

Associate Degree of Business (ADBS) - ADegBus

QTAC code (Australian and New Zealand applicants): Toowoomba campus: 904021; Distance education: 904025; Fraser Coast campus: 914021; Springfield campus: 924021

CRICOS code (International applicants): 076058J

	On-campus*	Distance education
Semester intake:	Semester 1 (February) Semester 2 (July) Semester 3 (November)	Semester 1 (February) Semester 2 (July) Semester 3 (November)
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- work in support of professionals or work in a business employment category in its own right at a similar level to paraprofessional personnel
- understand a field of business with the emphasis on breadth rather than depth in one specific area.

Admission requirements

- Year 12 English (4,SA) or equivalent.
- Candidates for admission to this program must satisfy the normal USQ entry requirements for undergraduate programs. Please refer to [Section 2.2 of the Admissions Policy](#), Section 2.2.1 (for Australian students) and Section 2.2.3 (for international students).
- International applicants must have met the [University's English language requirements](#) or have completed the [University's ELICOS/EAP programs](#).

How to apply

Domestic students

[Application for undergraduate programs](#) may be made through the Queensland Tertiary Admissions Centre (QTAC). The same procedure applies whether you plan to study on-campus or by distance education.

If you completed Year 12 at a Queensland secondary school you will be assessed for entry on the basis of

Students enrolled in the joint TAFE/USQ Diploma programs must complete their Diploma studies before they can enrol at USQ.

Articulation

To articulate into USQ's [Bachelor of Commerce](#), [Bachelor of Business](#) or [Bachelor of Business Administration](#) programs, candidates must have successfully completed 8 courses with a minimum GPA of 4. Students planning to articulate should choose the core courses from the degree program into which they intend to articulate. Please refer to the program structure for additional information on core courses.

Exit points

Students must maintain good standing in this program (see Other program requirements section). Students not wishing to complete the Associate Degree of Business program may be permitted to exit with a [Diploma of Business Administration](#) if they have completed 8 courses as follows:

- a minimum of 4 core courses from the [Bachelor of Commerce](#), [Bachelor of Business](#) or [Bachelor of Business Administration](#)
- 4 other courses from the [Bachelor of Commerce](#), [Bachelor of Business](#) or [Bachelor of Business Administration](#).

A maximum of 4 exemptions can be claimed towards the [Diploma of Business Administration](#).

Exemptions

Exemptions may be granted on the basis of completed equivalent study from a recognised institution. In order for an exemption to be granted, the claim must meet the following specific requirements:

- the course was passed within 5 years prior to the application (courses up to 10 years old may be considered if evidence is provided that the applicant has been employed in that field)
- the course passed is sufficiently equivalent in objectives, content and weighting to a course prescribed in the Associate Degree of Business course, alternatively, the course is suitable as an elective
- where the student has taken out an award from a recognised institution and is claiming exemptions on the basis of courses completed to meet the requirements of that program, the maximum exemptions allowable on the basis of such courses will be no greater than 8 courses for the Associate Degree of Business
- exemptions approved in this program will not automatically apply to other programs offered by the USQ.