

# Statement of Attainment – Human Resources Essentials | SA-BT28

Semester 2/2024 Timetable: Monday 29 July to Friday 6 December (17 weeks)

CIT Campus: Reid

TIME	MONDAY	
Evening 17:30pm – 20:00pm	<b>17:30-20:00 SEMESTER</b> (17 weeks) <ul style="list-style-type: none"> <li>BSBCMM412 – BUSN594 Lead difficult conversations</li> <li>BSBHRM412 – BUSN317 Support employee and industrial relations</li> <li>BSBHRM415 – BUSN320 Coordinate recruitment and onboarding</li> <li>BSBHRM411 – BUSN316 Administer performance development processes</li> </ul> <b>(Clustered – delivered together)<sup>1</sup></b> <ul style="list-style-type: none"> <li>Room B103</li> </ul>	<b>Subject Support</b> Additional support is available by appointment with your teacher. Please contact your teacher via eLearn.

## Semester 202420: Monday 29 July to Friday 6 December

- Term 3 – Monday 29 July to Friday 27 September (9 weeks)
- Holiday Break – Monday 30 September to Friday 11 October
- Term 4 – Monday 14 October to Friday 6 December (8 weeks)

### Please note:

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

SUBJECT	2024 SEMESTER 2	2025 Proposed for SEMESTER 1
<b>To complete the Statement of Attainment – Human Resources Essentials, enrol in all 4 SUBJECTS using Block Code HRESS</b>		
BSBCMM412 – BUSN594 Lead difficult conversations <sup>1</sup>	Evening	Evening
BSBHRM412 – BUSN317 Support employee and industrial relations <sup>1</sup>	Evening	Evening
BSBHRM415 – BUSN320 Coordinate recruitment and onboarding <sup>1</sup>	Evening	Evening
BSBHRM411 – BUSN316 Administer performance development processes <sup>1</sup>	Evening	Evening

<sup>1</sup> **Clustered** – all four subjects are delivered together. **Note: Use the Block Code HRESS to enrol in all subjects. Enter the Start Date 29 July 2024 for each subject.**

**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. Public Holidays are not included.

For assistance, contact CIT Student Services on (02) 6207 3188 or [info@cit.edu.au](mailto:info@cit.edu.au)