

Career1 01 specialisation is the only specialisation a

- display a range of competencies in a selected business-related discipline area
- articulate both written and orally, the principles, theories, concepts and applications associated with a selected business discipline area.

Admission requirements

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

- 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 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

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

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:			

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.



