

PSP50116 Diploma of Government (Online)

This qualification consists of competency in **4 core** and **7 elective units**. On successful completion of all **11 units** you will receive a **Diploma of Government**.

Please follow the below Order of Study when enrolling. Enrol in no more than two units per intake, unless otherwise advised.

	Unit Code	Unit Name	Unit Type	Textbook/ Resources	Study Schedule	
					Intake	Completed
Must complete all units in order as listed below						
1	PSPETH003	Promote the values and ethos of public service	Core	Electronic resources are available through the Connect learning management system		Completed
2	PSPLEG003	Promote compliance with legislation in the public sector	Core			Completed
3	BSBWHS401	Implement and monitor WHS policies, procedures and programs to meet legislative requirements	Elective			Completed
4	PSPGEN054	Use complex workplace communication strategies	Core			Completed
5	PSPGEN047	Promote diversity	Core			Completed
6	PSPGEN044	Develop client services	Elective			Completed
7	PSPGEN050	Manage conflict	Elective			Completed
8	BSBXCM501	Lead communication in the workplace	Elective			Completed
9	BSBCRT511	Develop critical thinking in others	Elective			Completed
10	PSPGEN046	Undertake research and analysis	Elective			Completed
11	PSPPCY008	Develop public policy	Elective			Completed

All information was accurate at the time of publication, 23/03/2022 V4.3



STUDENT PORTAL

Through the portal you can enrol, update your details, and check your academic results whenever you like. To login just click on this link <https://tafeqld.t1cloud.com/> and use your Connect login credentials.

If you have an issue with the student portal please log the issue through the “Report an Issue” form in your forms tile and you will receive a response as soon as possible.

Alternatively, click the link below and scroll through the frequently asked questions that may assist you with your enquiry <https://tafeqld.edu.au/current-students/student-portal-pilot-faq.html>.



CONNECT

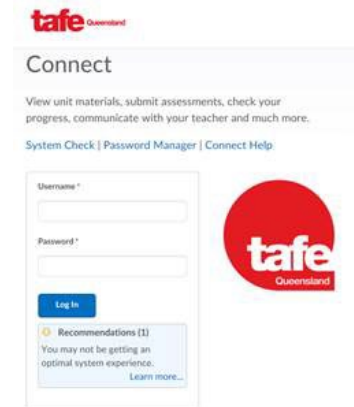
Connect offers access for mobile devices, the ability to communicate with teachers and classmates, and excellent user support, allowing you the flexibility to study anywhere, anytime.

Your TAFE student number is your ‘username’ for logging into Connect. You will be prompted to create your own password by selecting ‘Password Manager’ on the Connect login homepage. In order to create your password, you will need to enter your date of birth and the email address you provided to TAFE Queensland.

Access your online studies via [Connect](#)

Online instructions: [Connect Help](#)

DON'T FORGET to [enable notifications in Announcements](#) so you don't miss an important announcements relating to your study.



HAVE YOU STUDIED BEFORE?

Credit Transfer is a process that offers you credit for earlier formal study that is equal to your nominated qualification. It is important that you apply before your start of study. Please see [eligibility information and the application form](#) for more information.



STUDENT RULES

The [TAFE Queensland Student Rules and Policies](#) are designed to make you aware of your rights as a student, as well as your responsibilities to TAFE and your fellow students.



WITHDRAWALS, TRANSFERS & REFUNDS

We all change our minds, so if for any reason you find the need to leave a course, or if you are seeking to transfer to another intake, or withdraw from study, please speak with your program coordinator and view the [TAFE Queensland Refund Policy](#) before submitting your withdrawal request, as you may not be eligible for a refund

If you are wishing to withdraw prior to the start of an intake - You can withdraw and swap units through the Student Portal. You can access this under the **My Study tile** in the **Withdraw From a Unit** menu. Note: Students with multiple courses in their **My Study tile** will need to select the **Manage your Course** button first. Once you have chosen your course, you can see the **Withdraw From a Unit** menu option, from here choose the unit/units to withdraw.

If you are wishing to withdraw after the start of an intake – you can submit your request through the Student Portal under the **Forms tile**. Scroll to the **Request for Withdrawal and or/Refund (TQ)**.