

Learning & Assessment Training Plan

TRAINING PLAN FOR VOCATIONAL PLACEMENT

Course/Qualification code: CPP40521


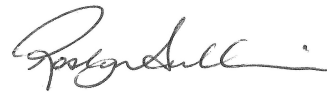
Title: Certificate IV in Strata Community Management

Responsible officer: Chanelle Narayan

Student details		Registered training organisation details	
Name	Armin Marth	Name	Australian College of Professionals Pty Ltd
Address	38 Alliot Mews EDMONDSON PARK NSW 2174	Address	Level 2, St Andrews House, Town Hall Square, George Street SYDNEY NSW 2000
Phone number	0415 639 091	Admin contact	Phavinee Noppasopon
Date of birth	25/04/1989	Phone number	1 300 88 48 10
Student number	13925235	Supervisor	Roslyn Sullivan
Student Email	arminmarth@gmail.com	Phone Number	1 300 88 48 10
Agreement start date	12/02/2025	Commitment ID	C245115205
Agreement finish date	12/02/2027	Additional information	
Duration	2 Years, 1 Day	Employment Status	Unemployed - Seeking part-time work
Total nominal hours	425		
Mode of attendance	Mixed Mode		
Special needs	<u>No</u> Yes		
Aboriginal or Torres Strait Islander	No, Neither Aboriginal Nor Torres Strait Islander		
Disabilities	No <u>Yes</u>		

Student		Registered training organisation representative	
Name	Armin Marth	Name	Roslyn Sullivan

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Sign	<div>Signed by Armin Marth (Student) at 11:40AM, 12 Feb 25</div> 	Sign	
Date	12/02/2025	Date	12/02/2025

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Code	Competency Title	Nominal hours	Start date	Delivery Mode	Assessor	Result	End Date / Proposed End Date
BSBWHS307	Apply knowledge of WHS laws in the workplace	20	12/02/2025		Roslyn Sullivan	CT	12/02/2025
CPPSCM3020	Source and extract information from strata plans	10	12/02/2025		Roslyn Sullivan	CT	12/02/2025
CPPSCM4009	Access and interpret legislation in strata community management	25	12/02/2025		Roslyn Sullivan	CT	12/02/2025
CPPSCM4028	Identify and analyse risks in strata community management	15	12/02/2025		Roslyn Sullivan	CT	12/02/2025
CPPSCM4034	Implement strata community management agreement	20	12/02/2025	E - External Delivery	Roslyn Sullivan	CA	12/05/2025
CPPSCM4040	Develop and monitor maintenance strategies that contribute to asset life cycle	20	12/02/2025	E - External Delivery	Roslyn Sullivan	CA	12/05/2025
CPPSCM4044	Coordinate repair and maintenance of strata community property and facilities	20	12/02/2025	E - External Delivery	Roslyn Sullivan	CA	12/05/2025
CPPSCM4045	Facilitate strata community meetings	30	12/02/2025		Roslyn Sullivan	CA	12/05/2025
CPPSCM4047	Implement procurement processes in strata community management	30	12/02/2025	E - External Delivery	Roslyn Sullivan	CA	12/05/2025
CPPSCM4087	Facilitate operation of strata community committees	20	12/02/2025	E - External Delivery	Roslyn Sullivan	CA	12/05/2025
CPPCMN4008	Read plans, drawings and specifications for residential buildings	30	12/02/2025	E - External Delivery	Roslyn Sullivan	CA	12/05/2025
CPPSCM4083	Terminate strata community	15	12/02/2025	E - External Delivery	Roslyn Sullivan	CA	12/05/2025
BSBOPS404	Implement customer service strategies	40	12/05/2025	E - External Delivery	Roslyn Sullivan	NYS	12/08/2025
CPPSCM4056	Manage conflicts and disputes in strata community management	35	12/05/2025	E - External Delivery	Roslyn Sullivan	NYS	12/08/2025
BSBINS309	Maintain business records	30	12/08/2025	E - External Delivery	Roslyn Sullivan	NYS	12/11/2025

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CPPSCM4086	Coordinate preparation of strata community budgets	20	12/08/2025	E - External Delivery	Roslyn Sullivan	NYS	12/11/2025
CPPSCM4084	Administer insurance for strata communities	25	12/11/2025	E - External Delivery	Roslyn Sullivan	NYS	12/02/2026
CPPSCM4085	Handle strata community funds held in trust	20	12/11/2025	E - External Delivery	Roslyn Sullivan	NYS	12/02/2026

Unit of Competency Outcome Code

NYS	Not Yet Started (85)
C	Competency achieved/pass (20)
CNA	Competency not achieved/fail (30)
W	Withdrawn/discontinued (40)
RPL-G	Recognition of prior learning - granted (51)
CT	Credit transfer/national recognition (60)
CA	Continuing activity (70)

Support

What learning materials and resources will be provided to the student by the RTO?

- Manual of course information for module
- Assessment workbook - online and hardcopy (if required)

If the student has any specific learning needs because of any identified disability (physical, mental, learning or emotional) or any cultural requirement, such as Aboriginality or Torres Strait Islander heritage, the Australian College of Professional will tailor the learning material and the learning session to incorporate these specific learning needs and provide additional resources as required. These resources may include additional tutorial with trainer/assessors, information provided in varying format or assessment being undertaken through oral rather than written format.

Training

The facilities and equipment necessary to support the delivery of this training.

- Training manual and assessments
- Access to computer and internet
- Telephone support from the College?