Diploma of Commerce

State ID: HEDC100

North Metropolitan TAFE offers the Diploma of Commerce, a one year course that guarantees your entry into the second year of Curtin University’s Bachelor of Commerce.

You will develop the skills for a smooth transition into university. Our small class sizes and excellent industry focused lecturers will prepare you for success. Let our track record of educating business professionals in Western Australia over 116 years inspire and invigorate your academic journey.

You will study 8 units over 2 semesters. In the first semester you will study 4 core units, Introduction to Accounting, Economics, Management and Marketing. In the second semester your core subjects will be Introduction to Business Information Systems and Business Law plus 2 elective units.

This course is suitable for you if you are in any of the following categories (entry requirements):

- Successfully completed a Certificate IV vocational qualification
- Did not meet university minimum ATAR entry requirements
- Did meet university ATAR entry requirements
- Are of mature age (age 21 or over) and did not meet university minimum entry requirements
- Completed Year 12 but did not obtain an ATAR

Successful applicants will be required to attend an interview.

The advantages of studying at North Metropolitan TAFE

- Domestic students are eligible for FEE-HELP
- Industry skilled lecturers with VET teacher training qualifications
- Small class size of approximately 25 students
- Support services including unit advice and career advice
- Academic, language, literacy and numeracy (LLN) support
- Right in centre of Perth City, easy access to buses and trains
- TAFE colleges are owned, operated and financed by State Governments in Australia
- Access to state-of-the-art technologies and industry standard facilities and equipment
- On completion of the course, students are trained for employment in various business/finance roles across many different industry sectors

Apply Online

Domestic students: TAFE Admission
http://tasonline.tafe.wa.edu.au/

International students:
TAFE International Western Australia
https://www.tafeinternational.wa.edu.au/apply

For enquiries contact 1300 300 822 or email
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START YOUR UNI DEGREE WITH NORTH METROPOLITAN TAFE AND FINISH AT CURTIN UNIVERSITY

Transition your way into University by studying your first year here at North Metropolitan TAFE, then confidently join in the second year of Curtin’s Bachelor of Commerce armed with the academic skills you need.
Attributes of the Diploma of Commerce are:

- One year duration over 2 semesters
- 8 units are completed - 6 core and 2 elective units
- Two intakes each year being in February and July
- Each semester consists of 18 weeks being 15 teaching weeks, 1 study week and 2 weeks for assessment
- Industry skilled lecturers with both VET training and University based qualifications and experience
- Each unit has a variety of teaching methods including The flipped classroom method (Lectures), Blended learning techniques, Workshop style, Lecture and Tutorial techniques. Throughout all of these different teaching and learning techniques students are exposed to both collaborative (group) and individual based teaching and learning activities
- On completion of the course, students are trained for employment in various business/finance roles across many different industry sectors

Core Units

Introduction to Accounting (ACCT100)

This unit covers a broad range of managerial, investment and financial accounting issues with emphasis on their practical application in the business world. Students will learn the fundamental skills required to enter Curtin University as a second year student in the Bachelor of Commerce degree.

Prior to starting my studies, I had lacked the confidence to even consider a University degree. However, under the guidance and support of the course lecturers, I soon met the challenges of study head-on and I am now a proud third year Bachelor of Commerce degree student at Curtin University.

I have now achieved grades well beyond my initial expectations due largely to the fantastic foundations I received from my lecturers at North Metropolitan TAFE whilst doing the Diploma of Commerce (first year of Curtin University’s Bachelor of Commerce).

In fact, earlier this year I was honoured to be awarded membership in to the Curtin Universities Vice-Chancellor’s list, an achievement that recognises only the top 1% of all Curtin University undergraduates.

I would highly recommend the Diploma of Commerce at North Metropolitan TAFE to anybody interested in pursuing higher education, and for those who feel overwhelmed by the University process and its really large classes, it is an excellent gateway into tertiary studies.

Katie Adrigan Hondros (left) with lecturer Jennifer

STUDENT TESTIMONIAL
Diploma of Commerce student
Katie Adrigan Hondros

In 2015 I approached TAFE, looking for a new challenge in life. After many years of being a stay at home mum I was interested in pursuing a career in Economics and Finance and following an informative discussion with the Higher Education lecturers, I enrolled in the Diploma of Commerce (first year of Curtin University’s Bachelor of Commerce at TAFE). This was really appealing to me because I knew class sizes would only be around 25-30 students and that the lecturers have made the semester 15 weeks instead of the traditional 12 weeks. This meant we had more time to understand difficult topics and could create really good social networks within the class.

One of the things I appreciated most from the Diploma of Commerce was that aside from providing a qualification in itself, it afforded me the opportunity to directly hold a managerial position or manage a small business as well as learn how to better manage personal finances.

Topics covered in this unit include:

- introduction to business structures and start-up options;
- development of a strategic plan;
- profit analysis;
- appraisal of capital investments using capital budgeting;
- preparation of cash budgets and loan schedules;
- preparation and interpretation of financial statements;
- accounting for basic transactions, GST and end-of-period adjustment; and
- investigating the methods and motivations for earnings management.

Introduction to Economics (ECON100)

Introduction to Economics explains the technical and theoretical concepts and principles of the discipline and provides a useful background to understanding the implications of Economics for today’s world. The unit content explores Macroeconomics (i.e. the study of the whole economy); and Microeconomics (i.e. the understanding of consumers, producers and markets).

Specific topics covered in the unit include:
• economic efficiency;
• market failure;
• unemployment and inflation;
• model of aggregate demand and aggregate supply; and
• global markets.

Introduction to Management (MGMT100)
This unit introduces the technical and theoretical concepts of Management. This includes the primary purpose of Management, the functions of Management, and how those functions differ at different levels of the organisation. The unit will also help students to develop the skills necessary to perform the functions of Management. Students will be introduced to how concepts and theories of Management have evolved and how these may be applied in practice. In a ‘collaborative learning environment’ that will introduce some key skills required for contemporary managers, students will participate actively in online discussion, team work, problem solving and project planning activities.

Introduction to Marketing (MKTG100)
This unit introduces technical and theoretical knowledge and concepts of Marketing. Knowledge of Marketing is important for both marketing professionals and generalist managers who need to be involved in making decisions about marketing strategy for their organisation. This includes the study of eight significant areas of Marketing, specifically:
• the marketing concept;
• understanding the role marketing plays in business and society;
• the global marketing environment;
• consumer buyer behaviour;
• management of the marketing process through market segmentation, target marketing and positioning;
• new product development and the product life cycle; and
• the four Ps of marketing: product, price, place and promotion; and ethics in marketing.

Introduction to Business Information Systems (BUIS100)
This introductory unit investigates the application of Information Systems and Information Technology to create business value and competitive advantage for business. It provides an overview of Business Information Systems (BIS) and Business Information Technology (BIT), different types of BIS and BIT and their role in organisations and contribution to organisational success. The unit explains how technology is used appropriately to develop BIS that effectively support, enable and enhance business and organisational processes. Introduction to Business Information Systems provides an introduction to the different activities and tools used to develop, maintain, and operate effective BIS.

Introduction to Business Law (LAWS100)
This unit provides an introduction to the legal system so that students may gain an understanding of how law is relevant to business. Students will become familiar with basic legal rules and principles, consider sources of law in the Australian legal system and analyse legal issues; construct logical legal argument using the Four Step Process (identify the legal issue, explain the rule of law, apply law, and conclude); and apply legal concepts and principles to analyse and solve case studies.

Elective Units*
Students will choose two specialisation electives from three offerings:

Consumer Behaviour (MKTG101)
This unit introduces the role of consumer behaviour and how it is shaped by the social and cultural environment and psychological foundations. The unit focuses on the decision processes in consumption behaviour in different buying situations. For marketers, an understanding of how a consumer selects, purchases, uses and disposes of products and services is pertinent to successfully managing the marketing function.

Elective Units*

Organisational Behaviour (MGMT101)
Organisational Behaviour (OB) is the study of the mind and behaviour of individuals in an organisational context — how an individual feels, thinks and acts within an organisation. This unit considers the impact made by individuals, groups and structures on behaviour within organisations of all kinds and provides opportunities to apply knowledge gained in improving the effectiveness of organisations. The topics reflect consideration of individuals and behaviour at work, how people form groups, behaviour in those groups, and the mutual influence between individuals, and groups and organisations.

Elective Units*

* Eligibility criteria apply

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