

**BOX HILL
INSTITUTE**

This is to certify that

Christopher Binse

has fulfilled the requirements for

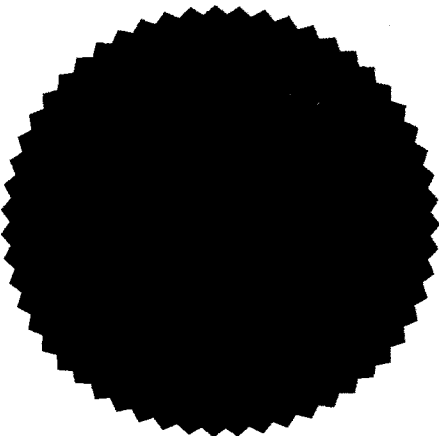
**Certificate III in
Micro Business Operations**

Course Code: BSB30315

*The qualification certified herein is recognised within
the Australian Qualifications Framework*


BOARD CHAIR


BOARD SECRETARY



Date: 1 November, 2018

Award Number: 1026564

RTO: 4687


**NATIONALLY
RECOGNISED TRAINING**



ACADEMIC TRANSCRIPT

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Date of issue: 21/11/2018

CHRISTOPHER BINSE

Student Id: 10012933
Internal Course Id : JU026
External Course Id: BSB30315
Course Name: Certificate III in Micro Business Operations

2016, JU1 - Jan-Jun Start

Unit Code	Unit Description	Mark	Grade
BSBSMB301	INVESTIGATE MICRO BUSINESS OPPORTUNITIES		CO

2016, JU2 - Jul-Dec Start

Unit Code	Unit Description	Mark	Grade
BSBSMB302	DEVELOP A MICRO BUSINESS PROPOSAL		CO

2017, JU1 - Jan-Jun Start

Unit Code	Unit Description	Mark	Grade
BSBCUS301	DELIVER AND MONITOR A SERVICE TO CUSTOMERS		CO

2017, JU2 - Jul-Dec Start

Unit Code	Unit Description	Mark	Grade
BSBREL401	ESTABLISH NETWORKS		CO
BSBSMB306	PLAN A HOME-BASED BUSINESS		CO

2018, JU1 - Jan-Jun Start

Unit Code	Unit Description	Mark	Grade
BSBSMB404	UNDERTAKE SMALL BUSINESS PLANNING		CO
BSBSMB303	ORGANISE FINANCES FOR THE MICRO BUSINESS		CO
BSBSMB304	DETERMINE RESOURCE REQUIREMENTS FOR THE MICRO BUSINESS		CO
BSBWOR301	ORGANISE PERSONAL WORK PRIORITIES AND DEVELOPMENT		CO

2018, JU2 - Jul-Dec Start

Unit Code	Unit Description	Mark	Grade
BSBSMB305	COMPLY WITH REGULATORY, TAXATION AND INSURANCE REQUIREMENTS FOR THE MICRO BUSINESS		CO

**** End of Transcript ****

Certificate III in Micro Business Operations
Award Number 1026564 conferred by Board on 20-Nov-2018

BOX HILL INSTITUTE – RESULT GRADE EXPLANATIONS

TAFE/VET SECTOR COURSES

1992 – PRESENT

General Gradeset

DI	Pass with Distinction	
PC	Pass with Credit	
PA	Pass	(Pass - higher grade possible)
PQ	Ungraded Pass	(Pass - no higher grade possible)
UP	Ungraded Participation	(Attended a non-assessable unit)
NN	Fail	
NH	Not Complete - Continuing	(1998-2015): (Not complete – all hours not used: student did not complete but not all allowed hours were available in the calendar year of this result – studies continuing into following calendar year)
NASC	Non-Assessable – Satisfactorily Completed	
NANC	Non-Assessable – Not Satisfactorily Completed or Withdrawn	

Competency Gradeset

CO	Competent
NY	Not Yet Competent

Satisfactory Gradeset

SA	Satisfactory
NS	Not Satisfactory

Apprentice Gradeset

CC	Complete	(Student has completed unit)
NC	Not Complete	(Not complete - hours used: student did not complete in the time allocated for the unit) (this grade used from 1998 onwards)
PP	Proficiency Pass	(Student has completed all subunits for unit and is thus proficient in unit)
NP	Not Complete	(1992-1997 inclusive)
AC	Awaiting Competency Confirmation	Student has completed off-the-job study in this unit, however the Institute is still awaiting confirmation from the student's employer of their competency in the workplace

Advanced Standing Gradeset - applicable to all TAFE/VET sector students

TR/CT	Credit Transfer	(Transfer of results for same or equivalent unit completed in another course or at another educational institution)
Credited	Credit Transfer	(Transfer of results for same or equivalent unit completed under another course code)
RP/RPL	RPL Granted	(Recognition of Prior Learning granted - exempt from studies in unit due to recognised prior learning – RPL)
RC/RCC	RCC Granted	(Recognition of Current Competency granted - exempt from studies in unit due to competence already attained in unit – RCC)
NX	RPL Not Granted	(Recognition of Prior Learning not granted – student was unsuccessful in RPL application for unit)
NZ	RCC Not Granted	(Recognition of Current Competency not granted - student was unsuccessful in RCC application for unit)
EX	Exemption	(1992-2006 inclusive: Exempt from studies in unit due to Recognised Prior Learning – RPL)

Standard Gradeset - applicable to all TAFE/VET sector students

NA	No Assessment Available	(1992-2015): (Result not yet allocated by teacher)
AD	Assessment Deferred	(Final result deferred due to an extension of time allocated to complete all assessment criteria for unit)
WA	Withdrawn After Study	(1998-2015): Withdrawn – attended at least one class or submitted at least one assignment for unit)
WB	Withdrawn Before Study	(1998-2015): Withdrawn – did not attend any classes or submit any assignments for unit)
WD	Withdrawn	(1992-1997 inclusive – all withdrawals), October 2015 onwards – all withdrawals.

Please note: Percentages are optional when issuing a final grade to a student for a unit

1985 – 1991

General Gradeset

DI	Distinction
PC	Pass with Credit
P	Pass (Pass - higher grade possible)
PQ	Pass (Pass - no higher grade possible)
N	Fail
D	Assessment Deferred
**	No Final Assessment Available
EX	Exemption
TR	Transfer
W	Withdrawn

Please note: Percentages were optional when issuing a final grade to a student for a unit

PRE - 1985

The following grades may also have been used prior to 1985:

A	Pass with A grade
B	Pass with B grade
C	Pass with C grade
D	Pass with D grade
E	Fail
P	Pass
C	Credit
PC	Pass with Credit
S	Satisfactory
N	Fail/Not Satisfactory
W	Withdrawn
EX	Exemption

HIGHER EDUCATION SECTOR COURSES (Degree Courses Only)

2005 – PRESENT

Degree Course Gradeset

HD	High Distinction	80-100%	EX/Exempt	Exemption
DI	Distinction	70-79%	CT/Credited	Credit Transfer
CR	Credit	60-69%	WA	Withdrawn After Commencing Studies (1998-2015)
PA	Pass	50-59%	WB	Withdrawn Without Commencing Studies (1998-2015)
PU	Pass - Ungraded		WD	Withdrawn
CP	Conceded Pass		<u>SEMESTER CODES (Degree Courses)</u>	
NE	Supplementary Examination Recommended		1 -	Semester 1 (February-June)
NN	Fail		2 -	Semester 2 (July-November)
WH	Withheld		3 -	Full Year (February-November)
NA	(2005-2015) No Assessment Available (Result not yet allocated)		4 -	Summer School (January-February)