

Postgraduate Certificate of Business (PCBS) - PGradCertBus

CRICOS code (International applicants): 063623C

The Postgraduate Certificate in Business (PCBS) will accept no new admissions from Semester 1, 2015. Students who are interested in this study area should consider the [Graduate Certificate of Business](#) which will be offered from Semester 1, 2015.

	On-campus	External
Semester intake:	No new admissions	No new admissions
Campus:	Springfield, Toowoomba	-
Fees:	Domestic full fee paying place International full fee paying place	Domestic full fee paying place International full fee paying place
Standard duration:	1 semester full-time, up to 2 years part-time	
Program articulation:	To: Master of Business Administration ; Master of Management ; Master of Project Management (ends 2014) ; Master of Business	

Notes:

Not all courses are available on-campus.

Depending on specialisation undertaken, this program may not be able to be undertaken in full-time mode.

The Business Foundation specialisation is not available to international on-campus students.

No semester 3 intake for international on-campus students.

Contact us

Current students

[Ask a question](#)

Freecall (within Australia): 1800 007 252

Phone (from outside Australia): +61 7 4631 2285

Email usq.support@usq.edu.au

Professional accreditation

USQ is registered with the [Project Management Institute \(PMI\)®](#) as a Global Registered Education Provider (R.E.P.). A study of project management at USQ earns professional development units towards certification with PMI including towards the Project Management Professional (PMP)®.

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Program aims

Postgraduate Certificate in Business (General Specialisation)

The aim of the General Specialisation is to enable students with an undergraduate degree and a minimum of 3 years full-time equivalent relevant professional work experience to undertake postgraduate study across a range of disciplines to meet their specific workplace needs. Students can select from a wide range of courses that can be tailored to suit their immediate needs, or to lay a platform for further study in a Master's program such as the [Master of Business Administration](#), [Master of Management](#), [Master of Business](#) or [Master of Project Management \(ends 2014\)](#). Where applicable the entry requirements of those programs should be considered when choosing courses.

Postgraduate Certificate in Business (Early Career)

The aim of this specialisation is to provide students with some of the essential knowledge and skills that would normally be acquired during 3 years full-time equivalent relevant professional work experience. The Early Career specialisation is the only specialisation available to students who have an undergraduate degree or

equivalent from a recognised institution but do not have 3 years full-time equivalent relevant professional work experience. This specialisation enables students to choose 4 speci

- articulate both written and orally, the principles, theories, concepts and applications associated with a selected business discipline area.

Admission requirements

Candidates for entry into the Postgraduate Certificate in Business, must meet one of the following criteria:

- A tertiary qualification at bachelor degree or equivalent level from a recognised institution, and a minimum of three years full-time equivalent relevant professional work experience as deemed sufficient and appropriate on application. Students can enrol in a General, Business Foundation (normally for students without a business or business-related bachelor degree) or a Named Specialisation.
- An undergraduate degree or equivalent from a recognised institution but without three years full-time equivalent relevant professional work experience as deemed sufficient and appropriate on application. Students can only enrol in the Early Career Specialisation.
- A minimum of three years full-time equivalent relevant professional work experience as deemed sufficient and appropriate on application, but without a tertiary qualification at bachelor degree or equivalent level from a recognised institution. Students can only enrol in the Business Foundation Specialisation.

All students are required to satisfy the applicable [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, you 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

The Postgraduate Certificate in Business is comprised of four units of postgraduate courses as follows:

General Specialisation*^

Any four courses from the [Master of Business Administration](#), [Master of Management](#), [Master of Business](#) and [Master of Project Management \(ends 2014\)](#).

Early Career Specialisation~

Course	Semester of offer Distance/Online	Semester of offer Toowoomba campus	Semester of offer Springfield campus
Select four courses from the following:			
PRL5002 Strategic Issues and Crisis Management	2		

PRL8005 Management Communication	2		
FIN5003 Decision Support Tools	1, 3	1	1
LAW5201 Commercial Law	1, 2, 3	1, 2	1, 2
LAW5111 Advanced Australian Legal System	1, 2	1, 2	1, 2
LAW5114 Advanced Law in Context	2	2	2
A postgraduate course from Business and Commerce coursework Master programs excluding the Master of Business Administration. This option requires written approval from the Faculty of Business, Education, Law and Arts and may be subject to pre-requisite requirements.			

Note: Subject to written approval from the Faculty of Business, Education, Law and Arts, students may also be able to choose a course from across the university.

Business Foundation Specialisation

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](#).

Articulation

Upon successful completion of the Postgraduate Certificate in Business (Business Foundation, General or Specialisation) with a minimum GPA of 4.0, a student may articulate into the [Master of Business Administration](#), [Master of Management](#), [Master of Business](#) or [Master of Project Management \(ends 2014\)](#).

Upon successful completion of the Postgraduate Certificate in Business (Early Career) with a minimum GPA of 4.0, a student may apply for entry into the [Master of Business Administration](#) or [Master of Project Management \(ends 2014\)](#).

Exit points

There are no exit points from the Postgraduate Certificate in Business.

Credit

Credit may be granted on the basis of equivalent courses undertaken at postgraduate level. In order for credit to be granted, the claim must meet the following specific requirements:

- the course passed was taken at least at Masters or equivalent level
- the course was passed within five 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 equivalent in objectives, content and weightings to a course prescribed in the Postgraduate Certificate in Business course, or alternatively, the course is suitable as an elective
- where the student has taken out an award from a recognised tertiary institution and is claiming credit on the basis of courses completed to meet the requirements of that program, the maximum credit on the basis of such courses shall be no greater than two units of credit for the Postgraduate 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.

General/Named Specialisation

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


