

CPP20218 Certificate II in Security Operations (103061H)

QUALIFIED TRAINERS
EFFECTIVE STUDENT SUPPORT
LEADERSHIP AND MANAGEMENT
SMALL CLASS SIZE
COMPETITIVE FEES

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ENTRY REQUIREMENTS

- Students must be over 18 years of age before commencing studies. (It is a licensing requirement)
- Person must not have been convicted of a disqualifying offence in the last 10 years

LICENCING REQUIREMENTS

Legislation in Queensland requires persons working as a security provider to be licensed. The Office of Fair Trading administers and issues licenses to successful applicants. Successful completion of CPP20218 Certificate II in Security Operations is a mandatory requirement for licensing.

There are no pre-requisites preventing anyone from completing the program for educational purposes, however under the Security Providers Act a person must be an "Appropriate Person" to obtain a license.

A person must NOT be an appropriate person if they are convicted of a disqualifying offence under Section 3 of the provisions of the Criminal Code; A patient within the meaning of the Mental Health Act; Taken advantage as a debtor, of the laws of Bankruptcy; or have been charged or convicted of an indictable offence

English Requirements:

Prospective learners who are exempt from the English Test requirement must undertake English Placement Test conducted by VCI. The English Placement Test will be conducted at the VCI premises under the observation of an officer of the provider. In case, student is overseas English Placement Test will be conducted at agent's office under the supervision of the Agent or its nominated officer.

Prospective learners who are not exempt from the English Test requirement must have taken any of the following test types and achieved the minimum score in the last three (3) years.

Test Type	Score or level	Minimum score and at least 10 weeks ELICOS	Minimum score and at least 20 weeks ELICOS
International English Language Testing System (IELTS)	6.0	5	4.5
TOEFL internet-based test	60	35	32
Cambridge English: Advanced (Certificate in Advanced English)	169	154	147
Pearson Test of English Academic (PTE Academic)	46	36	30
Occupational English Test	B for each test component	N/A	N/A

ELICOS – English Language Intensive Courses for Overseas Students

You are not required to provide evidence of English language requirement if one of the following applies to you:

- you are a citizen and hold a passport from UK*, USA, Canada, NZ or Republic of Ireland
- you are an applicant who is a Foreign Affairs or, Defence sponsored student or a Secondary Exchange student (AASES)
- you are enrolled in a principal course of study that is a registered school course, a standalone English Language Intensive Course for Overseas Students (ELICOS), a course registered to be delivered in a language other than English, or a registered post-graduate research course
- you have completed at least 5 years' study in English in one or more of the following countries: Australia, UK, USA, Canada, New Zealand, South Africa, or the Republic of Ireland
- in the 2 years before applying for enrolment, you completed, in Australia and in the English language, either the Senior Secondary Certificate of Education or a substantial component of a course leading to a qualification from the Australian Qualifications Framework at the Certificate IV or higher level, while you held a student visa.

Note: You may be required to provide evidence of an English test score with your visa application if you hold a British National Overseas (BNO) passport.

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LNN REQUIREMENTS

All students will be required to undertake, and satisfactorily complete VCI' LLN Test conducted by a qualified assessor which includes a written test and interview to complete the verbal component of the test. The test will be completed on the day of Orientation at the VCI campus. A student support officer will schedule a time between the students and the assessor to conduct this test.

The purpose of the test is to determine whether the student requires any additional support in order to complete the course successfully. Further, this helps VCI identify if we can provide the students the level of support they require prior to commencement or if they will need to seek assistance from external agencies. For learners that do not have the required LLN levels, they will be provided additional support or provided external options for accessing further training and support during the enrolment in the course. This will be in accordance with VCI's student support policy and procedures.

The following table outlines the expected entry ACSF levels for each of the core foundation skills – Learning, Writing, Oral communication, Reading and Numeracy.

Core Skill	Expected Entry Level
Oral Communication	Level 2
Learning	Level 3
Writing	Level 2
Reading	Level 2
Numeracy	Level 2

Expected entry levels are the minimum levels at which a student is expected to be at upon entry into the course. Students may have higher level skills which is fine. If a student is identified to not meet the minimum entry levels in any of the course skills, and where the assessor deems that VCI is able to provide additional support and has the appropriate mechanisms in place to support the student in development of the skill, then the learner can be accepted into this course. A learner strategy will be required to be put in place for the student.

Where a learner does not meet the expected entry levels for multiple core skills, it may be appropriate to refer them to a preparatory foundation skills course

first prior to commencing the program.

Further information about LLN test and student support is included in the LLN Assessment Pack and the Student Support policy and procedures.

COURSE DESCRIPTION

This qualification reflects the role of a security officer, responsible for maintaining safety and security by patrolling, protecting, or guarding property while unarmed, and screening entry, monitoring behaviour and removing persons from premises.

Security officers may work alone or work in a team environment under general supervision, operating with limited autonomy and judgement to complete routine but variable tasks, with some accountability and responsibility for their own outputs, work and learning a security

STUDY PATHWAY AND CAREER OPPORTUNITIES

After successful completion of CPP20218 Certificate II in Security Operations

Successful graduates will receive a CPP20218 Certificate II in Security Operations

Learners may complete individual units of competency and receive a statement of attainments for that unit

Job roles and titles

Possible job titles relevant to this qualification include:

- Security Officer-Unarmed guard
- Security Officer-Crowd controller
- Control room operations

ASSESSMENT

All units of competence will be assessed using a selection of tools:

- Observation
- Case scenarios
- Verbal Questions and Answers
- Written Assessment
- Practical demonstration / Role Play

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RECOGNITION OF PRIOR LEARNING

RPL is the assessment process for recognizing competencies gained through previous learning, work and life experiences. Students who have completed any of the subjects or have practical experience that can be used for RPL, can contact VCI prior to enrolment. In order to be granted RPL, candidates are required to provide evidence that they are already competent in the specific subject/subjects and these evidences should be valid, authentic, current and sufficient.

COURSE DURATION/MODE/*FEE

Full Time: 8 weeks

- Face-to-face classroom-based learning
- Tuition Fee: AUD 1500.00
- Admin Fee: AUD 300.00
- **Resource Fee: AUD 200.00

COURSE STRUCTURE/UNITS OF COMPETENCY

In order to gain the certificate, 14 units must be completed for this qualification

Code	Title	Core/Elective
CPPSEC2101	Apply effective communication skills to maintain security	Core
CPPSEC2102	Apply legal and procedural requirements to work effectively within a security team	Core
CPPSEC2103	Apply WHS, emergency response and evacuation procedures to maintain security	Core
CPPSEC2104	Apply risk assessment to select and carry out response to security risk situations	Core
CPPSEC2105	Provide quality services to a range of security clients	Core
CPPSEC2106	Protect self and others using basic defensive techniques	Core
CPPSEC2107	Patrol premises to monitor property and maintain security	Core
CPPSEC2108	Screen people, personal effects and items to maintain security	Core
CPPSEC2109	Monitor and control access and exit of persons and vehicles from premises	Core
CPPSEC2110	Monitor and control individual and crowd behaviour to maintain security	Core
CPPSEC2111	Apply security procedures to manage intoxicated persons	Core
CPPSEC2112	Apply security procedures to remove persons from premises	Core
CPPSEC2113	Escort and protect persons and valuables	Core
HLTAID011	Provide first aid	Core

Note:

- *Please familiarise yourself with Vocational Careers Institute's Refund Policy
- **The Resource Fee ensures students receive printed notes, learning material & access to Wi-Fi for the duration of their course

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PAYMENT OPTION

Payment Options

If you wish to accept the offer, you need to sign the Acceptance of Offer form together with the minimum payment of fees. You can use the following payment methods:

- Cash or EFTPOS in person at VCI's campus
- Credit Card (Visa or MasterCard) via PayPal on the student invoice

We accept credit card payments (Visa or MasterCard only) and a 2% surcharge will be added to the total amount. You can request our Credit Card Authorisation form by writing us at info@vocareersinstitute.edu.au

Bank draft or money order payable to "Vocational Careers Institute" and send to VCI's campus (all bank drafts must be in Australian dollars to an Australian bank)

Electronic Bank transfer (Telegraphic Transfer) from an overseas bank account

Bank Account Details:

Name of Bank:	Commonwealth Bank
BSB	064 000
Account	1452 5599
Swift Code	CTBAAU2S
Branch Address:	240 Queen Street Brisbane City 4000

More details are available in student handbook which can be downloaded from our website at vocareersinstitute.edu.au

Education *Redefined*

Vocational Careers Institute

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