Diploma of Business Foundations (DOBF) - DipBF

This program is offered only to continuing students. No new admissions will be accepted. Students who are interested in this study area should consider the FDUS Foundation Diploma of University Studies which will be offered from Semester 2, 2016.

	Online #
Semester intake:	No new admissions
Fees:	Commonwealth supported place Domestic full fee paying place International full fee paying place
Standard duration:	1 year full-time, 3 years part-time
Program articulation:	To: Bachelor of Business, ; Bachelor of Business Administration, ; Bachelor of Commerce

Notes:

The number of units of credit towards the ; Bachelor of Business, ; Bachelor of Business Administration and ; Bachelor of Commerce will depend on the major and courses studied with a maximum of eight credits being available.

The Business discipline courses are available on-campus and by distance education. Details on these faculty-specific offerings can be found from the undergraduate Business programs.

Footnotes

\#   The first four courses are compulsory and are only available online.

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

Program aims

This is a generalist and collaborative program offered by the Open Access College and the Faculty of Business, Education, Law and Arts. The first four courses prok

Program Information Set

View USQ's admission criteria, student profiles and a summary of all offers made under Course Admission Information Set via the QTAC website.

Admission requirements

To be eligible for admission, applicants must satisfy the following requirements:

There is no specified minimum educational achievement entrance standard.

Normally, to be eligible for enrolment in the program a person will have attained an age of at least 18 years in the year of the proposed enrolment.

Students will need to complete the online application form for entry to the Diploma Programs. All applicants are also required to complete online diagnostic tests in Mathematics, e-literacy, and English Communication Skills. Applicants will then be given advice detailing whether the Diploma Program is the most appropriate pathway for them to undertake. Some students may be advised to undertake the Tertiary Preparation Program .

All students are required to satisfy the applicable English language requirements.

If students do not meet the English language requirements they may apply to study a University-approved English language program. On successful completion of the English language program, students may be admitted to an award program.

Program fees

Commonwealth supported place

A Commonwealth supported place is where the Australian Government makes a contribution towards the cost of a student's higher education andstudents pay a student contribution amount, which varies depending on the courses undertaken. Students are able to calculate the fees for a particular course via the Course Fee Finder.

Commonwealth Supported students may be eligible to defer their fees through a Government loan called HECS-HELP.

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. Students 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. Students are able to calculate the fees for a particular course via the Course Fee Finder.

Program structure

This program consists of four core courses followed by four courses of specialisation in Business. Students must successfully complete the four core courses before they will be enrolled in the four courses of specialisation.

Core courses

There are four compulsory courses:

- DIP1000 E-Literacy for Contemporary Society
- DIP1001 Academic and Professional English
- DIP1002 Strategies for Successful Study
- DIP1004 Mathematical Literacy

DIP1000 E-Literacy for Contemporary Society and DIP1002 Strategies for Successful Study are co-requisites: they must be studied together, and they must be the first courses undertaken.

For part-time students, DIP1001 Academic and Professional English and DIP1004 Mathematical Literacy must be studied after DIP1000 and DIP1002. All four courses can be taken in a single semester for those pursuing full-time studies.

Foundation studies in Business courses

After completing the four compulsory courses students can select four Business courses from the following selection:

- ACC1101 Accounting for Decision-Making
- CIS1000 Information Systems Concepts
- LAW1101 Introduction to Law
- MGT1000 Organisational Behaviour
- MKT1001 Introduction to Marketing

Program completion requirements

To successfully complete the Diploma of Business Foundations students must successfully complete the four compulsory core courses, and also four courses of specialisation.

Required time limits

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

IT requirements

Students must have reliable and ready access to email and the Internet. Broadband access is required for the four compulsory core courses. Students should have access to a scanner for DIP1004 Mathematical Literacy. For information technology requirements, please see the minimum computing standards.

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.

Students undertaking the Diploma of Business Foundations must complete the four compulsory courses first. The recommended enrolment pattern for the four compulsory core courses is as follows:

4`f⊂⋈V	JVRc`Vd⊂ XdR^ R_Ud\/^ VdeVcⵊ_hYⵊY T f⊂⋈V Ⱬⅆ_`c^Rⵊⱼ def⋃ⵙU						6_c`]^V_ed⊔bfⵙV^ V_ed
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	JVRc	DV^	JVRc	DV^	JVRc	DV^	
DIP1000 E-Literacy for Contemporary Society					1	1,2,3	
DIP1001 Academic and Professional English					1	1,2,3	
DIP1002 Strategies for Successful Study					1	1,2,3	
DIP1003 Essential Mathematics					1	1,2,3	
Plus the four Business courses referred to in the Program Structure.							