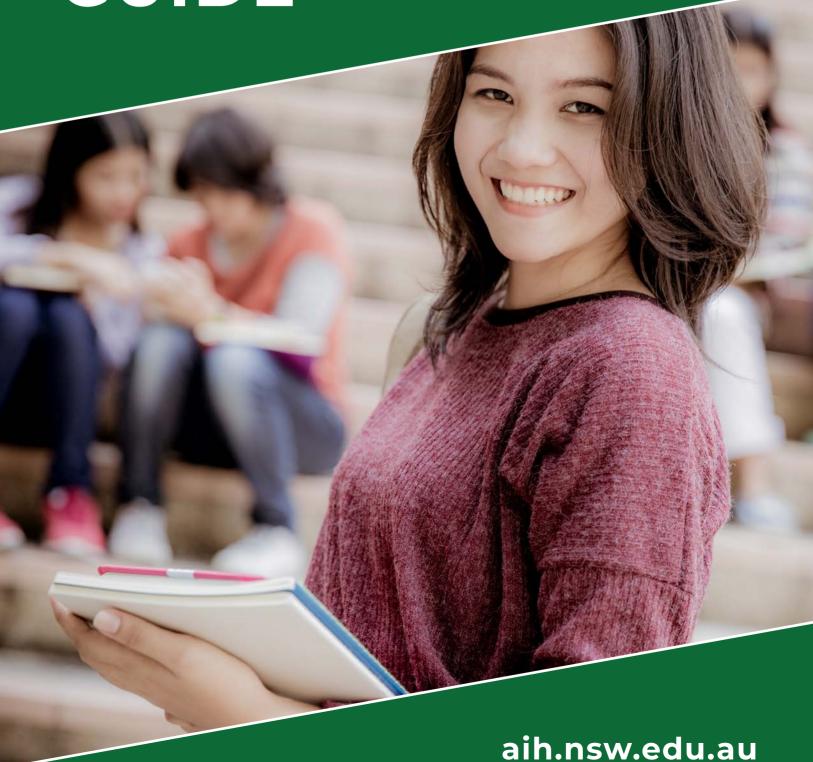


COURSE GUIDE



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WELCOME TO THE AUSTRALIAN INSTITUTE OF HIGHER EDUCATION



I understand the important decision you make when choosing where to study in Australia.

You are central to everything we do at the Australian Institute of Higher Education. We want to help you realise your potential through an educational experience that is practical, engaging and relevant to your career goals.

Our programs encourage you to use the skills required in the real world: problem-solving, critical thinking, communication and collaboration.

Our dedicated team of academic staff offer a stimulating, inclusive and supportive environment. We can do this by providing more personalised learning and accredited courses which will ensure you develop the attributes that make you an industry-ready graduate.

I'd like to personally welcome you to the Australian Institute of Higher Education and look forward to following your academic achievements through to graduation.

Coralie Morrissey

CEO and Principal Australian Institute of Higher Education



WHY STUDY AT AIH?

Level 3 & 4, 545 Kent Street, Sydney NSW 2000 p +61 2 9020 8050 f +61 2 8004 9286 CRICOS Provider Code: 03147A TEQSA Provider ID: PRV12013



Central Location

A boutique Higher Education provider in Sydney, minutes from Central, Museum and Town Hall stations. The World Square shopping centre is just one minute's walk from the campus. Chinatown, the Korean precinct and Darling Harbour are all close by



Your Investment

Affordable tuition fees, allowing you to complete an accredited degree program for less



Accredited Accounting

The Accounting degree is recognised by leading peak bodies – CPA, Institute of Public Accountants, ACCA and Chartered Accountants of Australia and New Zealand



ACS Membership

Students in their final year of Bachelor of Business Information Systems can gain student membership of the Australian Computer Society, giving them access to professional and career development. Students do need to pay a minimal fee to become ACS members



Highly Qualified Staff

Industry experienced and academically qualified lecturers, providing a real-world learning experience



Student Services

Student services and engagement are our priority. All students receive free e-books for each subject and also have access to study skills and support both online and face-to-face



Fast Track

Three intakes per year, allowing students to fast-track their degree if they wish



Active Campus

Regular student activities and an active Student Council, ensuring your extracurricular experience is rewarding



The Place to Be

Friendly environment and excellent student services with students from many nationalities. We encourage peerto-peer support and personal contact with academic staff

Accreditations and memberships













Partner

BACHELOR OF ACCOUNTING

Accounting can be described as the 'language of business'.

Almost every organisation has a demand for someone with accounting skills, from basic bookkeeping to high level strategic planning and analysis. The Bachelor of Accounting provides its graduates with the skills, knowledge and attributes required by accountants to perform effectively in modern business environments.

The degree is designed in accordance with the Australian Qualifications
Framework (AQF) and the requirements

of relevant professional associations.

At the core of the Bachelor of Accounting degree are units that provide the financial accounting, management accounting and auditing skills necessary to obtain professional accreditation and employment in the discipline of accounting.

In modern business environments, accountants need to interact with professionals from a range of functional areas. Hence, the Bachelor of Accounting degree also provides education and learning outcomes in

the areas of information technology, marketing, organisational behaviour and operations, as well as allowing students the freedom to choose from a number of business-based electives.

Finally, the Bachelor of Accounting degree provides scope for the development of critical thinking and problem solving skills whilst also emphasising the importance of corporate responsibility, ethics and governance.



BACHELOR OF ACCOUNTING COURSE STRUCTURE AND UNITS OF STUDY



		Year 1		
Accounting for Business Decisions	Foundations of Information Technology	Business Communication	Economics for Management	Foundations of Human Resource Management

Marketing Fundamentals Organisational Behaviour Statistics for Professionals

		Year 2		
Introductory Accounting	Accounting Information Systems	Business and Corporations Law	Financial Accounting and Reporting 1	Management Accounting

Business Finance Choose two electives

		Year 3		
Auditing	Strategic Management Accounting	Financial Accounting and Reporting 2	Tax Law	The Accounting Research Project (Capstone)

Choose three electives

Electives

Introduction to Hospitality & Tourism Management Innovation & Entrepreneurship Fundamentals

New Product Development Innovation & Creativity Systems Analysis & Design

Information Systems Networking Essentials

Project Management Enterprise Systems

Management Information Systems

International Business Managing Operations Consumer Behaviour

Hospitality & Tourism Management

Events Management Commercialisation

Governance and Business Ethics

Strategic Management Managing Change Digital Marketing

Data Mining & Business Intelligence E-Commerce & E-Business Applications

Knowledge Management Information Security

To complete the degree, the students need to pass 24 units of the nominated core and elective units

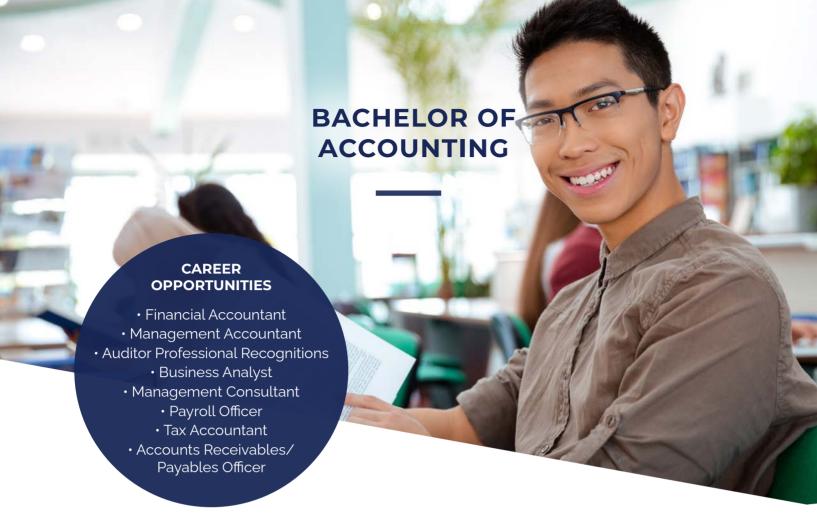
Graduate with Bachelor of Accounting











Learning Outcomes:



Apply Accounting Standards

Demonstrate understanding of the regulatory environment for which accounting operates globally and apply accounting processes in a manner that complies with applicable accounting standards



Communicate Effectively

Apply varied communication tools and techniques to effectively manage relationships and communicate with other management professionals and business stakeholders



Perform Management and Financial Accounting

Evaluate and apply suitable business (financial and non-financial) tools to assess the effectiveness and efficiency of the organisation, its performance and position in a manner useful for managerial decision-making



Contextualise Accounting Practice

Analyse the broader social, legal, economic and business context within which the discipline operates to develop professional ethical practices



Evaluate Problems and Implement Solutions

Apply relevant principles to evaluate business problems and develop creative and competitive solutions to achieve strategic objectives

BACHELOR OF BUSINESS

The Bachelor of Business prepares students for a wide range of careers in the world of business.

The couse is designed to provide a broad general education relating to business management, which brings together the sub-disciplines of accounting and finance, operations, people and organisations and marketing and strategy.

While the introductory units are each dedicated to one of these areas and

collectively provide a balance of specialised treatments, the higher level units tend to provide a more integrated treatment of all areas in each unit.

Some of the higher level units are generic to management, including those dealing with strategy and governance. Others develop a theme-based approach considering issues around globalisation and the internationalisation of business. These studies are designed to produce graduates who have effective and

industry relevant knowledge and skills and who demonstrate capabilities for leadership in the business area.

To achieve this aim the Bachelor of Business requires graduates to demonstrate both educational and professional outcomes.



BACHELOR OF BUSINESS COURSE STRUCTURE AND UNITS OF STUDY



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Accounting for Business Decisions

Foundations of Information Technology

Business Communication

Economics for Management Foundations of Human Resource Management

Marketing Fundamentals

Organisational Behaviour

Statistics for Professionals

Year 2

Business and Corporations Law Choose seven electives

Year 3

The Business Research Project (Capstone)

Choose seven electives

Electives

Introductory Accounting

Accounting Information Systems Financial Accounting and Reporting 1

Management Accounting

Business Finance

Introduction to Hospitality & Tourism Management

Innovation & Entrepreneurship Fundamentals

New Product Development Innovation & Creativity

Systems Analysis & Design

Information Systems Networking Essentials

Project Management Enterprise Systems Management Information Systems

International Business

Managing Operations

Consumer Behaviour

Governance and Business Ethics

Strategic Management

Managing Change

Hospitality & Tourism Management

Events Management

Commercialisation

Digital Marketing

To complete the degree, the students need to pass 24 units of the nominated core and elective units

Graduate with Bachelor of Business



Learning Outcomes:



Strategise

Think strategically, using a range of tools and models that have been identified within the academic and professional literature



Optimise Efficiency

Optimise the efficiency and effectiveness of the organisation



Develop plans which form a synthesis of accounting and finance, operations, marketing, people and organisational issues and capabilities



Manage Risks and Opportunities

Manage risk and exploit opportunities that arise from the core competencies and positioning of the organisation



Communicate

Communicate persuasively across cultures and across the boundaries of the sub-disciplines within the management sphere



Apply Capabilities

Apply these capabilities across a range of organisations that might be encountered in a typical career and adapt knowledge of management and leadership to new problems and opportunities as yet unforseen

BUSINESS INFORMATION SYSTEMS

DIPLOMA | ASSOCIATE DEGREE | BACHELOR

This program is a great choice for a secure future. Behind every innovation is an information system.

The Business Information Systems courses have been designed to prepare students for careers in Information and Communications Technology (ICT) focusing on managing information systems in organisations.

Business information systems is an essential element in bringing together technology, people (individuals, groups, or organisations), and data/information to effectively manage organisations. Such systems are used to analyse and facilitate strategic and operational activities in organisations. The courses aim to provide students with cognitive and technical skills to create and manage cohesive business solutions for diverse organisations.

The courses prepare students for entry-level management positions where technical skills in systems analysis, IS service provision, and project management are combined with cognitive skills in core business concepts, problem-solving, communication and team work to produce graduates who understand the role and contribution of information systems in driving and enabling the achievement of business goals and objectives.

Graduates of the Diploma and Associate Degree in Business Information Systems will be able to gain entry level positions in the ICT industry with a basic level of technical skills in systems analysis and IS service provision. They will have rudimentary skills in core business concepts, problem-solving, communication and team work, enabling them to make some contribution to the overall information systems objectives of an organisation. They will be capable of developing further skills to enhance the efficiency and effectiveness of business information systems in a range of organisational and business environments.

Graduates of the Bachelor's degree will be able to continue to develop skills in evaluating, designing, implementing, managing and utilising systems to generate solutions to improve the efficiency and effectiveness of core business operations at an entry level. They will have a developing knowledge of organisations, ethical issues, people management and communication skills as well as technical and problem solving skills.



BUSINESS INFORMATION SYSTEMS DIPLOMA | ASSOCIATE DEGREE | BACHELOR COURSE STRUCTURE AND UNITS OF STUDY



		Year 1		
Accounting for Business Decisions	Foundations of Information Technology	Business Communication	Professional and Ethical Practice	Database Management for Business
Foundations of Programming	Organisational Behaviour	Statistics for Professionals		

Graduate with Diploma of Business Information Systems					
Year 2					
Systems Analysis & Design	Project Management	Information Systems Networking Essentials	Object Oriented Programming	Enterprise Systems	
Management Information Systems	Choose two electives				

Cycelysta with Associate Degree of Distincts Information Cycles							
	Graduate with Associate Degree of Business Information Systems						
		Year 3					
Data Mining & Business Intelligence	Information Security	Knowledge Management	E-Commerce & E-Business Applications	Information Systems Project 1 (Capstone)			
Information Customs	Chance two electives						

Information Systems Project 2 (Capstone)

	Electives
Introductory Accounting	Managing O
Accounting Information Systems	Auditing

Business and Corporations Law Financial Accounting and Reporting 1

Management Accounting

Business Finance

Introduction to Hospitality & Tourism Management Innovation & Entrepreneurship Fundamentals

New Product Development

Innovation & Creativity International Business

Operations

Strategic Management Accounting Financial Accounting and Reporting 2

Hospitality & Tourism Management

Events Management Commercialisation

Governance and Business Ethics

Strategic Management Managing Change

To complete the degree, the students need to pass 24 units of the nominated core and elective units

Graduate with Bachelor of Business Information Systems

BUSINESS INFORMATION SYSTEMS DIPLOMA | ASSOCIATE DEGREE | BACHELOR CAREER OPPORTUNITIES Data Analyst Data Architect Database Administrator Business Analyst Systems Analyst ICT Support Officer Software Programmer E-commerce and Web Developer ICT Project Manager Assistant

Learning Outcomes | Bachelor:



Acquire Knowledge and Skills

Demonstrate an acquired depth and breadth of knowledge and skills in information systems and how they support and advance modern business undertakings



Apply Information Systems and Solutions

Develop, implement, assess and revise information systems solutions creatively and in awareness of specific business environments



Communicate

Communicate technology and business principles and practices to diverse audiences through clear, coherent and independent strategies and practices



Evaluate Solutions

Evaluate the role of information systems in contemporary business contexts



Analyse and choose solutions

Develop problem-solving skills to analyse problems, design alternative solutions based on business requirements, and make appropriate choices and recommendations



Follow Governance and Ethics

Foster a sense of governance and ethical responsibility in the application of Information Systems



Analyse and assess solutions

Analyse, assess and consolidate varied stakeholder requirements and synthesise these into a dynamic and applicable system to improve efficiencies



Implement and Review Solutions

Think critically, make judgements responsibly, and implement and review information systems solutions professionally and ethically



Continue Professional Development

Acquire professional knowledge, skills, attributes and behaviours and a commitment to lifelong learning

BUSINESS INFORMATION SYSTEMS DIPLOMA | ASSOCIATE DEGREE | BACHELOR **CAREER OPPORTUNITIES** Professional, scientific & technical service fields • Information media & telecommunications fields Business Analyst System design and information management • IS Integration and internet and telecommunications support

Learning Outcomes | Diploma:



Understand Fundamentals

Demonstrate an understanding of the fundamental theoretical and technical knowledge about ICT and business areas



Conduct Research and Provide Solutions

Have an ability to conduct basic research, analyse, evaluate problems and plan for solutions in an organisation



Support **Applications**

Support the application of IS technologies in a business



Apply Solutions

Apply IS solutions, theories and concepts to resolve a range of basic business tasks and ICT problems

Learning Outcomes | Associate Degree:



Develop Knowledge

Demonstrate an understanding of the theoretical and technical knowledge of information systems theories, information infrastructures, design and analysis of systems and how these are applied to modern business practices



Conduct Research and Integrate Solutions

Acquire skills to undertake basic research and evaluate new information for problem-solving, analysis and synthesis within the ICT context



Apply Technology in Business

Acquire skills to support critical thinking and judgment in the application of IS technologies in a business



Evaluate Technology Solutions

Evaluate critically, compare and justify IS solutions, as well as adapt IS solutions in a business environment

BUSINESS INFORMATION SYSTEMS

GRADUATE CERTIFICATE I GRADUATE DIPLOMA I MASTER

Through a rigorous program of study, the Master of Business Information Systems award aims to prepare information systems professionals, domestic and international graduates alike for entry into graduate positions or middle management positions with relevant industry experience and expertise. Students may opt to exit with a graduate certificate or graduate diploma. Aided by a set of pragmatic postgraduate attributes, the award is also designed to facilitate graduates in their efforts for career advancement or entry into an information systems industry that continues to burgeon.

Graduates can potentially move into jobs in both the private and public sectors as a business analyst, data analyst, software tester, systems administrator, systems analyst, IT/IS client management, IT/IS business development, analyst programmer, database administrator or systems project lead. Having worked with emerging technologies, graduates of the Master of Business Information Systems will also be practiced in information systems strategies. Taught through workshops, the Master of Business Information Systems deals with real-world situations and

contemporary issues in the field of information systems. The culmination of the course is a Capstone Project. Importantly, the Master of Business Information Systems also forms a basis for future self-sustained learning.

WHAT YOU'LL LEARN

Structure

To complete the degree, you will need to pass fifteen Units (96 credit points). These units are delivered over two years. All units are compulsory, there are no electives. The units and their descriptions are listed below.

Admissions and Completion of Study

Students wishing to join the following courses – Graduate Certificate of Business Information Systems, Graduate Diploma of Business Information Systems or Master of Business Information Systems should review the entry criteria and application procedures which are published on page 20 of the Course Guide.

A Master Course is awarded after completing 15 units of study. Students wishing to exit with a Graduate Certificate of Business Information Systems may do so after successful completion of 4 units. A Graduate Diploma of Business Information Systems requires 8 units for completion.

Study Hours

As a student, you will need to allocate time to attend classes. Generally, if you are studying full-time, you will have 12 hours of classes each week (for 4 units), on-campus. In addition, you will need to set aside approximately 7-9 hours per week for each unit in your own time to complete assignments, readings, projects, workshop preparation and to prepare for tests and exams.

Assessment

Your studies at AIH will encompass practical, professionally focused, and project-based learning, so assessment types will vary. You can expect them to include (the list is not exhaustive):

- Individual and team-based projects
- Case studies and presentations
- Essays, assignments and reports
- Exams
- Practical assessments
- · Discussion forums
- Participation in class including formative assessment activities



BUSINESS INFORMATION SYSTEMS GRADUATE CERTIFICATE | GRADUATE DIPLOMA | MASTER COURSE STRUCTURE AND UNITS OF STUDY



Graduate with Certificate in Business Information Systems Trimester 1] 4 Core Units Infomation Systems Software Development Database Management Applications in Business System Design

		n Business Information Systems	
Project Management	Information Systems Security	r 2] 4 Core Units Big Data and Visualisation	Business Process Modelling

	Graduate with Master of E	Business Information Systems	
	Trimester:	3 4 Core Units	
Business Analytics	Professional Practice in Information Systems	Enterprise Systems	Strategic Information Systems
	Trimester a	4 3 Core Units	
Sustainability and Enterprise 4.0	Leading People in Digital Organisations	Capstone Project (12CP)	

To complete the degree, the students need to pass 15 core units.

Please note that the MBIS course has 14 units having 6CP each and 1 unit (Capstone Project) having 12CP. Thus, the students finish the course with the required 96CP.

BUSINESS INFORMATION SYSTEMS GRADUATE CERTIFICATE | GRADUATE DIPLOMA | MASTER CAREER OPPORTUNITIES Business analyst Data analyst Software tester Systems administrator Systems analyst IT/IS client management IT/IS business development Analyst programmer Database administrator Systems project lead

Learning Outcomes



Demonstrate

Demonstrate an advanced and integrated comprehension of business information systems theory



Investigate

Investigate and design creative IS solutions for complex business



Research

Research and critically evaluate the effectiveness of business information systems within specific



Provide Recommendations

Provide business information systems recommendations to relevant



Exhibit Leadership

Exhibit Leadership, management and interpersonal skills required by diverse teams working on business information



Apply Knowledge and Skills

Apply knowledge and skills in response to current ethical dilemmas and professional issues in business information.

GRADUATE ATTRIBUTES



Communication

The ability to communicate effectively, both orally and in writing, with a diverse range of audiences



Collaboration

The ability to liaise, cooperate, and work effectively with others



Research

The ability to conduct thorough, accurate, and targeted research



Critical Thinking & Problem Solving

The ability to address and solve problems creatively and in a structured and methodical way



Ethical Behaviour

The ability to understand and identify ethical problems and demonstrate ethical behaviour



Flexibility

The ability to critically assess and evaluate different approaches to issues and problems



ENTRY REQUIREMENTS

UNDERGRADUATE COURSES

• All applicants should be at least 18 years of age as at the commencement date of the course or unit in which the applicant will be enrolled as a student if the application is successful.

Academic entry requirements

International students must provide evidence of the following to demonstrate they have successfully met the educational entry requirements:

- Successful completion of Year 12 at the credit or above level as determined in Student Admission Policy (Appendix 1); or
- · Recognised Foundation Studies course; or
- · Successful completion of one year of accredited tertiary study at an Australian institution; or
- · Successful completion of Certificate IV in a related discipline or above; or
- International Baccalaureate with a score of 24.
- Where a student has commenced undergraduate studies in Australia with another provider they will meet the above as well as satisfactory course progression with their current provider. Where the course progression is deemed unsatisfactory, the student may be offered a place under the Student at Risk program.

English language equivalence requirements*

For students whose secondary education was conducted in a language other than English:

- IELTS overall band score: 6.0 (no band less than 5.5) or equivalent (Refer to Appendix 2); or
- · English for Academic Purposes Certificate of Proficiency from an Institute's approved ELICOS provider.

The Institute reserves the right to waive the English Language Requirements if the prospective applicant meets the criteria below.

- Successful completion of an accredited course from the Australian Qualifications Framework at Certificate IV level in a related discipline or above, or one-year tertiary study within the past 2 years to the commencing date of the course applied at the Institute.
- · Successful completion of the requirements for the Australian Senior Secondary Certificate of
- · Education in a course that was conducted in Australia in English.
- Successfully completed Cambridge CAE & CPE 169+.
- · Successfully completed International Baccalaureate (IB) English B Standard Level grade 5, higher-level (A1 or A2) grade 4.
- Students from the following countries who have completed senior secondary study or at least one year of full-time university study in one of these countries and the language in which the qualification was undertaken in English: American Samoa, Fiji, Jamaica, New Zealand, Solomon Islands, UK, Australia, Ghana, Kenya, Nigeria, South Africa, USA, Botswana, Guyana, Lesotho, Papua New Guinea, Tonga, Zambia, Canada, Ireland, Liberia, Singapore, Trinidad and Tobago, Zimbabwe.

POSTGRADUATE COURSES

Academic entry requirements

· Successful completion of a recognised undergraduate qualification

Assumed Knowledge

Unit Code: MBIS4003 Software Development is a unit which requires the student to have assumed knowledge in coding. Students who do not have the assumed knowledge background are not prevented from enrolling but will be offered a conditional admission and be required to take the MBIS1003 Foundations of Programming Unit.

English language equivalence requirements*

(for international students whose secondary education was conducted in a language other than English):

- IELTS overall band score: 6.5 (no band less than 6.0) or equivalent (Refer to Appendix 2); or
- Equivalent alternative English Language test (to meet the English language requirement, the certificate used should be within the past 2 years to the commencing date of the course applied at the Institute).

The Institute reserves the right to waive the English Language Requirements if the prospective applicant meets the criteria below:

• Successful completion of an accredited course from the Australian Qualifications Framework at Bachelor degree level in a related discipline or above.

*AIH reserves the right to request proof of English language proficiency.

^{*} AIH reserves the right to request proof of English language proficiency.

HOW TO APPLY

1. APPLY

- 1. Go to the apply now button on the website and follow the prompts
- 2. Upload your scanned documents
- 3. For assistance please contact marketing@aih.nsw.edu.au or one of our authorised representatives

If your application meets entry requirements (including Genuine Temporary Entry) you will receive a letter of offer.

The Letter of Offer will outline:

- the course you have been accepted into
- the starting date of the course
- the fees payable
- the conditions of offer, if any (e.g. IELTS)

If your application is unsuccessful we will also advise you by e-mail.

2. ACCEPT **YOUR OFFER**

To accept your place at AIH Education, please do the following:

- 1. Sign the "Offer Acceptance and Payment Advice" form
- 2. Make a payment of fees as indicated on your offer letter.
- 3. Forward the above to admissions@aih.nsw.edu.au

3. OBTAIN A STUDENT VISA

Upon receipt of payment and required documentation, AIH Education will issue an electronic "Confirmation of Enrolment" (eCOE). Use this document to apply for a student visa as per the guidelines set by the Australian Department of Immigration and Border Protection. www.homeaffairs.gov.au

ADVANCED STANDING POLICY

An exemption into an AIH award unit exempts students from studying and undertaking assessments for that unit. The onus is on students to present evidence to prove that they have sufficient knowledge to meet the unit requirements through other approved studies. Please refer to the Advanced Standing Policy and Procedure on our website for more information.

Australian Institution of Higher Education (AIH) is an Australian Higher Education Provider (HEP) registered with the Australian Government's Tertiary Education Quality and Standards Agency (TEQSA). It is approved by TEQSA to deliver accredited higher education courses to overseas students studying in Australia on student visas (CRICOS Provider Code 03147A). All courses delivered by AIH that lead to the award of a higher education qualification are accredited by TEQSA.

SYDNEY AND AUSTRALIA

Australia is one of the most popular study destinations among overseas students. As well as enjoying a very high quality of education, students have the opportunity to participate in the broader Australian community and its culture. During semester breaks students can travel to experience more of Australia's spectacular natural environment and great physical beauty.

Sydney, one of the most spectacular cities in the world!



Good living conditions



Multicultural society



Excellent climate



Plenty to see and do around the city



Relative ease of finding work



International students are allowed to work up to 40 hours per fortnight during study weeks

Estimate of living costs in Sydney



Accommodation \$200-\$280 per week



Public Transport \$40-\$70 per week



Food \$10-\$30 per meal

Overall Cost: Statistics estimate that it costs international students approximately AUD21,000 per year for living costs which excludes the tuition and other miscellaneous expenses such as airfare etc.

Information in this publication is correct at time of printing (May 2022) but is subject to change. The Australian Institute of Higher Education reserves the right to amend, cancel or modify without notice the content of any matter in this publication, and may withdraw any courses offered therein, or impose limitations on enrolment in any course. For up to date information please see www.aih.nsw.edu.au. AlH conducts its activities in accordance with the Education Services for Overseas Students Act (ESOS) 2000. https://www.dese.gov.au/esos-framework

