

## NEW EDUCATION REQUIREMENTS FOR OWNERS CORPORATION MANAGERS AND OFFICERS IN EFFECTIVE CONTROL

Following our recent member update regarding the Owners Corporations (Education) Regulations 2026, SCA (Vic) has received a number of questions from members seeking clarification on how the new requirements will apply in practice.

The following information incorporates additional guidance provided by Consumer Affairs Victoria and the Department of Government Services.

### Key Dates

- **By 30 June 2027** – Owners corporation managers registered as individuals, and Officers in Effective Control (OIECs) of owners corporation management companies, must have completed five core units from the CPP40521 Certificate IV in Strata Community Management, or equivalent.
- **By 1 August 2027** – Existing owners corporation management businesses must have appointed an OIEC. This will be a separate process to the annual statement.
- **From 1 April 2028** – Mandatory continuing professional development (CPD) requirements commence for owners corporation managers registered as individuals and OIECs.

### Who do the new education requirements apply to?

The new requirements apply to:

- Owners corporation managers registered as individuals.
- Officers in Effective Control (OIECs) of owners corporation management companies.

The requirements **do not apply to every strata manager** employed within a business.

### What education requirements apply?

Existing individuals registered as owners corporation managers, and individuals who will act as an OIEC, must complete **any five core** units from the CPP40521 Certificate IV in Strata Community Management by 30 June 2027.

### Which five units are required?

Consumer Affairs Victoria has confirmed that any five core units from the qualification may be completed. There is no prescribed list of specific units.

### Is the full Certificate IV required?

No.

The Regulations require completion of **any five core units** from the CPP40521 Certificate IV in Strata Community Management rather than completion of the full qualification.

### What is the five-year rule?

The Regulations require that the prescribed units must have been completed within the later of:

- The five years immediately preceding the registration application; or
- The five years immediately preceding 30 June 2027.

### **I completed a Certificate IV many years ago. Do I need to study again?**

It depends on your qualification and when it was completed.

The Regulations provide an exemption for people who completed the CPP40516 Certificate IV in Strata Community Management (or equivalent) within the relevant five-year period.

Members with older qualifications or qualifications from related property services courses should discuss their circumstances with a Registered Training Organisation (RTO).

### **Can Recognition of Prior Learning (RPL) be used?**

Potentially, yes.

The Department of Government Services has confirmed that Recognition of Prior Learning decisions are made by individual RTOs under their own RPL policies.

Members with substantial industry experience, previous qualifications, SCA accreditation or other relevant training may wish to explore whether RPL is available.

Members should note that RPL assessments are conducted by the RTO and are determined in accordance with that provider's RPL policies. Depending on individual circumstances, completing the required units may be a simpler pathway than undertaking an RPL assessment.

### **Do I have to use a particular training provider?**

No.

SCA (Vic) does not formally endorse any particular training provider. Consumer Affairs Victoria has advised members to use its "Find a Registered Training Provider" search tool to identify RTOs offering relevant training.

### **Will the new SCA RTO (Strata Education) offer training to assist members meet the new requirements?**

Yes.

Strata Education has developed a Victorian training pathway specifically designed to assist eligible members to complete the five core units required under the Regulations. The program includes five core units and one elective unit from the CPP40521 Certificate IV in Strata Community Management.

Key features include:

- SCA Member price: **\$1,020 (GST free)**
- Standard price: \$1,500 (GST free)
- Face-to-face and online delivery options
- Option 1: Two blocks of three consecutive training days delivered approximately two months apart
- Option 2: One training day every three weeks, typically completed over four months
- Maximum class size of 24 participants
- Opportunity to enrol in the full CPP40521 Certificate IV in Strata Community Management, if desired

Course dates will be scheduled based on member demand and enrolments.

### **Members interested in training through Strata Education:**

Contact Strata Education via [enquiries@strata.edu.au](mailto:enquiries@strata.edu.au) and a pre-enrolment form will be sent to you.

### **What is an Officer in Effective Control (OIEC)?**

An OIEC is the individual responsible for the day-to-day operations of an owners corporation management business.

The OIEC must:

- Be regularly and usually in charge at the principal office of the business.
- Give regular and substantial attendance at that office.
- Properly control and supervise the business activities for which they are responsible.

### **Does every owners corporation management company need an OIEC?**

Yes.

Existing owners corporation management businesses will need to appoint an OIEC by 1 August 2027.

### **Does the person who registered the business automatically become the OIEC?**

No.

The business may choose who it appoints as the OIEC, provided that person meets the legislative requirements.

The individual who registered the business and the appointed OIEC can be different people.

### **How will existing businesses appoint an OIEC?**

Consumer Affairs Victoria has confirmed that existing businesses will be required to appoint an OIEC through a separate process.

The appointment of an OIEC will not form part of the annual statement or renewal process.

Further guidance will be published by Consumer Affairs Victoria closer to the commencement date.

### **What happens if a person applies to become an OIEC or registered manager after 30 June 2027 without completing the required units?**

They will not be able to register until they have completed the required five core units from the Certificate IV in Strata Community Management.

### **What happens if an OIEC leaves the business?**

A business may appoint an acting OIEC for up to 90 days.

After that period, the business must appoint an OIEC who has applied to register with the Business Licensing Authority.

Consumer Affairs Victoria has advised that further guidance regarding the process for changing an OIEC will be published closer to commencement.

### **When do the new CPD requirements start?**

Mandatory CPD requirements commence on 1 April 2028.

### **How many CPD activities are required?**

Registered managers and OIECs will be required to complete:

- Five CPD activities each year.
- At least two of those activities must be mandatory topics approved by the Business Licensing Authority.
- The mandatory activities must include a written assessment or examination.

### **When must the first CPD activities be completed?**

The first CPD year runs from 1 April 2028 to 31 March 2029.

Required CPD activities must be completed by 31 March 2029.

### **What types of CPD activities count?**

CPD activities must:

- Be delivered directly by an approved provider.
- Be conducted face-to-face or live online.
- Require participant interaction and engagement.
- Run for at least one hour.
- Be relevant to owners corporation management.
- Focus on improving consumer outcomes and/or compliance with legislative and regulatory requirements.

The Regulations specifically exclude:

- Self-directed private study.
- Watching pre-recorded content without interaction.
- Conferences and discussion groups on their own.

### **Is SCA (Vic) an approved CPD provider?**

Yes.

The Owners Corporations (Education) Regulations 2026 specifically recognise SCA (Vic) as an approved continuing professional development provider.

SCA (Vic) will continue working with government, the Business Licensing Authority and industry stakeholders to support members through the implementation of these reforms and will provide further updates as additional guidance becomes available.

### **Helpful Links**

[Find a registered training provider](#)

[Careers and Courses in Strata](#)

[Certificate IV Strata Community Management CPP40521](#)

[Recognition of Prior Learning \(RPL\) Information](#)

[Apply for RPL – Certificate IV in Strata Community Management \(VIC\)](#)