



**Master  
Builders  
Association**  
New South Wales

# **CPC50210 DIPLOMA OF BUILDING AND CONSTRUCTION (BUILDING)**

## **COURSE INFORMATION BROCHURE**

**TRAINING DEVELOPED  
FOR THE INDUSTRY,  
BY THE INDUSTRY**

✓ **NATIONALLY RECOGNISED TRAINING**

✓ **SMART AND SKILLED**

✓ **TRAINING AND ASSESSMENT**

# CPC50210 - DIPLOMA OF BUILDING AND CONSTRUCTION (BUILDING)

## TRAINING AND ASSESSMENT



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. Pathways to qualifications include full training and assessment, assessment towards Recognition of Prior Learning (RPL), gap training and Continuous Professional Development (CPD).

This course brochure will inform and guide you through Master Builders in training and assessment program for **CPC50210 - Diploma of Building and Construction (Building)**, from application to certification.

If your application to enrol is successful, you will have the opportunity to participate in training and assessment towards this qualification.

## OVERVIEW

The CPC50210 - Diploma of Building and Construction (Building) course 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.

Participants will be assessed against skills and knowledge that meet current industry requirements for the building sector.

## ENTRY REQUIREMENTS

Master Builders applies the following entry requirements:

- You have successfully completed CPC40110 Certificate IV in Building and Construction (Building) or CPC40108 Certificate IV in Building and Construction (Building)
- You have more than three (3) years' experience working under a licenced builder in the building and construction industry (experience must be within the last ten (10) years)
- You have a minimum of one (1) year supervisory experience in the building and construction industry
- You have a valid White Card (General Construction Induction card)
- You are able to answer at least 65% of the technical industry questions correctly during the application process
- You are currently working on active construction projects

This course has been designed to meet part of the NSW Fair Trading criteria to apply for a Builder's Licence. Please note that NSW Fair Trading has additional specific criteria to this qualification. Visit the NSW Fair Trading website for further information [www.fairtrading.nsw.gov.au](http://www.fairtrading.nsw.gov.au).

This course MAY be subsidised by the NSW Government through 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 fees 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

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

## PROGRAM DESCRIPTION

**CPC50210 - Diploma of Building and Construction (Building)** requires assessment of units of competency that address the skills and knowledge of a builder in the construction industry.

Industry requires that assessment for all units of competency be undertaken in a real or accurately simulated workplace environment.

## REQUIRED PARTICIPANT RESOURCES

Master Builders will provide all course materials/tools to enable you to complete this course.

You will need:

- Laptop/iPad (or other electronic device to access online learning material) or printed courseware
- Assessment materials
- Access online, interactive tutorial sessions

When attending your first class, you will also be required to bring:

- ID, including your Driver's Licence and Medicare Card
- A valid White Card

## THE STUDENT JOURNEY

### APPLICATION

- Complete and submit the online application form and answer questions about your previous work history and experience, provide two referees to confirm your work history and experience, as well as answer a series of technical industry based questions
- We review your application and determine if you are suitable
- We email you the outcome of your application
- If you are successful we will email you an invitation to enrol

### ENROLMENT

- Complete and submit the online enrolment form
- Provide us with your Unique Student Identification (USI) number
- Upload certified copies of your identification
- Provide payment for the enrolment fee
- You will receive access to complete and online industry quiz. The quiz provides valuable information for our trainer to tailor the course to suit your needs
- On completion of the quiz, we will email confirmation of your enrolment including your confirmed fees, a class schedule for the initial stage of your course and access to online resources

### TRAINING AND ASSESSMENT

- Interactive tutorial sessions will be made available to you. You will be invited to book into these sessions if you wish.
- You will need to provide payment of your commencement fee before you will be permitted to move to the second stage of your course.
- You will also need to finalise your progression fee payment before moving to the last stage of your course schedule
- We will email confirmation of your online resources once payments are received for your commencement fee and then again for your progression fee
- You will be required to undertake and complete written and practical assessment tasks for each subject in the course
- If assessed as competent in all units of competency, you will progress to the certification process for CPC50210 Diploma of Building and Construction (Building)
- Further training and assessments may be required if you are assessed as Not Yet Competent. Should this be the case your assessor will advise you of an appropriate plan additional classroom training sessions

### CERTIFICATION

- Our Quality Assurance team checks your assessments and evidence submitted through Panel Review processes
- If your portfolio of evidence complies with our Quality Assurance criteria, you will be awarded the CPC50210 Diploma of Building and Construction (Building)
- Where Quality Assurance checks determine additional evidence is required, you will be contacted by a Customer Service Representative to provide further evidence

## COURSE STRUCTURE

The course is designed to be delivered in six (6) subjects. 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 WHS and Risk Management, where possible. To achieve the **CPC50210 - Diploma of Building and Construction (Building)**, you will need to successfully complete all six subjects.

The below course schedule is based on learners holding qualification CPC40110 Certificate IV in Building and Construction (Building) and being able to gain credit transfer for the following units of competency which are required to achieve the full qualification CPC50210 Diploma of Building and Construction:

- CPCCBC4001A Apply building codes and standards to the construction process for low rise building projects
- CPCCBC4003A Select and prepare a construction contract
- CPCCBC4004A Identify and produce estimated costs for building and construction projects
- CPCCBC4010B Apply structural principles to residential low rise constructions
- CPCCBC4024A Resolve business disputes

Where learners do not hold the above units of competency, are required to join additional subjects within the Certificate IV in Building and Construction (Building) course.

You are required to complete all assessments within a maximum of twelve (12) months.



### Subject: WHS and Risk Management

The course subject WHS and Risk Management addresses the implementation and management of health and safety on building and construction sites.

The unit of competency included in this subject is:

| CODE       | UNITS OF COMPETENCY                     | TUTORIAL SESSIONS | CORE / ELECTIVE |
|------------|---|-------------------|-----------------|
| BSBOHS504B | Apply principles of OHS risk management | 3                 | Core            |

### Subject: Standards Codes and Identifying Services - Building Codes and Standards

The course subject Standards Codes and Identifying Services addresses technical and legislative requirements in building and construction in NSW, quality assurance and a comprehensive understanding of the Building Code of Australia.

The units of competency included in this subject are:

| CODE         | UNITS OF COMPETENCY  | TUTORIAL SESSIONS | CORE / ELECTIVE |
|--------------|--|-------------------|-----------------|
| CPCCBBC5001B | Apply building codes and standards to the construction process for medium rise building projects | 8                 | Core            |
| CPCCBBC5009A | Identify services layout and connection methods to medium rise construction projects             |                   | Elective        |

### Subject: Standards Codes and Identifying Services - Quality Standards

The course subject Standards Codes and Identifying Services addresses technical and legislative requirements in building and construction in NSW, quality assurance and a comprehensive understanding of the Building Code of Australia.

The unit of competency included in this subject is:

| CODE         | UNITS OF COMPETENCY   | TUTORIAL SESSIONS | CORE / ELECTIVE |
|--------------|---|-------------------|-----------------|
| CPCCBBC5004A | Supervise and apply quality standards to the selection of building and construction materials | 3                 | Elective        |

### Subject: Building Construction Management - Quality and Risk Management

The course subject Building Construction Management aims to assist participants to develop their skills in site supervision human resource management and the principles of project management from start to finish.

The unit of competency included in this subject is:

| CODE       | UNITS OF COMPETENCY    | TUTORIAL SESSIONS | CORE / ELECTIVE |
|------------|------------------------|-------------------|-----------------|
| BSBPMG505A | Manage project quality | 2                 | Core            |
| BSBPMG508A | Manage project risk    |                   | Core            |

### Subject: Building Construction Management - Planning

The course subject Building Construction Management aims to assist participants to develop their skills in site supervision human resource management and the principles of project management from start to finish.

The unit of competency included in this subject is:

| CODE        | UNITS OF COMPETENCY   | TUTORIAL SESSIONS | CORE / ELECTIVE |
|-------------|---|-------------------|-----------------|
| CPCCBC5003A | Supervise the planning of on-site medium rise building or construction work | 1                 | Core            |

### Subject: Building Construction Management - Processes and Personnel

The course subject Building Construction Management aims to assist participants to develop their skills in site supervision human resource management and the principles of project management from start to finish.

The units of competency included in this subject are:

| CODE        | UNITS OF COMPETENCY                                     | TUTORIAL SESSIONS | CORE / ELECTIVE |
|-------------|---|-------------------|-----------------|
| CPCCBC5005A | Select and manage building and construction contractors | 4                 | Elective        |
| CPCCBC5010B | Manage construction work                                |                   | Core            |

## Subject: Tenders and Contractual Obligations

The course subject Contracts and Dispute Management addresses contracts administration, preparation of tender applications and the legal requirements of contracts management in the building and construction industry.

The units of competency included in this subject are:

| CODE         | UNITS OF COMPETENCY   | TUTORIAL SESSIONS | CORE / ELECTIVE |
|--------------|---|-------------------|-----------------|
| CPCCBBC4013A | Prepare and evaluate tender documentation                               | 4                 | Core            |
| CPCCBBC5007B | Administer the legal obligations of a building or construction contract |                   | Elective        |

## Subject: Structural Applications

The course subject Structural Applications aims to ensure that participants gain a thorough working knowledge of the concepts relating to the behaviour of structures, materials and timber commonly used in domestic building and the underlying principles and terminology of structural engineering.

The unit of competency included in this subject is:

| CODE         | UNITS OF COMPETENCY  | TUTORIAL SESSIONS | CORE / ELECTIVE |
|--------------|--|-------------------|-----------------|
| CPCCBBC5018A | Apply structural principles to the construction of medium rise buildings | 4                 | Core            |

## Subject: Project Cost Control

The course subject Project Cost Control establishes a participant's skills and knowledge in the preparation of accurate quotes and estimates for construction projects, as well as the financial management skills to monitor and control a project's budget.

The unit of competency included in this subject is:

| CODE         | UNITS OF COMPETENCY   | TUTORIAL SESSIONS | CORE / ELECTIVE |
|--------------|---|-------------------|-----------------|
| CPCCBBC5002A | Monitor costing systems on medium rise building and construction projects |                   | Core            |



## COURSE STRUCTURE – WHERE YOU DO NOT HOLD BELOW CERT IV UNITS

The below subjects are units that also form part of qualification CPC40110 Certificate IV in Building and Construction (Building). Should you not hold this qualification or units of competency, you will also be required to undertake the below subjects as part of the Diploma course. Where you already hold these units, please provide a copy of your transcript at enrolment to receive Credit Transfer.

### Subject: Legal and Regulations

The course subject Legal and Regulations aims to assist participants to understand and apply technical and legislative requirements on building and construction projects. This includes a comprehensive working knowledge of the National Construction Code (Building Code of Australia) and quality assurance procedures.

The unit of competency included in this subject is:

| CODE        | UNITS OF COMPETENCY   | TUTORIAL SESSIONS | CORE / ELECTIVE |
|-------------|---|-------------------|-----------------|
| CPCCBC4001A | Apply building codes and standards to the construction process for low rise building projects | 4                 | Core            |

### Subject: Contracts and Disputes

The course subject Contracts and Disputes addresses the terms and conditions, negotiation, preparation and monitoring of contracts for building and construction projects. This includes the administration of contractual obligations, including terms of payment.

The units of competency included in this subject are:

| CODE        | UNITS OF COMPETENCY                        | TUTORIAL SESSIONS | CORE / ELECTIVE |
|-------------|--|-------------------|-----------------|
| CPCCBC4003A | Select and prepare a construction contract | 3                 | Core            |
| CPCCBC4024A | Resolve business disputes                  |                   | Elective        |

## Subject: Builders Quantities and Estimating

The course subject Builders Quantities and Estimating teaches and assesses the skills and knowledge of effectively and accurately calculating take off quantities, estimating construction project costs and producing a clear and detailed quotation for a client/s.

The unit of competency included in this subject is:

| CODE        | UNITS OF COMPETENCY   | TUTORIAL SESSIONS | CORE / ELECTIVE |
|-------------|---|-------------------|-----------------|
| CPCCBC4004A | Identify and produce estimated costs for building and construction projects | 5                 | Core            |

## Subject: Structures

The course subject Structures aims to ensure that participants gain a thorough working knowledge of the concepts relating to the behaviour of structures, as well as the underlying principles and terminology of structural engineering.

The unit of competency included in this subject is:

| CODE        | UNITS OF COMPETENCY   | TUTORIAL SESSIONS | CORE / ELECTIVE |
|-------------|---|-------------------|-----------------|
| CPCCBC4010B | Apply structural principles to residential low rise constructions | 4                 | Core            |

## COURSE ASSESSMENTS

Master Builders provides structured knowledge questions, written project-based tasks and practical tasks to be performed as outlined in each individual assessment task. Assessments are to be submitted online (via the portal)

Once your assessment has been submitted, your trainer/assessor will enter feedback and your results online. You will be notified by email accordingly.

## TRAINING QUALITY AND CERTIFICATION

Master Builders is responsible under the National Vocational Education and Training Regulator Act 2011 for the quality and delivery of training and assessment and will be the organisation issuing an AQF certificate or statement of attainment to participants.

## FEES

A general guide to fees for this qualification pathway is as follows:

| Indicative Pricing for Diploma units only (where you can provide a transcript for Cert IV units listed)    |         |
|--|---------|
| Master Builders Member Rate  | \$3,950 |
| Non-Member Rate  | \$4,250 |
| Indicative Pricing for all units in the Diploma qualification (where you do not hold Cert IV units listed) |         |
| Master Builders Member Rate  | \$5,350 |
| Non-Member Rate  | \$6,010 |

*This course may also be subsidised by the NSW Government through the Smart and Skilled initiative. Please contact our office for a quote, funding eligibility and availability. Visit [www.smartandskilled.nsw.gov.au](http://www.smartandskilled.nsw.gov.au) to learn more about the Smart and Skilled program.*

Fees are invoiced under the follow payment structure:

| Invoice Stage | Amount   | Invoice Issued                     |
|---------------|--|------------------------------------|
| Enrolment     | \$1,500  | On enrolment                       |
| Commencement  | \$1,500  | Week preceding course commencement |
| Progression   | Remaining value (not exceeding total course value) | Week preceding stage 2 of course   |

Please note, relevant fees must be paid in full prior to progressing from one stage to the next. All participant fees are GST exempt.

*According to the Standards for RTOs 2015, at no stage will Master Builders charge more than \$1,500 in advance of services being provided.*

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## WHY MASTER BUILDERS?

- ✓ **Quality** - we care about our industry
- ✓ **Recognition** - we are respected by the industry
- ✓ **Affordability** - we offer cost-effective courses

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## FOR MORE INFORMATION



02 8586 3588



[training@mbansw.asn.au](mailto:training@mbansw.asn.au)



[www.mbansw.asn.au/training](http://www.mbansw.asn.au/training)

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