

Graduate Certificate in Business (Online) Course Guide

The VU Block Model®

Student support network

Course summary

- ◆ Graduate Certificate
in Business

Entry requirements

- ◆ FEE-HELP
- ◆ Advanced standing

Why study with VU Online?

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Graduate Certificate in Business

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YOU

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The VU Block Model®

Feel confident and engaged in your studies with our unique and award-winning VU Block Model®. VU is the first university in Australia, and the largest in the world, to deliver courses through this innovative teaching model, inspired by similar successful models across North America and Europe.

Our VU Block Model® explained

At most universities, you would usually study four subjects at the same time, similar to high school. With the VU Block Model®, you study one subject at a time, meaning you can focus your efforts, master your skills, and receive real-time feedback before moving on to the next subject.

Accelerated

Accelerate your learning by studying part-time as you progress through six blocks per year, in seven-week study periods – with a break between blocks.

Flexible

Plan your studies over the course of the year to fit into your life, so you can manage study along with work, family and everything else important to you.

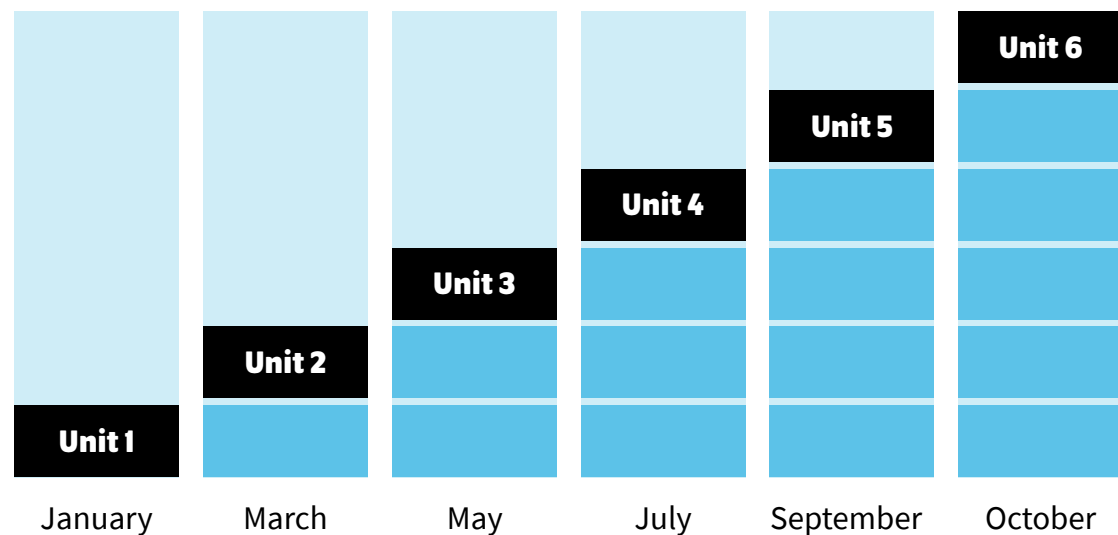
Focused

Focus on one unit at a time rather than juggling multiple topics at once, to maximise focused and deeper learning. Choose to take a break if needed or complete all units consecutively. It's up to you.

Supported

Receive the one-on-one support you need to succeed with VU Online's academic and administrative support – available seven days a week.

Six units over one year - study one unit at a time



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Experience four layers of online academic and non-academic student support seven days a week.



Unit Facilitator

Provides 1:1 academic support via phone, email or SMS seven days a week and in the evenings.



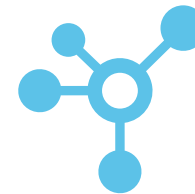
Unit Coordinator

Delivers live weekly online office hours and fortnightly teaching seminars.



Student Success Advisor

On hand Monday to Friday via phone and email, to help students with any non-academic queries and assist with administrative processes such as enrolment and degree pathing.



Personalised support

A network of personalised IT, library, language, literacy and numeracy support, and counselling services available to all students.

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VU's model of dedicated, prompt and responsive support seven days a week sets us apart from any other university in Australia.

Mon	Tues	Wed	Thurs	Fri	Sat	Sun
		Office hour*	Seminar**			
✓	✓	✓	✓	✓	✓	✓
Online Facilitator seven days						
✓	✓	✓	✓	✓	✓	✓
Unit Coordinator seven days						
✓	✓	✓	✓	✓		
Student Success Advisor - Monday to Friday						
✓	✓	✓	✓	✓	✓	✓
Network support seven days						

* Live weekly office hour. ** Live fortnightly seminar.

Got questions?

Get in touch with our enrolment team.

Schedule a call

Ready to apply?

Begin your postgraduate journey with VU Online and apply today.

Apply now

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Graduate Certificate in Business

Victoria University's (VU) 100% online Graduate Certificate in Business gives students the flexibility to own their study path by choosing four electives from a range of 21 units across diverse business areas. This course is designed to develop and strengthen students' business acumen and employability skills, empowering them with the required knowledge to jump-start, advance their career, or provide a pathway to a higher degree.

The Graduate Certificate of Business consists of four elective units to foster your knowledge and skills across business, business administration, finance, financial planning, change management, human resources and leadership. Develop your knowledge and skills in business through the completion of coursework and assessments where you use and apply career-based knowledge and skills in real-life or work-based settings.

#1 for employability in Australia with an award-winning Block Model

For the second year running, employers have ranked graduates of Victoria University (VU) as having the most employable skills in Australia, according to the country's most comprehensive survey of employer satisfaction.

Experience a smarter, more engaging way to study with VU Online's award-winning Block Model. Winner of consecutive LearnX Live! Awards for 'Best Online Learning Model', our Block Model recognises the complexity of students' lives while giving a consistent, manageable and connected online learning experience.

Choose what you study from 21 units and tailor the course to your career goals

The Graduate Certificate in Business is a flexible and bespoke course designed around you. Students can hone their business skills by choosing from a range of areas, including business, business administration, finance, financial planning, change management, leadership and human resources. With 21 units to choose from, you can customise what you study to suit your motivations and career goals. Study part-time when it suits you, immediately adding value to your organisation.

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Designed for students to meet the unique future demand of industry

The Graduate Certificate in Business is a bespoke course that will equip students with the knowledge and confidence to address future industry demand and changes. This personalised course also allows students to design a postgraduate qualification tailored to their career goals or utilise their work experience to gain credit.

Our Student Support Advisors (SSA) and Student Enrolment Advisors (SEA) will be there to support and guide students with unit and course timeline recommendations.

Duration

8 months part-time^

Study periods

January, March, May, July, September, October

Course units

Business Administration units

- ◆ Marketing Management
- ◆ Business Ethics and Sustainability
- ◆ Managing Innovation and Entrepreneurship
- ◆ Strategic Management and Business Policy
- ◆ Business Analytics and Visualisation

Finance units

- ◆ Financial Analysis
- ◆ Accounting and Financial Management
- ◆ Corporate Finance
- ◆ Advanced Finance

Financial planning units

- ◆ Principles of Financial and Investment Planning
- ◆ Superannuation and Retirement Wealth Planning
- ◆ Taxation Law of Australia

Change management units

- ◆ Agile Project and Change Management
- ◆ Organisational Change Management
- ◆ Technological Change and Innovation
- ◆ Managing Change and Complexity

Human resources units

- ◆ Strategic Human Resource Management
- ◆ Performance Management and Rewards

Leadership units

- ◆ Art and Practice of Leadership
- ◆ Business Consulting



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What you will learn

- ◆ Develop business fundamentals from a broad range of units. This course is designed to foster students' knowledge and skills across business, business administration, finance, financial planning, change management, leadership, human resources, and economics for business. Students will select four units from these areas of study, allowing them to address gaps in their organisation and personal skillset to meet the future demands of industry and work.
- ◆ Interpret, analyse and make key strategic decisions in business. Enhance and develop your capability to think and make strategic decisions in business to lead growth in complex environments. Learn to evaluate risk and use analytical tools or frameworks to justify your decisions. Understand research methodologies and data sets commonly used in corporate finance. Be able to analyse complex landscapes and identify opportunities.
- ◆ Navigate change and ambiguity. Gain a deep understanding of how strategic human resource management is imperative to organisational success in local and global contexts. Utilise creative and innovative thinking skills to convert great ideas into reality through collaboration and positive risk-taking. Navigate organisational change with real-life case studies to understand the complex nature of managing change and how people will respond differently. Be able to analyse complex landscapes and identify opportunities.
- ◆ Evaluate risk and devise problem-solving to lead business outcomes. Devise problem-solving techniques for making informed management decisions and be able to effectively communicate the outcomes to diverse stakeholders. Build the skills to successfully develop and manage business relationships. Be equipped to translate vision and strategy into action to effectively lead transformation in your organisation.

Fees

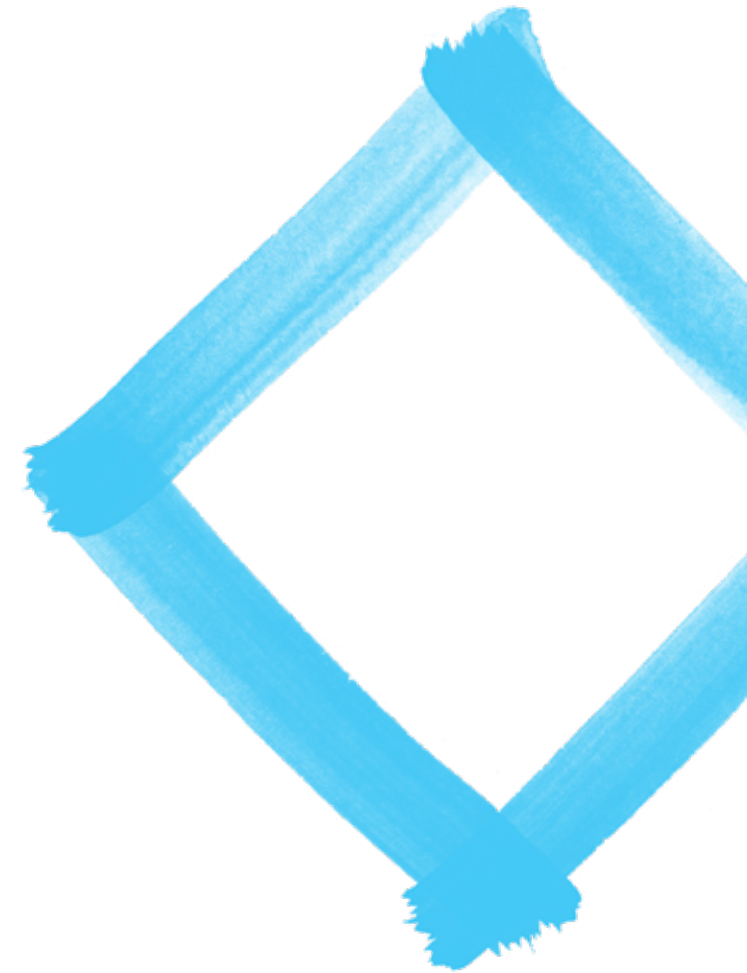
\$3,115 - \$4,155 per unit*

Total cost

\$13,500 - \$16,620 in total*

**2026 student fees are shown and are subject to change.*

^Duration is dependent on student's study path and unit availability. Please reach out to a Student Enrolment Advisor to discuss your study path.



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Entry requirements



Graduate Certificate in Business

An Australian bachelor's degree or equivalent, or higher-level qualification in any discipline from a recognised tertiary institution.

OR

Applicants without a bachelor degree, but who have a minimum five (5) years approved work experience, will be considered for admission to this course.

Additional Information

Students should note that they will be subject to a Working with Children Check before practice placements, in accordance with Department of Education and Training policy.

Prior to enrolment into either ETP5002 or ETP5004, students in this course must sit the Literacy and Numeracy Test for Initial Teacher Education (LANTITE). Satisfactory achievement of the benchmark for literacy and numeracy is a requirement to graduate from the program.

FEE-HELP

You may be eligible for the Australian Government's loan scheme, FEE-HELP. The loans are available to assist eligible full-fee-paying students with the cost of a university program. It can cover all or part of the tuition. To determine your eligibility, visit the FEE-HELP website.

Advanced standing

Thinking of applying for credit (advanced standing)?

Advanced standing is an assessment process used to recognise the skills and knowledge you have acquired, either through study or life/work experience, by matching it with the content of units within your course. If you've already completed any of the units in the course in which you are enrolling, or their equivalent, you may be eligible for advanced standing.

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Why study with VU Online?

Reputable, industry connected

Earn a globally ranked Tier 1 MBA*, engaging in a curriculum designed in partnership with the University's industry advisory groups.

Develop practical skills

Just like in the real world, you'll focus on experiential learning – learning by doing – via scenarios, case studies, self-determined assessments and unit content that is highly relevant to your work life.

No text books, no exams

All course readings and assessments are available digitally via the VU Library, so there are no textbooks to purchase and no exams.

*CEO Magazine Global Rankings (2025)

Small class sizes

All units maintain a 25:1 student-teacher ratio that ensures you receive the one-on-one attention you need.

Personalised 1:1 online academic support

Unparalleled support from specialist academics is available seven days a week including evenings.



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Career-based teaching and learning

The online units have been designed from the ground up with a career-centred approach, spanning:



Overarching learning outcomes

Click on each unit in the following pages to find out more about what you will learn.



Interactive activities

The material in each unit includes activities designed to bring students together in a virtual environment that fosters creativity and a sense of personal connection.



Self-determined assessments

Students share examples from their own professional lives and participate in collaborative online sessions where discussion and debate can thrive - just as it would in a classroom.

Experience a deeper, more active and enjoyable learning experience.

Got questions?

Get in touch with our enrolment team.

Schedule a call

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Ready to get started? Follow these simple steps.

1. Gather your documents

To complete your application, you will need the following documents:

- ◆ Certified copies of your academic transcript(s) or certificate(s) of completion.
- ◆ A copy of your current CV, which includes your current Position Description (PD), supporting letter from your employer outlining your duties, responsibilities and the duration of your employment/volunteer work.

2. Speak with our Student Enrolment Advisors

Once you're ready to take the next step and start your application, our Student Enrolment Advisors are here to help.

Our team is available to assist you every step of the way:

Monday, Tuesday and Friday
9am – 6pm (AEST)
Wednesday and Thursday
9am – 7pm (AEST)

Contact us:

1300 682 051
futurestudy@online.vu.edu.au

3. Submit your application online

Apply online directly via our Admissions Centre. You will receive an email to confirm your application and to advise whether you need to provide any additional information.

[Apply now](#)



How long does it take to complete an application?

Your application will take approximately 15 minutes to complete. Once you have submitted, you can expect to hear from us within 5 business days.

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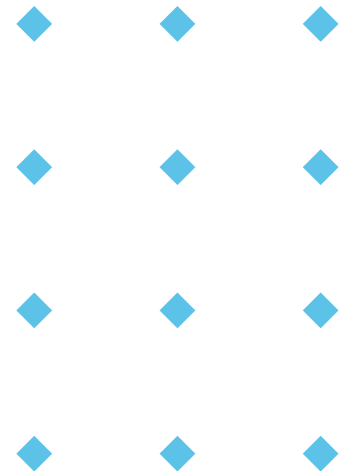
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Our Student Enrolment Advisors are ready to answer any questions you may have about online study at VU and the Graduate Certificate in Business course, including:

- ◆ Enrolments and eligibility
- ◆ Study and course pathways
- ◆ Fitting study into your schedule
- ◆ Navigating the application process



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Ready to apply?

Begin your postgraduate journey with VU Online and apply today.

Apply now