



Australian Training Institute

(RTO # 30200)

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11282NAT Course in Community Justice Services (Justice of the Peace) [Qualified]

Overview:

This course is suitable for participants who wish to apply to become a Justice of the Peace (Qualified) or a Commissioner for Declarations. The duties of a Justice of the Peace (Qualified) are not to be taken lightly. You have a vital and responsible role to play in the general community. You will at times be dealing with matters of crucial importance to people's lives. Duties fall into five main categories:

- Witnessing people signing documents as prescribed by law
- Certifying copies of documents
- Issuing summons and warrants
- Minor bench duties
- Attending at police records of interviews

Unsure whether to enrol in the Justice of the Peace or Commissioner of Declarations course? Click [HERE](#) to view a guide on which qualification you require based on what duties you will be conducting.

Participants will gain the required skills and knowledge to be able to carry out the above duties effectively as per Queensland and Commonwealth Law.

Pre-requisites:

Participants must be:

- An Australian citizen
- 18 years of age or older
- Of good character
- Registered on the state electoral roll

Who cannot be appointed

You are not eligible to apply or hold office if you:

- are an insolvent under administration
- have a disqualifying conviction (unless you apply for and are granted an exemption)
- have had your appointment as a JP or Cdec revoked within the last 5 years.

The Act defines a disqualifying conviction as a conviction (including a spent conviction) for an offence that:

- is indictable (e.g. murder, rape, robbery, assault, and break and enter), including dishonesty offences (e.g. fraud)
- involves a breach of confidentiality
- is against the Act
- results in a prison sentence, even if it is suspended.

For more information please visit the Queensland Government website. For the online course, participants must have access to a computer with email and internet access.

Licence & Regulatory Requirements:

The Queensland Government administers all Justice of the Peace applications. All participants are encouraged to visit the following website prior to enrolling to confirm they meet application requirements. Additional application fees do apply. Please note you must apply within 2 years of successfully completing the course. Once your application is submitted, please allow approximately 3 months for approval.

<https://www.qld.gov.au/law/legal-mediation-and-justice-of-the-peace/jp-and-cdec-information/how-to-become-a-jp-or-cdec>

Units of Competency:

On successful completion participants will be issued with a Statement of Attainment with the following units:

- NAT11281001 Witness or certify documents
- NAT11282001 Perform non-bench judicial and minor bench duties

Delivery Method:

Option 1: 2 days classroom

Option 2: Online / self-paced with 3 months from the date of enrolment to complete the course.

Support for the online training is done via email with an assessor.

You can start your online training as soon as you complete payment for the course. You will have access to all your learning resources and assessments via your online portal and can complete the course at your own pace, so you have the opportunity to accelerate your learning and finish this course as quickly as you like!

Fees and Charges:

\$355 Face-to-face or online/self-paced

Fees include all assessments and resources required.

Support for this online training is done via email with an assessor.

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](#). 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.