

**RE-DO/RE-ASSESSMENT/CATCH-UP UNIT Authorisation Form for Diploma of Automotive Management (AUR50116)**

**Student Name:** \_\_\_\_\_

**Student Number** \_\_\_\_\_

**Class Number** \_\_\_\_\_

		What you have to do?	DETAILS						
DIPLOMA OF AUTO Management		REDO,WT,PRAC,(mention details below)	Date	Group	Trainer	Office use only			
Unit Code	Unit Name					Cost	Payment details	Authorised by	
Example	Example	REDO	1 Mar+2 Mar	25A	Reno	\$200	Paid on 1/2/2009	Jessie	
1	AURAEA004	Manage environmental and sustainability best practice in an automotive workplace							
2	AURAMA005	Manage complex customer issues in an automotive workplace							
3	AURAMA006	Contribute to planning and implementing business improvement in an automotive workplace							
4	BSBFIM501	Manage budgets and financial plans							
5	BSBMGT502	Manage people performance							
6	BSBWHS501	Ensure a safe workplace							
7	BSBPEF501	Manage personal and professional development							
8	BSBOPS505	Manage organisational customer service							
9	BSBHRM415	Coordinate recruitment and onboarding							
10	BSBST501	Establish innovative work environments							
11	BSBPRC402	Negotiate contracts							
12	AURAAA002	Determine retail rates for automotive products and services							

**Authorisation form is only valid with Menzies stamp & Staff signature .**

**\*\*This form should be given to the teacher on the day of the class\*\***

\*Students must check the timetable to ensure that they know which location, classroom and trainer they have for each unit

\*If a student fails to attend a redo or reassessment without a valid reason, they are required to pay for them again.