

## Associate Degree of Business (ADBS) - ADegBus

This program is offered only to continuing students. No new admissions will be accepted. Students who are interested in this study area should consider the [Associate Degree of Business ...](#)

	On-campus*	External
<b>Start:</b>	No new admissions	No new admissions
<b>Campus:</b>	Toowoomba, Springfield	
<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>	2 years full-time, up to 4 years part-time	
<b>Program articulation:</b>	To: <a href="#">Bachelor of Commerce</a> ; <a href="#">Bachelor of Business</a> ; <a href="#">Bachelor of Business Administration</a>	

### Notes:

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

### Footnotes

\* Not all courses are available at all campuses.

## Contact us

<b>Current students</b>
<a href="#">Ask a question</a> Freecall (within Australia): 1800 007 252 Phone (from outside Australia): +61 7 4631 2285 Email <a href="mailto:usq.support@usq.edu.au">usq.support@usq.edu.au</a>

## Program aims

The Associate Degree of Business is a program aimed at equipping students with a foundation understanding of how business organisations operate in different environmental contexts. It exposes students to a range of issues and challenges faced by business as it strives to make organisations successful, sustainable and responsible stakeholders in society.

## Program objectives

At the completion of the Associate Degree of Business, students should be able to do one of the following:

- work in support of professionals or work in a business employment category in its own right at a similar level to paraprofessional personnel
- understand a field of business with the emphasis on breadth rather than depth in one specific area.

## Admission requirements

To be eligible for admission, applicants must satisfy the following requirements:

Year 12 English [4,SA] or equivalent is required.

Admission to the Associate Degree of Business is in accordance with [University's Admissions Policy](#) for undergraduate programs.

All students are required to satisfy the applicable [English language requirements](#).

If students do not meet the English language requirements they may apply to study a University-approved [English language program](#). On successful completion of the English language program, students may be admitted to an award program.

## Program fees

### Commonwealth supported place

A Commonwealth supported place is where the Australian Government makes a contribution towards the cost of a students' higher education and students pay a [student contribution amount](#), which varies depending on the courses undertaken. Students are able to calculate the fees for a particular course via the [Course Fee Schedules](#).

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. Students are able to calculate the fees for a particular course via the [Course Fee Schedule](#)

Domestic full fee paying students may be eligible to defer their fees through a Government loan called [FEE-HELP](#) provided they meet the residency and citizenship requirements.

Australian citizens, Permanent Humanitarian Visa holders, Permanent Resident visa holders and New Zealand citizens who will be resident outside Australia for the duration of their program pay full tuition fees and are not eligible for [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, external or online. Students are able to calculate the fees for a particular course via the [Course Fee Schedules](#).

## Program structure

Students enrolling into the Associate Degree of Business can choose courses from the majors and minors from within the [BCOM Bachelor of Commerce](#), [BBUS Bachelor of Business](#) and [BBAD Bachelor of Business Administration](#) programs. Students undertaking an area of study from within the [BCOM](#) would complete the BCOM core, while students undertaking an area of study from the [BBUS](#) would complete the BBUS core. A student undertaking a generalist area of study in line with the [BBAD](#) would undertake the BBAD core.

The Associate Degree of Business has the following structure:

- 8 core courses
- 8 courses from named business related discipline areas in Business and Commerce.

**Please note:** Subject to Faculty of Business, Education, Law and Arts approval, up to four courses may be taken from other discipline areas.

The Associate Degree of Business is comprised of 16 units as follows:

Area of study	Number of units
Core courses from the <a href="#">Bachelor of Commerce</a> , <a href="#">Bachelor of Business</a> or <a href="#">Bachelor of Business Administration</a>	8 units

Any 8 courses from the <a href="#">Bachelor of Commerce</a> , <a href="#">Bachelor of Business</a> or <a href="#">Bachelor of Business Administration</a> listed below:	8 units
<ul style="list-style-type: none"> <li>• Accounting</li> <li>• Administrative Management</li> <li>• Business Economics</li> <li>• Business Law</li> <li>• Finance</li> <li>• General Commerce</li> <li>• Human Resource Management</li> <li>• Information Technology Management</li> <li>• International Business</li> <li>• Management and Leadership</li> <li>• Marketing</li> <li>• Supply Chain Management</li> <li>• Sustainable Business</li> <li>• Tourism Management.</li> </ul>	
Total	16 units

## Required time limits

The standard duration for completion of this program is 2 years full-time, 4 years part-time. Students have a maximum of 6 years to complete this program.

## Core courses

All students are required to complete a core of eight single-unit courses. The purpose of the core courses is to expose business students to fundamental concepts and methods and the diversity of subject matter that they will encounter in their studies. The functional areas of business are identified and elementary tools underpinning specialist study areas are developed.

## IT requirements

For information technology requirements please refer to the [minimum computing standards](#).

## Other program requirements

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

Students enrolled in the joint TAFE/UniSQ Diploma programs must complete their Diploma studies before they can enrol at UniSQ.

## Articulation

To articulate into UniSQ's [Bachelor of Commerce](#), [Bachelor of Business](#) or [Bachelor of Business Administration](#) programs, candidates must have successfully completed 8 courses with a minimum GPA of 4. Students planning to articulate should choose the core courses from the degree program into which they intend to articulate. Please refer to the program structure for additional information on core courses.

## Exit points

Students must maintain good standing in this program (see Other program requirements section). Students not wishing to complete the Associate Degree of Business program may be permitted to exit with a if they have completed eight courses as follows:

- a minimum of four core courses from the [Bachelor of Commerce](#), [Bachelor of Business](#) or [Bachelor of Business Administration](#)

- four other courses from the [Bachelor of Commerce](#), [Bachelor of Business](#) or [Bachelor of Business Administration](#).

A maximum of four units of credit can be claimed towards the .

## Credit

Credit may be granted on the basis of completed equivalent study from a recognised institution. In order for credit 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 sufficiently equivalent in objectives, content and weighting to a course prescribed in the Associate Degree of Business course, or alternatively, the course is suitable as an elective
- where the student has taken out an award from a recognised institution and is claiming credit on the basis of courses completed to meet the requirements of that program, the maximum credit allowable on the basis of such courses will be no greater than eight courses for the Associate Degree of Business
- credit approved in this program will not automatically apply to other programs offered by the UniSQ.

Claims for credit should be submitted prior to or at the time of enrolment in a course. Each claim will be assessed on individual merit in line with UniSQ policy. Please contact the Faculty of Business, Education, Law and Arts for further information.

Please refer to the Program Structure for course details.