

## Bachelor of Business Administration (BBAD) - BBA

QTAC code (Australian and New Zealand applicants): Distance education: 904525; Toowoomba campus: 904521; Springfield campus: 924521

CRICOS code (International applicants): 042317J

	On-campus	Distance education
<b>Semester intake:</b>	Semester 1 (March) Semester 2 (July) Semester 3 (November)	Semester 1 (March) Semester 2 (July) Semester 3 (November)
<b>Campus:</b>	Springfield, Toowoomba	-
<b>Fees:</b>	Commonwealth supported place Domestic full fee paying place International full fee paying place	Commonwealth supported place Domestic full fee paying place International full fee paying place
<b>Standard duration:</b>	3 years full-time, up to 6 years part-time	

### Notes:

Students can only commence study in semester 3 at Springfield campus or via distance education.

## Contact us

Future Australian and New Zealand students	Future International students	Current students
<a href="#">Ask a question</a> Freecall (within Australia): 1800 640 678 Phone (from outside Australia): +61 7 4631 5315 Email: <a href="mailto:studybus@usq.edu.au">studybus@usq.edu.au</a>	<a href="#">Ask a question</a> Phone: +61 7 4631 5543 Email: <a href="mailto:international@usq.edu.au">international@usq.edu.au</a>	<a href="#">Ask a question</a> Freecall (within Australia): 1800 007 252 Phone (from outside Australia): +61 7 4631 2285 Email <a href="mailto:usqassist@usq.edu.au">usqassist@usq.edu.au</a>

## Program focus

The Bachelor of Business Administration equips students with an understanding of the competitive environment in which private and public sector organisations operate, and provides students with the analytical and operational skills to resolve business problems in both sectors. The program provides flexibility to study areas of particular interest. Studying three minors prepares students for a range of careers in both the public and private sectors. Students receive a foundation in all aspects of business, with the flexibility to develop more than one area of expertise.

## Career opportunities

Prepares students for careers within public or private sector national or global organisations. The structure of the program provides graduates with the knowledge and skills to be effective in a wide range of careers such as human resource management and leadership, marketing, finance, international business or general business.

## Program aims

This program is a generalist degree aimed at equipping students with a broad understanding of how organisations operate in different environmental contexts, private, and public. It exposes students to a wide range of issues and challenges faced by managers as they strive to make organisations successful, sustainable and responsible stakeholders in society. Students develop relevant conceptual, analytical, functional, and operational capabilities to equip them to confidently address a range of organisational and managerial challenges in contemporary organisations.

## Program objectives

On the successful completion of the Bachelor of Business Administration graduates will be able to:

- demonstrate an understanding of the general managerial concepts, processes and principles relevant to the functioning of various types of organisations
- analyse the environments within which organisations operate and consider managerial implications
- demonstrate a working knowledge of and the ability to apply relevant principles in making decisions about matters that relate to the resources used by organisations, such as financial, human and information-related resources
- demonstrate a working knowledge of and the ability to apply relevant principles in managing various systems, processes and functions in organisations, such as communications, marketing, and people
- identify, analyse and manage a broad range of organisational issues and challenges
- demonstrate effective communication and interpersonal capabilities
- demonstrate an understanding of the importance of high ethical standards and socially responsible organisational practices and processes.

## Admission requirements

Candidates for admission to this program must satisfy the normal USQ entry requirements for undergraduate programs. Please refer to [Section 2.2 of the Admissions Policy](#), Section 2.2.1 (for Australian students) and Section 2.2.3 (for international students).

International applicants must have met the [University's English language requirements](#) or have completed the [University's ELICOS/EAP program](#).

## How to apply

### Domestic students

[Application for undergraduate programs](#) may be made through the Queensland Tertiary Admissions Centre (QTAC). The same procedure applies whether you plan to study on-campus or by distance education.

If you completed Year 12 at a Queensland secondary school you will be assessed for entry on the basis of your Overall Position (OP) or equivalent score. Year 12 students from other states or territories are considered for entry on the basis of their UAI, ENTER or TER and the subject prerequisites indicated. Other applicants will be based on their overall Rank.

### International students

This program is offered to international students. An international student is a person who is not an Australian or New Zealand citizen and not an Australian permanent resident. Please refer to [USQ International](#) for information about entry requirements, visa arrangements and how to apply.

## Program fees

### Commonwealth supported place

A Commonwealth supported place is where the Australian Government makes a contribution towards the cost of your higher education and you as a student pay a [student contribution amount](#), which varies depending on the courses undertaken. You are able to calculate the fees for a particular course via the [Course Fee Finder](#). Commonwealth Supported students may be eligible to defer their fees through a Government loan called [HECS-HELP](#).

### Domestic full fee paying place

Domestic full fee paying places are funded entirely through the full fees paid by the student. Full fees vary depending on the courses that are taken. You are able to calculate the fees for a particular course via the [Course Fee Finder](#).

Domestic full fee paying students may be eligible to defer their fees through a Government loan called [FEE-HELP](#).

### International full fee paying place

International students pay full fees. Full fees vary depending on the courses that are taken and whether they are studied on-campus, via distance education/online. You are able to calculate the fees for a particular course via the [Course Fee Finder](#).

### Program structure

The Bachelor of Business Administration is a 24-course program and comprises the following:

- 8 compulsory core courses (8 units)
- 3 compulsory 4-unit minors chosen from the schedule of minors or any other minor approved by the Director of Undergraduate Studies (12 units)
- 4 elective courses (4 units)
- Total 24 units.

### Required time limits

Students have a maximum of 9 years to complete this program.

### Core courses

The following core courses are required:

Course	Semester/mode of offer Toowoomba campus	Semester/mode of offer Fraser Coast campus	Semester/mode of offer Springfield campus
<a href="#">ACC1101 Accounting for Decision-Making</a>	S1 (ONC, EXT), S2 (ONC, EXT), S3 (EXT)	S1 (ONC)	S1 (ONC)
<a href="#">CIS1000 Information System Concepts</a>	S1 (ONC, EXT), S2 (ONC, EXT), S3 (EXT)	S1 (ONC)	S1 (ONC), S3 (ONC)
<a href="#">LAW1101 Introduction to Law</a>	S1 (ONC, EXT), S2 (ONC, EXT), S3 (EXT)	S2 (ONC)	S2 (ONC)
<a href="#">MGT1000 Organisational Behaviour</a>	S1 (ONC, EXT), S2 (EXT), S3 (EXT)	S2 (ONC)	S1 (ONC)
<a href="#">MGT1200 Business Communication</a>	S2 (ONC, EXT)		S2 (ONC)
<a href="#">MGT2002 Managing Organisations</a>	S2 (ONC, EXT), S3 (EXT)	S3 (ONC)	S2 (ONC)
<a href="#">MKT1001 Introduction to Marketing</a>	S1 (ONC, EXT), S2 (EXT), S3 (EXT)	S1 (ONC)	S1 (ONC), S2 (ONC)
<b>Select one of the following courses:</b>			
<a href="#">FIN1101 Introduction to Financial Management*</a>	S1 (ONC, EXT), S3 (EXT)	S1 (ONC)	S1 (ONC), S3 (ONC)
<a href="#">POL1000 Government, Business and Society*</a>	S1 (ONC, EXT), S2 (EXT), S3 (EXT)	S2 (ONC)	S1 (ONC)

#### Footnotes

\* [FIN1101](#) should be undertaken if student wishes to complete a Finance minor.

### Minor studies

One or more courses in a minor may be substituted with another course in the same discipline with the permission of the Director of Undergraduate Studies.

Students may take any other [business minor](#) or any other four related courses as a minor with the permission of the Director of Undergraduate Studies.

Not all minors are available on-campus at all campuses.

## Finance

Course	On-campus			Distance education EXT	Online WEB	Enrolment requirements
	Fraser Coast (ONC)	Springfield (ONC)	Toowoomba (ONC)			
<a href="#">FIN1101 Introduction to Financial Management*</a>	S1	S1, S3	S1	S1, S3		<b>OE</b>
Select other courses from the finance major within the <a href="#">Bachelor of Commerce</a> (subject to enrolment requirements).						

### Footnotes

\* Students must complete this course before enrolling in other courses from the finance major.

**OE** Before enrolling in this course students must check that they have satisfied the 'Recommended prior study' or 'Other enrolment' requirements set out in the Other requisites section of the course specification.

## Human resource management

Course	On-campus			Distance education EXT	Online WEB	Enrolment requirements
	Fraser Coast (ONC)	Springfield (ONC)	Toowoomba (ONC)			
Select four courses from the human resource management major in the <a href="#">Bachelor of Business</a> (subject to enrolment requirements).						

## International business

Course	On-campus			Distance education EXT	Online WEB	Enrolment requirements
	Fraser Coast (ONC)	Springfield (ONC)	Toowoomba (ONC)			
<a href="#">MGT3001 International Management#</a>		S1	S1	S1, S3		<b>OE</b>
<a href="#">MKT2002 International Marketing*</a>	S1	S1	S1	S1		Pre-requisite: <a href="#">MKT1001</a> <b>OE</b>
<a href="#">MGT2060 International Business Environment and Operations</a>			S2	S2		
<a href="#">POL2001 Politics and International Business</a>			S2	S2		<b>OE</b>

### Footnotes

# Students who have completed [MGT3001 International Management](#) as part of a Human resource management major should substitute [INR3000 Australian Foreign Relations](#) for [MGT3001](#).

\* Students who have completed [MKT2002 International Marketing](#) as part of a Marketing major should substitute [INR3000 Australian Foreign Relations](#) for [MKT2002](#).

**OE** Before enrolling in this course students must check that they have satisfied the 'Recommended prior study' or 'Other enrolment' requirements set out in the Other requisites section of the course specification.

## Management and leadership

Course	On-campus			Distance education EXT	Online WEB	Enrolment requirements
	Fraser Coast (ONC)	Springfield (ONC)	Toowoomba (ONC)			
<b>Bachelor of Business Administration students:</b>						
<a href="#">MGT2007 Leadership</a>				S1		<b>OE</b>
<a href="#">MGT3001 International Management*</a>		S1	S1	S1, S3		<b>OE</b>
plus any other two courses from the management and leadership major in the <a href="#">Bachelor of Business</a> .						
<b>Bachelor of Business, Bachelor of Commerce, and non-business students:</b>						
<a href="#">MGT2002 Managing Organisations</a>	S3	S2	S2	S2, S6, S3		<b>OE</b>
<a href="#">MGT2007 Leadership</a>				S1		<b>OE</b>

Course	On-campus			Distance education EXT	Online WEB	Enrolment requirements
	Fraser Coast (ONC)	Springfield (ONC)	Toowoomba (ONC)			
plus any other two courses from the management and leadership major in the <a href="#">Bachelor of Business</a> .						

#### Footnotes

\* Bachelor of Business Administration students undertaking a Management and leadership minor together with an International business minor should substitute [MGT3004 Creativity, Innovation and Entrepreneurship](#) for [MGT3001 International Management](#).

**OE** Before enrolling in this course students must check that they have satisfied the 'Recommended prior study' or 'Other enrolment' requirements set out in the Other requisites section of the course specification.

## Marketing

Course	On-campus			Distance education EXT	Online WEB	Enrolment requirements
	Fraser Coast (ONC)	Springfield (ONC)	Toowoomba (ONC)			
Select four courses from the marketing major in the <a href="#">Bachelor of Business</a> (subject to enrolment requirements).						

## Exit points

Students must maintain good standing in this program (see Other Program Requirements section). Students not wishing to complete the Bachelor of Business Administration may be permitted to exit with the Advanced Diploma of Business if they have completed 12 courses as follows:

- a minimum of four, up to a maximum of eight, from the [Bachelor of Business](#) core courses, and either
- four to eight courses from a single Business major area of study, or
- four courses from a single [Bachelor of Business](#) or [Bachelor of Commerce](#) major area of study (minor study) and four elective courses of study.

## Recommended enrolment pattern - Toowoomba campus

Course	Year of program and semester in which course is normally studied						Enrolment requirements
	On-campus (ONC)		External (EXT)		Online (WEB)		
	Year	Sem	Year	Sem	Year	Sem	
<a href="#">ACC1101 Accounting for Decision-Making</a>	1	1	1	1			OE
<a href="#">MGT1000 Organisational Behaviour</a>	1	1	1	1			OE
<a href="#">CIS1000 Information System Concepts</a>	1	1	2	1			OE
<a href="#">MKT1001 Introduction to Marketing</a>	1	1	2	1			OE
Minor/elective course	1	2	1	2			
Minor/elective course	1	2	1	2			
<a href="#">MGT1200 Business Communication</a>	1	2	2	2			OE
Minor/elective course	1	2	2	2			
<b>Select one of the following two courses:</b>							
<a href="#">FIN1101 Introduction to Financial Management*</a>	2	1	3	1			OE
<a href="#">POL1000 Government, Business and Society*</a>							OE
Minor/elective course	2	1	3	1			
Minor/elective course	2	1	4	1			
Minor/elective course	2	1	4	1			
Minor/elective course	2	2	3	2			
<a href="#">LAW1101 Introduction to Law</a>	2	2	3	2			OE
Minor/elective course	2	2	4	2			
<a href="#">MGT2002 Managing Organisations</a>	2	2	4	2			OE
Minor/elective course	3	1	5	1			
Minor/elective course	3	1	5	1			

Course	Year of program and semester in which course is normally studied						Enrolment requirements
	On-campus (ONC)		External (EXT)		Online (WEB)		
	Year	Sem	Year	Sem	Year	Sem	
Minor/elective course	3	1	6	1			
Minor/elective course	3	1	6	1			
Minor/elective course	3	2	5	2			
Minor/elective course	3	2	5	2			
Minor/elective course	3	2	6	2			
Minor/elective course	3	2	6	2			

#### Footnotes

\* **FIN1101** should be undertaken if student wishes to complete a Finance minor.

**OE** Before enrolling in this course students must check that they have satisfied the 'Recommended prior study' or 'Other enrolment' requirements set out in the Other requisites section of the course specification.

#### Notes:

Note that the year and semester in which minor courses are studied will depend on the minor chosen.

### Recommended enrolment pattern - Springfield campus (standard semester 1 intake)

Course	Year of program and semester in which course is normally studied						Enrolment requirements
	On-campus (ONC)		External (EXT)		Online (WEB)		
	Year	Sem	Year	Sem	Year	Sem	
<a href="#">ACC1101 Accounting for Decision-Making</a>	1	1					OE
<a href="#">CIS1000 Information System Concepts</a>	1	1					OE
<a href="#">MKT1001 Introduction to Marketing</a>	1	1					OE
<a href="#">MGT1000 Organisational Behaviour</a>	1	1					OE
<a href="#">LAW1101 Introduction to Law</a>	1	2					OE
Minor/elective course	1	2					
Minor/elective course	1	2					
<a href="#">MGT2002 Managing Organisations</a>	1	2					OE
<a href="#">FIN1101 Introduction to Financial Management</a>	2	1					OE
Minor/elective course	2	1					
Minor/elective course	2	1					
Minor/elective course	2	1					
<a href="#">MGT1200 Business Communication</a>	2	2					OE
Minor/elective course	2	2					
Minor/elective course	2	2					
Minor/elective course	2	2					
Minor/elective course	3	1					
Minor/elective course	3	1					
Minor/elective course	3	1					
Minor/elective course	3	1					
Minor/elective course	3	2					
Minor/elective course	3	2					
Minor/elective course	3	2					
Minor/elective course	3	2					

#### Footnotes

**OE** Before enrolling in this course students must check that they have satisfied the 'Recommended prior study' or 'Other enrolment' requirements set out in the Other requisites section of the course specification.

## Recommended enrolment pattern - Springfield campus (standard semester 2 intake)

Course	Year of program and semester in which course is normally studied						Enrolment requirements
	On-campus (ONC)		External (EXT)		Online (WEB)		
	Year	Sem	Year	Sem	Year	Sem	
<a href="#">LAW1101 Introduction to Law</a>	1	2					OE
Minor/elective course	1	2					
<a href="#">MKT1001 Introduction to Marketing</a>	1	2					OE
Minor/elective course	1	2					
<a href="#">ACC1101 Accounting for Decision-Making</a>	1	1					OE
<a href="#">CIS1000 Information System Concepts</a>	1	1					OE
<a href="#">MGT1000 Organisational Behaviour</a>	1	1					OE
<a href="#">FIN1101 Introduction to Financial Management</a>	1	1					OE
<a href="#">MGT2002 Managing Organisations</a>	2	2					OE
Minor/elective course	2	2					
Minor/elective course	2	2					
Minor/elective course	2	2					
Minor/elective course	2	1					
Minor/elective course	2	1					
Minor/elective course	2	1					
Minor/elective course	2	1					
<a href="#">MGT1200 Business Communication</a>	3	2					OE
Minor/elective course	3	2					
Minor/elective course	3	2					
Minor/elective course	3	2					
Minor/elective course	3	1					
Minor/elective course	3	1					
Minor/elective course	3	1					
Minor/elective course	3	1					

### Footnotes

**OE** Before enrolling in this course students must check that they have satisfied the 'Recommended prior study' or 'Other enrolment' requirements set out in the Other requisites section of the course specification.