to international students on a Student visa.  
Comprehensive program information: [www.usc.edu.au/BU782](http://www.usc.edu.au/BU782)

## ENQUIRIES

### Application and admission information:

Student Administration  
Tel: +61 7 5430 2890  
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In person: Student Central, ground floor, Building C

### Program advice:

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## Graduate Certificate in... Master of... Management

- Gain a postgraduate qualification in as little as four months for the Graduate Certificate or eight months for the Masters
- Develop your competencies in business decision-making
- Examine ways to manage key issues for businesses, including marketing and organisational behaviour

### Make the decision to become an effective manager now.

The 4-course Graduate Certificate in Management is an introduction to graduate-level study and enables you to build your competency in four main areas of management. Learn to use accounting, economics and marketing data for informed decision-making and examine ways to manage organisational behaviour.

The Graduate Certificate is ideal if your undergraduate degree is not in business, commerce, management or similar, and you seek an introduction to business and management at the graduate level. It is also an entry pathway if you wish to complete a Master of Management but do not hold a bachelor degree in business or equivalent.

The 8-course Master of Management is an internationally recognised coursework master degree in business. It provides an alternative to the MBA if you do not have the work experience required for MBA admission. With two entry pathways, the program offers a broad spectrum of business and management courses and encourages you to deepen your knowledge beyond that gained in your previous study.

The Master of Management provides the opportunity to build your competencies in business decision-making; analysis of business problems and situations; written and oral communication; creativity, questioning and investigation; working individually and in teams; adoption of a global outlook; and moral and social responsibility.

Gain an in-depth understanding of general business management principles and their application both locally and globally. Develop specific skills required to succeed in today's job market and develop the capacity to work as an effective manager within public and private sector organisations regionally, internationally and globally. On completing the Master of Management, you are equipped to apply management and business theory in a modern business situation.

## CAREER OPPORTUNITIES

Graduates of these programs work in a diverse range of roles in industry and public sector organisations. The Master of Management program fully prepares students for either a generic senior management position, or a senior management position within a defined field—whether it is marketing, finance or another functional area that they aspire to lead.

## ADMISSION REQUIREMENTS

### Graduate Certificate in Management

Bachelor's degree other than in Business (or equivalent) from a recognised higher education institution or equivalent.

## Master of Management

- Either a bachelor's degree in Business, Commerce, Management or equivalent from a recognised higher education institution or equivalent; or
- the USC Graduate Certificate in Management or equivalent.

Applicants from a non-English speaking background must demonstrate an appropriate level of English proficiency. Refer also to the University's English language requirements [www.usc.edu.au/englishlanguagereqs](http://www.usc.edu.au/englishlanguagereqs)

## FEES

For the most up-to-date information on postgraduate coursework fees visit the website: [www.usc.edu.au/fees](http://www.usc.edu.au/fees)

### ■ Graduate Certificate in Management

Duration: 4 months full-time; 2 years maximum part-time  
Commence: Trimester 1, Trimester 2 or Trimester 3  
Study mode: on campus, online  
Total courses: 4  
CRICOS code: 065611B. Only a full-time option is available to international students on a Student visa.  
Comprehensive program information: [www.usc.edu.au/BU533](http://www.usc.edu.au/BU533)

### ■ Master of Management

Duration: 8 months full-time; 4 years part-time (maximum)  
Commence: Trimester 1  
Study mode: on campus, online  
Total courses: 8  
CRICOS code: Not available to international students on a Student visa.  
Comprehensive program information: [www.usc.edu.au/BU533](http://www.usc.edu.au/BU533)

## ENQUIRIES

### Application and admission information:

Student Administration  
Tel: +61 7 5430 2890  
Email: [information@usc.edu.au](mailto:information@usc.edu.au)  
In person: Student Central, ground floor, Building C

### Program advice:

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