

<p>Purpose</p>	<p>The purpose of this policy is to identify the graduate attributes and ensure that each course and unit offered at BPP Institute has been designed to embed some or all of the attributes at the appropriate levels throughout the learning experience at BPP Institute.</p>
<p>Scope</p>	<p>This policy applies to all undergraduate students at BPP Institute.</p>
<p>Policy Principles</p>	<p>This policy lists the graduate attributes, their role in supporting continuous learning and the mechanism for measuring that attainment. BPP Institute has a set of four graduate attributes that each undergraduate is expected to demonstrably gain during their course of study. These attributes encompass the threshold skills, knowledge and application of skills and knowledge which graduates should develop during their studies and are required for professional work and/or further learning. The BPP Institute graduate attributes for all Bachelor courses are:</p> <p>Discipline Knowledge and Skills This relates to the accumulation of comprehensive and contemporary discipline-related knowledge and corresponding skills to competently perform professional tasks and duties in a real-world business context. Every unit has Discipline Skills and Knowledge embedded.</p> <p>Workplace Skills and Values This attribute addresses the need for students to develop generic employability skills and qualities necessary to adapt and advance in their professional development. This set of skills includes the following components:</p> <ul style="list-style-type: none"> • Teamwork; • Self management; • Ethical, Social & Professional Responsibility; • Cultural Awareness. <p>Communication Proficiency Students will be expected to demonstrate that they can communicate effectively. This includes an ability to communicate professionally and in a culturally and situationally appropriate manner together with appropriate tone and language. This includes the ability to find and communicate the right information effectively. Students will also be</p>

expected to acquire a sound understanding of quantitative literacy. This set of skills includes the following components:

- Writing (for academic and non-academic audiences);
- Speaking (clear use of language to effectively disseminate key messages);
- Quantitative Literacy (preparation, and interpretation of numerical data and information);
- Information Literacy (ability to find, interpret and use relevant information); and
- and Active Listening to understand messages and their intent.

Critical Analysis and Problem-solving Skills

This set of skills has a focus on higher order thinking. This relates to the capacity to evaluate concepts, define problems, identify areas where information is lacking, develop processes to address problems, and to eventually solve problems within and outside the discipline. This set of skills includes the following components:

- Analysis and evaluation;
- Critical Thinking;
- Creative Problem-solving.

Each of the above-mentioned attributes will form an integral part of each undergraduate course to ensure BPP Institute graduates not only acquire the relevant discipline knowledge but also leave BPP Institute well equipped to enter employment in their chosen field. The attributes are a set of generic and employability-based skills that a graduate will be able to incorporate into their daily life well beyond the scope of their time at BPP Institute.

Within each undergraduate unit outline, where and how the relevant graduate attributes are taught and assessed must be clearly identifiable. For undergraduate units, the attributes and how they will be assessed will be clearly described in the unit outline. It must also be clear as to the level of attainment of each graduate attribute as described in the Graduate Attributes Procedure. For postgraduate units, the graduate attributes will be encapsulated and articulated in the learning outcomes.

Not all attributes are to be taught and assessed within each unit. The measurement of the attainment of these attributes will not be assessed separately but will be incorporated into the assessment strategy for each unit.

GRADUATE ATTRIBUTES POLICY

Reference: POL-022
Status: Active
Classification: Academic
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Review Date: June 2026
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Related Documents	Assessment Policy Assessment Procedures Graduate Attributes Procedures Unit Outline Policy
<i>For Administrative Use Only</i>	
Responsible Officer	Dean
Contact Officer/s	Dean
Approved by	Academic Board
Definitions	See BPP Institute`s Glossary of Terms and Acronyms

<i>Version History</i>		
Version No.	Approval Date	Amendment/s
1.	May 2025	First iteration <ul style="list-style-type: none">• For BPP Institute

NOTE: Printouts of policy documents must be compared to the master copy on the Intranet to determine whether they are up to date.
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