



scopeVISION

Recognition Pathway

BSB61015 Advanced Diploma of Leadership & Management

Recognition Pathway

BSB61015 ADVANCED DIPLOMA OF LEADERSHIP & MANAGEMENT

Insanity is doing the same thing over and over again and expecting a different result. But if you don't know what you don't know....then how can you plan for something different. Scope's executive coaching options focus on growing and developing the individual, enabling them to in turn grow and develop the people around them. Using accredited assessments and resources Scope helps people to SOAR through identifying their Strengths, Opportunities, Achievements and the Results that they want to achieve.

Qualification Overview

This qualification reflects the role of individuals who apply specialised knowledge and skills, together with experience in leadership and management, across a range of enterprise and industry contexts.

Individuals at this level use initiative and judgement to plan and implement a range of leadership and management functions, with accountability for personal and team outcomes within broad parameters.

They use cognitive and communication skills to identify, analyse and synthesise information from a variety of sources and transfer their knowledge to others, and creative or conceptual skills to express ideas and perspectives or respond to complex problems..

Qualification Pathways

PREREQUISITE REQUIREMENTS

There are no prerequisite requirements for individual units of competency.

Pathways into the qualification

Candidates may enter the qualification through a number of entry points demonstrating potential to undertake vocational education and training at advanced diploma level, including:

- after achieving the BSB51915 Diploma of Leadership and Management or other relevant qualification/s
OR
- providing evidence of competency in the majority of units required for the BSB51915 Diploma of Leadership and Management or other relevant qualification/s
OR
- with substantial vocational experience, in management but without a formal qualification



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Qualification Rules

Total number of units = 12

4 core units plus

8 elective units, of which:

- 4 elective units must be selected from the listed electives
- 4 elective units may be selected from the listed electives or from any currently endorsed Training Package or accredited course at Advanced Diploma level.

Elective units must be relevant to the work environment and the qualification, maintain the integrity of the AQF alignment and contribute to a valid, industry-supported vocational outcome.

Core Units

BSBFIM601	Manage finances
BSBINN601	Lead and manage organisational change
BSBMGT605	Provide leadership across the organisation
BSBMGT617	Develop and implement a business plan

Elective Units Offered by Scope Vision

BSBHRM602	Manage human resources strategic planning
BSBHRM604	Manage employee relations
BSBINM601	Manage knowledge and information
BSBMGT608	Manage innovation and continuous improvement
BSBMGT615	Contribute to organisation development
BSBMGT616	Develop and implement strategic plans
BSBMGT619	Identify and implement business innovation
BSBMGT621	Design and manage the enterprise quality management system
BSBMGT622	Manage resources
BSBMKG609	Develop a marketing plan
BSBRKG601	Define recordkeeping framework
BSBRSK501	Manage risk
BSBWHS605	Develop, implement and maintain WHS management systems



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Recognition of Learning

ScopeVision will provide all learners with the opportunity to apply for recognition of the skills they possess no matter how they were achieved. Scope offers Recognition of Prior Learning (RPL) to eligible applications with a detailed Recognition Pathways Learner Guide available on our website www.scopevision.com.au. Under the principles of national recognition, Scope recognised all Qualifications and/or Statements of Attainment issued by another Registered Training Organisation and credit will be given accordingly.

Learning and Assessment Pathway

Scope Vision specialised in the customisation of on premise initiatives. For further information please contact our office.

Executive Coaching Pathway

Scope Vision offers this qualification via executive coaching. For further information download the program overview from our website.

Time Frame

The time frame in which each unit is completed will vary from person to person and industry to industry; as it is dependent upon the existing skills and knowledge of each participant.

Considerations Before Enrolment

It is important to discuss your enrolment preferences prior to completing this enrolment form. In accordance with Scope Vision's Fees and Charges Policy, and in an effort to maximise your successful completion, we recommend enrolment in no more than 4 units at a time. Once a learner enrolls via Recognition Pathway and an invoice is generated, no refund avenues are available.

Fees and Charges

All fees and charges associated with the course are outlined. Your enrolment fee covers all administration and assessment costs (encompassing two resubmissions where required). In the event that you require a duplicate copy of your Statement of Attainment or Qualification a \$25.00 fee is payable.

To Enrol

To formalise your enrolment, please complete and return pages 7 - 10 of this document to:

PO Box 301 Guildford WA 6935

F (08) 9297 3664

E mailbox@scopevision.com.au



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Scope Vision Obligations

As a Registered Training Organisation (RTO code: 4685), all training and assessment delivered by Scope Vision is undertaken in accordance with the Standards for RTOs and the relevant Training Packages. Scope Vision is subject to legislation related to training and assessment as well as general business practice. This legislation governs our obligations as an RTO, our obligations to our learners, and relates to the industries in which we operate.

Scope Vision will:

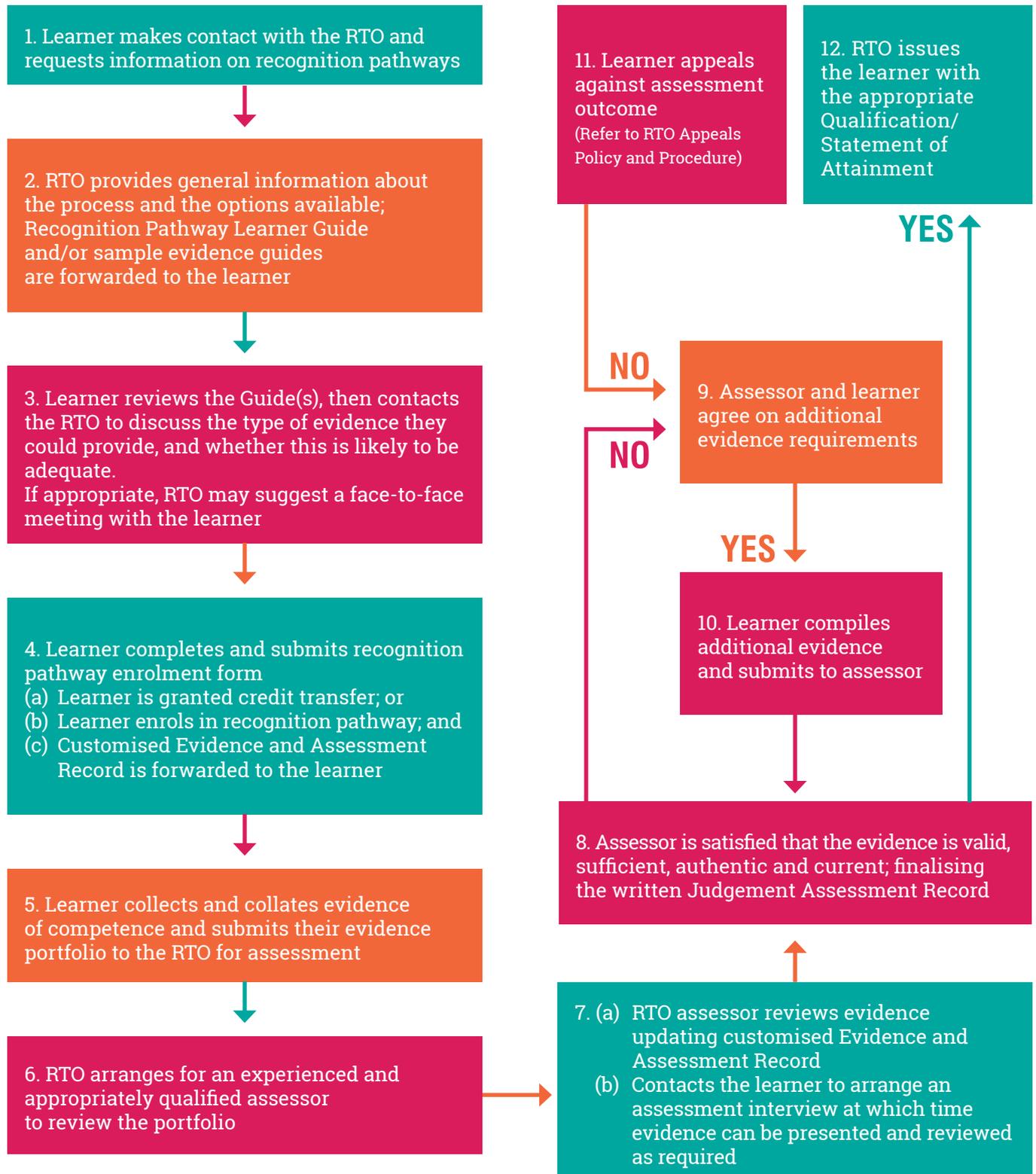
- Provide training and support, learning resources, flexible delivery options, and assessment services to all enrolled learners.
- Ensure that all training and assessment materials are current and designed in consultation with industry.
- Offer Recognition of Prior Learning pathways to all learners at enrolment.
- Employ staff who are knowledgeable, appropriately qualified, objective and who always operate with integrity.
- Provide the relevant Certificate or Statement of Attainment for all learners assessed as competent in their Nationally Recognised Qualification or Units of Competence. This certificate will be produced in accordance with the Australian Qualifications Framework (AQF) and the Standards for RTOs 2015.
- Ensure it has a fair and reasonable fee structure which protects fees paid in advance and provides learners with access to refunds where applicable.
- Provide a healthy and safe environment for learners where they are treated fairly and equally.
- Maintain procedures for protecting the personal information of learners.
- Provide a simple and accessible complaints and appeals policy and process.



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Recognition Pathway to Completion



Recognition Pathway

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Student Enrolment Form (please use capitals)

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PERSONAL DETAILS

*please write the name that you used when you applied for your Unique Student Identifier (USI), including any middle names.

FAMILY NAME (SURNAME) :	GIVEN NAMES:
DATE OF BIRTH:	GENDER: <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other
HOME ADDRESS: *please provide the physical address where you usually reside rather than any temporary address	
	POSTCODE:
POSTAL ADDRESS:	POSTCODE:
HOME TELEPHONE:	MOBILE TELEPHONE:
EMAIL ADDRESS:	
UNIQUE STUDENT IDENTIFIER [USI] <input type="text"/>	

From 1 January 2015 we Scope Vision can be prevented from issuing you with a nationally recognised VET qualification or statement of attainment when you complete your course if you do not have a Unique Student Identifier (USI). If you have not yet obtained a USI you can apply for it directly at <http://www.usi.gov.au/create-your-USI/> on computer or mobile device. Please note, if you would like to specify your gender as 'other' you will need to contact the USI Office for assistance.

WORK DETAILS

COMPANY/BUSINESS NAME:	
POSITION HELD:	SUPERVISOR NAME:
STREET ADDRESS:	POSTCODE:
POSTAL ADDRESS:	POSTCODE:
WORK TELEPHONE:	MOBILE TELEPHONE:
WORK EMAIL:	

LANGUAGE AND CULTURAL DIVERSITY

IN WHICH COUNTRY WERE YOU BORN?	<input type="checkbox"/> Australia
	<input type="checkbox"/> Other (please specify)
DO YOU SPEAK A LANGUAGE OTHER THAN ENGLISH AT HOME? (if more than one language, indicate the one that is spoken most often)	<input type="checkbox"/> No, English only
	<input type="checkbox"/> Yes, Other (please specify)
ARE YOU OF ABORIGINAL OR TORRES STRAIT ISLANDER ORIGIN?	<input type="checkbox"/> No
	<input type="checkbox"/> Yes, Aboriginal
	<input type="checkbox"/> Yes, Torres Strait Islander

DISABILITY

DO YOU CONSIDER YOURSELF TO HAVE A DISABILITY, IMPAIRMENT OR LONG-TERM CONDITION?	<input type="checkbox"/> Yes		
If YES, then please indicate the areas of disability, impairment or long-term condition:	<input type="checkbox"/> No		
<input type="checkbox"/> Hearing/Deaf	<input type="checkbox"/> Intellectual	<input type="checkbox"/> Mental Illness	<input type="checkbox"/> Vision
<input type="checkbox"/> Learning	<input type="checkbox"/> Physical	<input type="checkbox"/> Medical Condition	<input type="checkbox"/> Acquired Brain Impairment
<input type="checkbox"/> Other (please specify) :			



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Student Enrolment Form (please use capitals)

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SCHOOLING

WHAT IS YOUR HIGHEST COMPLETED SCHOOL LEVEL (tick ONE box only)

*If you are currently enrolled in secondary education, the highest school level completed refers to the highest school level you have actually completed and not the level you are currently undertaking. For example, if you are currently in Year 10, the highest school level completed is Year 9.

- Year 12 or equivalent Year 11 or equivalent Year 8 or below
 Year 10 or equivalent Year 9 or equivalent Never attended school

ARE YOU STILL ENROLLED IN SECONDARY OR SENIOR SECONDARY EDUCATION? Yes No

PREVIOUS QUALIFICATIONS ACHIEVED

HAVE YOU SUCCESSFULLY COMPLETED ANY OF THE FOLLOWING QUALIFICATIONS?

Yes No

If YES, then tick ANY applicable boxes:

- Bachelor Degree or Higher Degree Certificate III (or Trade Certificate)
 Advanced Diploma or Associate Degree Certificate II
 Diploma (or Associate Diploma) Certificate I
 Certificate IV (or Advanced Certificate/Technician) Other education
(including certificates or overseas qualifications not listed above)

EMPLOYMENT

OF THE FOLLOWING CATEGORIES, WHICH BEST DESCRIBES YOU CURRENT EMPLOYMENT STATUS? (tick one box only)

*For casual, seasonal, contract and shift work, use the current number of hours worked per week to determine whether full time (35 hours or more per week) or part-time employed (less than 35 hours per week).

- Full-time employee Employed – unpaid worker in a family business
 Part-time employee Unemployed – seeking full-time work
 Self-employed – not employing others Unemployed – seeking part-time work
 Employer Not employed – not seeking employment

STUDY REASON

OF THE FOLLOWING CATEGORIES, WHICH BEST DESCRIBES YOUR MAIN REASON FOR UNDERTAKING THIS COURSE? (tick one box only)

- To get a job It was a requirement of my job
 To develop my existing business I wanted extra skills for my job
 To start my own business To get into another course of study
 To try for a different career For personal interest or self-development
 To get a better job or promotion Other reasons



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Student Enrolment Form (please use capitals)

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CORE UNITS

PRICE PER UNIT \$250

- BSBFIM601 Manage finances
- BSBINN601 Lead and manage organisational change
- BSBMGT605 Provide leadership across the organisation
- BSBMGT617 Develop and implement a business plan

CHOOSE 8 UNITS

PRICE PER UNIT \$250

- BSBHRM602 Manage human resources strategic planning
- BSBHRM604 Manage employee relations
- BSBINM601 Manage knowledge and information
- BSBMGT608 Manage innovation and continuous improvement
- BSBMGT615 Contribute to organisation development
- BSBMGT616 Develop and implement strategic plans
- BSBMGT619 Identify and implement business innovation
- BSBMGT621 Design and manage the enterprise quality management system
- BSBMGT622 Manage resources
- BSBMKG609 Develop a marketing plan
- BSBRKG601 Define recordkeeping framework
- BSBRSK501 Manage risk
- BSBWHS605 Develop, implement and maintain WHS management systems
- Other (please state):
- Any other notes:

TOTAL ENROLMENT FEE \$



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Student Enrolment Form (please use capitals)

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PAYMENT INFORMATION - Please indicate where you would like your invoice sent to:

INVOICE ME PERSONALLY AT THE ADDRESS ON THIS LEARNER ENROLMENT FORM

INVOICE 3RD PARTY – DETAILS AS FOLLOWS:

Name of Company:

Attention:

Postal address:

Telephone number:

Purchase Order Number:

ACKNOWLEDGEMENTS

I have read and understood the following Scope Vision documents as outlined on their website scopevision.com.au/resources

- CODE OF PRACTICE
 FEES, CHARGES AND REFUND POLICY
 APPEALS, COMPLAINTS AND GRIEVANCE POLICIES
 RECOGNITION PATHWAYS GUIDE

I confirm that I have access to an appropriate work environment in order to successfully complete all of the required assessment activities

YES NO

I have completed the 'Are Your Ready?' form and been deemed eligible to enrol with Scope Vision

YES NO

Learner Signature _____

Date _____

PRIVACY STATEMENT AND LEARNER DECLARATION

Under the Data Provision Requirements 2012 and National VET Data Policy (which includes the National VET Provider Collection Data Requirements Policy), Registered Training Organisations are required to collect and submit data compliant with AVETMISS for the National VET Provider Collection for all Nationally Recognised Training. This data is held by the National Centre for Vocational Education Research Ltd (NCVER), and may be used and disclosed for the following purposes:

- populate authenticated VET transcripts;
- facilitate statistics and research relating to education, including surveys and data linkage;
- pre-populate RTO student enrolment forms;
- understand how the VET market operates, for policy, workforce planning and consumer information; and
- administer VET, including program administration, regulation, monitoring and evaluation.

You may receive a student survey which may be administered by a government department or NCVER employee, agent or third party contractor or other authorised agencies. Please note you may opt out of the survey at the time of being contacted.

NCVER will collect, hold, use and disclose your personal information in accordance with the Privacy Act 1988 (Cth), the National VET Data Policy and all NCVER policies and protocols (including those published on NCVER's website at www.ncver.edu.au).

