



## CPP30619 Certificate III in Investigative Services (Queensland)

### Overview:

This course is the minimum requirement that will enable participants to apply for a Queensland Private Investigator Security Licence. Private investigators are required in both civil and criminal investigations and are employed on a contract or in-house basis by both private and government organisations. Students will gain the knowledge and skills required to carry out the investigative tasks of a Private Investigator. Employment could be gained in the following areas:

- Workers compensation investigation
- General insurance investigation
- Motor vehicle accident CTP investigation
- Public liability investigation
- Local, state and federal government investigation
- Plaintiff investigation
- Criminal defence investigation
- Locate missing people

### Pre-requisites:

Participants must have basic computer skills and access to a reliable computer with internet and email access. Mobile phones and tablets cannot be used to complete the online training component of this course. As some assessments require an audio/visual submission, participants must also be able to record themselves using a method where they can be seen and heard clearly. Some assessments in this course will require students to interact with other participants, where they will perform a specific role during the assessment. These participants can be co-workers, family or friends. For one assessment, students will require access to a volunteer who can speak a second language, as well as an interpreter who will be able to interpret that language for the student in an interview scenario. Please contact us if you require clarification.

As part of the practical assessment, students will be required to operate a vehicle (car) unsupervised (Provisional or Open licence).

### Licence & Regulatory Requirements:

All Queensland Security Licences are administered by [Office of Fair Trading](#). All participants are encouraged to read through the requirements of a [Queensland Security Licence application](#), as there is additional requirements & fees payable to Office of Fair Trading. For example, participants must be over the age of 18, must be a fit and proper person, cannot have had any [disqualifying offences](#) under the criminal code in the last 10 years.

### Units of Competency:

On successful completion participants will be issued with a qualification certificate with the following units:

#### Core Units:

- CPPINV3026 Work effectively in investigative services
- CPPINV3027 Develop investigation plans
- CPPINV3028 Investigate and locate subjects
- CPPINV3029 Provide quality investigative services to clients
- CPPSEC3124 Prepare and present evidence in court

#### Elective Units:

- BSBESB305 Address compliance requirements for new business ventures
- CPPINV3030 Conduct factual investigations
- CPPINV3031 Conduct interviews and take statements to support investigations
- CPPINV3032 Develop factual investigation reports
- CPPINV3033 Conduct covert surveillance operations
- CPPINV3034 Organise and operate surveillance vehicles
- CPPINV3035 Develop surveillance investigation reports
- HLTWHS003 Maintain work health and safety
- PSPCRT007 Compile and use official notes
- PRPREG006 Produce formal record of interview
- PSPSEC009 Handle sensitive information

## Delivery method:

This course is run as a blend of online/self-paced learning and face-to-face training. Online training + 1 day of practical training in the classroom. The online training is approximately 15-20 hours per unit (for a total of 16 units) however this greatly depends on the individual and their experience. Students have 12 months from date of enrolment to complete the course.

Online/self-paced training involves reading through the student manual and other study materials and theory, case scenarios, and practical assessments. Some assessments in this course will require students to interact with other participants as part of the assessment (e.g. conducting interviews). These assessments are to be filmed and submitted for marking by the assessor. All online assessments **must** be completed prior to the face-to-face training.

## Fees and charges:

Online: \$1,350

Fees include all assessments and resources required in the classroom (and for pre-course online training).

[Certificate 3 Guarantee](#) Government Funding available for this course. If eligible, students are only required to pay a \$16 concessional or \$48 non-concessional co-contribution fee.

Please click [HERE](#) or contact ATI on 07 3269 5005 for further information.

If you believe you are eligible and wish to apply for government funding, give us a call on 07 3269 5005 and we will assist you with your funding application!

## Payment Plan

A Zip payment plan is available for this course.

If you have a zip account and wish to set up a payment plan, please contact us on 07 3269 5005 and we will be happy to assist you.

**Option 2** Recognition of Prior Learning (RPL): \$3,000



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## More information

### Refund, Cancellation and Transfer Policy

Please take the time to familiarise yourself with our refund and cancellation policy on page 8 & 9 of our Student Handbook <https://atiaustralia.edu.au/student-handbook>. This handbook also includes more details on training and support services, as well as our terms and conditions.

**Note for international students – we are not CRICOS registered, please check your visa requirements for enrolment. We cannot accept international students who are on a student visa if your visa specifies that you must study with a CRICOS provider.**