



# TRAINING

**CALENDAR**

2014



HIA is a registered training organisation (National Provider Number 1091)

## NATIONALLY RECOGNISED TRAINING – QUALIFICATIONS

Course Title	Face-to-face Duration	Course Fee GST EXEMPT		CPD Points	Course Locations	Dates & Times (Subject to Change)
		Member	Non member			
<b>Residential &amp; Low Rise Building</b> <i>CPC40110 Certificate IV in Building and Construction (Building)</i> <i>[Builder Licensing/registration training]</i>	182 hours	Funded: +\$1,100.00	Funded: +\$3,200.00	182	Hobart	(Evening Group) – Commencing 18 February
		Non-Funded: \$5,500.00	Non-Funded: \$7,600.00			(Evening Group) – Commencing 4 March
						(Evening Group) – Commencing 4 June
						(Evening Group) – Commencing 8 September
		Launceston	(Evening Group) – Commencing 1 April			
Ulverstone	(Evening Group) – Commencing 7 June					
<b>Construction Workplace Safety</b> <i>BSB41412 Certificate IV in Work Health and Safety</i>	70 hours	Funded: +\$1,500.00 Non-Funded: \$3,000.00	Funded: +\$3,000.00 Non-Funded: \$4,500.00	70	Hobart, Launceston and Ulverstone	– Currently taking Expressions of Interest
<b>Medium Rise Construction</b> <i>CPC50210 Diploma of Building and Construction (Building)</i>	378 hours	Funded: +\$2,000.00	Funded: +\$4,000.00	378	Hobart	5 February
		Non-Funded: \$5,300.00	Non-Funded: \$7,300.00			Launceston and Ulverstone
<b>Manage a Small Business</b> <i>BSB40407 Certificate IV in Small Business Management</i>	126 hours	Funded: +\$1,500.00 Non-Funded: \$3,000.00	Funded: +\$3,000.00 Non-Funded: \$4,500.00	126	Hobart, Launceston and Ulverstone	– Currently taking Expressions of Interest

\*In addition to the face-to-face attendance duration listed above, courses also require considerable self-directed learning, research, project work and assessment tasks for successful completion.

## NATIONALLY RECOGNISED TRAINING – SHORT COURSES

Course Title	Face-to-face Duration	Course Fee GST EXEMPT		CPD Points	Course Locations	Dates & Times (Subject to Change)
		Member	Non member			
<b>Construction Induction Card Training</b> <ul style="list-style-type: none"> <li>CPCCOHS1001A Work safely in the construction industry</li> <li>+ Meets the requirements of the National Code of Practice for Induction for Construction Work. This requirement must be met before starting work on a construction site</li> </ul>	6 hours	\$130.00	\$150.00	6	Hobart	Currently taking Expressions of Interest
					Launceston	Currently taking Expressions of Interest
					Ulverstone	Currently taking Expressions of Interest

\*In addition to the face-to-face attendance duration listed above, courses also require considerable self-directed learning, research, project work and assessment tasks for successful completion.

## PROFESSIONAL DEVELOPMENT WORKSHOPS

Workshop Title	Face-to-face Duration	Workshop Fee INCLUDES GST		CPD Points	Workshop Locations	Dates & Times [Subject to Change]
		Member	Non member			
Asbestos Awareness	4 hours	Funded: +\$130.00	Funded: +\$260.00	4	Hobart	7 May 2014 1:00pm – 5:00pm
		Non-Funded: \$262.00	Non-Funded: \$392.00		Launceston	10 July 2014 1:00pm – 5:00pm
					Ulverstone	12 August 2014 1:00pm – 5:00pm
GreenSmart® Professional + HIA GreenSmart® Professional accreditation	14 hours	Funded: +\$220.00	Funded: +\$440.00	14	Hobart	9 & 16 May 8:30am – 4:30pm
		Non-Funded: \$570.00	Non-Funded: \$790.00		Launceston	13 & 20 June 2014 9:00am – 5:00pm
					Ulverstone	8 & 15 August 2014 9:00am – 5:00pm
Understanding Contracts	4 hours	Funded: +\$130.00	Funded: +\$260.00	4	Hobart	16 April 2014 1:00pm – 5:00pm
		Non-Funded: \$262.00	Non-Funded: \$392.00		Launceston	8 May 2014 1:00pm – 5:00pm
					Ulverstone	17 June 2014 1:00pm – 5:00pm
Work Health & Safety Act Industry Workshop	4 hours	Funded: +\$130.00	Funded: +\$260.00	4	Hobart	27 February 5:00pm - 9:00pm
		Non-Funded: \$262.00	Non-Funded: \$392.00		Hobart	24 November 5:00pm – 9:00pm
					Launceston	28 April 5:00pm – 9:00pm
					Ulverstone	26 June 5:00pm – 9:00pm

### Notes

#### + Funded Training

This training program is jointly funded by the Commonwealth Government and Skills Tasmania.

# Registration form



**IMPORTANT** Please read the following before completing and sending in this form.

1. Please complete all relevant sections of this form in BLOCK LETTERS.
2. Please source a copy of the Participant Handbook from the HIA website [hia.com.au](http://hia.com.au) or from your local HIA office. This handbook provides you with detailed information on the HIA Code of Practice, Terms and Conditions for a HIA training course, Code of Ethics, participant rights and responsibilities and more.
3. Where a course of study forms part of a licence, participants should be aware each State and Territory has specific requirements in regards to experience, skills, knowledge, and qualifications needed to gain a licence. HIA is able to assist in gaining technical requirements for a licence. Check with your state or territory authority for full details on other requirements.
4. All enquiries should be directed to HIA Training Services on 1300 650 620.

**PRIVACY STATEMENT** Information collected by HIA is used, stored and disposed of in accordance with the National Privacy Principles as set out in the Commonwealth Privacy Act 1988. Information that is provided to HIA may be covered by the Freedom of Information Act 1992. This information may also be used for the purposes of confirming an applicant's details (as required).

## RETURN COMPLETED FORM TO:

EMAIL: [tas\\_training@hia.com.au](mailto:tas_training@hia.com.au) FAX: 03 6234 3314

POSTAL ADDRESS:

PO Box 346, North Hobart TAS 7002

## SECTION 1: COURSE DETAILS

Course name: \_\_\_\_\_

Course commencement date: \_\_\_\_\_

## SECTION 2: APPLICANT DETAILS

Full legal name: \_\_\_\_\_

Preferred name: \_\_\_\_\_

Job title: \_\_\_\_\_

HIA Member Number: \_\_\_\_\_

CITB Number (if in SA): \_\_\_\_\_

Residential address: \_\_\_\_\_

Suburb: \_\_\_\_\_

State: \_\_\_\_\_

Postcode: \_\_\_\_\_

Postal Address (if different to residential address): \_\_\_\_\_

Email: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Male / Female: \_\_\_\_\_

Contact number: \_\_\_\_\_

Mobile number: \_\_\_\_\_

Emergency contact: \_\_\_\_\_

Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_

Mobile number: \_\_\_\_\_

Do you have any reading, writing, learning or access issues that you may require assistance with? Y / N Details: \_\_\_\_\_

Have you undertaken any prior training that may count towards this course? Y / N Details: \_\_\_\_\_

**ACT Registrations** The ACT Building and Construction Industry Training Fund Authority (TFA) is responsible for providing funding for the training of eligible workers in the ACT Building and Construction Industry. A worker is eligible for funding only if his/her company or organisation is substantially (at least 80%) engaged in carrying out work described in the "Schedule of Work" within the ACT.

Is your organisation engaged in carrying out at least 80% of its work within the ACT? Y / N

## SECTION 3: PAYMENT

If you are registering your interest for nationally recognised training, you will be contacted and provided with additional Enrolment paperwork. The payment details you provide on this form will be processed after the additional paperwork has been completed and your enrolment can be confirmed by HIA.

Payment amount: \_\_\_\_\_

Payment method:

Credit Card

Cheque / Money order

Cash

For cash, cheque or money order – please present to HIA Training Staff with this form. For credit card payment, see below

Card type:

VISA

MASTERCARD

AMERICAN EXPRESS

Card number: \_\_\_\_\_

Expiry date: \_\_\_\_\_

Card holder's name: \_\_\_\_\_

Card holder's signature: \_\_\_\_\_

## SECTION 4: DECLARATION

I hereby declare that

- I have read, understand and will comply with all policies and procedures as outlined in the HIA Participant Handbook.
- I have read, understand and agree to the HIA's Terms and Conditions and Refund policy.
- I am adequately informed of the requirements and expectations of the course prior to registration.
- I have received and understand the information provided regarding entry requirements, including but not limited to literacy and numeracy requirements for this course and I believe I meet these requirements.
- The information I have provided is true and correct to the best of my knowledge.
- Should I provide incorrect information and documentation relating to my registration I understand that this may result in the cancellation of my course.
- I authorise HIA to release information regarding my registration to any Government Department and other parties when HIA is legally obliged to do so.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

If this statement was read to you, the person who read the statement must sign below:

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

If you are under 18, your enrolment must be approved by a parent or guardian. Please have them sign below:

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

HIA may use your information to offer you other HIA products and services and relevant commercial products and services from others that may be of interest to you in your business.

Please tick this box if you do not wish to receive these commercial offers.