



2016 Prospectus  
kbs.edu.au

# Great Futures

*Start with good choices*

ACCOUNTING

BUSINESS


MANAGEMENT

HOSPITALITY & TOURISM

MARKETING

**KAPLAN** BUSINESS SCHOOL  
AUSTRALIA

# Our story



Mr. Stanley Kaplan's passion for providing individuals with the tools for academic and career success has served as the foundation for our company's mission and values for over 70 years.

**1938**

Stanley H. Kaplan starts his own tutoring business in his parents' basement in Brooklyn, NY.

**1979**

The U.S. Federal Trade Commission concludes that our test preparation helps students raise their scores.

**1993**

International expansion begins, with the first centre opened outside of the U.S., in London.

**2000**

Kaplan acquires a network of career colleges.

**2001**

Kaplan starts offering higher education programs online.

**2006**

Kaplan expands its financial and real estate training business to Australia.

**2008**

Kaplan Business School is created in Adelaide and opens additional campuses in Sydney and Melbourne.

**2010**

Kaplan Australia formed, incorporating Kaplan Business School.

**2013**

Kaplan Business School Australia opens a fourth campus in Brisbane.

**2014-2015**


Sees the launch and rise of Kaplan Business School Careers Central, an on-campus careers services department.

**2015**

Kaplan Business School Bachelor of Business qualifications now include an optional internship.

**And beyond...**

Kaplan Business School is committed to the continuous development of our students and staff, investing in course development and delivery to ensure students go on to achieve their goals and aspirations.





# Welcome

Kaplan Business School is a globally recognised provider of quality business programs across Australia. We combine theory with practical experience, meaning that our students graduate with the work-ready skills necessary for successful employment.

At KBS, we recognise that each and every student has unique aspirations. Through the effective delivery of our industry-focused qualifications we aim to harness students' potential, enabling them to satisfy their goals and expectations.

Our faculty boasts both academic credentials and industry experience, ensuring lessons contain theoretical and practical relevance. Our student services and campus facilities provide an enriched and comfortable environment, while integrated technology guarantees a streamlined academic experience.

Our programs not only offer convenience and flexibility by allowing students to fast-track their chosen program using our elective summer trimester, they also offer value for money. We are proud to deliver industry accredited programs that offer students the opportunity to gain the skills they need to succeed.

So whether your aim is to advance your career with a globally recognised qualification or simply enrich your education, we at Kaplan are deeply committed to delivering the very best in higher education to support your future endeavours.



**Dr Michael Evans** PhD  
Vice-President, Academic  
Kaplan, Australia

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# Why choose Kaplan Business School?



Kaplan helps over **ONE million** students achieve their educational and career goals each year

Kaplan is a global institution with **400 locations** spanning **30 countries**

**300 graduates** from Kaplan Business School have embarked on their careers in the last year

We provide everything you would expect of a business school that strives to help its students build their very own success story including conveniently located campuses, modern facilities, strong faculty and support services but why should you choose us?



## Career prospects

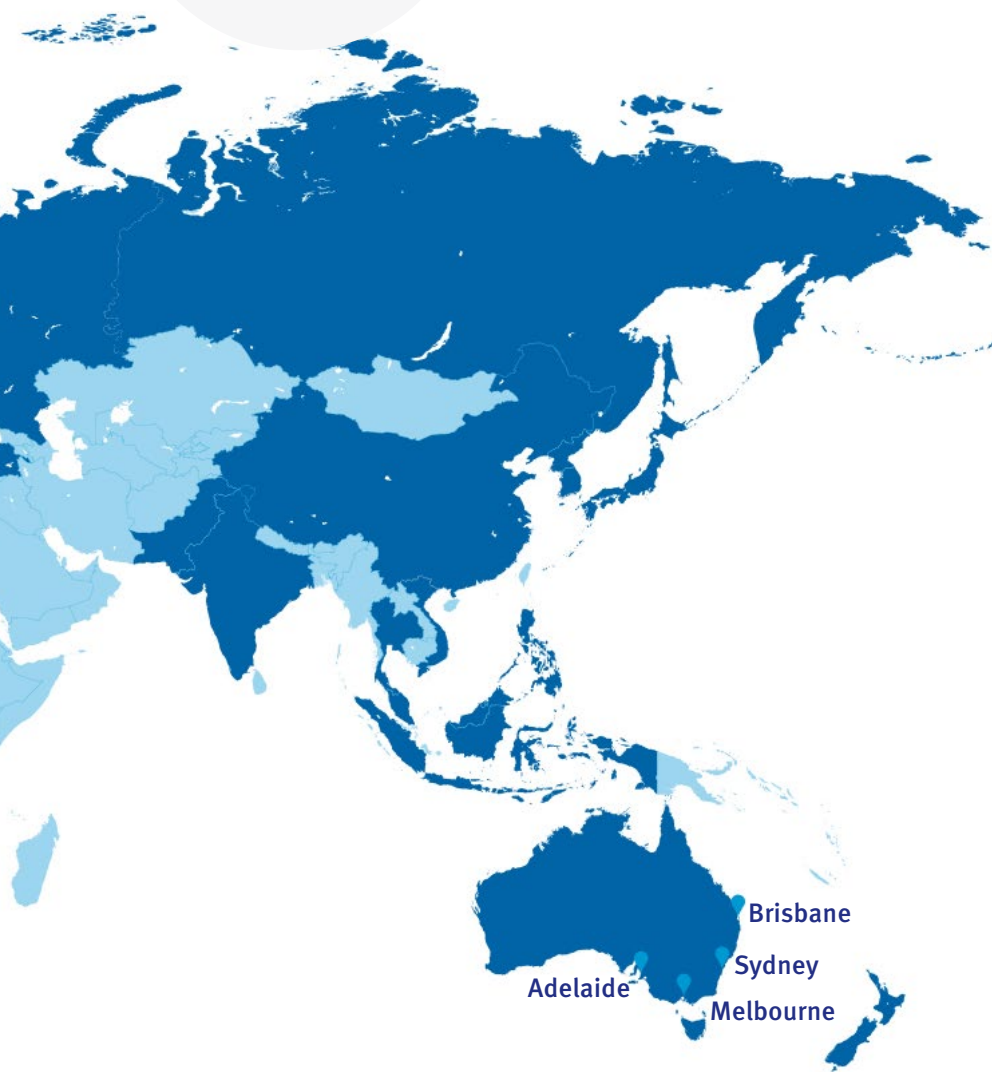
Careers Central maximises students' exposure to networking, job placement, internship and employment opportunities.



## Real-world relevance

We will provide you with the knowledge, skills and tools you need to manage, lead and succeed. A Kaplan Business School graduate is a job ready graduate.

We have welcomed  
**1600 students**  
 from over  
**60 countries**  
 in 2015



“

I work with a fantastic team that is dedicated to making a difference in the lives of others and delivering a curriculum that is current, and linked with the knowledge and skills expectations of employers.”

**Syed Shah**  
 Academic Head, Kaplan Business School



### Individual methodology

Small class sizes and individualised student attention ensure your needs and aspirations are exceeded.



### Professional recognition

Our qualifications are accredited and recognised by relevant government bodies and professional institutes.



### Global reach

Each year Kaplan helps over one million students achieve their educational and career goals worldwide. Be part of an international network.

## Careers Central

**We** Succeed when  
**You** Succeed

Take advantage of Careers Central.

Our team is on-campus to provide guidance and advice on the following:



Resume writing



Cover letter preparation



Professional social media profiles



Application and interview preparation



Networking techniques



Career guidance



Professional accreditation



Employability/ professional skills



Seeking an internship or industry placement

# Your career starts here

Kaplan Business School's Careers Central offers students and graduates access to employment opportunities and employment related training activities. Our team of specialists are based on campus and are dedicated to providing career related advice and support.

Careers Central provides guidance on career planning, researching and applying for positions. Our students also enjoy access to the following opportunities and services:

### CareerHub

CareerHub is an exclusive online job board where current students, recent graduates and alumni can search for full-time, graduate, part-time, vacation and casual jobs.

### Industry placements

Our industry placement program is a study-related experience available to students during their studies. It provides an opportunity for students to gain experience in the workplace and put theory into practice.

### Careers workshops and events

Careers Central host development workshops, events with guest speakers and employer presentations throughout the trimester, exposing students to

career related learning, professional and networking opportunities. Workshops provide the opportunity to practice skills required within the application and interview process.

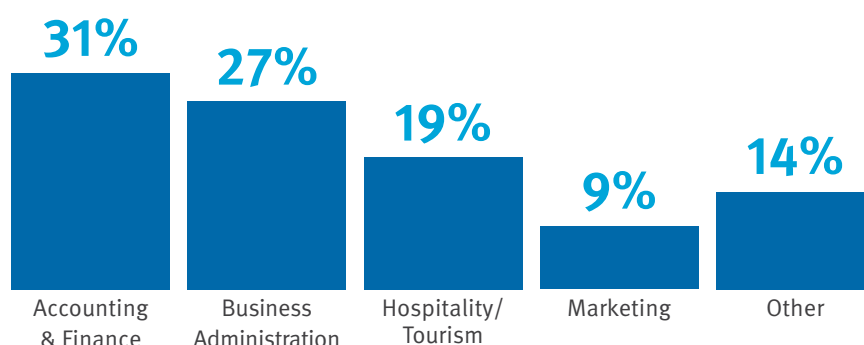
### One-to-one careers coaching

Whether a current student, or a member of our alumni association, our dedicated Careers Officers are eager to help all students fulfil their goals at every step of the journey from student to professional.

### Careers mentorship program

The Mentorship Program is a professional development initiative that will endeavor to match Kaplan Business School students with industry professionals and alumni on the basis of shared interests, degree background and industry experience. This is a great opportunity to gain valuable insight into successful career pathways and seek career-related advice.

## Over 200 students gained industry placements in 2015.





“

Thanks to Kaplan, I've already completed two industry placements. Careers Central is now helping me with my CPA application, and the help I have received has been invaluable. I'm definitely on my way to completing my goals!”

**Wellington Takakura**  
Master of Accounting



# Life on campus

Our facilities are designed to meet students' personal, academic and social needs while preparing them to fulfil their career potential.

## Campus facilities

### Academic Success Centre

The Academic Success Centre is an integral part of the academic assistance services we provide. The Centre offers direct support to both undergraduate and postgraduate students who require supplementary literacy, numeracy and study skills. Our Academic Advisors are available on campus and regularly organise appointments with students seeking additional assistance with their studies. They help students manage the challenging demands of their assessments and equip them with the tools needed to meet the requirements of their programs.

### Technology

Our campuses provide easily accessible IT resources for KBS students, including Wi-Fi access, computer labs, printing, photocopying, email and intranet facilities. We also have a Student Portal through which students can access integrated online learning materials and receive feedback on assignments.

### Library

KBS has a library on each campus plus an extensive online library with access to five databases to meet the needs of students in both undergraduate and postgraduate studies. Students can also borrow program-relevant books and reference materials on campus.

### Student Lounge

Our student lounges are great places for students to meet and relax. Each campus is located close to shopping districts, allowing easy access to cafés, restaurants and bars nearby. Students can also make use of our kitchen facilities for heating up and refrigerating food.

## Student Services

### Orientation

All students\* are required to attend the orientation program on their first day. Orientation provides an opportunity for students to meet other students and obtain information about their studies, the facilities and the important academic and support services available to them. Students will also learn about their responsibilities as a student, as well as information about the local area and transportation.

At Orientation students will meet their Student Experience Officers who will assist in subject selection and enrolment plus provide a class timetable. This is also a great opportunity for students to raise any questions they have about their units of study.

### Support and guidance

KBS offers academic guidance and support to each and every student. Our friendly on-site Student Services teams are able to help students settle into life on campus as required and are happy to answer any questions students might have. We are also able to provide international students with additional support with the transition into life in Australia by providing assistance with public transport, accommodation, welfare support, health cover and more.

If you would like more details on preparing for arrival in Australia or arrival services for international students, please visit [kbs.edu.au/arrival](http://kbs.edu.au/arrival)

For further information on living expenses for international students please visit [studyinaustralia.gov.au](http://studyinaustralia.gov.au) or [border.gov.au](http://border.gov.au)

## Individual tuition and academic advice

The Academic Success Centre can provide subject specific support through additional lectures, workshops and one-to-one sessions if required. Our lecturers are also available outside of class hours to provide feedback and assistance with coursework.

### Careers Central

Our Careers Central staff are committed to helping all KBS students and graduates find work, as well as industry placements relevant to their field of study.

Industry placement opportunities may vary and will depend on role availability and a student's previous experience. Positions may be paid or unpaid. Careers Central may also assist with creating effective resumes and writing cover letters, and are available on campus to answer any questions regarding university pathway opportunities and careers advice.



Kaplan's friendly  
Student Services  
team and comfortable  
atmosphere helped  
me greatly in  
my studies"

### Mahmet

Bachelor of Business  
(Hospitality and Tourism Management)





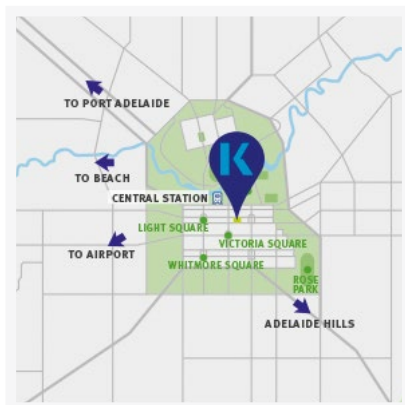


# Our campuses



## Adelaide

- 📍 Level 1, 68 Grenfell Street  
Adelaide SA 5000 Australia
- 📞 +61 (0)8 8215 4100
- ✉ info@kbs.edu.au



Our Adelaide campus is situated right in the heart of the city and is easily accessible by bus, train and tram networks.

The town centre is compact, easy-to-navigate and is surrounded by luscious, open parklands. KBS Adelaide is just minutes away from Rundle Mall, the city's main shopping district. Here you'll find a variety of stores, eateries and popular nightspots to enjoy.

Adelaide sits within the Festival State of Australia, and is host to a variety of art, culture, food and music events. Streets are wide and rarely congested, locals are friendly and the beaches are less than 30 minutes away.

Catch the tram from the city to historic Glenelg, just 12km from the city centre.

The Adelaide Hills are part of the Mount Lofty Ranges and sit east of the city offering wine, food, markets and picnic spots.

Adelaide features regularly in the Economist Intelligence Unit (EIU) report as one of the most livable and affordable developed cities in the world. Adelaide has a pleasant climate that benefits from mild winters and warm, dry summers.





# Brisbane

📍 Level 3, 252 St Pauls Terrace  
Spring Hill, Brisbane QLD  
4000 Australia

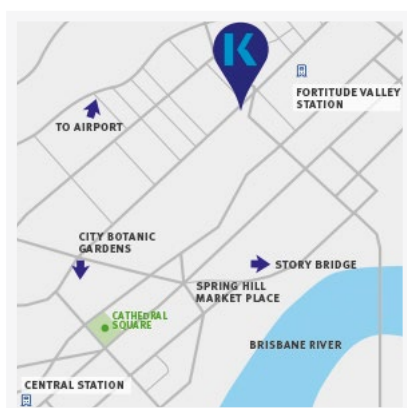
📞 +61 (0)7 3872 3800

✉ [info@kbs.edu.au](mailto:info@kbs.edu.au)

Our Brisbane campus is situated within walking distance of Brisbane's city centre and is close to major transport hubs, shops, parks, cafés and bars.

KBS Brisbane lies immediately northeast of the CBD, and is adjacent to one of the city's most vibrant nightlife hubs. Brisbane is known for its outdoor lifestyle, with a variety of sporting activities and events held throughout the year. The CBD is situated inside a bend of the Brisbane river and has its very own beach. Considered a South Bank icon, the man-made Streets Beach boasts a sparkling lagoon surrounded by white sand and sub-tropical plants.

There is little stopping you from getting outside and having a good time—the many hours of sunshine, coupled with almost 2,000 parks and reserves, are just perfect for those wanting to lead an active and healthy lifestyle. Even if you are busy studying you can still enjoy the sunshine as Wi-Fi access is available in hotspot areas in 22 parks and public spaces across the city. With a subtropical climate, Brisbane enjoys year-round warm weather with hot humid summers and dry, moderate winters.



FOR MORE INFORMATION VISIT  
[kbs.edu.au/adelaide](http://kbs.edu.au/adelaide) or  
[kbs.edu.au/brisbane](http://kbs.edu.au/brisbane)





The tutors are really approachable and actually show that they care about our success”



**Clement Lim Kean**

Bachelor of Business (Accounting)

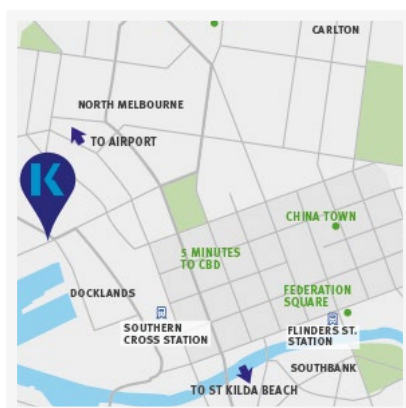


# Melbourne

📍 Level 4, 370 Docklands Drive  
Docklands, Melbourne VIC  
3008 Australia

📞 +61 (0)3 9626 4576

✉️ [info@kbs.edu.au](mailto:info@kbs.edu.au)



Our Melbourne campus is in Docklands, just walking distance or a short tram ride away from Melbourne’s city centre.

From the sanctuary of Docklands Park to sports, retail and dining, Docklands offers something for everyone. Wide promenades along the waterfront and proximity to the city make this a sought after location.

Access to public transport is close by and our campus is conveniently located near many of Melbourne’s style, cultural and dining hotspots. Melbourne’s distinctly modern architectural style gives it a unique vibe and adds plenty to the city’s charm.

Take a quick walk down to the CBD and you’ll discover its famous intertwining alleyways and rooftop bars, which provide an amazing backdrop to a colourful city.

Often referred to as the shopping and sports capital of Australia, Melbourne plays host to a range of attractions and events including the Australian Open, Grand Prix, and Melbourne Cup. The city enjoys warm summers, glorious springs, mild autumns and crisp winters.





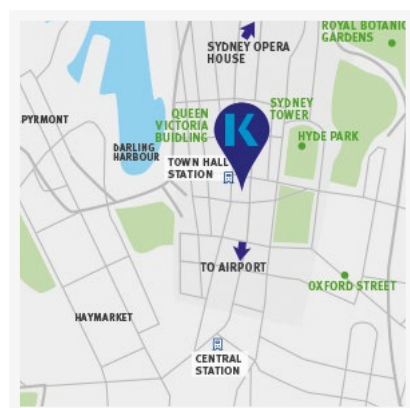
# Sydney

📍 Level 8, 540 George Street  
Sydney NSW 2000 Australia

📞 +61 (0)2 8248 6758

✉️ [info@kbs.edu.au](mailto:info@kbs.edu.au)

Our Sydney campus is located in Sydney's bustling city centre, just moments away from the Queen Victoria Building, Pitt Street Mall and Chinatown.



KBS Sydney is easily accessible by public transport and surrounded by Sydney's shopping, food and entertainment districts. Sydney is considered a culturally diverse city, and offers a multitude of things to see and do including a huge calendar of events. Sydney is considered one of the world's top cities to visit and live in. The city embraces everything from shopping, style and food to sport and culture. The stunning harbour provides a backdrop to some of the most famous New Year's celebrations in the world.

Iconic city sights include the Sydney Opera House, Sydney Harbour

Bridge and Bondi Beach but you don't have to travel far to enjoy the outdoors and some more natural views. Sydney incorporates five major national parks including the Blue Mountains and countless easy to reach beaches where you can enjoy the laid-back lifestyle and the weather.

Sydney has a Mediterranean-style climate—summers are warm while winters are mild, with rainfall spread throughout the year. With its friendly population and fantastic weather you will enjoy everything that Sydney has to offer.

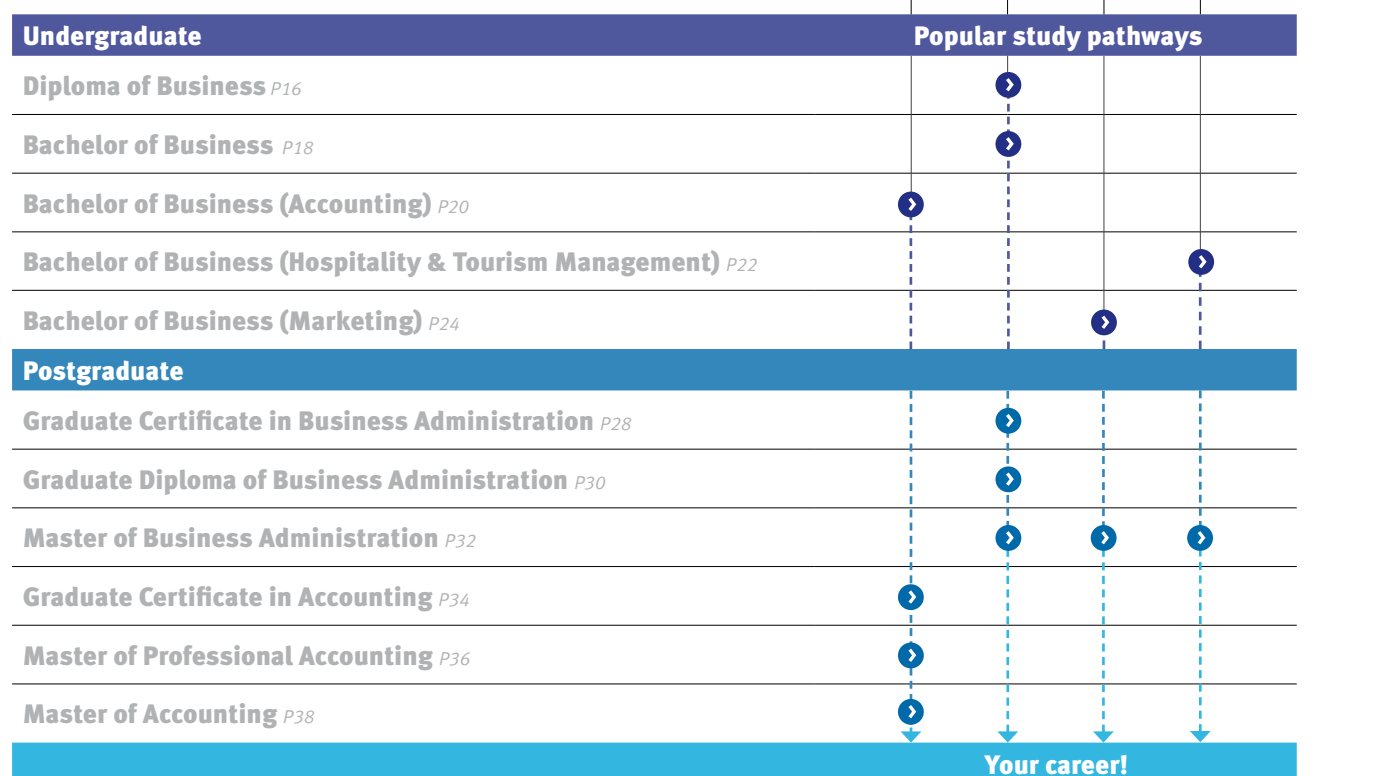


FOR MORE INFORMATION VISIT  
[kbs.edu.au/melbourne](http://kbs.edu.au/melbourne) or  
[kbs.edu.au/sydney](http://kbs.edu.au/sydney)

# The pathway to your career

Kaplan Business School helps individuals achieve their educational and career goals. Our qualifications offer a variety of academic pathways to suit students at any stage of their education or career from Year 12 or equivalent.

## Study Planner



### Accounting

Our industry-renowned courses are recognised by CPA Australia and Chartered Accountants Australia and New Zealand, thereby ensuring you graduate with a job-ready qualification.



### Business

With a wide range of electives to choose from, such as finance and communications, HR and law, you're able to graduate with a holistic understanding of how business operates.



### Management

Our fastest-growing course, the MBA has become the must-have qualification for students who are serious about their professional development.



### Marketing

This qualification will teach you the science and practice of marketing so that you can better engage in the art of commercial influence and persuasion.



### Hospitality & Tourism

Our program provides an insight into business management. Take your career further than you expect with a program designed and delivered by industry professionals.



# Education experts



One of my favourite quotations is the one by Confucius who wisely taught that *"He who learns but does not think, is lost. He who thinks but does not learn is in great danger."*

That's a philosophy we live by at Kaplan Business School. Our objective is more than just helping you to learn, although we'll certainly provide you with a diverse range of materials and resources to help you be a better student. Our ultimate objective is to teach you how to think – to strengthen your critical and cognitive abilities – so that your education continues to serve you long after you've graduated.

That's why we embrace blended learning methodologies, provide a complimentary careers service, offer one-on-one coaching on all matters of academic success, and design our curriculum and assessments so that what you learn can be applied practically in your next job. Learning, after all, is much more than what happens in the classroom.

**James Adonopoulos** | Academic Dean | Kaplan Business School



FOR MORE INFORMATION VISIT  
[kbs.edu.au/about-us](https://kbs.edu.au/about-us)

## From diploma to degree

Study business with Kaplan from Diploma to Postgraduate Degree.

### Our qualifications

Our qualifications offer the ultimate in flexibility, providing a pathway to a career in business from Year 12 or equivalent.

Our Diploma and Bachelor programs are integrated to provide students the opportunity to progress seamlessly while taking advantage of their existing qualifications and experience at entry point.

Diploma of Business

Bachelor of Business



Graduate Certificate in  
Business Administration

Graduate Diploma of  
Business Administration

Master of Business  
Administration





# Diploma of Business

Ideal as a stand-alone qualification or a stepping stone to further study, the Diploma of Business equips students with the fundamental theory and practical based skills necessary to embark on a career in the world of business.

**FEE-HELP**  
Available

## Career options

Graduates who successfully complete the program can expect to be employed across a diverse range of industries as assistants, supervisors, managers and team leaders in small businesses, or in medium to large companies.

## Pathway to further studies

Students may apply for credit entry into the second year of our Bachelor of Business or a related undergraduate degree at another Australian higher education provider.

## Structure

8 subjects: 8 core



## Core subjects

Business Communication	<b>BUS101</b>
Introduction to Management	<b>BUS102</b>
Accounting for Managers	<b>BUS103</b>
Economics	<b>BUS104</b>
Business Information Systems	<b>BUS105</b>
Marketing Principles	<b>BUS106</b>
Commercial Law	<b>BUS107</b>
Quantitative Analysis	<b>BUS108</b>

## Typical duration\*

### Standard study option

1 year, 8 subjects, 3 trimesters

### Accelerated study option

8 months, 8 subjects, 2 trimesters

Part time options available for domestic students only.

## Locations

Adelaide, Brisbane, Melbourne, Sydney

## Intake dates

March, July, November

## Entry requirements

See page 42



The rich interaction between teachers and students helped strengthen my communication skills and professional network.”

### Neenad Shreshtha

Bachelor of Business (Accounting)  
(Pictured on left)

\* Typical duration: Work load or study intensity can be adapted to suit an individual's requirements. Please note – Not all subjects will be available every trimester. Information on timetables will be provided at orientation. Prerequisites may apply.



FOR MORE INFORMATION VISIT  
[kbs.edu.au/dipbus](http://kbs.edu.au/dipbus)



# Bachelor of Business

Our Bachelor of Business degree provides the theoretical and practical skills necessary to start a successful business career. Students learn the analytical, high-level problem solving, communication and teamwork skills crucial to industry success. Graduates leave with a firm understanding of business environments and develop effective ways to approach, create and execute strategic business plans.

**FEE-HELP**  
Available

## Career options

Graduates are employed in a diverse range of industries and positions including administration, planning and design, quality assurance, customer service, events and change management.

## Pathway to further studies

Depending on the chosen destination program or institution, successful completion of the Bachelor of Business may qualify students for credit towards a master's program with Kaplan or an alternative higher education provider in Australia.

## Typical duration\*

### Standard study option

3 years, 24 subjects, 9 trimesters

### Accelerated study option

2 years, 24 subjects, 6 trimesters

## Locations

Adelaide, Brisbane, Melbourne, Sydney

## Intake dates

March, July, November

## Entry requirements

See page 42

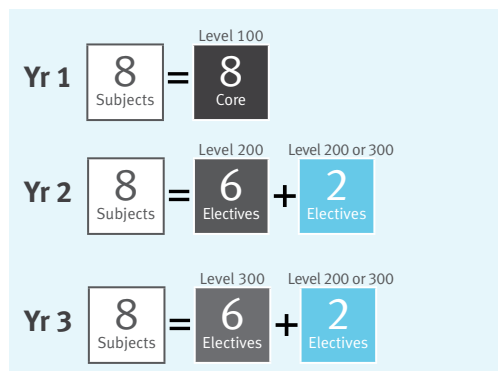


## Internships

Complete an internship (3 electives) as part of your Bachelor of Business. Refer to page 26 or ask your Kaplan representative for further information.

## Structure

24 subjects: 8 core + 16 electives



## Core subjects

### LEVEL 100

Business Communication	BUS101
Introduction to Management	BUS102
Accounting for Managers	BUS103
Economics	BUS104
Business Information Systems	BUS105
Marketing Principles	BUS106
Commercial Law	BUS107
Quantitative Analysis	BUS108

### LEVEL 200

- + 6 electives from Level 200
- + 2 electives from Level 200 or Level 300

### LEVEL 300

- + 6 electives from Level 300
- + 2 electives from Level 200 or Level 300



Completing the Bachelor of Business provided me with transferable skills that I find useful within my role now, such as invoicing, auditing and reporting.”

**Aleeya Hamza**

Bachelor of Business

## Elective subjects

### LEVEL 200

<b>ACCOUNTING</b>	Financial Accounting 1	ACC201
	Accounting Information Systems	ACC202
	Financial Accounting 2	ACC203
	Corporations Law	ACC204
	Management Accounting 1	ACC205
<b>FINANCE</b>	Financial Institutions and Markets	FIN201
	Advanced Economics	FIN202
	Corporate Finance	FIN203
	Applied Investment Management	FIN204
<b>HOSPITALITY &amp; TOURISM MANAGEMENT</b>	Introduction to Hospitality and Tourism	HAT201
	The Hospitality and Tourism Market	HAT202
	Hospitality and Tourism Management	HAT203
<b>HUMAN RESOURCE MANAGEMENT</b>	Human Resource Management	HRM201
	Performance Management	HRM202
<b>MANAGEMENT</b>	Organisational Behaviour	MAN201
	Business Ethics	MAN202
	Logistics and Supply Chain Management	MAN203
<b>MARKETING</b>	Integrated Marketing Communications	MKT201
	Marketing Research Essentials	MKT202
	Services Marketing	MKT203
<b>INTERNSHIP</b>	Internship Preparation	BUS201

### LEVEL 300

<b>ACCOUNTING</b>	Accounting Theory and Continuing Issues	ACC301
	Auditing and Assurance	ACC302
	Company Accounting	ACC303
	Taxation Law	ACC304
	Management Accounting 2	ACC305
<b>FINANCE</b>	Portfolio and Fund Management	FIN301
	Derivatives and Risk Management	FIN302
	Multinational Finance and Trade	FIN303
	Applied Corporate Strategies	FIN304
<b>HOSPITALITY &amp; TOURISM MANAGEMENT</b>	Attraction and Event Management	HAT301
	Food and Beverage Management	HAT302
	Accommodation Management	HAT303
	Emerging Issues	HAT304
<b>HUMAN RESOURCE MANAGEMENT</b>	Industrial Relations	HRM301
	Managing Change	HRM302
	International Human Resource Management	HRM303
<b>MANAGEMENT</b>	Business Research	MAN301
	Strategic Management	MAN302
	Innovation and Entrepreneurship	MAN303
	Issues in International Business	MAN304
<b>MARKETING</b>	Consumer Behaviour	MKT301
	Digital Marketing	MKT302
	International Marketing	MKT303
	Strategic Marketing (Capstone)	MKT304
<b>INTERNSHIP</b>	Internship 1	BUS307
	Internship 2	BUS308



# Bachelor of Business (Accounting)

The Bachelor of Business (Accounting) provides students with key business principles and the relevant practical skills necessary to launch a successful career in accounting. The program is accredited with CPA Australia and the Chartered Accountants Australia and New Zealand, providing students with a direct pathway to professional certification and employment.

**FEE-HELP**  
Available

## Career options

The program is ideal for those pursuing finance, banking, insurance or accounting work. Examples of roles that graduates might secure include corporate accountant, tax accountant, business analyst, management accountant and financial officer.

## Pathway to further studies

Depending on the chosen destination program or institution, successful completion of the Bachelor of Business (Accounting) may qualify students for credit towards a master's program with Kaplan or an alternative higher education provider in Australia.

## Typical duration\*

### Standard study option

3 years, 24 subjects, 9 trimesters

### Accelerated study option

2 years, 24 subjects, 6 trimesters

## Locations

Adelaide, Brisbane, Melbourne, Sydney

## Intake dates

March, July, November

## Entry requirements

See page 42



## Internships

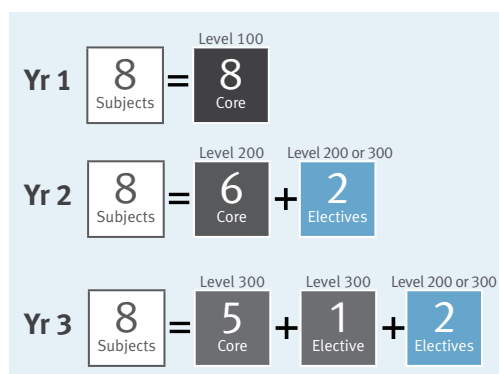
Complete an internship (3 electives) as part of your Bachelor of Business. Refer to page 26 or ask your Kaplan representative for further information.





## Structure

24 subjects: 19 core + 5 elective



## Core subjects

### LEVEL 100

Business Communication	<b>BUS101</b>
Introduction to Management	<b>BUS102</b>
Accounting for Managers	<b>BUS103</b>
Economics	<b>BUS104</b>
Business Information Systems	<b>BUS105</b>
Marketing Principles	<b>BUS106</b>
Commercial Law	<b>BUS107</b>
Quantitative Analysis	<b>BUS108</b>

### LEVEL 200

Financial Accounting 1	<b>ACC201</b>
Accounting Information Systems	<b>ACC202</b>
Financial Accounting 2	<b>ACC203</b>
Corporations Law	<b>ACC204</b>
Management Accounting 1	<b>ACC205</b>
Corporate Finance	<b>FIN203</b>

+ 2 electives from Level 200 or Level 300

### LEVEL 300

Accounting Theory and Continuing Issues	<b>ACC301</b>
Auditing and Assurance	<b>ACC302</b>
Company Accounting	<b>ACC303</b>
Taxation Law	<b>ACC304</b>
Management Accounting 2	<b>ACC305</b>

+ 1 elective from Level 300

+ 2 electives from Level 200 or Level 300

## Elective subjects

### LEVEL 200

<b>FINANCE</b>	Financial Institutions and Markets	<b>FIN201</b>
	Advanced Economics	<b>FIN202</b>
	Applied Investment Management	<b>FIN204</b>
<b>HOSPITALITY &amp; TOURISM MANAGEMENT</b>	Introduction to Hospitality and Tourism	<b>HAT201</b>
	The Hospitality and Tourism Market	<b>HAT202</b>
	Hospitality and Tourism Management	<b>HAT203</b>
<b>HUMAN RESOURCE MANAGEMENT</b>	Human Resource Management	<b>HRM201</b>
	Performance Management	<b>HRM202</b>
<b>MANAGEMENT</b>	Organisational Behaviour	<b>MAN201</b>
	Business Ethics	<b>MAN202</b>
	Logistics and Supply Chain Management	<b>MAN203</b>
<b>MARKETING</b>	Integrated Marketing Communications	<b>MKT201</b>
	Marketing Research Essentials	<b>MKT202</b>
	Services Marketing	<b>MKT203</b>
<b>INTERNSHIP</b>	Internship Preparation	<b>BUS201</b>

### LEVEL 300

<b>FINANCE</b>	Portfolio and Fund Management	<b>FIN301</b>
	Derivatives and Risk Management	<b>FIN302</b>
	Multinational Finance and Trade	<b>FIN303</b>
	Applied Corporate Strategies	<b>FIN304</b>
<b>HOSPITALITY &amp; TOURISM MANAGEMENT</b>	Attraction and Event Management	<b>HAT301</b>
	Food and Beverage Management	<b>HAT302</b>
	Accommodation Management	<b>HAT303</b>
	Emerging Issues	<b>HAT304</b>
<b>HUMAN RESOURCE MANAGEMENT</b>	Industrial Relations	<b>HRM301</b>
	Managing Change	<b>HRM302</b>
	International Human Resource Management	<b>HRM303</b>
<b>MANAGEMENT</b>	Business Research	<b>MAN301</b>
	Strategic Management	<b>MAN302</b>
	Innovation and Entrepreneurship	<b>MAN303</b>
	Issues in International Business	<b>MAN304</b>
<b>MARKETING</b>	Consumer Behaviour	<b>MKT301</b>
	Digital Marketing	<b>MKT302</b>
	International Marketing	<b>MKT303</b>
	Strategic Marketing (Capstone)	<b>MKT304</b>
<b>INTERNSHIP</b>	Internship 1	<b>BUS307</b>
	Internship 2	<b>BUS308</b>

\* Typical duration: Work load or study intensity can be adapted to suit an individual's requirements.

Please note – Not all subjects will be available every trimester. Information on timetables will be provided at orientation. Prerequisites may apply.



# Bachelor of Business (Hospitality & Tourism Management)

In today's increasingly mobile world, hospitality and tourism is quickly becoming one of the largest global industries. Students develop problem solving and analytical proficiency, business communication skills, financial literacy, plus a host of other transferable skills. Whether you want to work in an executive or management role, as a consultant, or start your own business, this degree provides an excellent platform on which to base your business career.

**FEE-HELP**  
Available

## Career options

Business graduates majoring in Hospitality and Tourism Management traditionally pursue career paths such as hospitality operators, event and community managers, tourism and human resource professionals; however it is not uncommon for them to also pursue work in the arts, media, advertising and health industries.

## Pathway to further studies

Depending on the chosen destination program or institution, successful completion of the Bachelor of Business (Hospitality & Tourism Management) may qualify students for credit towards a master's program with Kaplan or an alternative higher education provider in Australia.

## Typical duration\*

### Standard study option

3 years, 24 subjects, 9 trimesters

### Accelerated study option

2 years, 24 subjects, 6 trimesters

## Locations

Adelaide, Brisbane, Melbourne, Sydney

## Intake dates

March, July, November

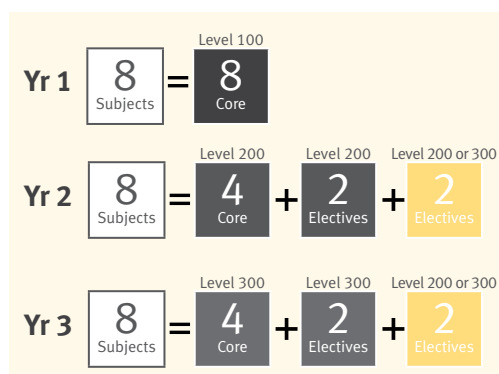
## Entry requirements

See page 42



## Structure

24 subjects: 16 core + 8 electives



## Core subjects

### LEVEL 100

Business Communication	BUS101
Introduction to Management	BUS102
Accounting for Managers	BUS103
Economics	BUS104
Business Information Systems	BUS105
Marketing Principles	BUS106
Commercial Law	BUS107
Quantitative Analysis	BUS108

### LEVEL 200

Introduction to Hospitality and Tourism	HAT201
The Hospitality and Tourism Market	HAT202
Hospitality and Tourism Management	HAT203
Services Marketing	MKT203

+ 2 electives from Level 200

+ 2 electives from Level 200 or Level 300

### LEVEL 300

Attraction and Event Management	HAT301
Food and Beverage Management	HAT302
Accommodation Management	HAT303
Emerging Issues	HAT304

+ 2 electives from Level 300

+ 2 electives from Level 200 or Level 300

## Elective subjects

### LEVEL 200

<b>ACCOUNTING</b>	Financial Accounting 1	ACC201
	Accounting Information Systems	ACC202
	Financial Accounting 2	ACC203
	Corporations Law	ACC204
	Management Accounting 1	ACC205
<b>FINANCE</b>	Financial Institutions and Markets	FIN201
	Advanced Economics	FIN202
	Corporate Finance	FIN203
	Applied Investment Management	FIN204
<b>HUMAN RESOURCE MANAGEMENT</b>	Human Resource Management	HRM201
	Performance Management	HRM202
<b>MANAGEMENT</b>	Organisational Behaviour	MAN201
	Business Ethics	MAN202
	Logistics and Supply Chain Management	MAN203
	Integrated Marketing Communications	MKT201
<b>MARKETING</b>	Marketing Research Essentials	MKT202
	Marketing Research Essentials	MKT202
<b>INTERNSHIP</b>	Internship Preparation	BUS201

### LEVEL 300

<b>ACCOUNTING</b>	Accounting Theory and Continuing Issues	ACC301
	Auditing and Assurance	ACC302
	Company Accounting	ACC303
	Taxation Law	ACC304
	Management Accounting 2	ACC305
<b>FINANCE</b>	Portfolio and Fund Management	FIN301
	Derivatives and Risk Management	FIN302
	Multinational Finance and Trade	FIN303
	Applied Corporate Strategies	FIN304
<b>HUMAN RESOURCE MANAGEMENT</b>	Industrial Relations	HRM301
	Managing Change	HRM302
	International Human Resource Management	HRM303
<b>MANAGEMENT</b>	Business Research	MAN301
	Strategic Management	MAN302
	Innovation and Entrepreneurship	MAN303
	Issues in International Business	MAN304
<b>MARKETING</b>	Consumer Behaviour	MKT301
	Digital Marketing	MKT302
	International Marketing	MKT303
	Strategic Marketing (Capstone)	MKT304
<b>INTERNSHIP</b>	Internship 1	BUS307
	Internship 2	BUS308



## Internships

Complete an internship (3 electives) as part of your Bachelor of Business. Refer to page 26 or ask your Kaplan representative for further information.

\* Typical duration: Work load or study intensity can be adapted to suit an individual's requirements.  
Please note – Not all subjects will be available every trimester. Information on timetables will be provided at orientation. Prerequisites may apply.





# Bachelor of Business (Marketing)

The Bachelor of Business (Marketing) is ideal for students who wish to embark upon a career as a marketing or business professional. It equips students with the foundational knowledge of vital concepts and practices within the increasingly strategic, diverse and evolving field of marketing. Graduates acquire workplace skills in research, problem-solving, innovation, optimisation and strategy.

**FEE-HELP**  
Available

## Career options

Graduates may find a diverse range of employment opportunities and career pathways within organisations of all sizes. Marketing graduates can expect to find entry-level roles within public relations, advertising, marketing research and analysis, customer relationship management, events management, e-commerce and digital marketing, or sustainable marketing.

## Pathway to further studies

Successful completion of the Bachelor of Business (Marketing) may qualify students for credit towards a master's program with Kaplan or an alternative higher education provider in Australia.

## Typical duration\*

### Standard study option

3 years, 24 subjects, 9 trimesters

### Accelerated study option

2 years, 24 subjects, 6 trimesters

## Locations

Adelaide, Brisbane, Melbourne, Sydney

## Intake dates

March, July, November

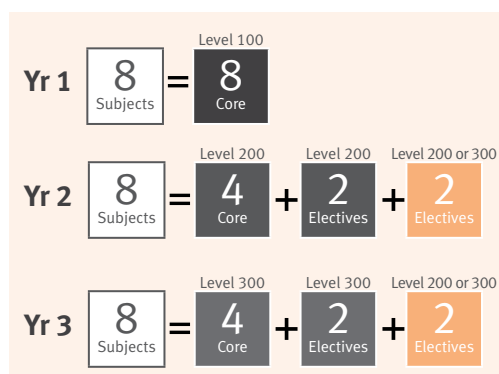
## Entry requirements

See page 42



## Structure

24 subjects: 16 core + 8 electives



## Core subjects

### LEVEL 100

Business Communication	BUS101
Introduction to Management	BUS102
Accounting for Managers	BUS103
Economics	BUS104
Business Information Systems	BUS105
Marketing Principles	BUS106
Commercial Law	BUS107
Quantitative Analysis	BUS108

### LEVEL 200

Logistics and Supply Chain Management	MAN203
Integrated Marketing Communications	MKT201
Marketing Research Essentials	MKT202
Services Marketing	MKT203

+ 2 electives from Level 200

+ 2 electives from Level 200 or Level 300

### LEVEL 300

Consumer Behaviour	MKT301
Digital Marketing	MKT302
International Marketing	MKT303
Strategic Marketing (Capstone)	MKT304

+ 2 electives from Level 300

+ 2 electives from Level 200 or Level 300

## Elective subjects

### LEVEL 200

<b>ACCOUNTING</b>	Financial Accounting 1	ACC201
	Accounting Information Systems	ACC202
	Financial Accounting 2	ACC203
	Corporations Law	ACC204
	Management Accounting 1	ACC205
<b>FINANCE</b>	Financial Institutions and Markets	FIN201
	Advanced Economics	FIN202
	Corporate Finance	FIN203
	Applied Investment Management	FIN204
<b>HOSPITALITY &amp; TOURISM MANAGEMENT</b>	Introduction to Hospitality and Tourism	HAT201
	The Hospitality and Tourism Market	HAT202
	Hospitality and Tourism Management	HAT203
<b>HUMAN RESOURCE MANAGEMENT</b>	Human Resource Management	HRM201
	Performance Management	HRM202
<b>MANAGEMENT</b>	Organisational Behaviour	MAN201
	Business Ethics	MAN202
<b>INTERNSHIP</b>	Internship Preparation	BUS201

### LEVEL 300

<b>ACCOUNTING</b>	Accounting Theory and Continuing Issues	ACC301
	Auditing and Assurance	ACC302
	Company Accounting	ACC303
	Taxation Law	ACC304
	Management Accounting 2	ACC305
<b>FINANCE</b>	Portfolio and Fund Management	FIN301
	Derivatives and Risk Management	FIN302
	Multinational Finance and Trade	FIN303
	Applied Corporate Strategies	FIN304
<b>HOSPITALITY &amp; TOURISM MANAGEMENT</b>	Attraction and Event Management	HAT301
	Food and Beverage Management	HAT302
	Accommodation Management	HAT303
	Emerging Issues	HAT304
<b>HUMAN RESOURCE MANAGEMENT</b>	Industrial Relations	HRM301
	Managing Change	HRM302
	International Human Resource Management	HRM303
<b>MANAGEMENT</b>	Business Research	MAN301
	Strategic Management	MAN302
	Innovation and Entrepreneurship	MAN303
	Issues in International Business	MAN304
<b>INTERNSHIP</b>	Internship 1	BUS307
	Internship 2	BUS308



## Internships

Complete an internship (3 electives) as part of your Bachelor of Business. Refer to page 26 or ask your Kaplan representative for further information.

\* Typical duration: Work load or study intensity can be adapted to suit an individual's requirements.  
Please note – Not all subjects will be available every trimester. Information on timetables will be provided at orientation. Prerequisites may apply.



# Internships

An internship can launch your career, focus your professional aspirations, develop your leadership potential and help you start building your personal brand.

### Personal development

We pride ourselves on thoroughly preparing students for entry into the workplace. That’s why our qualifications encompass both theoretical learning and practical application, especially now with the introduction of an optional internship as part of our Bachelor of Business programs.

We believe an internship can provide vital work experience, exposure to industry, an insight into potential employment opportunities and the tools to contribute effectively in a professional environment.

### Enhancing employability

At Kaplan, we have strong connections with industry and a growing network of potential employers. In a tough labour market, employers look for relevant work experience, which is why completing an internship as part of a bachelor degree is a valuable opportunity.

### Eligibility

Our internships can be undertaken as part of our Bachelor of Business qualifications. Students must complete the Internship Preparation (BUS201) unit as a pre-requisite. Subsequent placements will be determined via a job interview process with the host company.

The internship electives are 12 weeks in duration, with each placement (BUS307 and BUS308) equivalent to a double subject. Upon successful completion of the Internship Preparation unit, you can elect to study the internship subjects together in one trimester or separately over two trimesters.

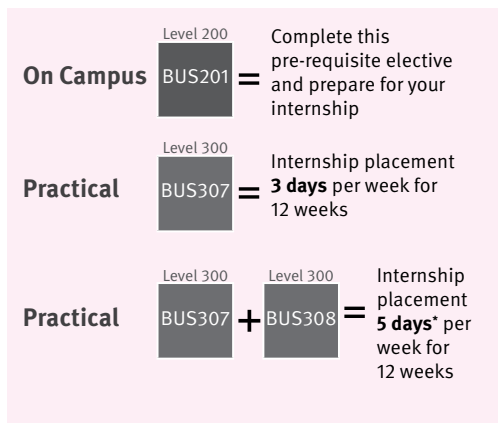
While every effort will be made to arrange a placement within your preferred industry and profession, requests for specific roles and firms are not guaranteed. Internships are unpaid and the electives are assessable as part of the Bachelor of Business.

### Core subjects

LEVEL 200		
Internship Preparation	<b>BUS201</b>	On Campus
LEVEL 300		
Internship 1	<b>BUS307</b>	Practical
Internship 2	<b>BUS308</b>	Practical

In order to be able to complete the internship students will need to have sufficient electives available.

### Structure



\* Based on completing both subjects in one trimester. Students can also complete BUS307 & BUS308 individually over two trimesters.

### The internship advantage



Gain real experience and confidence through workplace responsibility.



Improve transferable skills such as communication, team-work and time management.



Experience practical application of theory in a professional environment.

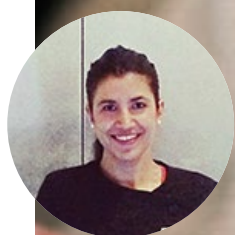


Impress prospective employers while enhancing graduate employability.



Start building a network of industry contacts and ensure your chosen career path is right for you.





“

The management and leadership skills I learnt helped me get to where I am today. Thanks to KBS, I'm now working for the Hilton Hotel in Sydney and quickly progressing in my career.”

**Ramneek Kaur**

Bachelor of Business (Hospitality & Tourism Management)



My goal is now a career and not just a job! KBS is helping me achieve my goals quickly and has brought back my love of learning new things and studying.”

**Sunil Kumar Chakrabarty**

Bachelor of Business (Hospitality and Tourism)  
(Pictured)





# Graduate Certificate in Business Administration

The Graduate Certificate in Business Administration is ideal for busy professionals who want to enhance their job prospects and reap the benefits of a globally recognised business qualification. The program introduces students to a range of fundamental concepts including business perspectives and communications theory, measurement and decision making and strategic human resource management.

Available  
**ONLINE**

**FEE-HELP**  
Available

## Career options

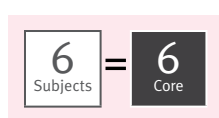
The Graduate Certificate in Business Administration is an internationally recognised qualification allowing students to familiarise themselves with key business concepts across each of the functions and gain transferable management skills that will equip them for diverse real-world business situations, while increasing their employability and the opportunity for career advancement or career change.

## Pathway to further studies

Graduate Certificate in Business Administration graduates may be eligible for 6 credits towards the Master of Business Administration.

## Structure

6 subjects: 6 core



## Core subjects

Business Perspectives	GB500
Business Communications	GB512
Business Analytics	GB513
Financial Accounting Principles and Analysis	GB518
Measurement and Decision Making	GB519
Strategic Human Resource Management	GB520

## Typical duration†

### Standard study option

8 months, 6 subjects, 2 trimesters

### Accelerated study option

Students with relevant undergraduate and/or postgraduate qualifications may be eligible for recognition for up to 50% of the program enabling them to fast track their qualification.

## Locations

Adelaide, Brisbane, Melbourne, Sydney

Also available online – find out more  
[www.kbs.edu.au/gcba](http://www.kbs.edu.au/gcba)

## Intake dates

March, July, November

## Entry requirements

See page 42

† Typical duration: Work load or study intensity can be adapted to suit an individual's requirements.  
Please note – Not all subjects will be available every trimester. Information on timetables will be provided at orientation.  
Prerequisites may apply.



# Graduate Diploma of Business Administration

The Graduate Diploma of Business Administration builds upon the Graduate Certificate and allows students to gain an understanding of the strategic approach required to achieve organisational success. Graduates leave with advanced critical analysis skills, ready to tackle business issues within a range of dynamic business environments.

Available  
**ONLINE**

**FEE-HELP**  
Available

### Career options

This globally recognised and professionally relevant qualification is ideal for students wishing to develop their knowledge and understanding in all key areas of management. Students may leverage their existing experience with enhanced analytic, strategic and leadership skills to achieve their professional goals whether they be career advancement, career change or starting their own business.

### Pathway to further studies

Graduates of the Graduate Diploma of Business Administration may be eligible for 10 credits towards the Master of Business Administration.

### Structure

10 core subjects

10  
Subjects

=

10  
Core

Core subjects	
Business Perspectives	GB500
Business Communications	GB512
Business Analytics	GB513
Financial Accounting Principles and Analysis	GB518
Measurement and Decision Making	GB519
Strategic Human Resource Management	GB520
Marketing Management	GB530
Economics for Global Decision Makers	GB540
Financial Management	GB550
Strategic Management	GB580

### Typical duration†

#### Standard study option

1 year, 10 subjects, 3 trimesters

#### Accelerated study option

Students with relevant undergraduate and/or postgraduate qualifications may be eligible for recognition for up to 50% of the program enabling them to fast track their qualification.

### Locations

Adelaide, Brisbane, Melbourne, Sydney

Also available online – find out more  
[www.kbs.edu.au/gdba](http://www.kbs.edu.au/gdba)

### Intake dates

March, July, November

### Entry requirements

See page 42

† Typical duration: Work load or study intensity can be adapted to suit an individual's requirements.  
Please note – Not all subjects will be available every trimester. Information on timetables will be provided at orientation. Prerequisites may apply.

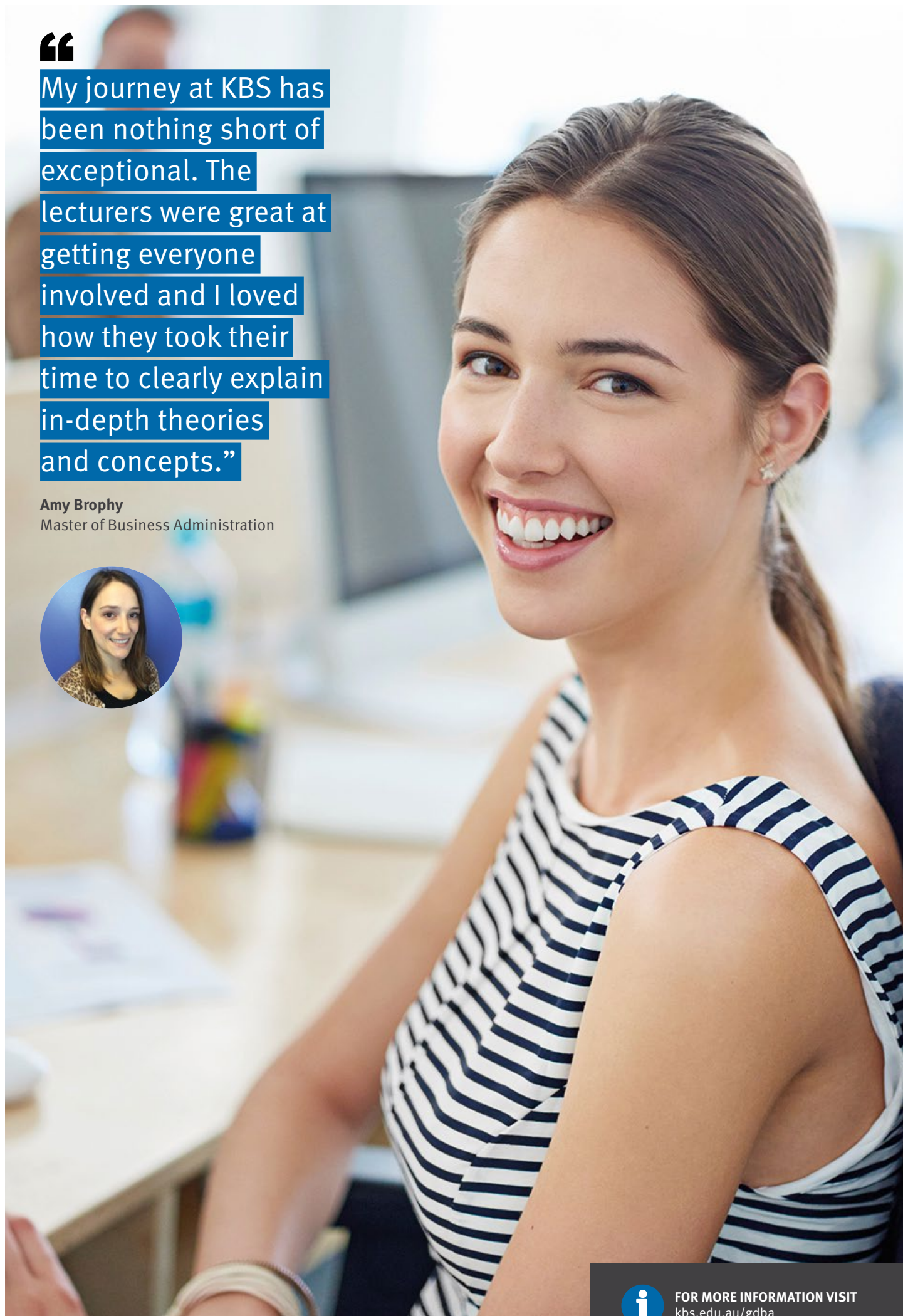


“

My journey at KBS has been nothing short of exceptional. The lecturers were great at getting everyone involved and I loved how they took their time to clearly explain in-depth theories and concepts.”

**Amy Brophy**

Master of Business Administration



FOR MORE INFORMATION VISIT  
[kbs.edu.au/gdba](https://kbs.edu.au/gdba)



## Get ahead with an MBA

An MBA can advance your career, expand your professional network, offer higher earning potential and provide you with the skills you need to lead.

Our Graduate Certificate and Graduate Diploma programs offer flexible entry pathways to our MBA program depending on students academic and work history.

Find out more on page 42.

**Graduate Certificate in Business Administration**

**Graduate Diploma of Business Administration**

**Master of Business Administration**



# Master of Business Administration

The Master of Business Administration (MBA) is widely regarded as the preferred qualification for professionals wanting to pursue a career in general management. Our MBA program focuses on applied learning and allows students to explore the latest in strategic management and the leadership techniques required to lead and inspire others in a global business environment.

Available  
**ONLINE**

**FEE-HELP**  
Available

## Career options

As an internationally recognised qualification our MBA gives students the management skills required to become a successful leader by combining rigorous business theory with relevant practical application. The course is designed to give students the opportunity to learn and grow; utilising past experiences and guiding them on the path that will help them achieve their career goals in a wide range of occupations, functions and industry sectors.

## Structure

15 core subjects

15  
Subjects = 15  
Core

## Core subjects

Business Perspectives	GB500
Business Communications	GB512
Business Analytics	GB513
Financial Accounting Principles and Analysis	GB518
Measurement and Decision Making	GB519
Strategic Human Resource Management	GB520
Marketing Management	GB530
Economics for Global Decision Makers	GB540
Financial Management	GB550
Strategic Management	GB580
Designing, Improving and Implementing Processes	GB560
Managing the Value Chain	GB570
Corporate Social Responsibility	GB590
Leadership Strategies for a Changing World	GB600
MBA Capstone	GB601

## Typical duration\*

### Standard study option

2 years, 15 subjects, 6 trimesters

### Accelerated study option

1 year 4 months, 15 subjects, 4 trimesters

## Locations

Adelaide, Brisbane, Melbourne, Sydney

Also available online – find out more  
[www.kbs.edu.au/mba-online](http://www.kbs.edu.au/mba-online)

## Intake dates

March, July, November

## Entry requirements

See page 42

“

I've already begun to grasp technical business concepts, but most importantly I'm getting to grips with the processes and systems involved with running a business.”

**Ashley Dahlstrom**

Master of Business Administration

\* Typical duration: Work load or study intensity can be adapted to suit an individual's requirements. Please note – Not all subjects will be available every trimester. Information on timetables will be provided at orientation. Prerequisites may apply.



**FOR MORE INFORMATION VISIT**  
[kbs.edu.au/mba](http://kbs.edu.au/mba)



# Graduate Certificate in Accounting

The Graduate Certificate in Accounting provides an understanding of the framework and fundamental principles of the accounting industry. The program is ideal for those with a qualification in a non-accounting discipline wishing to gain additional skills in accounting and finance. The program offers an opportunity to develop the basic statistical and numerical literacy skills required for data analysis in economics, finance and business management.



### Career options

The skills developed will assist students in finding employment within accounting and/or finance in private and public organisations nationally and internationally.

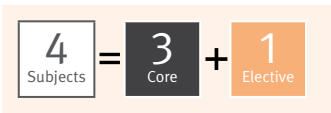
This qualification is also ideal for students who are seeking accreditation with the professional accounting bodies in Australia.

### Pathway to further studies

Graduate Certificate in Accounting graduates are eligible for 4 credits towards the Master of Accounting and Master of Professional Accounting.

### Structure

4 subjects: 3 core + 1 elective



Core subjects	
Accounting Principles	ACCM4000
Economics	ECOM4000
Quantitative Methods	STAM4000
Elective subjects	
Business and Corporations Law*	CLWM4000
Professional Communication Practice	EAPM4000

### Typical duration†

**Standard study option**  
4 months, 4 subjects, 1 trimester

### Locations

Adelaide, Brisbane, Melbourne, Sydney

### Intake dates

March, July, November

### Entry requirements

See page 42



“I’ve improved my marketing and accounting skills, as well as my ability to manage.”

**Kiattisak Semsup**  
Bachelor of Business (Accounting)  
(Pictured on right)

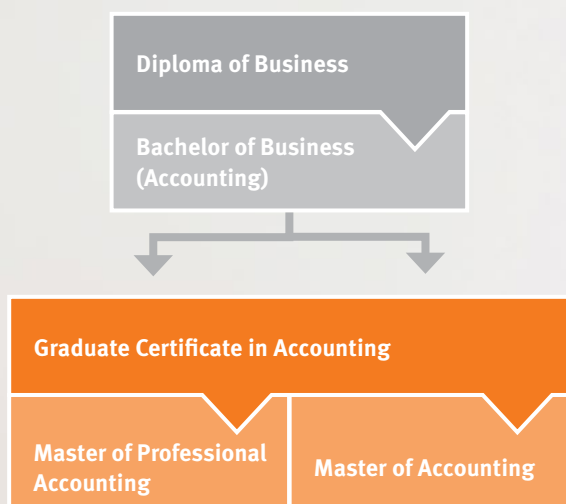
† Typical duration: Work load or study intensity can be adapted to suit an individual’s requirements.  
\* Business and Corporations Law (CLWM4000) is compulsory for those wishing to apply for recognition towards the Chartered Accountants Australia and New Zealand Chartered Accountants Program.  
Please note – Not all subjects will be available every trimester. Information on timetables will be provided at orientation. Prerequisites may apply.

## Find your place in accounting or finance

Kaplan is Australia's leading provider of accounting and financial services education.

Our qualifications offer the ultimate in flexibility, providing a pathway to a career in finance or accounting from Year 12 or equivalent.

Our Graduate Certificate and Master's programs are integrated to provide students the opportunity to progress seamlessly while taking advantage of their existing qualifications and experience at entry point.



FOR MORE INFORMATION VISIT  
[kbs.edu.au/gca](https://kbs.edu.au/gca)



My goal is to improve  
in accounting and  
pursue a career in it.  
The teachers have  
great communication  
skills.”

**Karina Beilina**

Bachelor of Business (Accounting)  
(Pictured)





# Master of Professional Accounting

The Master of Professional Accounting is an internationally recognised qualification and currently the fastest way to fulfil the requirements for CPA Australia and the Chartered Accountants Australia and New Zealand. Students will develop a comprehensive understanding of accounting principles while improving their critical thinking and analytical skills. The program also strengthens students' general management and corporate governance skills, and further develops their ability to evaluate contemporary accounting and business issues in a corporate environment.

**FEE-HELP**  
Available

## Career options

Graduates seek placements within the accounting industry and are typically employed as business risk managers, external auditors and assurance specialists, financial analysts, insolvency and reconstruction specialists, internal auditors, management consultants, taxation specialists and treasurers.

## Pathway to further studies

Graduates are eligible for admission into professional programs offered by Chartered Accountants Australia and New Zealand and CPA Australia. Graduates may also apply for credit entry into the Master of Business Administration or a related graduate degree at another Australian higher education provider.

## Structure

12 core subjects

12 Subjects = 12 Core

## Core subjects

Accounting Principles	ACCM4000
Business and Corporations Law*	CLWM4000
Economics	ECOM4000
Quantitative Methods	STAM4000
Accounting Information Systems	CISM4000
Financial Accounting and Reporting 1	ACCM4200
Management Accounting	ACCM4100
Auditing and Assurance	ACCM4400
Financial Accounting and Reporting 2	ACCM4300
Taxation Law	CLWM4100
Accounting Theory and Contemporary Issues	ACCM4600
Finance	FINM4000

## Typical duration\*

### Standard study option

1 year 4 months, 12 subjects, 4 trimesters

### Accelerated study option

1 year, 12 subjects, 3 trimesters

## Locations

Adelaide, Brisbane, Melbourne, Sydney

## Intake dates

March, July, November

## Entry requirements

See page 42



## A nested qualification

Students who have completed the Graduate Certificate in Accounting units below can apply for credit towards the Master of Professional Accounting.

Accounting Principles	ACCM4000
Economics	ECOM4000
Quantitative Methods	STAM4000
Business and Corporations Law	CLWM4000

\* Typical duration: Work load or study intensity can be adapted to suit an individual's requirements.

\* Business and Corporations Law (CLWM4000) is compulsory for those wishing to apply for recognition towards the Chartered Accountants Australia and New Zealand Chartered Accountants Program.

Please note – Not all subjects will be available every trimester. Information on timetables will be provided at orientation. Prerequisites may apply.



**FOR MORE INFORMATION VISIT**  
[kbs.edu.au/mpa](https://kbs.edu.au/mpa)

# Master of Accounting

The Master of Accounting is ideal for those from a non-accounting background who require a pathway into professional bodies such as the CPA Australia, Chartered Accountants Australia and New Zealand and ACCA. Students will develop general management skills and knowledge related to contemporary accounting issues and practices. Graduates will be able to analyse accounting issues effectively and strategically within a range of theories and frameworks.



### Career options

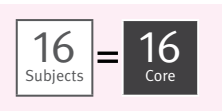
Graduates are typically employed in taxation, financial advice, costing, investigative accounting, strategic management and management consulting. Many company directors and managers have graduated with accounting qualifications.

### Pathway to further studies

Master of Accounting graduates are eligible for admission into professional programs offered by the ACCA, Chartered Accountants Australia and New Zealand and CPA Australia. Graduates may also apply for credit entry into the Master of Business Administration or a related graduate degree at another Australian higher education provider.

### Structure

16 compulsory subjects



Core subjects	
Accounting Principles	ACCM4000
Business and Corporations Law*	CLWM4000
Economics	ECOM4000
Introduction to Management	MANM4000
Professional Communication Practice	EAPM4000
Quantitative Methods	STAM4000
Accounting Information Systems	CISM4000
Corporate Governance and Regulatory Processes	CGRM4000
Management Accounting	ACCM4100
Financial Accounting and Reporting 1	ACCM4200
Auditing and Assurance	ACCM4400
Financial Accounting and Reporting 2	ACCM4300
Taxation Law	CLWM4100
Accounting Theory and Contemporary Issues	ACCM4600
Finance	FINM4000
Management Accounting 2	ACCM4500

### Typical duration†

**Standard study option**  
2 years, 16 subjects, 6 trimester

**Accelerated study option**  
1 year 4 months, 16 subjects, 4 trimesters

### Locations

Adelaide, Brisbane, Melbourne, Sydney

### Intake dates

March, July, November

### Entry requirements

See page 42



### A nested qualification

Students who have completed the Graduate Certificate in Accounting units below can apply for credit towards the Master of Professional Accounting.

Accounting Principles	ACCM4000
Economics	ECOM4000
Quantitative Methods	STAM4000
Business and Corporations Law	CLWM4000
Professional Communication Practice	EAP4000

† Typical duration: Work load or study intensity can be adapted to suit an individual's requirements.  
\* Business and Corporations Law (CLWM4000) is compulsory for those wishing to apply for recognition towards the Chartered Accountants Australia and New Zealand Chartered Accountants Program.  
Please note – Not all subjects will be available every trimester. Information on timetables will be provided at orientation. Prerequisites may apply.

Kaplan Business School takes into account your academic and professional background in your student journey.

“

Kaplan offered me flexibility as an international student, within a period of 7 months I completed a 1.5 year degree. It was hard work but it was made easy by the supportive staff here at Kaplan.”

**Sid Kapur**

Master of Professional Accounting



FOR MORE INFORMATION VISIT  
[kbs.edu.au/macc](https://kbs.edu.au/macc)



“

The courses are dynamic and the teachers know how to include all students and encourage participation. The topics that they bring to class help us to understand more about Australia. I chose to study English here to prepare for my Masters next year.”

**Livia Grivaro Tamanini Porto**  
Kaplan International English, Brisbane



**Fabian Maurice Bader**  
Intensive English (pictured)

# English language support

Kaplan International English has a global reputation for delivering quality education that attracts students from all over the world. A range of courses are available to students who do not meet KBS entry requirements or feel they need to work on their fluency or confidence before undertaking tertiary studies.

## A choice of programs to suit you

### English for Academic Purposes

<b>ENTRY LEVEL</b>	<b>EAP 1</b> Intermediate or IELTS 5.0 (or equivalent) <b>EAP 2</b> Higher Intermediate or IELTS 5.5 (or equivalent)
<b>PATHWAY TO KAPLAN BUSINESS SCHOOL</b>	Achieve a 65% Pass in EAP 1 to progress to Diploma of Business Achieve a 65% Pass in EAP 2 to progress to Bachelor of Business or postgraduate qualifications
<b>LOCATIONS</b>	Adelaide, Brisbane, Melbourne, Perth, Sydney City, Sydney Manly
<b>INTAKES</b>	Vary by location
<b>PROGRAM LENGTH</b>	10 weeks per level

### Intensive English

<b>ENTRY LEVEL</b>	Elementary-Advanced
<b>PATHWAY TO KAPLAN BUSINESS SCHOOL</b>	Achieve Higher Intermediate level to progress to Bachelor of Business or one of the postgraduate qualifications
<b>LOCATIONS</b>	Adelaide, Brisbane, Cairns, Melbourne, Perth*, Sydney City, Sydney Manly*
<b>INTAKES</b>	Every Monday
<b>PROGRAM LENGTH</b>	Minimum 2 weeks (Maximum 24 weeks in Australia but packages are available)

\*Evening timetable available in Sydney Manly, Sydney City, Melbourne and Perth.

**96%**

of our students would recommend us to their friends and family

**KAPLAN** INTERNATIONAL ENGLISH

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# Entry requirements

## DOMESTIC STUDENTS

### Undergraduate entry

PROGRAM	ACADEMIC ENTRY REQUIREMENTS
Diploma of Business	Successful completion of Year 12 or equivalent OR Certificate IV or equivalent
Bachelor of Business	Successful completion of Year 12 or equivalent (Minimum ATAR of 55 or equivalent)

### Postgraduate entry

PROGRAM	ACADEMIC ENTRY REQUIREMENTS
Graduate Certificate in Accounting	An Australian Bachelor degree (or equivalent) OR A Diploma (or equivalent) plus evidence of a minimum of two years relevant industry experience
Master of Accounting	An Australian Bachelor degree (or equivalent) OR Advanced Diploma/Associate Degree (or equivalent)
Master of Professional Accounting	An Australian Bachelor degree (or equivalent) OR Advanced Diploma/Associate Degree (or equivalent) plus evidence of a minimum of two years relevant industry experience
Graduate Certificate in Business Administration	An Australian Bachelor degree (or equivalent) OR A Diploma (or equivalent) plus evidence of a minimum of two years relevant industry experience
Graduate Diploma of Business Administration	An Australian Bachelor degree (or equivalent) OR Advanced Diploma/Associate Degree (or equivalent) plus evidence of a minimum of two years relevant industry experience
Master of Business Administration	An Australian Bachelor degree or (equivalent) OR Advanced Diploma/Associate Degree (or equivalent) plus evidence of a minimum of two years relevant industry experience

## English entry requirements

LEVEL	ENGLISH ENTRY REQUIREMENTS
<b>UNDERGRADUATE ENTRY</b>	
Diploma of Business	IELTS 5.5 Overall (no individual band score below 5.0); OR PTE Academic Score of 42-49; OR TOEFL: Computer, 195 OR Internet, 70; OR Kaplan International English: English for Academic Purposes 1, 65%
Bachelor of Business	IELTS 6.0 Overall (with not less than 5.5 in any one skill and with a 6.0 in speaking and writing); OR PTE Academic Score of 50-57; OR TOEFL: Computer, 213 OR Paper, 550 OR Internet, 79-80 or equivalent; OR Kaplan International English: English for Academic Purposes 2, 65% OR Intensive English, Higher Intermediate
<b>POSTGRADUATE ENTRY</b>	
	IELTS 6.0 Overall (with not less than 6.0 for Speaking and Writing and 5.5 for Listening and Reading); OR PTE Academic Score of 50-57; OR TOEFL: Computer, 213 OR Paper, 550 OR Internet, 79-80 or equivalent; OR Kaplan International English: English for Academic Purposes 2, 65% OR Intensive English, Higher Intermediate

\*Subject to assessment by the admissions office and/or the academic team.

Students who do not meet one of the above criteria but who reach a level of English language proficiency equivalent to IELTS 5.5 (and qualify for entry with respect to their academic criteria) may be offered a pathway course which includes Intensive English prior to commencing their primary course. At the conclusion of the Intensive English language course applicants will be required to demonstrate the required English proficiency for direct admission.





## INTERNATIONAL STUDENTS

### Undergraduate entry

The entry requirements listed below apply to our Diploma of Business and Bachelor of Business programs.

COUNTRY	ACADEMIC ENTRY REQUIREMENTS
Australia	Successful completion of Year 12 or equivalent (Minimum ATAR of 55 or equivalent)
Brazil	Successful completion of Diploma de Ensino Medio or equivalent
Bulgaria	Successful completion of Diploma za Sredno Obrazovanie (Diploma of Completed Secondary Education)
China	Successful completion of Senior Middle 3 (SM3) with 70-75% average
Colombia	Successful completion of Bachillerato
France	Successful completion of French Baccalaureat
Germany	Successful completion of Abitur
Hong Kong	HKDSE Minimum 8 points - Only points gained in category A and C subjects will be considered Minimum Level 3 in English
Hungary	Successful completion of Erettségi/ Matura wutg
India	Completion of the All India Senior School Certificate with an average of 55%
Indonesia	Completion of SMU3 with an average grade of 7.0 in 4 subjects (Diploma of Commerce) High School Leaving Certificate Year 3 with a 'C' grade (Bachelor of Business)
Italy	Successful completion of Diploma di Esame di Stato/ Maturita
Korea	High School Leaving Certificate Year 3 with a 'C' grade average in 4 academic subjects
Malaysia	STPM with 2 passes or Senior Middle 3 (SM3) passes of 70% or above in 4 academic subjects or equivalent
Mexico	Successful completion of Bachillerato/ Preparatoria
Peru	Successful completion of Secondary education (Certificado de Educación Secundaria Común Completa)
Singapore	2 passes in the Singapore 'A' levels
Spain	Successful completion of the Curso de Orientación Universitaria/ Título de Bachillerato
South Africa	Successful completion of the National Senior Certificate or Senior Certificate
Thailand	Successful completion of the Matayom 6 with GPA of 2.0
United Arab Emirates	Tawjihi with 70% average in academic subjects
Venezuela	Successful completion of Bachillerato
Vietnam	GPA of 6.0-6.5
All Other Countries	Enquire at School

## DOMESTIC AND INTERNATIONAL STUDENTS

### Postgraduate entry

Please refer to page 42. International students are required to have their overseas qualification assessed by the National Office of Overseas Skills Recognition and deemed comparable to the postgraduate entry requirements listed opposite.

### Mature age students

Students 21 years of age and over may apply for mature age entry. School results, TAFE or VET qualifications, work experience and other informal study may be accepted in support of your application.

### Minimum age

The minimum age for entrance into undergraduate courses is 17 years of age. In some cases the School may offer undergraduate preparation courses that have a minimum age of 16.

Under 18 students must enter into appropriate arrangements in adherence with legislation and Kaplan policies for international and domestic students – contact us for further information.

### How to apply

Ask a Kaplan Business School representative for the latest enrolment information pack or apply online [kbs.edu.au/apply](https://kbs.edu.au/apply)

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