



RTO #31254

CLET TRAINING

Where experience is acknowledged!

BSB50120

Diploma of Business



NATIONALLY RECOGNISED
TRAINING



BSB50120 - Diploma of Business



Convert your skills to a Diploma of Business via RPL today and make your transition into the civilian world easier.

The CLET BSB50120 Diploma of Business is a great qualification to help transfer your police, military, or emergency services skills into a nationally recognised qualification that is easily understood by civilian employers.

Although it may not seem appropriate at first, defence, police, and emergency services are all businesses that run with Government funding and have to allocate resources accordingly. They need to service their client base and ensure operational demands are met. These are all the elements of a business.

If you are a current or former member of the police, military or emergency services, or have other unique employment experience, let the CLET RPL Team assess your skills against the BSB50120 Diploma of Business and start the journey towards civilian employment.

Obviously, the BSB50120 Diploma of Business is also of benefit to anyone with a business background without specialist training, and the CLET RPL Team can assist here too.

Qualification Details



Diploma of Business

Qualification Code:	BSB50120
Application Completion Time:	28 days
Gap Training:	No
Qualification Awarded:	Diploma
Delivery Mode:	RPL
Units Recognised:	12
Nationally Recognised Training:	Yes



RPL Review and assessment can take a minimum of 28 days to complete



Units Assessed

The following units of competency are the core units plus possible electives for the BSB50120 - Diploma of Business. During the assessment process the RPL team will select the most appropriate electives to reflect your employment experience.

Units Assessed: BSB50120 - Diploma of Business



Code	Unit name
BSBCRT511	Develop critical thinking in others
BSBFIN501	Manage budgets and financial plans
BSBOPS501	Manage business resources
BSBSUS511	Develop workplace policies and procedures for sustainability
BSBXCM501	Lead communication in the workplace
Possible Electives	
BSBAUD514	Interpret compliance requirements
BSBLDR523	Lead and manage effective workplace relationships
BSBOPS504	Manage business risk
BSBPEF401	Manage personal health and wellbeing
BSBPEF502	Develop and use emotional intelligence
BSBTWK401	Build and maintain business relationships
BSBTWK503	Manage meetings



What about Recognition of Prior Learning (RPL)?

Recognition of prior learning is available on this qualification.

After reading the information provided on this qualification page, if you then decide to apply to have your knowledge and skills recognised towards this and/or other qualifications, you may click on the RPL Assessment button and complete the application form to commence the process.

Click on the following headings to learn more about the CLET recognition of prior learning (RPL) process.

Who is eligible to apply for RPL?

CLET specialises in providing recognition of prior learning (RPL) to people who are current or former police, military, emergency services, nursing and all other government at all levels. WHY? Because that is where our workplace knowledge, experience and education is focused and current.

RPL assessment is obligation free

The RPL assessment process is 'free of charge' and 'obligation free'. You only pay the RPL fee if you wish to be awarded with your qualification/s and receive the certificate/s after the assessment process is complete and you are advised of the result. We do this in recognition of the impeccable work you have done for our community.

When RPL form is submitted

After you complete the RPL Assessment form, evidence to support your knowledge and skills is required. When this is received, CLET staff will commence the initial review of your experience against the criteria of one or more qualifications. On the application form you may elect the qualification/s you wish to be assessed against or ask for a general assessment.

1. The more evidence you provide that is relevant against the qualification/s criteria you wish to be assessed against, the easier it is for CLET staff to be confident you possess the knowledge and skills required.
2. If required, a competency conversation may be conducted over the phone



RPL step by step process

The following list provides you with a step by step explanation of the RPL process.

- click on the RPL Assessment button
- complete all requested fields and submit
- read the next page that appears
- upload your evidence on this SECURE page (Scanned copies in a .zip file) or email.
- receive email and SMS confirmation
- CLET staff process. Evidence secured, returned or destroyed immediately after the assessment is conducted)
- receive result of initial review via email within 14 days or longer depending on amount of applications being processed
- you advise which qualification/s you would like to be formally assessment against
- formal assessment is conducted within a further 14 days and you are advised of outcome
- if successful, request certificate/s, payment is now due
- receive your qualification/s via registered post



Evidence required

What evidence can be provided to support your application?

- current Resume or CV
- police officers - service history (important)
- relevant job descriptions
- letters of reference or commendation
- in service courses
- qualification transcripts
- PMKeys Service record
- course reports
- performance appraisal reports
- references
- personal self-assessment letter explaining your experience
- other information
- phone conversations to confirm knowledge and skills may be conducted

CLET assessor experience

CLET assessors have a combined experience of over 100 years working in and with police, military, corrections, education, government at all levels, emergency services and the health sector. We have a combined collection of:



University Degrees in:

- law
- criminology
- education
- psychology
- business
- arts with philosophy and psychology

Master Degrees in:

- criminology
- business administration (MBA)
- policing, security and terrorism
- emergency management
- public health

Vocational Qualifications in:

- training and assessment
- government
- policing
- justice
- investigations and mercantile agents
- driver training
- security and risk management
- integrated risk management
- business, HR, leadership and management
- security operations
- corrections
- counselling
- work health and safety, first aid

RPL FEES - \$1800 (Full RPL Fee)

Initial RPL Review: NO FEE (Free of charge)- This is conducted when RPL Application and evidence received.

PROCEED TO AWARD: \$1800 - This fee is only due after initial review is completed, candidate then requests a full RPL assessment is conducted and decides to proceed to be awarded with the qualification. If candidate does not proceed to award, no fee is payable.

STATEMENT OF ATTAINMENT - FEE adjusted accordingly. This occurs when initial review is conducted, candidate then requests a full RPL assessment and is awarded PARTIAL RPL for selected units.

Looking for a job?

Possible job titles relevant to this qualification include:

RPL is a great way for experienced personnel to receive Nationally Recognised



Qualification/s that are assessed to match to their knowledge and skills in recognition of years of service. The award is a formal testament, appreciating the value of these attained knowledge and skills that can then be easily recognised by both the private and public sectors for a smoother transition into new employment.

Job roles and titles vary across different industry sectors. Possible job titles relevant to this qualification include:

- Executive Officer
- Program Consultant
- Program Co-ordinator
- Retail and Hospitality Management
- Business Owner
- Government Supervisor / Team Leader
- Australian Defence Forces
- Emergency Services

Contact Us

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