

Graduate Certificate in Business (GCBS) - GradCertBus

CRICOS code (International applicants): 067692B

	On-campus	Distance education
Semester intake:	Semester 1 (March) Semester 2 (July)	Semester 1 (March) Semester 2 (July) Semester 3 (November)
Campus:	Fraser Coast, Springfield, Toowoomba	-
Fees:	Domestic full fee paying place International full fee paying place	Domestic full fee paying place International full fee paying place
Standard duration:	1 semester full-time, up to 2 years part-time	

Notes:

Formerly *Graduate Certificate in Commerce (GCCM)*

Contact us

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

Program focus

Australian and overseas graduates in commerce, business, economics, information systems and other related fields often need to complete certain courses offered by the Faculty of Business to enhance their career opportunities and to meet the educational entrance and/or continuing professional development requirements of Australian professional and other bodies such as:

- CPA Australia
- The Institute of Chartered Accountants in Australia
- Australian Computer Society
- Australian Human Resources Institute
- Financial Services Institute of Australasia
- The Tax Agents Registration Board.

Professional accreditation

If seeking to fulfil entrance requirements of a professional body by completing this academic program, candidates should check with that professional body for details of required study and accreditation procedures before enrolment.

Program aims

Australian and overseas graduates in commerce, business, economics, information systems and other related fields often need to complete certain courses offered by the Faculty of Business to enhance their career opportunities and to meet the educational entrance and/or continuing professional development requirements of Australian professional and other bodies such as:

- CPA Australia
- The Institute of Chartered Accountants in Australia
- Australian Computer Society
- Australian Human Resources Institute
- Financial Services Institute of Australasia
- The Tax Agents Registration Board.

Admission requirements

Applicants for admission to the program must hold an approved undergraduate degree from a recognised tertiary institution, or such other qualifications or substantial relevant professional experience as deemed sufficient and appropriate by the Director of Postgraduate Studies.

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 postgraduate programs](#) may be made directly to USQ. You should ensure you submit your application by the [closing dates](#).

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

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

Students are required to satisfactorily complete four business, commerce, information systems, or law courses. The courses normally should be at undergraduate level however postgraduate 5000 level courses may be undertaken with the approval of the Director of Postgraduate Studies.

Required time limits

Students have a maximum of 2 years to complete this program.

IT requirements

For information technology requirements please refer to the [computer requirements section](#).

Other program requirements

Students must maintain good standing in this program. Please refer to Section 2 of the [Academic Standing, Progression and Exclusion Policy](#).

Exemptions

Exemptions may be granted on the basis of equivalent courses undertaken at postgraduate or undergraduate level. The maximum number of exemptions that may be granted for the Graduate Certificate in Business is two courses. In order for an exemption to be granted, the claim must meet the following specific requirements:

- the course was passed within five years prior to the application (courses up to 10 years old may be considered if evidence is provided that the applicant has been employed in that field)
- the course passed is equivalent in objectives, content and weightings to a course prescribed in the Graduate Certificate in Business program, or alternatively, the course is suitable as an elective.

Exemptions can be granted for undergraduate study however if undertaking courses in the Graduate Certificate in Business to meet professional body requirements, approval must be sought from the professional body that exemptions will be accepted in the Graduate Certificate in Business. Exemptions approved in this program will not automatically apply to other programs offered by the USQ. Exemptions can be granted for undergraduate study. However if undertaking courses in the Graduate Certificate in Business to meet professional body requirements, approval must be sought from the professional body that exemptions in the Graduate Certificate in Business will be accepted by them

Note: Where exemptions are granted, maximum and minimum duration will be adjusted in the same proportion as the exemptions, for example, where the maximum of 50 per cent exemptions is granted, maximum and minimum duration will be reduced by one-half.

Course transfers

Commerce courses completed through the USQ Professional Development Program or other incomplete USQ academic program may be eligible for transfer toward the Graduate Certificate in Business.

Enrolment

All prospective students should apply on a direct entry form. Those seeking to satisfy requirements of a professional body should attach a copy of the letter/schedule from the relevant professional body that specifies the reasons for studying.

Recommended enrolment pattern

There is no recommended enrolment pattern for this program. Students requiring assistance should contact the Program Administrator.