Course Brochure

CPC40120 Certificate IV in Building and Construction

This brochure provides all the information you need to know about enrolling in the CPC40120 Certificate IV in Building and Construction.

Course details	
Provider Name	Ivory Institute
RTO Code	45847
CRICOS Code	04015E
CRICOS Course Code	120816F
Location of course	Level 8, 90 King William St, Adelaide SA 5000
Delivery mode	This program is delivered in the classroom and through scheduled and supervised online learning.
Duration	This qualification will be delivered over 52 weeks, including 4 terms of 10 weeks each (40 weeks total) and holiday breaks totalling 12 weeks, as outlined in the timetable.
Study load	20 hours per week.

Overview of course

This qualification reflects the role of builders, site managers and managers of small to medium-sized building businesses who apply knowledge of structural principles, codes, standards and legal requirements to Class 1 and 10, to a maximum of two storeys and Class 2 to 9 Type C constructions, and who plan and supervise safe building and construction work, prepare and administer contracts, and who apply quality principles to building and construction projects.

The latest release of the qualification and packaging rules can be found at the following link:

https://training.gov.au/training/details/CPC40120/qualdetails

Who should apply for this course and why?

CPC40120 Certificate IV in Building and Construction is designed for international students who are:

- looking to start or advance a career in building and construction
- interested in transitioning into a new industry sector
- seeking a pathway to higher-level qualifications.

The target learner has the following characteristics:

- International students who seek to develop their skills and knowledge and to further enhance their career prospects or study pathways.
- Agree to train on a full-time basis i.e., 20 scheduled contact hours per week and maintain satisfactory academic progress.
- Students must satisfy English language proficiency i.e., reading, writing and speaking, to successfully enrol into the course.

Students may be onshore students currently based in Australia or offshore students applying from overseas.

What can I expect?

The following units are included in this course, and all are required for the award of the qualification. Students who only complete some units will be awarded with a Statement of Attainment for units successfully completed.

Code	Title	Core / Elective
CPCCBC4001	Apply building codes and standards to the construction process for Class 1 and 10 buildings	Core
CPCCBC4002	Manage work health and safety in the building and construction workplace	Core
CPCCBC4007	Plan building or construction work	Core
CPCCBC4008	Supervise site communication and administration processes for building and construction projects	Core
CPCCBC4009	Apply legal requirements to building and construction projects	Core
CPCCBC4010*	Apply structural principles to residential and commercial constructions	Core
CPCCBC4012	Read and interpret plans and specifications	Core
CPCCBC4014	Prepare simple building sketches and drawings	Core
CPCCBC4018	Apply site surveys and set-out procedures to building and construction projects	Core

CPCCBC4021	Minimise waste on the building and construction site	Core
CPCCBC4053	Apply building codes and standards to the construction process for Class 2 to 9, Type C buildings	Core
BSBPMG422	Apply project quality management techniques	Group A Elective
CPCCBC4003	Select, prepare and administer a construction contract	Group A Elective
CPCCBC4004	Identify and produce estimated costs for building and construction projects	Group A Elective
CPCCBC4005	Produce labour and material schedules for ordering	Group A Elective
CPCCBC4006	Select, procure and store construction materials for building and construction projects	Group A Elective
CPCSUS4002	Use building science principles to construct energy efficient buildings	Group A Elective
CPCCBC4013	Prepare and evaluate tender documentation	Group B Elective
BSBESB407	Manage finances for new business ventures	General Elective

Course progress and attendance

Students' course progress is monitored throughout the course as per our Course Progress and Attendance Policy and Associated Procedures. Support arrangements are detailed in the Student Support Policy and Associated Procedures and details of all student support services are included in the Student Handbook and provided to students at orientation

Student support

We offer the following in relation to support and welfare.

- one-to-one support from the trainer/assessor
- support with personal issues
- access to additional learning resources
- reasonable adjustment in assessment
- social events
- information about external sources of support.

You may not have studied for a while, may have English as a second language or need additional assistance with literacy or numeracy.

We will identify any additional support needs you may have at the time of application and enrolment and may prepare a Student Support Plan for you based on those needs.

Resource requirements

You are required to bring your own laptop with Office 365 (or similar program) to all classes. These costs are not included in your course fees. Specifications for laptops and associated costs are included below.

PC

	Minimum requirements
Processor	Intel® or AMD processor with 64-bit support*; 2 GHz or faster processor Microsoft Windows 10
Operating system	Microsoft Windows 10
RAM	10 GB or more of RAM (8 GB recommended)
Hard disk space	3.1 GB or more of available hard-disk space
Monitor resolution	1024 x 768 display (1280x800 recommended) with 16-bit colour and 512 MB or more of dedicated VRAM; 2 GB is recommended.
Graphics processor acceleration requirements	OpenGL 2.0-capable system
Internet	Internet connection and registration are necessary for required software activation, validation of subscriptions, and access to online services.

MacOS:

	Minimum requirements
Processor	Multicore Intel processor with 64-bit support
Operating system	MacOS version 10.12 (Sierra), macOS version 10.13 (High Sierra), or macOS version 10.14 (Mojave).
RAM	2 GB or more of RAM (8 GB recommended)
Hard disk space	4 GB or more of available hard-disk space for 64-bit installation; additional free space required during installation.
Monitor resolution	1024 x 768 display (1280x800 recommended) with 16-bit colour and 512 MB or more of dedicated VRAM; 2 GB is recommended
Graphics processor acceleration requirements	OpenGL 2.0-capable system

Internet	Internet connection and registration are necessary for required software activation, validation of subscriptions, and access to online services.	
Name of software	Associated costs	
Office 365	$129 annually	https://products.office.com/en-au/buy/office
Laptop details	Associated costs	
Any laptop that meets the specifications above	$450 (approximate only)	Various

Course credit

You can apply for recognition of existing qualifications or skills, knowledge and experience (credit transfer or recognition of prior learning) as per the information included in our International Student Handbook, which is available at www.ivoryinstitute.edu.au

If you are granted course credit, this will affect your course fees as well as the duration of your course. We will advise you in writing of changes to fees or course duration as a result of the credit.

What are the entry requirements?

Ivory Institute has the following entry requirements:

International students must:

- be 18 years of age or over
- have completed, at minimum, a Year 12 qualification or equivalent
- have completed the unit CPCCWHS1001 Prepare to work safely in the construction industry
- meet the English requirements of a valid IELTS score of 6.0 or equivalent
- participate in a course entry interview to assess their suitability, learning needs, language, literacy, numeracy, and ability to use digital technologies.

**Note that other English language tests such as PTE and TOEFL can be accepted. Students are required to provide their results so that it can be confirmed they are equivalent to IELTS 6.0.*

How much does it cost?

The costs for this course are as follows:

Course fees	Tuition fees: AUD $9,000 Enrolment fee: $350 Material fee: $2,500
Non-tuition fees	May apply and can be found in our International Student Handbook on our website at www.ivoryinstitute.edu.au

Course fees do not include laptops or software – see information above.

A detailed payment plan and payment arrangements are provided in the Offer Letter and Student Agreement. You must pay all of your course fees and on time. Non-payment of fees may result in cancellation of enrolment.

You are also required to take out Overseas Student Health Cover before arriving in Australia. Ivory Institute provides details of OSHC providers in the International Student Handbook. You can approach any of these providers to find out costs and organise your cover.

Additional costs associated with living in Australia are outlined in the International Student Handbook. You should carefully review these costs in relation to budgeting. Further information can be found at Study Australia | Study Australia

How can I apply?

To apply for this course, you are required to complete an enrolment form and submit all required supporting evidence including copies of your:

- Year 12 Certificate or equivalent
- Copy of visa (if available)
- Copy of passport
- Copies of your relevant qualifications (if applicable)
- Proof of English language proficiency as specified in the entry requirements.

Where to from here?

If your application is successful, we will send you an Offer Letter and Student Agreement. You should make sure you read through this document carefully to make sure you are happy with all of the terms and conditions. If you are, then simply sign the document and send it back to us along with the proof of the first payment.

Once we receive this, we will issue you with a Confirmation of Enrolment (CoE).

The first day of each course will include orientation and induction. Orientation will include information about the campus, living in Australia, accessing our support services and methods for achieving success throughout the course, including course progress requirements.

This course outline should be read in conjunction with Ivory Institute International Student Handbook. This can be found online at www.ivoryinstitute.edu.au