

Admission requirements

Applicants for admission to the Graduate Certificate in Business must hold an approved undergraduate degree from a recognised tertiary institution, or such other qualifications or substantial relevant professional experience as deemed sufficient and appropriate on application.

Domestic and International Applicants from a non-English speaking background are required to satisfy [English language requirements](#).

If you do not meet the English language requirements you may apply to study a University-approved [English language program](#). On successful completion of the English language program, Applicants may be admitted to an Award Program.

Program fees

Domestic full fee paying place

Domestic full fee paying places are funded entirely through the full fees paid by the student. Full fees vary depending on the courses that are taken. You are able to calculate the fees for a particular course via the [Course Fee Finder](#).

Domestic full fee paying students may be eligible to defer their fees through a Government loan called [FEE-HELP](#) provided they meet the residency and citizenship requirements.

Australian citizens, Permanent Humanitarian Visa holders, Permanent Resident visa holders and New Zealand citizens who will be resident outside Australia for the duration of their program pay full tuition fees and are not eligible for [FEE-Help](#).

International full fee paying place

International students pay full fees. Full fees vary depending on the courses that are taken and whether they are studied on-campus, via distance education/online. You are able to calculate the fees for a particular course via the [Course Fee Finder](#).

Program structure

Students are required to satisfactorily complete four business, commerce, information systems, or law courses. The courses normally should be at undergraduate level. However postgraduate 5000 level courses may be undertaken with the approval of the Faculty of Business, Education, Law and Arts.

Required time limits

Students have a maximum of 2 years to complete this program.

IT requirements

For information technology requirements please refer to the [minimum computing standards](#).

Other program requirements

Students must maintain good standing in this program. Please refer to the [Academic Standing, Progression and Exclusion Procedure](#).

Credit

Credit may be granted on the basis of equivalent courses undertaken at postgraduate or undergraduate level. The maximum number of units of credit that may be granted for the Graduate Certificate in Business is two courses. In order for a credit to be granted, the claim must meet the following specific requirements:

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Credit can be granted for undergraduate study. However if undertaking courses in the Graduate Certificate in Business to meet professional body requirements, approval must be sought from the professional body that credit will be accepted in the Graduate Certificate in Business. Credit approved in this program will not automatically apply to other programs offered by the USQ.

Note: Where credit is granted, maximum and minimum duration will be adjusted in the same proportion as the credit, for example, where the maximum of 50 percent credit is granted, maximum and minimum duration will be reduced by one-half.

Course transfers

Commerce courses completed through the USQ Professional Development Program or other incomplete USQ academic program may be eligible for transfer toward the Graduate Certificate in Business.

Enrolment

All prospective students should apply on a direct entry form. Those seeking to satisfy requirements of a professional body should attach a copy of the letter/schedule from the relevant professional body that specifies the reasons for studying.

Recommended enrolment pattern

Students are able to enrol in any offered mode of a course (on-campus, distance education or online), regardless of the program mode of study they enrolled in.

There is no recommended enrolment pattern for this program. Students requiring assistance should contact the Faculty of Business, Education, Law and Arts.