ACBI

BSB50820

DIPLOMA OF PROJECT MANAGEMENT

NATIONALLY RECOGNISED TRAINING

- Kickstart or advance a dynamic career in project management
- Be in-demand across a wide range of industries
- Gain the skills and knowledge you need to work as a Project Manager, Project Administrator and more

WHAT OUR STUDENTS SAY

"I've completed 3 diplomas with ACBI and only have good things to say about my time with the college. All the trainers I've had were highly qualified and the staff always provided me and other students with amazing support. I can't recommend ACBI enough."

- Manoela Prusch, ACBI Graduate

"I personally really enjoyed studying at ACBI. You have case studies that you learn throughout the course where you apply different strategies, and you feel like you are doing something properly for a company. When you talk to other classmates, you can understand how people do things differently in the industry."

- Juan Verga, ACBI Graduate

"What I love about ACBI is the industry experience that the teachers have here. I got good insight into the real-world environment, and the support staff are fantastic here. Since I started, they've been super helpful."

- Raj Naidoo, ACBI Graduate

ADVANCE YOUR PROJECT MANAGEMENT CAREER

Project managers are widely needed. They play a crucial role in nearly every industry. From construction to healthcare, employers need capable project managers. They need people who can manage the work of diverse teams, keep track of budgets and ensure that projects are delivered on time.

If you're after a job that can give you a sense of achievement, working in project management could be right for you. You'll be able to build your problem-solving skills while also getting to work with a diverse range of people.

Having project management skills under your belt can enable a well-paid career. In Australia, the average salary for Assistant Project Managers is $100,000 and for Project Managers is $150,000 (Seek 2026).

Plus, by becoming qualified in project management, you could have an in-demand career. The Project Management Institute's PMI Talent Gap found that 2.3 million new project management recruits will be needed every year in Australia until 2030, particularly in industries such as construction, IT, healthcare and finance.

Project managers also enjoy good job satisfaction in Australia, with project managers scoring their job satisfaction as being 4.3 out of 5 (Seek 2026).

WHAT CAREER OPTIONS WILL I HAVE?

Key career opportunities for graduates include:

- Project Manager
- Project Administrator
- Project Coordinator
- Assistant Project Manager
- Project Officer
- Project Team Leader

Qualification	**Diploma**
CRICOS code	**104061M**
Study mode	**Online study or blended delivery**
Duration	**1 year**
Units	**12 Units of Competency**

BSB50820
Diploma of
Project Management

What will I learn?

The BSB50820 Diploma of Project Management will equip you with the broad range of skills you need to coordinate all aspects of the project management lifecycle. You'll learn how to:

- Plan, lead and execute the end-to-end delivery of an organisation's projects
- Run projects across a wide range of industries
- Use best practice principles from the Project Management Body of Knowledge (PMBoK®)
- Use Work Breakdown Structures and develop project schedules
- Manage the risks and budgets associated with projects
- Effectively communicate about projects and engage stakeholders
- Analyse and manage project performance

What are the entry requirements?

Domestic students:
- Have completed Australian Year 11 (or equivalent), or a Certificate IV qualification
- Be at least 17 years of age
- Have technological literacy (ability to use and access a computer with word processing applications)

International students:
- Have completed Australian Year 12 (or equivalent)
- Be at least 18 years of age
- Hold IELTS 6.0 English language equivalence if a non-native English speaker
- Have technological literacy (ability to use and access a computer with word processing applications)

What is the course duration?

You can complete this Diploma qualification within 1 year. This timeframe is designed to allow you to fit your studies around their work, social and other commitments.

If you're studying as a domestic student, it's also possible to complete your qualification sooner. For example, some of our Diploma graduates have finished their course within 9 months. If you're interested in completing this qualification in less than 1 year, chat with one of our Course Advisors to find out how.

Are there flexible payment plans?

Yes, we can give you the option to pay for your qualification upfront or to use a flexible payment plan. If you're interested in finding out more about payment options, have a chat with one of our Course Advisors.

STUDY NATIONALLY RECOGNISED UNITS

BSBPMG538
Manage project stakeholder engagement
Discover how to assess stakeholder interests and use a range of techniques to set and manage stakeholder expectations. You'll be equipped to review stakeholder engagement and identify areas for improvement.

BSBPMG530
Manage project scope
Project scope management is crucial for ensuring projects are delivered on time, within budget and in a way that meets their objectives. In this unit, you'll learn how to define the scope of a project and implement management processes.
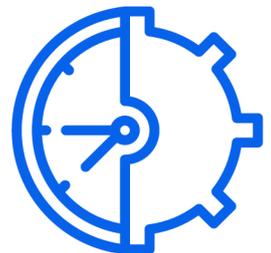
BSBPMG532
Manage project quality
In this unit, you'll discover how to determine quality requirements for a project, including documenting a quality management plan. You'll also be equipped to apply quality control processes and implement improvements.

BSBPMG531
Manage project time
Gain the skills you need to navigate Work Breakdown Schedules (WBS) and project schedules. Learn how to identify task dependencies, monitor the progress of activities, identify baseline variance and undertake other important time management tasks.

BSBPMG533
Manage project cost
Discover how to determine the costs of a project and develop a project budget. Be equipped to solve cost variations and create accurate financial reports.

BSBPMG537
Manage project procurement

Having good procurement processes in place helps to ensure projects have the resources they need when they need them. Learn how to implement and monitor procurement activities across a project's lifecycle.
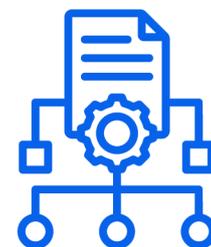
BSBSTR502
Facilitate continuous improvement

Discover how to lead and manage continuous improvement systems and processes. You'll be equipped to identify improvement needs, take action to improve performance and evaluate the results.

BSBPMG539
Manage project governance

Project governance provides an important framework for making decisions about a project, and it's a key area for project managers to understand. This unit will equip you will the skills you need to develop, monitor and evaluate project governance plans.

BSBPMG534
Manage project human resources

Projects would never get completed without people working on them. In this unit, you'll Develop your skills in planning human resources requirements and leading a project team.

BSBPMG536
Manage project risk

In this unit, you'll discover how to manage risks that may impact the success of a project. You'll build skills and knowledge in how to identify risks, analyse them, establish controls and assess risk management outcomes.

BSBPMG535
Manage project information and communication

Be equipped to bring together people, ideas and information at all stages of the project lifecycle. Learn how to analyse information requirements, create a communication management plan and implement communication processes.

BSBPMG540
Manage project integration

Discover how to take a holistic approach to projects and effectively coordinate all project elements. Build important skills in preparing project initiation documentation, implementing projects and undertaking project finalisation activities.

5 REASONS TO STUDY WITH ACBI

1. Students are our number 1 priority

Here at ACBI, we want to see you shine! Our dedicated team are here to help make sure your learning enjoyable and that you gain relevant skills. Our student support team can also assist you with any questions you may have throughout your time with us.

2. Dedicated and experienced trainers

Be supported by knowledgeable, enthusiastic and encouraging trainers. At ACBI, our trainers not only have great academic and teaching qualifications but also relevant industry experience. You'll learn how to apply theory to the real world of work.

3. Study with a trusted training provider

ACBI is an established Registered Training Organisation that has been helping our students achieve good course outcomes over 12 years. When you complete your Diploma of Project Management at ACBI, you'll join over 4,500 graduates who've had success studying with us.

4. Flexible payment options

We can offer you a number of different options when it comes to payment. From paying for your qualification upfront to paying over a number of instalments, you can enjoy flexibility. Talk to one of our course advisors to find out what arrangement may be most suitable for you.

5. Apply your learning to your workplace

If you're currently working, or if you have your own startup or small business, you'll have the choice of applying your assessments to your workplace. This means you can develop your practical skills in real world settings. Alternatively you can choose to use realistic case studies or simulated businesses for your assessments.

"ACBI was great to deal with and very helpful. I found the trainer, very knowledgeable, and he could answer every question. If I didn't understand anything the trainer would always help me. I found the support sessions really useful."

- Kerry Warren, ACBI Graduate

"As a result of studying at ACBI, I was able to significantly boost my abilities. I found the units to be very interesting, well-structured, and filled with all of the useful and necessary information to complete the assessments. I found the staff to be quite helpful and eager to assist students. My teacher was well-prepared and concerned about the students' future."

- Claudia Salvati, ACBI Graduate

"I found my trainer at ACBI engaging and knowledgeable, and the course content was relevant and well-structured. From studying various units I gained practical strategies that I've been able to apply directly in my workplace."

- Matthew Geoghegan, ACBI Graduate

CONVENIENT STUDY MODES

FLEXIBLE 100% ONLINE LEARNING

The Diploma of Project Management gives the option for domestic students to study 100% online. This allows you to study flexibly from the comfort of your own home (or any other place that's convenient for you).

You'll be empowered to study in your own time, with regular scheduled online meetings with your trainer to provide you with learning support and assessment advice.

ACBI's academic team will also support you in structuring your studies and using a study plan so that you stay on track.

FACE TO FACE ON-CAMPUS LEARNING

This qualification is available to study face-to-face at our convenient Sydney CBD campus where you'll attend in-person sessions with a dedicated facilitator. This approach offers the chance to engage directly with your trainer and fellow students on campus, providing a collaborative environment to explore course content and share ideas within a classroom.

You will also have access to our online learning platform, where you can find your course materials and assessments. The platform provides additional study resources and enables you to communicate with your trainers and your peers. It's also where you can upload your assessments view your grades and connect with a study buddy.

GAIN RECOGNITION OF YOUR PRIOR LEARNING AND STUDY

RECOGNITION OF PRIOR LEARNING (RPL)

When you apply to study at ACBI, you have the option to apply for Recognition of Prior Learning (RPL).

This involves the assessment of your skills and knowledge against the requirements of a qualification. It removes the need for duplication of learning and can save you time and money. RPL may be relevant to you if you have experience working in one or more professional roles.

For more information, please refer to our Student Handbook or email info@abci.edu.au.

APPLYING FOR CREDIT TRANSFER (CT)

If you have studied an Australian qualification before, you may be able to receive a Credit Transfer (CT) for any units that you have previously studied.

For more information, please refer to our Student Handbook or email info@abci.edu.au.

FURTHER INFORMATION FOR INTERNATIONAL STUDENTS

WORKING IN AUSTRALIA WHILE YOU STUDY

Working while you study in Australia can help complement your study and living experience. There are a number of reasons you might want to undertake part-time work while studying in Australia, including assisting with living expenses and gaining work experience in your field.

Most student visas allow you to work for up to 48 hours every two weeks while your course is in session, and unrestricted hours during any scheduled course break. However, before you undertake any paid work you need to make sure your visa allows you to work.

UNDERTAKING INTERNSHIPS

Internships can be paid or unpaid. They can be a great way to get exposure to the professional industries within Australia. ACBI tries to connect students with relevant employers and industries.

FINDING PAID WORK

Australia has a wide range of industries. Many have part-time employment opportunities, including:

- Retail: Supermarkets, department and clothing stores
- Hospitality: Cafes, bars and restaurants
- Tourism: Hotels and motels
- Agricultural: Farming and fruit-picking
- Sales and telemarketing: Administration or clerical roles
- Tutoring

If you have existing qualifications and/or professional work experience, you may be able to secure casual or part-time work in your field. Before undertaking any paid, work individuals need to ensure that their visa permits part-time work.

ACADEMIC PROGRESS AND ATTENDANCE

As part of student visa requirements under the Department of Home Affairs (DHA) regulations, international students may be reported for unsatisfactory academic progress and/or for unsatisfactory attendance. Please see ACBI's Student Handbook for more details.

CAMPUS FACILITIES

ACBI has a modern campus conveniently located in the Sydney CBD. Our campus is less than 10 minutes' walk from Sydney's central station and is close by to a range of food options. ACBI's Sydney campus features:

- Computers in common areas
- Well-equipped, spacious classrooms
- Fully air-conditioned throughout
- Free Wi-Fi for students to use
- Beverage and snack vending machines
- Filtered drinking water

UNIQUE STUDENT IDENTIFIER (USI)

Every student receiving training in Australia needs to have a Unique Student Identifier (USI). Your Unique Student Identifier will help keep your training records and results together in an online account controlled by you. Each time you enrol to study with a new training organisation, your USI will be used to store your training records and results.

By having a USI, you will be able to access your training records and results (or transcript) whenever you need them. For example, for a new employer or when you enrol to study at a new training organisation.

FURTHER INFORMATION FOR DOMESTIC STUDENTS

FIT STUDY AROUND YOUR LIFE

You can study this qualification 100% online. This means you can flexibly study in your own time around your work, family, and life commitments. Alternatively, you can attend in-person classes at our convenient Sydney CBD campus.

To support your study, you can participate in regular online support sessions with your trainer. These sessions provide learning support and assessment advice. They're also a chance for you to gain insights from your trainer about how any theory you're learning applies to the real world.

TAILOR YOUR ASSESSMENTS TO YOUR WORKPLACE OR BUSINESS

With ACBI, you have the flexibility of using a case study for your assessments or applying assessments to your current workplace. You can even use your own business, including your own start-up. The choice is yours.

You'll also have the flexibility to choose which assessments you apply to your workplace or business and which you use a case study for.

HOW TO APPLY

STEP 1: SUBMIT YOUR APPLICATION

Complete ACBI's online application form. You can save your application and return to it later.

Start your application

STEP 2: ACBI REVIEWS YOUR APPLICATION

Once you've submitted your application, our Admissions Team will check your application to make sure we have everything we need. If we need anything further to progress your application, we'll contact you or your education agent.

STEP 3: ACCEPT YOUR LETTER OF OFFER

If your application is successful, we will issue an offer including an official Letter of Offer and Enrolment Acceptance Agreement document. These documents will be provided to you or your education agent.

STEP 4: RECEIVE ENROLMENT CONFIRMATION

We will provide you or your education agent with a copy of your electronic Confirmation of Enrolment (CoE). If you are an international student, this document is essential for the student visa application process. You will also separately receive a welcome email and information on any relevant orientation sessions.

STEP 5: APPLY FOR A STUDENT VISA (IF REQUIRED)

You will now need to apply for your visa to travel to Australia. Please refer to the Department of Home Affairs website for details: https://immi.homeaffairs.gov.au/

Need help with your application? Our Course Advisors can assist you.   **Get help with your application**

Ready to apply?

Start your application

You can always start your application and save it for later!

Have questions?

Our friendly Course Advisors are here to help.

Ask a question

Call 1300 23 77 41
Email info@acbi.edu.au

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https://acbi.edu.au