

**CPP20212 Certificate II in Security Operations
 (Combined Crowd Control & Unarmed Guard)
 (Release 3)**

Mode of Delivery		Classroom Based	
Qualification Duration		<p>For a fulltime day class this consists of 17 days of 8 hours duration (Total: 136 hours of face to face tuition)</p> <p>For a Part-time (night time classes) this consists of 34 evenings of 4 hours duration. (Total: 136 hours of face to face tuition)</p>	
Qualification Level		Certificate II	
Fees	Government Funded*	Tuition Fees	With Concession: \$20 Without Concession: \$100
	Non- Concession Tuition Fee Per Hour	Concession Tuition Fee Per Hour	Government Contribution (Approximate)
	\$ 0.30	\$0.06	\$2424
	Fee for Service	Tuition Fees	\$ 950
	Materials/Resources/Student Services & Amenities	No Cost	
	Administration Fees	No Cost	
Location(s)	<ul style="list-style-type: none"> • 587 Sydney Rd, Coburg, VIC. • 118-120 Foster Street, Dandenong, VIC. • 3/216 Blackshaws Road Altona North, VIC. • 5 / 195 Somerton Road Coolaroo/Roxburgh Park, VIC 		

**Funding is available for Eligible individuals. This training is delivered with Victorian and Commonwealth Government Funding through the Skills First program. People with disabilities are encouraged to apply. For further information please visit the following website: <http://www.education.vic.gov.au/skillsfirst/Pages/about.aspx>*

Qualification Overview

This qualification is designed for the security sector which comprises of people and companies mainly engaged in providing security, protection and private enquiry services - other than units of police forces and government security agencies.

Certificate II is the minimum level for a security worker to be operational or “on the job”. Job roles include:

- Unarmed Guard
- Crowd Controller

Licensing and Regulatory Requirements

The Private Security Act 2004 specifies that an applicant for a private security individual operator licence must have successfully completed any approved training requirements or has the experience or training approved by the Chief Commissioner as relevant to each activity or any aspect of each such activity that a person is authorized to carry on under the licence.

Victoria Police's Licensing and Regulation Division (LRD) regulates the private security industry & is responsible for:

- Issuing private security licences and registration
- Renewal of private security licences and registration
- Monitoring private security licence and registration holders
- Approval of training
- Accreditation of training organisations.

Licensing Rules - Individual training requirements – Unarmed Guard

Participants for Unarmed Guard need to complete Thirteen (13) units of competency in total from Certificate II in Security Operations units offered by the RTO and within the LRD (Licensing and Regulation Division) requirements. Licensing Rules for an Unarmed Guard are thirteen (13) units.

Licensing Rules - Individual training requirements – Crowd Control

Participants for Crowd Control need to complete Seventeen (17) units of competency in total from Certificate II in Security Operations units offered by the RTO and within the LRD (Licensing and Regulation Division) requirements. Licensing Rules for a Crowd Control are seventeen (17) units.

Qualification Structure

The standard CPP20212 Certificate II in Security Operations qualification is made up of 12 units of competency, consisting of 7 core units and 5 elective units. The CPP20212 Certificate II in Security Operations (Combined Crowd Control & Unarmed Guard) consists of 19 units of competence as outlined below:

Core Units

Unit Code	Unit Name	Nominal Hours
CPPSEC2001A	Communicate effectively in the security industry	20
CPPSEC2002A	Follow workplace safety procedures in the security industry	20
CPPSEC2003B	Work effectively in the security industry	40
CPPSEC2004B	Respond to security risk situation	35
CPPSEC2005A	Work as part of a security team	8
CPPSEC2006B	Provide security services to clients	8
HLTFA311A	Apply first aid	18

Elective Units – Combined Crowd Control & Unarmed Guard

Unit Code	Unit Name	Hours
CPPSEC1003A	Apply security procedures for the responsible service of alcohol	4
CPPSEC2010A	Protect safety of persons	16
CPPSEC2011B	Control access to and exit from premises	8
CPPSEC2012A	Monitor and control individual and crowd behaviour	20
CPPSEC2014A	Operate basic security equipment	12
CPPSEC2017A	Protect self and others using basic defensive tactics	24
CPPSEC3002A	Manage conflict through negotiation	16
CPPSEC3005A	Prepare and present security documentation and reports	20
CPPSEC3013A	Control persons using empty hand techniques	24
CPPSEC2015A	Patrol premises	8
CPPSEC3017A	Plan & conduct evacuation of premises	16
TLIE2007	Use communication systems	20

Assessment Methods

A wide variety of assessments methods will be employed to assess student competence in each unit. These include but are not limited to:

- Demonstrations & Observations
- Case Studies
- Written Tests
- Role Plays/Projects

Entry Requirements

The entry requirements for this qualification are:

- Be at least 18 years of age or older
- Must complete literacy and numeracy test and the pre-training review. Applicants will be assessed for suitability through a pre-training review. As a result of the pre-training review, any learners with identified barriers will be referred to the appropriate support services/office or referred externally where required.

Completion of the Qualification

Upon successful completion of this qualification, you will receive a nationally recognised qualification **CPP20212 Certificate II in Security Operations (Combined Crowd Control & Unarmed Guard)** issued by the Australasian College of Education and Training (ACET).

Australasian College of Education and Training (ACET) is a Registered Training Organisation (Provider Number: 121666) registered with the Australian Skills and Qualifications Authority (ASQA).

Qualification Availability

ACET has regular monthly intakes for each of its qualifications. Please contact ACET for confirmation of the commencement date for the next available intake.

Future Study Pathways

After successful completion of your Certificate II, you will have many other study options available to you. These may include CPP30411 Certificate III in Security Operations or CPP40707 Certificate IV in Security and Risk Management.

Recognition of Prior Learning (RPL)

Candidates may be able to shorten the length of their chosen qualification by supplying evidence of their previous training, employment experience or other life skills that directly relate to the qualification competencies. The evidence must be valid, sufficient and authentic.

Contact ACET directly on 9354 5404 to discuss your previous experience and we will be able to guide you through the RPL process.

Credit Transfer (CT)

Students may be able to shorten the length of their chosen qualification by taking into account previous studies. ACET accepts and provides credit to learners for units of competency and/or modules (unless licensing or regulatory requirements prevent this) where these are evidenced by:

- AQF certification documentation issued by any other RTO or AQF authorised issuing organisation, or
- authenticated VET transcripts issued by the Registrar.

Credit Transfers will be granted upon the receipt of sufficient evidence to support the application and prior to the commencement of training.

Payment terms and conditions including deposits and refunds

Prepaid fees (tuition fees and materials fees) must be made to ACET upon enrolment and prior to commencement of training. ACET reserves the right to withdraw your enrolment if payments are not made by the due date.

Full Refund (100% of the Pre-Paid Fees) will be provided if:

- Student withdrawal prior to agreed commencement date. Withdrawal notified in writing and received by ACET prior to qualification/course /unit of study commencement date.
- Qualification/Course/unit of study withdrawn by ACET or ACET is unable to provide the qualification/course/unit of study for which the original enrolment and payment has been made.

No Refunds of the Pre-Paid Fees will be provided if:

- The student failed to commence training after enrolling in the qualification of course,
- Student withdraws from the qualification/course/unit of study after the commencement date.

Note:



- For students attending classes, a course is deemed to have commenced as soon as an induction has been completed. This will usually be on the first day of class but may also occur prior to attending a class.
- Students may have extenuating circumstances that prevent them from attending scheduled qualification/course/unit of study dates that may include but are not limited to illness, family or personal matters, or other reasons that are out of the ordinary. Where evidence can be successfully provided to support the student's circumstances, fees may either be transferred to the next available qualification/course/unit of study where applicable, or a refund of fees will be issued.
- ACET does not collect more than \$1500 in prepaid fees from learners at any time.

Please refer to the 2019 ACET Student Handbook for further details about the college, main staff, enrolment process and the relevant policies and procedures. The Student Handbook is available at any of the above specified college locations and is given to student at enrolment or upon request.