

Diploma of Leadership and Management BSB50420 | DP-BT21

Campus: CIT Reid

Semester 1/2025 Timetable: Monday 10 February to Friday 20 June (17 weeks)

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Evening in the classroom	Private Study Day ⁴	17:30-20:30 11 WEEKS BSBCMM511 – BUSN278 Communicate with influence ⁵ CRN 60964 Room B103	17:30-20:30 11 WEEKS BSBLDR523 – BUSN388 Lead and manage effective workplace relationships ⁵ CRN 60965 Room B103 (Clustered – delivered together)² BSBPEF502 – BUSN485 Develop and use emotional intelligence ⁵ CRN 60966 Room B103	17:30-20:30 11 WEEKS BSBOPS501 – BUSN469 Manage business resources ⁵ CRN 60967 Room B103 (Clustered – delivered together)³ BSBOPS502 – BUSN470 Manage business operational plans ⁵ CRN 60968 Room B103	Private Study Day ⁴

This course is delivered in the evenings across two semesters – five Subjects in Semester 1 and seven subjects in Semester 2 – (12 subjects in total)

Online Study Options⁵ (All subjects are available online in Semester 1/2025. For CRNs please see contact details in footnote⁵)

Choose any number of subjects to suit your capacity for study. For Online Study Options one subject at a time (or two subjects if clustered).

Clustered – two subjects are delivered together. Enrol in both to complete both subjects at the same time; or enrol in one if you have already completed the other.

¹ BSBTWK502 and BSBXCM501; ² BSBPEF502 and BSBLDR523; ³ BSBOPS502 and BSBOPS501

⁴ **Private Study Day** – no classes are scheduled on these days.

⁵ **Online Study Options** – for details please email Sabina Foster via infoline@cit.edu.au or phone (02) 6207 3557.

Alternatively please contact CIT Student Services (below).

Please Note:

If you are enrolled in an Online subject, DO NOT attend any of the scheduled classes above. Online means 'online only'.

If you have completed some Certificate IV in Business or Certificate IV in Leadership and Management subjects, some of these subjects may be credited towards Diploma of Leadership and Management. Please talk to your teacher or admin to find out if you are eligible.

Note: This timetable may change. Classes are only available if numbers permit. Classes are filled on a first come first served basis.

Subject duration may change depending on internal/external circumstances.

For assistance, contact CIT Student Services on (02) 6207 3188 or infoline@cit.edu.au

Semester 202510: Monday 10 February to Friday 20 June

- **Term 1 – Monday 10 February to Friday 11 April** (9 weeks)
- **Holiday Break – Monday 14 April to Friday 25 April**
- **Term 2 – Monday 28 April to Friday 20 June** (8 weeks)

Please note:

- Students are encouraged to bring their own electronic device or laptop to class.

Subject Support

Thursday 10:00 am – 12 noon (face-to-face)

Friday 10:00 am – 12 noon (virtual)

Please contact sabina.foster@cit.edu.au or rajiv.sood@cit.edu.au to make an appointment for the times above; or make an individual appointment with your teacher via eLearn.

SUBJECT	2025 SEMESTER 1	Proposed for SEMESTER 2 2025	
To attain the Diploma of Leadership and Management, complete the 12 SUBJECTS below			
CORE – Complete all 6 CORE subjects	General study modes	Classroom/Online	
Proposed options			
BSBTWK502 – BUSN561 Manage team effectiveness (Clustered) ¹	Classroom or Online	Online	Classroom or Online
BSBPEF502 – BUSN485 Develop and use emotional intelligence (Clustered) ²	Classroom or Online	Evening class 11 WEEKS	Online
BSBLDR523 – BUSN388 Lead and manage effective workplace relationships (Clustered) ²	Classroom or Online	Evening class 11 WEEKS	Online
BSBCMM511 – BUSN278 Communicate with influence	Classroom or Online	Evening class 11 WEEKS	Online
BSBCRT511 – BUSN292 Develop critical thinking in others	Classroom or Online	Online	Classroom or Online
BSBOPS502 – BUSN470 Manage business operational plans (Clustered) ³	Classroom or Online	Evening class 11 WEEKS	Online
ELECTIVE – Complete 6 ELECTIVE subjects			
BSBXCM501 – BUSN586 Lead communication in the workplace (Clustered) ¹	Classroom or Online	Online	Classroom or Online
BSBHRM525 – BUSN327 Manage recruitment and onboarding	Classroom or Online	Online	Classroom or Online
BSBOPS501 – BUSN469 Manage business resources (Clustered) ³	Classroom or Online	Evening class 11 WEEKS	Online
BSBOPS504 – BUSN472 Manage business risk	Classroom or Online	Online	Classroom or Online
BSBTWK501 – BUSN560 Lead diversity and inclusion	Classroom or Online	Online	Classroom or Online
BSBSUS511 – BUSN541 Develop workplace policies and procedures for sustainability	Classroom or Online	Online	Classroom or Online

Clustered – two subjects are delivered together.

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