



THE UNIVERSITY OF NOTRE DAME AUSTRALIA

Undergraduate Certificate in Business

Undergraduate Certificate in Business

School of Law & Business

If you are returning to study or entering University for the first time, The University of Notre Dame Australia's Undergraduate Certificate in Business offers students the opportunity to experience University-level studies in fields such as Economics, Accounting, Marketing and Management. Students learn key approaches to business and develop foundational skills that prepare them to become valued business professionals. Get in touch to start your learning journey.

Why study this certificate?

Enrolling in an Undergraduate Certificate in Business will teach you how to research and analyse critical issues, and develop skills in presenting information and arguments. The certificate also offers an opportunity to acquire new

skills or add to existing qualifications. An Undergraduate Certificate in Business is a pathway to further study of higher awards, such as a diploma or bachelor's degree.

The Undergraduate Certificate in Business is designed for you if:

- You would like to add value to your existing professional experience and qualifications by expanding your skills in the field of Business
- You are returning to or entering university and trialling whether you would like to proceed with further study in Business
- You would like a pathway to further study for the Bachelor of Commerce

Program summary

Students of the Undergraduate Certificate in Business must complete four of the following courses (where pre-requisites allow):

- BUSN1000 Economics
- BUSN1030 Quantitative Methods for Business
- BUSN1050 Business Communication
- BUSN1060 Business Information Technology
- BUSN1110 Accounting for Business
- BUSN1220 Principles of Marketing
- BUSN1600 Principles of Management
- BUSN2400 Business Law

Full details of the program requirements are contained in the Program Requirements

(https://www.notredame.edu.au/__data/assets/pdf_file/0023/119/Certificates.pdf).

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More information regarding courses can be found at the [course descriptions](https://www.notredame.edu.au/about/schools/sydney/business/descriptions)

(<https://www.notredame.edu.au/about/schools/sydney/business/descriptions>) page.

Please note: The availability of these courses is indicative only and may be subject to change.

Entry Requirements

Applicants with secondary education:

- NSW applicants - Acceptable average HSC marks that have not met minimum admissions requirements for Bachelor program with a minimum Band 3 in English.
- WA applicants - Minimum 60 ATAR with a pass in ATAR English and acceptable results in relevant WACE courses.
- Outside of NSW or WA - as deemed equivalent to the above listed entry requirements.

Applicants with vocational education and training (VET) studies:

- Completed AQF Certificate III or higher in a relevant discipline, from an accredited provider such as TAFE or a Registered Training Organisation (RTO) with work and life experience (see below).

Applicants with other academic results (STAT):

- NSW applicants - A minimum score of 135+ in the Multiple Choice and Written English sections.
- WA applicants - A minimum score of 125+ in the Multiple Choice section and 140 in Written English

section

- Outside of NSW or WA – as deemed equivalent to the above listed entry requirements.

Applicants with work and life experience:

Applicants with work and life experience who left secondary education more than two years ago and have not undertaken post-secondary education study since may seek admission on the basis of work and life experience. This may include a combination of factors sufficient to demonstrate readiness for study including professional experience, community involvement or work experience. Applicants may have undertaken non-formal programs that have helped prepare them for tertiary education or are relevant to the proposed higher education field of study. References or a statement of employment must be provided outlining the type, level and duration of employment. In their application, applicants are encouraged to discuss how they expect their skills and personal qualities have prepared them for success in their chosen studies.

Where applicants are considered solely on work and life experience, the Admissions Office may consult with the Dean who may recommend admission to this program if the Dean is satisfied that the applicant has sufficient background and/or experience to successfully complete these studies.

Learning outcomes

Upon successful completion of the Undergraduate Certificate graduates will be able to:

1. Demonstrate broad theoretical and applied knowledge
2. Communicate arguments and/or ideas in a range of

forms

3. Evaluate appropriate sources and information
4. Demonstrate research skills
5. Synthesise knowledge and apply skills in order to solve sometimes complex problems; and
6. Work independently and, where appropriate, in collaboration with others.

Career opportunities

The Undergraduate Certificate in Business is a pathway to further study of higher awards, such as a Diploma or Bachelor's degree.

Real-world experience

You will learn from our academics, who are leaders in their field. There are no practicum requirements for this program.

Study abroad

A global perspective adds a valuable dimension to your university education. At Notre Dame University you can study while experiencing the world. We encourage students to become active global citizens through a range of exchange programs, professional placements, study tours, and volunteer opportunities. Visit [International Opportunities](https://www.notredame.edu.au/study/international-students)

(<https://www.notredame.edu.au/study/international-students>) to find out more.

Fees and costs

This Program has the following loan scheme(s) available for eligible students:

Commonwealth Supported Place (CSP)

A Commonwealth Supported Place (CSP) is a place at a university where the Australian Government pays part of your fees. This part is a subsidy, not a loan, and you don't have to pay it back. However, this subsidy does not cover the entire cost of your study. Students must pay the rest, which is called the 'student contribution amount'.

In a Commonwealth Supported Place, your fees are subsidised by the Australian Government. Your fees will be split into two portions:

The Commonwealth contribution, which is the portion paid by the Australian Government.

The student contribution, which is the portion you pay. You may choose to pay upfront or defer your student contribution with a HECS-HELP Loan. The HECS-HELP loan scheme (<https://www.studyassist.gov.au/preview-link/node/106/5de65e70-6656-4297-a79d-19fd4a6deadd>) assists eligible students with the payment of all, or part, of their tuition fees, not including additional study costs such as accommodation or textbooks. Your HECS-HELP debt will be indexed each year in line with the Consumer Price Index.

Eligible students will be offered a CSP – you do not need to apply.

For indicative fees and information on how to pay, including Government loan schemes and our online calculator, visit our Fees, costs and scholarships page (<https://www.notredame.edu.au/study/fees-costs-and-scholarships>).

Student profile data

The tables below gives an indication of the likely peer cohort for new students in this Program. It provides data on all students who commenced in this Program in the most relevant recent intake period, including those admitted through all offer rounds and international students studying in Australia.

Fremantle Student Profile Data

**TABLE 1a - Undergraduate Certificate in Business
BASIS OF ADMISSION IN SEMESTER 1, 2022 INTAKE**

Applicant background	Semester 1 2022	
	Number of students	Percentage of all students
(A) Higher education study (includes a bridging or enabling course)	<5	N/P
(B) Vocational education and training (VET) study	<5	N/P
(C) Work and life experience (Admitted on the basis of previous achievement not in the other three categories)	N/A	N/A
(D) Recent secondary education: <ul style="list-style-type: none">◦ Admitted solely on the basis of ATAR (regardless of whether this includes the consideration of adjustment factors such as equity or	N/A	N/A

subject bonus points)		
◦ Admitted where both ATAR and additional criteria were considered (e.g. portfolio, audition, interview, extra test, early offer conditional on minimum ATAR)	N/A	N/A
◦ Admitted on the basis of other criteria only and ATAR was <i>not</i> a factor (e.g. special consideration, audition alone, interview, school marks & recommendation with no minimum ATAR requirement)	N/A	N/A
International students	N/A	N/A
<i>All students</i>	<i>N/P</i>	<i>100.0%</i>

**TABLE 1b - Undergraduate Certificate in Business
ATAR PROFILE DATA FOR APPLICANTS ENTERING ON
THE BASIS OF *RECENT SECONDARY EDUCATION* IN
SEMESTER 1, 2022 INTAKE**

RECENT SECONDARY EDUCATION - ATAR-based offers	ATAR (Excluding adjustment factors) *	Selection Rank (ATAR plus any adjustment factors) *[only if relevant]
Highest rank to receive an offer	N/A	N/A
Median rank to receive an offer	N/A	N/A
Lowest rank to receive an offer	N/A	N/A

Notes:

“<5” – the number of students is less than 5

N/A – Students not accepted in this category

N/P – Not published: the number is hidden to prevent the calculation of numbers in cells with less than 5 students

In 2022, due to COVID, additional adjustment factor points were granted to applicants from NSW, ACT and VIC.

More information

Considering your uni options?

Talk to one of our career advisors for a personalised advice session (<https://calendly.com/d/dmr-5gg-c2h>). Our advisors provide support while choosing a program of study and completing our application process. **Book my session. (<https://calendly.com/d/dmr-5gg-c2h>)**

For more information, please contact our Prospective Students Office.

Fremantle and Broome

Phone: +61 8 9433 0533

Email: future@nd.edu.au
(<mailto:future@nd.edu.au>)

Sydney and Melbourne

Phone: +61 2 8204 4404

Email: sydney@nd.edu.au
(<mailto:sydney@nd.edu.au>)

APPLY DIRECT ↗

Need help? Ask Notre Dame

(08) 9433 0533 - WA

(02) 8204 4404 - NSW

Duration: 0.5 years full-time or equivalent part-time

Duration type: Full time; Part time

Campus: Fremantle; Sydney

Study mode: On campus

Commencement: Semester 1; Semester 2

Program code: 2058

Loan Scheme: Commonwealth Supported Place (CSP)

APPLY DIRECT [NOTREDAME.EDU.AU](https://www.notredame.edu.au)