



**Master  
Builders  
Association**  
New South Wales

# **CPC50220 DIPLOMA OF BUILDING AND CONSTRUCTION (BUILDING) RECOGNITION OF PRIOR LEARNING (RPL)**

## **INFORMATION BROCHURE**

### 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 **CPC50220 Diploma of Building and Construction (Building)**, RPL offered by Master Builders is designed to formally recognise technical skills and knowledge already gained through industry related experience by a process called Recognition of Prior Learning.

This qualification provides a trade outcome in building and construction, covering residential and commercial work. Upon successful completion you will achieve qualification **CPC50220 Diploma of Building and Construction (Building)** or a Statement of Attainment for units deemed competent.

### WHAT IS RPL?

Recognition of Prior Learning (RPL) is an assessment pathway that has been designed to acknowledge your full range of skills and knowledge, irrespective of how it has been acquired. This includes competencies gained through formal and informal study, work experience, employment and other life experiences.

Master Builders is committed to helping you get your experience recognised, irrespective of where and how your learning has taken place.

### WHAT DO I NEED TO STUDY ONLINE?

This course includes online resources and assessments; therefore, it is essential that you have access to a modern computer, laptop or tablet (Windows Operating System) with internet access, Adobe Reader and a smart phone to assist in gathering evidence. You are required to have basic computer skills, including the ability to:

- Use Microsoft Office programs or similar
- Use internet to access information and research
- Use email and other communication tools
- Save documents and evidence in folders
- Download and upload assessment items

### 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

### ENTRY REQUIREMENTS

Master Builders applies the following entry requirements:

- Experience: a minimum of five (5) years full-time (or equivalent) experience in the building and construction industry working under a licenced builder or building company on medium rise projects (experience must be within the last 10 years) and a minimum of two (2) years supervisory experience in one of the following roles;
  - Builder / Supervisor
  - General Foreperson
  - Building Inspector

### OR

You hold a Certificate IV in Building and Construction and can demonstrate at least two (2) years' experience supervising communication and administration processes for building and construction projects.

### AND

- Employment: access to building projects up to three (3) storeys for Class 1 and 10 buildings, and Class 2 to 9, Type C buildings
- References: Details of two (2) referees from direct supervisors that are licenced builders, construction managers or site foremen in a building licenced company that have worked with you for 12 months or more and can confirm your work history / experience.
- Site Access: a valid White Card (General Construction Induction card) and access to low and medium rise projects up to three (3) storeys for:
  - Residential – NCC Class 1 and 10 buildings, and
  - Commercial – NCC Class 2 to 9, Type C and B construction
- Entry Quiz: achieve at least 65% of the technical industry questions during your application process.
- Computer Literacy: basic computer skills and access to relevant technology

This RPL pathway has been designed to meet the qualification requirements as 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](http://www.fairtrading.nsw.gov.au)

### RPL ASSESSMENT METHODS

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

- Knowledge questions
- Practical projects

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 RPL process will take approximately six (6) months. You should aim to have the knowledge questions completed in the first two (2) months.

It is a condition of enrolment that you have access to resources and building documentation that meets the requirements of the units within the qualification.

This course will require a study commitment of approx. 10-15 hours per week.

### RESOURCES REQUIREMENTS

An RPL pathway will require you to have access to a building work site and at least the below items:

- Computer with internet access
- Phone or laptop/iPad to gather video and photo evidence of undertaking practical tasks
- Personal Protective Equipment (PPE) including steel cap work boots, hearing protection, eye protection and mask.
- Company policies and procedures and any standard forms / contracts used in building and construction.
- Project plans, specifications and documentation
- NCC and relevant Australian Standards
- Active Low Rise and Medium rise residential and commercial projects up to three (3) storeys

### GAP TRAINING

Gap training or further assessments will be advised on an individual basis through a plan provided by your assessor. This may require attendance at our online / webinar tutorial sessions. Should this be the case, you will be advised of any adjustment in applicable fees.

### 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

The knowledge questions are a series of questions designed to assess understanding of tasks and processes within the construction industry.

A portfolio of evidence is to be collected for building projects outlined in your RPL kit. Detailed instructions of documentary evidence required and tasks to be undertaken are included in the RPL Kit.

You will be required to provide evidence that meets the requirements of the units for at least two medium rise building and construction projects. Sample evidence you will be required to provide includes:

- Site safety inspection and SWMS
- Identify services layout and connection methods to medium rise construction projects
- Tender documentation
- Explain and negotiate a contract with a client
- Review project progress / payment claims
- Problem solving with contractors /stakeholders
- Development applications
- Contract of works and insurances
- Project schedules / Gantt charts
- Compliance certificates
- Dilapidation reports
- Estimated costs of construction
- Project management correspondence
- Sub-contractor management
- Quality assurance reports
- Contract variations and dispute resolution
- Business and financial management

An MBA Customer Service representative will assist you in getting started in our online platform and provide ongoing support during your enrolment. We are available between 8:30am and 5:00pm via phone and email, plus two (2) evenings per week between 4:00pm and 7:00pm for online trainer support for enrolled students.

### FEES AND SUBSIDIES

A general guide to fees for this qualification pathway is:

Smart and Skilled Subsidised	
If you do not hold previous qualification	From \$3,350
If you hold a previous qualification	From \$3,990
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 website for fees.

*\*The fee is reduced if you hold a Certificate IV in Building and Construction (Building) with equivalent codes.*

### RPL STRUCTURE

In order to successfully achieve the **CPC50220 Diploma of Building and Construction (Building)**, participants must be assessed as competent in twenty-seven (27) units of competency. The units of competency offered by Master Builders are:

CODE	UNITS OF COMPETENCY
BSBOPS504	Manage business risk
BSBWHS513	Lead WHS risk management
CPCCBC4001	Apply building codes and standards to the construction process for Class 1 and 10 buildings
CPCCBC4003	Select, prepare and administer a construction contract
CPCCBC4004	Identify and produce estimated costs for building and construction projects
CPCCBC4005	Produce labour and material schedules for ordering
CPCCBC4008	Supervise site communication and administration processes for building and construction projects
CPCCBC4009	Apply legal requirements to building and construction projects
CPCCBC4010*	Apply structural principles to residential and commercial constructions
CPCCBC4012	Read and interpret plans and specifications
CPCCBC4013	Prepare and evaluate tender documentation
CPCCBC4014	Prepare simple building sketches and drawings
CPCCBC4018	Apply site surveys and set-out procedures to building and construction projects
CPCCBC4053	Apply building codes and standards to the construction process for Class 2 to 9, Type C buildings
CPCCBC5001	Apply building codes and standards to the construction process for Type B construction
CPCCBC5002	Monitor costing systems on complex building and construction projects
CPCCBC5003	Supervise the planning of onsite building and construction work
CPCCBC5005	Select and manage building and construction contractors
CPCCBC5007	Administer the legal obligations of a building and construction contractor
CPCCBC5010	Manage construction work
CPCCBC5011	Manage environmental management practices and processes in building and construction
CPCCBC5013	Manage professional technical and legal reports on building and construction projects
CPCCBC5018*	Apply structural principles to the construction of buildings up to 3 storeys
CPCCBC5019	Manage building and construction business finances
<b>Participants are also required to undertake three (3) of the following elective units:</b>	
BSBPMG532	Manage project quality
CPCCBC5004	Supervise and apply quality standards to the selection of building and construction materials
CPCCBC5009	Identify services layout and connection methods for Type C and B construction

Where you already hold qualification in CPC40120 Certificate IV in Building and Construction, you may be able to gain Credit Transfer for equivalent units. Please provide us with a copy of your qualification and transcript upon enrolment.