



BSBSS00105

Human Resources Foundations Skill Set

- Get ready to study at Diploma level
- Faster pathway to the Diploma of Human Resources Management
- Fit your study around your current work and family commitments



NATIONALLY RECOGNISED
TRAINING

RTO: 22530

Pathway to the Diploma of Human Resources Management

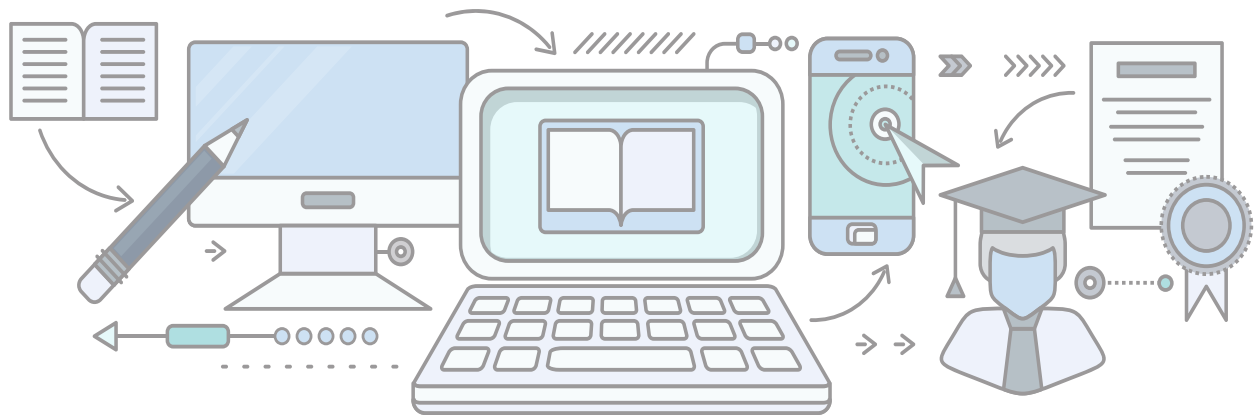
This Skill Set will allow you to meet the entry requirements for the Diploma of Human Resources Management.

The four units of competency in this course are nationally recognised under the Australian Qualifications framework and you may also be able to use the units to reduce study time if you move on to another relevant higher education qualification course.

What does the course cover?

- **BSBHRM417** Support human resource functions and processes
- **BSBHRM415** Coordinate recruitment and onboarding
- **BSBHRM411** Administer performance development processes
- **BSBHRM412** Support employee and industrial relations





What is the course structure?

This course has been developed to give you absolute flexibility. Study on your couch, on public transport, on your break at work, out in the park – wherever and whenever you like. The best part is, with Monarch Institute, 'online' doesn't mean 'alone'. You'll be backed by our trainers at every step along the way.

You'll get:

- Easy-to-follow course materials
- Videos and webinars
- Heaps of support from your course trainers (phone, email, Zoom)
- A dedicated admin team on hand to guide you
- Online assessments
- Access to a student Facebook group

What are the entry requirements?

There aren't any formal prerequisites. But to make sure you get the most out of training with us, the following enrolment process applies:

- Once we receive your enrolment, our friendly course consultants will touch base to undertake a pre-training review to ensure the training is right for you.
- For students without an equal or higher level qualification, there's a short language, literacy and numeracy quiz you complete online.

What is the course duration?

You have up to 8 months to complete these units. Your completion time frame depends on your previous education, work experience, time availability and work rate.

Assessments

These include:

- Case studies
- Multiple-choice questions
- Short-answer questions
- Calculation questions
- Video role-plays

Course costs

Monarch's courses are competitively priced.

Check our website for the most up-to-date prices at www.monarch.edu.au/courses or call us on **1300 738 955**.

Why choose Monarch Institute?

**You need a different learning experience.
We're ready to deliver.**

Expertise

- ✓ Courses developed with leading academics and industry associations
- ✓ Delivered by brilliant trainers who work with corporate leaders
- ✓ Learn from professionals using real world case studies

Flexibility

- ✓ Fit study around work, family, life
- ✓ Start immediately, or down the track
- ✓ Flexible payment options

Support

- ✓ Dedicated team of trainers and support staff on hand to guide you
- ✓ Up to date, easy to understand course materials
- ✓ Assessment turnaround in 5-7 business days with comprehensive trainer feedback

Enrol today

Commence your BSBSS00105 Human Resources Foundations Skill Set course with Monarch Institute today to take the next step forward in your career.



To discuss the course that's right for you call
1300 738 955



To find out more information email
info@monarch.edu.au



To enrol, visit our website
www.monarch.edu.au

