# 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?

Owners corporation managers registered as individuals, and Officers in Effective Control (OIECs) of owners corporation management companies, must complete **any five core units** from the CPP40521 Certificate IV in Strata Community Management by 30 June 2027.

Existing registered managers must provide evidence of the prescribed education to the Business Licensing Authority by 1 August 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.

**How can I complete the required five units through Strata Education?**

Strata Education offers a flexible five-unit program for experienced owners corporation professionals, allowing affected individuals to complete the required units while continuing to work.

The program includes current learning and assessment resources, updated Victorian owners corporation law, practice and procedure, and support from qualified trainers and assessors.

Members are encouraged to review their qualifications and start early to allow sufficient time to complete all learning and assessment requirements before 30 June 2027.

• The program is designed around the five core units required under the Regulations.
• Delivery options and pricing are available on the Strata Education website.
• Strata Education can review previous qualifications and transcripts before members decide on the most suitable pathway.
To learn more about the 5 Unit Bundle from CPP40521 Certificate IV in Strata Community Management, including delivery options and pricing, visit the Strata Education website.

**Members interested in training through Strata Education can visit:**

https://www.strata.edu.au/cpp40521-5-units or contact Strata Education at enquiries@strata.edu.au to discuss individual circumstances or request an enrolment pack.

**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.

**What if I have already completed a Certificate IV?**

You may be exempt from completing the five units if you have completed the full CPP40516 or CPP40521 Certificate IV in Strata Community Management (or equivalent) within the applicable five-year period.

For the requirements applying from 30 June 2027, this generally means the qualification was achieved on or after 30 June 2022.

If you completed your qualification or relevant units before 30 June 2022, those studies will not, by themselves, satisfy the new five-year education requirement. You will need to complete five current core units. Partial completion of CPP40516 or CPP40521 does not provide the full-qualification exemption, although previous units should be reviewed to determine whether they can contribute to the five-unit requirement.

**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. Strata Education can also review previous qualifications and transcripts to help determine whether a member holds a complete qualification within the applicable five-year period or should enrol in the five-unit program. A Certificate, Statement of Attainment or authenticated USI VET transcript will be required for this review.

Members should note that RPL assessments are conducted by the RTO and 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. Members should contact providers directly regarding course availability, fees, enrolment and RPL options.

**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 must have appointed 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. For existing businesses, the OIEC will need to demonstrate that the five core units were completed on or before 30 June 2027 when applying to register from 1 August 2027.

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

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

After the 90-day period, the business must have an appropriately appointed OIEC. The Business Licensing Authority may suspend the company's registration if this requirement is not met.

**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.

## ADDITIONAL INFORMATION – OCTOBER 2026

Following further questions raised by members, SCA (Vic) sought additional clarification from the Department of Government Services and the Business Licensing Authority. The following information was provided on 30 September 2026 and should be read together with the FAQs above.

**Will the initial education requirement need to be completed again after five years?**

No. Based on the current legislation, there is no requirement to repeat the initial education after five years. Once the initial education requirement has been met, the ongoing requirement is annual CPD.

**If a company operates from multiple offices, is an OIEC required for each office?**

No. Only one Officer in Effective Control is required for each company registration, regardless of the number of offices operated under that company registration.

**What if the business also operates a real estate division?**

The OIEC requirements for estate agents and owners corporation management businesses are separate.

An OIEC appointed for an estate agency does not automatically become the OIEC for the owners corporation management business. The two roles operate under separate legislation.

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

An owners corporation management business may appoint an acting OIEC for up to 90 days.

After the 90-day period, if the company does not have an appropriately appointed OIEC, the Business Licensing Authority may suspend the company's registration.

This adds useful detail to the earlier FAQ explaining that an acting OIEC may be appointed for up to 90 days. New Education Requirements for …

**What happens if the OIEC has not completed the five core units by 30 June 2027?**

The Department has advised that, following **30 June 2027**, if an OIEC has not completed the education requirements, the Business Licensing Authority may suspend the company's registration.

**Is there a further transition period after 30 June 2027?**

No further transition period is provided under the current legislation.

Existing registered managers must notify the Business Licensing Authority of completion of the education requirements by **1 August 2027**. If the BLA has not been notified by that date, it may suspend the registration.

**What happens to applications lodged before or after 30 June 2027?**

An application lodged **before 30 June 2027** will be subject to the law in force at the time of application.

After 30 June 2027, all natural persons holding an owners corporation manager registration will be required to provide evidence of completion of the prescribed education.

**Will hardship extensions be available?**

No. The current legislation does not provide for hardship extensions.

**Will other strata employees need to complete the education requirements in the future?**

This has not yet been determined.

The current requirements apply to owners corporation managers registered as individuals and OIECs of owners corporation management companies. They do not apply to every strata manager or other employee within a business. New Education Requirements for …

The Government's response to the recent Expert Panel review includes recommendations concerning future education requirements. Any further changes will be a matter for Government.

**Will all strata managers eventually be required to register?**

This has not been determined. Any future expansion of registration requirements will be a matter for Government to determine and announce.

**Will the full Certificate IV eventually become mandatory?**

This has not been determined. Any future requirement to complete the full Certificate IV would require a further Government decision.

**Helpful Links**

Find a registered training provider

Careers and Courses in Strata

Strata Education – 5 Unit Bundle from CPP40521 Certificate IV in Strata Community Management:

Recognition of Prior Learning (RPL) Information

Apply for RPL – Certificate IV in Strata Community Management (VIC)