



**Master
Builders
Association**
New South Wales

CPC40120 CERTIFICATE IV IN BUILDING AND CONSTRUCTION ONLINE

COURSE INFORMATION BROCHURE

CPC40120 CERTIFICATE IV IN BUILDING AND CONSTRUCTION

TRAINING AND ASSESSMENT

OVERVIEW

Master Builders Association of NSW Pty Ltd (Master Builders) is a Registered Training Organisation offering nationally recognised qualifications and courses across New South Wales which meet national industry standards.

The **CPC40120 Certificate IV in Building and Construction**, course offered by Master Builders is designed to enable potential builders and others in the industry to improve their business skills and technical knowledge so that they can successfully manage their building and construction business and projects. This qualification has units of competency which lead to the Building stream.

Participants will be assessed against skills and knowledge that meet current industry requirements for the building sector. Industry requires that all units of competency be undertaken in a real or accurately simulated workplace environment.

This qualification provides a trade outcome in building and construction, covering residential and commercial work. Upon successful completion you will achieve qualification **CPC40120 Certificate IV in Building and Construction** or a Statement of Attainment for units deemed competent.

ENROLMENT

You will be required to provide evidence of meeting entry requirements upon enrolment, including any transcripts you have achieved from any prior training.

On enrolment, you will be required to provide copies of:

- Drivers licence (photo ID with address)
- Green Medicare Card or Passport
- A valid White Card

Participants will require sufficient language, literacy, and numeracy skills to be able to engage in the assessment and to perform workplace tasks such as calculating materials, interpreting building plans and specifications and recording work outcomes. If you require assistance, please contact us to discuss options available to you.

It is anticipated that the course will take up to 12 months to complete.

ENTRY REQUIREMENTS

Master Builders applies the following entry requirements:

- a minimum of two (2) years full-time (or equivalent) experience in the building and construction industry (experience must be within the last 10 years).
- Recommended to have a minimum of six (6) months supervisory experience
- a valid White Card (General Construction Induction card)
- You hold a current Contractor's Licence, industry qualification OR are able to provide the details of two (2) referees that have worked with you for 12 months or more and can confirm your work history / experience. (Referees must be a current licenced builder, construction manager or site foreman)
- access to low rise building and construction projects
- able to answer at least 65% of the technical industry questions correctly during your application process.
- If you are an apprentice, you must have completed the formal trade training prior to enrolling.

This course has been designed to meet part of the NSW Fair Trading criteria to apply for a Building Licence. NSW Fair Trading have specific criteria in addition to this qualification.

Visit the NSW Fair Trading website for further information www.fairtrading.nsw.gov.au.

SMART AND SKILLED

This training may be subsidised by the NSW Government under the Smart and Skilled initiative. If you are eligible for the government subsidy, your student fee will be determined by the NSW Government.

Smart and Skilled prices are subject to funding availability. Fees and funding will be confirmed once we have received your successful application.

To be eligible, you must also meet the following Smart and Skilled eligibility criteria:

- You are at least 15 years old
- You live or work in NSW
- You are an Australian citizen or permanent resident or a humanitarian visa holder, or a New Zealand citizen
- You are no longer attending school

COURSE STRUCTURE

The course is designed to be delivered in fifteen (15) subjects, containing a total of nineteen (19) nationally recognised Units of Competency.

Course lessons are conducted online, via our online learning platform with interactive tutorial sessions available on weekday afternoons and evenings for each subject. Tutorials are accessed via the online portal.

Each online tutorial will be presented by our industry expert trainers within a virtual classroom environment.

Participant course work includes:

- learner notes
- online lessons
- project work
- research that the participant may undertake

Participants are expected to complete assessments in a timely manner so that they can finalise all assessment tasks within a maximum of four weeks of completing their course.

The course is described below, including the units of competency applicable to each subject. You can commence the course with any subject, however we recommend that you begin with Residential Site Safety, where possible. To achieve the **CPC40120 Certificate IV in Building and Construction**, you will need to successfully complete all subjects.

You are required to complete all online courseware and assessments within a maximum of twenty-four (24) months. This course will require a study commitment of approx. 10-15 hours per week.

Online tutorial sessions will also be made available to support you in completing subjects.

ASSESSMENT METHODS

You will be required to complete your assessment activities online, including sections for:

- Knowledge questions
- Practical projects

The knowledge questions are a series of questions designed to be answered comprehensively. These questions relate to different units within the qualification and assess understanding of tasks and processes within the construction industry.

The practical projects are based on simulated building and construction projects. They draw upon your skills in the subject area and encourage you to apply these skills in your own workplace. These tasks include documentary evidence, whereby the completion of forms / contracts and other related documents are required to be uploaded into your online learning portal. Detailed instructions of evidence required and tasks to be undertaken are included in the online portal.

Assessments are to be submitted online (via the portal). Assessment activities may require you to have access to:

- National Construction Code
- Australian Standards
- Company safety documentation
- Project plans and specifications
- Site surveying equipment

Once your assessment has been submitted, your trainer / assessor will enter feedback and your results online.

RESOURCE REQUIREMENTS

The online tutorial pathway will require you to have access to at least the below items:

- Computer with internet to access:
 - Online learning materials & courseware
 - Assessment materials
 - Online, interactive tutorial sessions
- Currently working in the building and construction industry and have access to company policies and procedures and any standard forms / contracts used in building and construction.
- NCC and Australian Standards
- Project plans and specifications

FEES AND SUBSIDIES

A general guide to fees for this qualification pathway is:

Smart and Skilled subsidised	
If you do not hold previous qualification	\$2,440
If you hold a previous qualification	\$2,850
Indicative pricing without NSW Government Subsidy	
Master Builders Member Rate	\$3,950
Non-Member Rate	\$4,250

MBA does not accept more than \$1,500 in advance of service being provided. Please refer to the [website](#) for full details on the fee payment structure.

COURSE STRUCTURE

In order to successfully achieve the **CPC40120 Certificate IV in Building and Construction**, participants must be assessed as competent in nineteen (19) units of competency. The units of competency offered by Master Builders are:

SUBJECT	UNIT CODE	UNITS OF COMPETENCY TITLE	CORE / ELECTIVE
Residential Site Safety	CPCCBBC4002	Manage work health and safety in the building and construction workplace	Core
Waste Management	CPCCBBC4021	Minimise waste on the building and construction site	Core
Energy Efficiency	CPCSUS4002	Use building science principles to construct energy efficient buildings	Elective
Project Quality	BSBPMG422	Apply project quality management techniques	Elective
Construction Standards	CPCCBBC4001	Apply building codes and standards to the construction process for Class 2 to 9, Type C Buildings	Core
	CPCCBBC4053	Apply building codes and standards to the construction process for Class 1 and 10 Buildings	Core
Drawings, Plans and Specifications	CPCCBBC4012	Read and interpret plans and specifications	Core
	CPCCBBC4014	Prepare simple building sketches and drawings	Core
Legal Requirements	CPCCBBC4009	Apply legal requirements to building and construction projects	Core
Site Surveying and Set Out	CPCCBBC4018	Apply site surveys and set-out procedures to building and construction projects	Core
Contracts and Disputes	CPCCBBC4003	Select, prepare and administer a construction contract	Elective
	CPCCBBC4024	Resolve business disputes	Elective
Quantities and Estimating	CPCCBBC4004	Identify and produce estimated costs for building and construction projects	Elective
Planning the Projects	CPCCBBC4005	Produce labour and material schedules for ordering	Elective
	CPCCBBC4007	Plan building or construction work	Core
Materials Management	CPCCBBC4006	Select, procure and store construction materials for building and construction projects	Elective
Supervision	CPCCBBC4008	Supervise site communication and administration processes for building and construction projects	Core
Structural Principles	CPCCBBC4010	Apply structural principles to residential and commercial constructions	Core
Financial Management	BSBESB407	Manage finances for new business ventures	Elective

Contact Us

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