

2025 Academic Timetable

BSB50120 – Diploma of Business (52 Weeks)



St Thomas College

Shift 1: Monday to Tuesday - 8:00am to 4:30pm and Wednesday - 8:00am to 12:30pm

Shift 2: Thursday to Friday - 8:00am to 4:30pm and Wednesday - 1:00pm to 5:00pm

Shift 3: Monday – Thursday – 5:00pm to 10:15pm

Shift 4: Saturday/Sunday – 08:30 AM to 20:00

Date (Starting Monday)	Week	Unit of Competency
13-Jan-25	1	BSBCRT511 Develop critical thinking in others
20-Jan-25	2	BSBCRT511 Develop critical thinking in others
27-Jan-25	3	BSBCRT511 Develop critical thinking in others
03-Feb-25	4	BSBCRT511 Develop critical thinking in others
10-Feb-25	5	BSBWRT411 Write complex documents
17-Feb-25	6	BSBWRT411 Write complex documents
24-Feb-25	7	BSBWRT411 Write complex documents
03-Mar-25	8	BSBLDR523 Lead and manage effective workplace relationships
10-Mar-25	9	BSBLDR523 Lead and manage effective workplace relationships
17-Mar-25	10	BSBLDR523 Lead and manage effective workplace relationships
Term Break (3 Weeks)		
14-Apr-25	14	BSBOPS501 Manage business resources
21-Apr-25	15	BSBOPS501 Manage business resources
28-Apr-25	16	BSBOPS501 Manage business resources
05-May-25	17	BSBOPS501 Manage business resources
12-May-25	18	BSBCMM411 Make a presentation
19-May-25	19	BSBCMM411 Make a presentation
26-May-25	20	BSBXCM501 Lead communication in the workplace
02-Jun-25	21	BSBXCM501 Lead communication in the workplace
09-Jun-25	24	BSBXCM501 Lead communication in the workplace
16-Jun-25	23	BSBXCM501 Lead communication in the workplace
Term Break (3 Weeks)		
14-Jul-25	27	BSBFIN501 Manage budgets and financial plans
21-Jul-25	28	BSBFIN501 Manage budgets and financial plans
28-Aug-25	29	BSBFIN501 Manage budgets and financial plans
04-Aug-25	30	BSBFIN501 Manage budgets and financial plans
11-Aug-25	31	BSBOPS504 Manage business risk
18-Aug-25	32	BSBOPS504 Manage business risk
25-Aug-25	33	BSBOPS504 Manage business risk
01-Sep-25	34	BSBMKG541 Identify and evaluate marketing opportunities
08-Sep-25	35	BSBMKG541 Identify and evaluate marketing opportunities
15-Sep-25	36	BSBMKG541 Identify and evaluate marketing opportunities
Term Break (2 Weeks)		
06-Oct-25	39	BSBSUS511 Develop workplace policies and procedures for sustainability
13-Oct-25	40	BSBSUS511 Develop workplace policies and procedures for sustainability
20-Oct-25	41	BSBSUS511 Develop workplace policies and procedures for sustainability
27-Oct-25	42	BSBSUS511 Develop workplace policies and procedures for sustainability
03-Nov-25	43	BSBTWK503 Manage meetings
10-Nov-25	44	BSBTWK503 Manage meetings
17-Nov-25	45	BSBTWK503 Manage meetings
24-Nov-25	46	BSBPEF501 Manage personal and professional development
01-Dec-25	47	BSBPEF501 Manage personal and professional development
08-Dec-25	48	BSBPEF501 Manage personal and professional development
Term Break (4 Weeks)		

2026 Academic Timetable

BSB50120 – Diploma of Business (52 Weeks)



St Thomas College

Shift 1: Monday to Tuesday - 8:00am to 4:30pm and Wednesday - 8:00am to 12:30pm

Shift 2: Thursday to Friday - 8:00am to 4:30pm and Wednesday - 1:00pm to 5:00pm

Shift 3: Monday – Thursday – 5:00pm to 10:15pm

Shift 4: Saturday/Sunday – 08:30 AM to 20:00

Date (Starting Monday)	Week	Unit of Competency
12-Jan-25	1	BSBCRT511 Develop critical thinking in others
19-Jan-25	2	BSBCRT511 Develop critical thinking in others
26-Jan-25	3	BSBCRT511 Develop critical thinking in others
02-Feb-25	4	BSBCRT511 Develop critical thinking in others
19-Feb-25	5	BSBWRT411 Write complex documents
16-Feb-25	6	BSBWRT411 Write complex documents
23-Feb-25	7	BSBWRT411 Write complex documents
02-Mar-25	8	BSBLDR523 Lead and manage effective workplace relationships
09-Mar-25	9	BSBLDR523 Lead and manage effective workplace relationships
16-Mar-25	10	BSBLDR523 Lead and manage effective workplace relationships
Term Break (3 Weeks)		
13-Apr-25	14	BSBOPS501 Manage business resources
20-Apr-25	15	BSBOPS501 Manage business resources
27-Apr-25	16	BSBOPS501 Manage business resources
04-May-25	17	BSBOPS501 Manage business resources
11-May-25	18	BSBCMM411 Make a presentation
18-May-25	19	BSBCMM411 Make a presentation
25-May-25	20	BSBXCM501 Lead communication in the workplace
01-Jun-25	21	BSBXCM501 Lead communication in the workplace
08-Jun-25	24	BSBXCM501 Lead communication in the workplace
15-Jun-25	23	BSBXCM501 Lead communication in the workplace
Term Break (3 Weeks)		
13-Jul-25	27	BSBFIN501 Manage budgets and financial plans
20-Jul-25	28	BSBFIN501 Manage budgets and financial plans
27-Jul-25	29	BSBFIN501 Manage budgets and financial plans
03-Aug-25	30	BSBFIN501 Manage budgets and financial plans
10-Aug-25	31	BSBOPS504 Manage business risk
17-Aug-25	32	BSBOPS504 Manage business risk
24-Aug-25	33	BSBOPS504 Manage business risk
31-Aug-25	34	BSBMKG541 Identify and evaluate marketing opportunities
07-Sep-25	35	BSBMKG541 Identify and evaluate marketing opportunities
14-Sep-25	36	BSBMKG541 Identify and evaluate marketing opportunities
Term Break (2 Weeks)		
05-Oct-25	39	BSBSUS511 Develop workplace policies and procedures for sustainability
12-Oct-25	40	BSBSUS511 Develop workplace policies and procedures for sustainability
19-Oct-25	41	BSBSUS511 Develop workplace policies and procedures for sustainability
26-Oct-25	42	BSBSUS511 Develop workplace policies and procedures for sustainability
02-Nov-25	43	BSBTWK503 Manage meetings
09-Nov-25	44	BSBTWK503 Manage meetings
16-Nov-25	45	BSBTWK503 Manage meetings
23-Nov-25	46	BSBPEF501 Manage personal and professional development
30-Nov-25	47	BSBPEF501 Manage personal and professional development
07-Dec-25	48	BSBPEF501 Manage personal and professional development
Term Break (4 Weeks)		