

BSB51415 Diploma of Project Management

2021 Face to Face Program

OVERVIEW

The BSB51415 Diploma of Project Management program is unique in Australia. The program consists of a 27 week off campus industry supported study unit plus two residential workshops.

AMCA (RTO 5139) deliver the program that gives middle and upper level management personnel:

- information and aids to help them manage more effectively
- builds on their industry experience and improves their management skills
- provides formal recognition for the management skills they have already achieved and will further develop in this course.

In summary, the program provides learners with intensive in-depth training in the fundamentals of managing for profit in the air conditioning, engineering and mechanical services industries.

PARTICIPANT REQUIREMENTS

Learners must have at least three years' experience in a project management environment or Certificate IV Project Management Practice, 2 years Industry Experience and must be currently working in a project manager role to successfully complete this program.

Those who will gain most are learners who have had experience managing small to medium projects.

This enables those with an early exposure to construction, service and facilities management to very quickly increase their skills so they can take on bigger and more challenging work with confidence.

HOW TO APPLY

Intake occurs in February annually. To apply please email your expression of interest to training@amca.com.au

AMCA MANAGING FOR PROFIT PROGRAM *(BSB51415 Diploma of Project Management)*

The AMCA Managing for Profit program exposes those responsible for managing cost centre's to systematic strategies for achieving better and more profitable outcomes. Course work covers aspects of management including planning, OHS, risk assessment, Human Resource Management (HRM), productivity improvements, scheduling, communication, negotiation skills and environmental management.

Real Experience with Real Professionals

Managers will value the skills they learn by sharing experiences with their peers and other professionals in the field. Through their involvement each person participates in multi-disciplinary course activities with specialist trainers and industry personnel who have diverse experience.

A Quick Payback for Companies

Learners benefit from the immediate payback the program provides. It is recommended that learners decide on their personal action plans and goals prior to beginning the program. Such goals may range from improving cost control, completion time-frames to variations and extensions of time needed to protect profitability.

Diverse Presenters

The AMCA Managing for Profit program brings together high-quality specialist trainers and leading contractors. This strategically assembled team provides expertise in the day to day aspects of construction industry management, as well as the most advanced concepts in project management principles and technology developments.

DURATION AND DELIVERY

The program duration is 27 weeks commencing 16th May 2021, and is supported by face to face delivery and an average of minimum 4hrs/week self-directed learning and workplace assessment.

The program consists of two residential workshops each of one week's duration, incorporating industry case studies delivered by specialist trainers and industry experts. In addition, learners undertake an industry supported off campus study unit. The two residential workshops are held at AMCA (Burwood) in Melbourne.

Attendance is mandatory at the two residential workshops to ensure the full benefit of the face to face delivery, as it is a key component of the knowledge sharing and exchange of ideas for industry expertise.

Modern accommodation, efficient training facilities and the latest in learning technologies and equipment are available to ensure learners have the ideal learning environment away from the demands and distractions of the workplace.

QUALIFICATION AWARDED

Upon successful completion of all the assessment requirements of each unit, the learner will be issued with a BSB51415 Diploma of Project Management Certificate. Those learners who do not complete this course or who are deemed not yet competent in any units will still receive a Statement of Attainment for the units successfully completed.

COURSE STRUCTURE

CORE UNITS	
BSBPMG511	Manage project scope
BSBPMG512	Manage project time
BSBPMG513	Manage project quality
BSBPMG514	Manage project cost
BSBPMG515	Manage project human resources
BSBPMG516	Manage project information and communication
BSBPMG517	Manage project risk
BSBPMG521	Manage project integration
ELECTIVE UNITS	
BSBMGT516	Facilitate continuous improvement
BSBPMG518	Manage project procurement
BSBPMG519	Manage project stakeholder engagement
BSBPMG520	Manage project governance

LEARNER HANDBOOK

For information about our training policies refer to the AMCA Learner Handbook. You will find details of how the following policies relate to our learners. AMCA Learner Handbook is available for download at www.amca.com.au/Public/Training/Student_Information

- Student Code of Conduct
- Student Support Services
- Safety Information
- RTO Obligations
- Complaints & Appeals
- Qualifications and Pathways

FEE STRUCTURE AND PAYMENT SCHEDULE 2021

2021 BSB51415 Diploma of Project Management		
Costs	AMCA NON- Member	AMCA Member
Course Costs	\$6,000 per learner (inclusive of gst)	\$5,000 per learner (inclusive of gst)
Replacement Certificate	\$25	
Note: Course cost includes course materials, morning/afternoon teas and lunches. The above costs does not include airfares and accommodation.		
Payment Schedule		
Member Status	AMCA NON- Member	AMCA Member
Enrolment Fee	\$1500 (Non- Refundable Deposit) *	\$1500 (Non- Refundable Deposit) *
BSBPMG511 Unit	\$375.00 per unit including RPL	\$291.50 per unit including RPL
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BSBPMG513 Unit	\$375.00 per unit including RPL	\$291.50 per unit including RPL
BSBPMG514 Unit	\$375.00 per unit including RPL	\$291.50 per unit including RPL
BSBPMG515 Unit	\$375.00 per unit including RPL	\$291.50 per unit including RPL
BSBPMG516 Unit	\$375.00 per unit including RPL	\$291.50 per unit including RPL
BSBPMG517 Unit	\$375.00 per unit including RPL	\$291.50 per unit including RPL
BSBPMG521 Unit	\$375.00 per unit including RPL	\$291.50 per unit including RPL
BSBMGT516 Unit	\$375.00 per unit including RPL	\$291.50 per unit including RPL
BSBPMG518 Unit	\$375.00 per unit including RPL	\$291.50 per unit including RPL
BSBPMG519 Unit	\$375.00 per unit including RPL	\$291.50 per unit including RPL
BSBPMG520 Unit	\$375.00 per unit including RPL	\$291.50 per unit including RPL
TOTALS	\$6,000 per learner (inclusive of gst)	\$5,000 per learner (inclusive of gst)

AMCA REFUND AND CANCELLATION POLICY

- *A full refund of \$1500.00 of the enrolment fee will be given if AMCA is notified in writing within 10 working days of the course commencement date
- Participant substitutions will be considered if they fit the course criteria and notification must be in writing to AMCA
- AMCA Reserves the right to cancel, postpone or reschedule due to insufficient registrations or other reasons beyond their control

AMCA reserves the right to cancel, postpone or reschedule training courses due to insufficient registrations or other reasons beyond their control. In the event AMCA cancels any course a full refund will be given.