

BE AMBITIOUS

BE IN CONTROL

VOCATIONAL AND COMMUNITY ENGAGEMENT

INTRODUCTION TO BUSINESS ADMINISTRATION

COURSE IN VOCATIONAL AND COMMUNITY ENGAGEMENT 10581NAT

COURSE DESCRIPTION:

This is a part-time day course designed for people who have experienced barriers in engaging in vocational training or the community.

Completing this course will provide you with:

- Accredited Course in Vocational Community Engagement
- A plan to achieve your personal and career goals in business administration
- A strong foundation to continue your education.

COURSE UNITS:

VCDIG101 – Use emerging technology
VCOCAP102 – Use tools, resources and equipment for vocational learning

GROW YOUR CAREER

This course is a stepping-stone that can lead to further opportunities in:

- Foundation courses
- Certificate I or II courses

CONTACT US TODAY

 131 601  tafensw.edu.au/course_area

HOW TO GET INVOLVED:

- Join our Information Sessions on Tuesday 21st July 2020 to Friday 31st July 2020, between 10:00am – 2pm.

Please call 9780 5522 for an appointment or see Customer Service

To keep you safe while studying, some of our face to face classes may be replaced with online or connected learning.

We have also modified our face to face classes to meet physical distancing requirements and increased cleaning on campus. As restrictions ease, the way you attend your class may change again.

Be assured, we'll keep you informed every step of the way.

COURSE SNAPSHOT

Location:

Bankstown TAFE NSW
500 Chapel Road
Bankstown NSW 2200

Course:

10581NAT - Course in Vocational and Community Engagement
INTRO TO BUSINESS ADMINISTRATION

Cost:

*Fully Government Subsidised if eligible

Note:

Before you enrol in this course, you must attend a placement session, where the teachers will assess your English language skills.

Proposed attendance: Friday from 9:00am to 1:30pm,
7/8/2020 – 27/11/2020
15 Weeks at 4.5 Hrs
Blended Learning – Face to Face and Online



TAFE NSW

This document is correct at the time of printing: January 2019.
*Terms and conditions may apply.



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