

# Management Qualifications

To apply via mail or fax, please complete this form and send to: Graduate Studies Co-ordinator, Australian Institute of Management, PO Box 112 St Kilda Vic 3182 Facsimile: 03 9534 5050 Telephone: 03 9534 8181 Email: qualification@aimvic.com.au

## Personal Details (please print)

<b>(Mr/Mrs/Miss/Ms/Dr/Other)</b>	
First Name	
Last Name	
Home Address	
Postcode	State
Home Telephone	
Mobile	
Home Facsimile	
Home Email	
AIM Membership Number	
Date of Birth	

## Employment Details (please print)

<b>Employer Company Name</b>	
Company Address	
Postcode	State
Company Size*	
What is your organisation's primary industry sector?	
Current Position title	
Years in Position	
Telephone	
Mobile	
Facsimile	
Email	
Supervise # people directly	Supervise # people indirectly
Previous Position Title	
Years in Position	

## Entrance Requirements – Higher Education

Normally, entry to a Graduate Diploma or Graduate Certificate requires an undergraduate degree or advanced diploma. Other candidates, with at least five years relevant work experience as a manager, team leader or supervisor may apply. Individuals are encouraged to apply and will be assessed on a case-by-case basis.

**Please attach current position description and certified copies of qualifications or partially completed qualifications.**

(please tick)

<input type="checkbox"/>	V005474 Graduate Diploma of Management
<input type="checkbox"/>	V005473 Graduate Certificate in Management

## Entrance Requirements – Vocational Education

There are no mandatory requirements for entry into vocational qualifications. The expectation is that applicants will possess numeracy and literacy skills that will enable the achievement of the learning outcomes.

(please tick)

<input type="checkbox"/>	BSB60201 Advanced Diploma of Business Management
<input type="checkbox"/>	BSB50101 Diploma of Business
<input type="checkbox"/>	BSB50701 Diploma of Business (Marketing)
<input type="checkbox"/>	BSB51004 Diploma of Business (Frontline Management)
<input type="checkbox"/>	BSB51107 Diploma of Management*
<input type="checkbox"/>	BSB51504 Diploma of Project Management
<input type="checkbox"/>	BSB40101 Certificate IV in Business
<input type="checkbox"/>	BSB41004 Certificate IV in Business (Frontline Management)
<input type="checkbox"/>	TAA40104 Certificate IV in Training and Assessment
<input type="checkbox"/>	Other

\*Pending Training Package endorsement and addition to AIM Scope of Registration.

## Previous Education

List, in chronological order, final secondary school, TAFE, University attended. Higher Education applicants please attach certified copies of transcripts for all qualifications or partial qualifications.

Name of institution
Location
Qualifications received
Location

Name of institution
Location
Qualifications received
Location

Name of institution
Location
Qualifications received
Location

Name of institution
Location
Qualifications received
Location

## Signature

Please sign and date application

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### How did you find out about this course? (please tick)

<input type="checkbox"/>	AIM Website	<input type="checkbox"/>	AIM Agenda for Success
<input type="checkbox"/>	AIM's e-newsletter	<input type="checkbox"/>	AIM print directory
<input type="checkbox"/>	Promotional Email	<input type="checkbox"/>	AIM brochure
<input type="checkbox"/>	Our company intranet	<input type="checkbox"/>	Friend or colleague
<input type="checkbox"/>	My industry association		
<input type="checkbox"/> Other (please specify)			

<b>AIM OFFICE USE</b>			
<b>Approved</b>		<b>Date</b>	
<b>Offer Sent</b>	<b>Entered on database</b>		

FOR INFORMATION ONLINE [www.aimvic.com.au](http://www.aimvic.com.au) OR FOR ASSISTANCE CONTACT AIM ON 03 9534 8181

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