



BSB41419 - Certificate IV in Work Health and Safety

Face-to-face Delivery Course Guide

Class Location: 28-34 Old Cleveland Road, Stones Corner, QLD 4120



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Introduction

Welcome to the **BSB41419 – Certificate IV in Work Health and Safety** program at Risen Star College of Technology & Business. This nationally recognised qualification has been designed to provide you with the practical skills and knowledge required to contribute effectively to workplace health and safety across a range of industries.

Throughout your studies, you will engage in learning activities and assessments that reflect industry expectations and support the development of skills relevant to your chosen field. This Course Guide has been prepared to help you understand the course structure, learning requirements, assessment processes, available support services, and the information you need to make informed decisions throughout your studies.

We encourage you to make the most of the learning opportunities available to you and wish you every success in achieving your learning goals.

Navigating your path to practical excellence

In the heart of the VET sector lies a commitment to hands-on, practical learning that directly aligns with industry needs. The BSB41419 - Certificate IV in Work Health and Safety program is crafted with a focus on real-world applications, ensuring that every concept learned is immediately transferable to your current role or future employment. We understand that your ultimate objective is to not only gain knowledge but to excel in your chosen field and carve out a fulfilling career.

Unveiling the structure and timelines

Within these pages, discover the framework of your educational journey. The course structure is tailored to meet the demands of modern industries, integrating theoretical knowledge with practical experiences. Timelines are carefully outlined, providing you with a clear roadmap for skill acquisition and application in real-world scenarios.



Gateway to your professional ascent

Entrance into the BSB41419 - Certificate IV in Work Health and Safety program is designed to be accessible yet stringent, ensuring that you are not only enthusiastic about your chosen field but also possess the foundational skills required for success. As you progress through the course, you'll find that assessments are geared towards real-world scenarios, preparing you for the challenges and responsibilities of your chosen profession.



Financial clarity for your educational investment

We understand the importance of financial transparency. This guide elucidates the fees associated with the BSB41419 - Certificate IV in Work Health and Safety program and explores potential financial assistance options. Your investment in education is an investment in your future, and we strive to make the path forward as clear and manageable as possible.

Frequently asked questions for informed decisions

Addressing your queries and concerns is integral to your decision-making process. We've compiled a comprehensive list of frequently asked questions (FAQs) to provide clarity on the practical aspects of the course, from industry relevance to support services and beyond.

This course guide has been meticulously designed to serve as your compass, guiding you through the distinctive features of the **BSB41419 - Certificate IV in Work Health and Safety** program within the Australian VET sector. Our primary goal is to equip you with the practical knowledge and skills necessary for a successful career, whether you're entering the workforce for the first time or seeking to enhance your current professional standing.

What you will learn

In the BSB41419 - Certificate IV in Work Health and Safety, participants will acquire a comprehensive understanding of work health and safety principles, equipping them with the knowledge and skills essential for promoting a safe and compliant work environment. The course emphasizes a practical, hands-on approach to learning, incorporating real-

world scenarios, workplace simulations, and interactive class discussions. Students will delve into risk assessment methodologies, hazard identification, and the development of effective safety management systems. Through a dynamic delivery mode, including engaging classroom sessions and practical applications, participants will gain expertise in implementing and monitoring WHS policies and procedures, conducting safety audits, and fostering a culture of workplace health and safety. This VET course is tailored to empower individuals for success in roles where they play a pivotal role in safeguarding the well-being of colleagues and ensuring legal compliance in diverse occupational settings.

Importance

The BSB41419 - Certificate IV in Work Health and Safety is crucial in fostering a culture of safety and well-being within workplaces, making it an essential qualification with wide-ranging societal impact. This course is significant as it equips individuals with the expertise to identify, assess, and manage workplace risks effectively, contributing to the reduction of accidents and injuries. The emphasis on legal compliance ensures that organizations adhere to regulatory standards, promoting a safe and ethical working environment. On a societal level, the ripple effect of well-implemented work health and safety practices is evident in the overall improvement of public health and the reduction of the economic burden associated with workplace injuries.

From a personal and professional standpoint, this course is fulfilling as it empowers individuals to play a critical role in protecting the health and safety of themselves and their colleagues. Graduates gain a deep sense of accomplishment in knowing they contribute to creating workplaces where employees can thrive without compromising their well-being. Professionally, holding the Certificate IV in Work Health and Safety enhances career prospects, opening doors to roles such as Safety Officer, Compliance Coordinator, or WHS Advisor.

For those already in the field, the course serves as a valuable opportunity for skill enhancement, providing updated knowledge on best practices and legal requirements, and positioning them as leaders in championing workplace safety initiatives. Ultimately, this qualification not only enriches individual careers but also makes a tangible, positive impact on the broader community by fostering healthier, safer work environments.

Beneficial

The BSB41419 – Certificate IV in Work Health and Safety equips students with practical knowledge and skills to contribute effectively to workplace health and safety across a wide range of industries. In addition to developing technical competencies in identifying hazards, assessing risks, implementing safety systems, and supporting legislative compliance, this qualification also fosters valuable professional and interpersonal skills that are highly regarded by employers.



Throughout the course, students develop **effective communication skills**, enabling them to confidently communicate health and safety information to workers, supervisors, contractors, and management. Graduates learn how to prepare workplace reports, deliver safety briefings, participate in consultations, and contribute to workplace meetings with professionalism and clarity.

The qualification also strengthens **teamwork and collaboration skills**. Students learn to work cooperatively with colleagues and stakeholders to identify workplace hazards, develop practical safety solutions, and support the successful implementation of Work Health and Safety (WHS) management systems. These collaborative skills are valuable in creating safer and more productive workplaces.

A strong emphasis is placed on **critical thinking and problem-solving**. Students gain practical experience in analysing workplace incidents, investigating hazards, evaluating risks, and recommending appropriate control measures. These analytical skills assist graduates in making informed decisions and contributing to continuous workplace improvement.

The course also promotes the development of **leadership and influence**. Students learn how to encourage safe work practices, support organisational safety initiatives, and positively influence workplace culture through effective consultation and communication. Whether working as part of a WHS team or supporting supervisors and managers, graduates develop the confidence to contribute meaningfully to workplace safety outcomes.

In today's diverse workplaces, **interpersonal and conflict resolution skills** are increasingly important. This qualification helps students develop the ability to respectfully manage differing viewpoints, facilitate constructive discussions, and build positive working relationships while maintaining a strong focus on workplace safety and compliance.

Students also strengthen their **planning and organisational skills** by learning how to prioritise safety activities, monitor workplace compliance, maintain accurate documentation, and assist in implementing safety management systems. These organisational capabilities are transferable across many industries and workplace settings.

The qualification further develops **professional ethics and accountability**, encouraging students to understand their responsibilities under Australian Work Health and Safety legislation while promoting integrity, professionalism, and a commitment to continuous improvement.

Graduates of the BSB41419 – Certificate IV in Work Health and Safety leave the course with a balanced combination of technical knowledge, practical workplace skills, and

professional behaviours that enable them to contribute positively to workplace health and safety. These capabilities support effective collaboration, stronger workplace communication, improved risk management practices, and the development of a positive safety culture within organisations.

Key Skills Developed

Upon successful completion of this qualification, students will have further developed skills in:

- Workplace health and safety practices
- Hazard identification and risk assessment
- Safety communication and consultation
- Teamwork and collaboration
- Leadership and influencing workplace safety culture
- Critical thinking and problem-solving
- Conflict resolution and stakeholder engagement
- Report writing and workplace documentation
- Planning and organisational skills
- Professional ethics and accountability
- Continuous improvement and compliance awareness

This qualification provides a solid foundation for individuals seeking to contribute to safer workplaces while developing transferable professional skills that are valuable across a broad range of industries and organisational environments.



Guidelines for International Students

Approved Agents of the RTO

The following agent is authorised to transact with you on behalf of Risen Star College:

AFRI. Educational Consulting Services LTD

(Qualified Education Agent Counsellor -12745)

Email: aladeseundawn@gmail.com

Web Page: <https://www.facebook.com/profile.php?id=61554427054373>

WhatsApp: +2348143936495

Performance Pty Ltd (Australia Student Recruitment)

Jelyn Bolastig (Personal Assistance)

Qualified Education Agent QEAC No: T110

2/3 Alison Street, Surfers Paradise, Qld 4217

T +61 (0)7 5592 0755

Website: <https://asr.au/>

Rodrigo Hernandes

Just Go Agency

4/3078 Surfers Paradise, Surfers Paradise, QLD, 4217

Phone: +61 7 5621 0500

Email: info@justgoagency.au

Website: <https://justgoagency.au/>

Julie Ximena Suarez (Customer Service Manager)

Go Ahead Study

Ph: 0492835754

Email: juliesuarez@goaheadstudy.com

43 Hercules St, Hamilton, Brisbane, Queensland, Australia.

Website: <https://goaheadstudy.com/>

Agents are middlemen facilitating international student recruitment, they assist with applications, visa processes, and provide support for cultural transition. They help ensure a smooth enrolment experience for prospective students.

Their capacity to transact on behalf of Risen Star College, RSC are limited to the following actions:

1. Marketing – agents can provide you information about courses, college facilities, and benefits of studying at Risen Star College.
2. Student Recruitment Assistance – agents can assist you in the application process in terms of completing the application forms, collecting necessary documents, and submitting it to RSC.

3. Guidance on Visa Requirements – agents can provide information and guidance on visa requirements, helping students understand the necessary documentation and processes involved in obtaining a student visa.
4. Cultural Transition Support – agents can help you better understand local customs, housing options, and other support services available to you.
5. Language Assistance – agents can help you get into language improvement programs and simply have better communication with the RTO.

Please note of the following actions that agents CANNOT DO on behalf of the RTO:

- 1. Make admission decisions.**
- 2. Change entry requirements of RSC.**
- 3. Guarantee visa approval.**
- 4. Override RTO policies.**
- 5. Provide legal advice.**
- 6. Charge unauthorised or unpublished fees.**

Note: If you received this course guide from a person or organisation not listed above, please email admin@risenstarcollege.edu.au to report the person or organisation and help secure others.

Student Handbook

Before commencing your studies, it is very important that you take the time to carefully read the Student Handbook. This handbook is available on the Risen Star College of Technology & Business (RSC) website, or you may receive a copy directly from your education agent. The Student Handbook has been specifically designed to support international students by providing comprehensive information that will guide you throughout your learning journey at RSC.

Inside the handbook, you will find essential details about the college, the support services available to you, and the academic expectations you will need to meet while enrolled in your chosen course. It outlines key policies and procedures, including attendance requirements, assessment processes, complaints and appeals, and student responsibilities. These sections are particularly important for international students, as they help you understand your rights and obligations while studying in Australia.

The handbook also offers guidance on living and studying in Australia, including information on accommodation, health and wellbeing, cultural adjustment, and where to seek help if you need assistance. By reading the handbook thoroughly, you will be better equipped to make an informed decision about the course you are enrolling in and what you can expect from Risen Star College.



We strongly encourage every student to familiarise themselves with the Student Handbook prior to enrolment. Doing so will ensure that you start your studies with confidence, clarity, and a full understanding of the support and resources available to you at Risen Star College

Course structure and timetable

Student will have a **maximum period of 31 weeks** to complete this course. Units are clustered into module or study areas allowing student to complete all units and assessments in the topic within the time indicated in the course schedule.

Student will attend at **least 20 hours of face-to-face** classroom training and assessment per week. It is recommended that student devote **at least 10 hours** of personal study per week to keep at the pace of the course schedule.

Students will engage in a variety of learning methods, including classroom teaching, video-based training, research projects, role plays, simulation activities, and presentations.

Summary of course structure as follows:

- Total duration: **31 Weeks**
- Delivery Mode: **Face-to-Face Classroom Training**
- Venue: **34 Old Cleveland Road, Stones Corner QLD 4120**
- Training Days: **Friday and Saturday**
- Course Hours: **8:30 am – 6:30 pm**

Weekly Study Commitment

Students are expected to commit to the following learning activities throughout the course.

Activity	Hours
Face-to-face classroom training	20 hours per week
Self-directed learning	Minimum 10 hours per week
Total recommended study commitment	Approximately 30 hours per week

Qualification	Delivery Days	Training Hours	Duration
BSB41419 Certificate IV in Work Health and Safety	Friday & Saturday	8:30 am – 6:30 pm	31 Weeks

Scheduled Holiday Breaks

The course includes planned holiday breaks as follows:

- **Week 10–11**
- **Week 21–22**

Students are not required to attend classes during these scheduled holiday periods.



Learning and Assessment Methods

Students participate in a variety of learning activities including:

- Trainer-led classroom sessions
- Practical demonstrations
- Workplace simulations
- Case studies
- Group discussions
- Role plays
- Research activities
- Individual and group projects
- Written assessments
- Oral questioning
- Practical observations
- Presentations

Attendance Requirements

International students are expected to:

- Attend all scheduled face-to-face classes.
- Participate actively in classroom learning.
- Complete assessment tasks by the due dates.
- Maintain satisfactory course progress in accordance with the Education Services for Overseas Students (ESOS) legislation and College policies. Refer to policy and procedures, available online.

Student Responsibilities

Students are responsible for:

- Bringing required learning materials to class including a laptop
- Completing assessments within the required timeframes.
- Advising the College if they are unable to attend class.
- Maintaining current contact details with the College.

Important Information

- Timetables are subject to change where reasonably necessary.
- Students will receive advance notice of any approved timetable changes.
- Public holidays may affect scheduled class dates. Where this occurs, replacement classes or alternative arrangements will be communicated

Table 1 Course Schedule

Unit	Week(s)	Student self-study (hours)	Face-to-face (hours)	Total (hours)
BSBINS401 Analyse and present research information	1 – 3	30	60	90
BSBWHS414 Contribute to WHS risk management	4 - 7	40	80	120
BSBCMM411 Make presentations	8 - 9	20	40	60
Holiday	10 -11			
BSBWHS413 Contribute to implementation and maintenance of WHS consultation and participation processes	12 – 13	20	40	60
BSBLDR411 Demonstrate leadership in the workplace	14 – 16	30	60	90
BSBWHS419 Contribute to implementing WHS monitoring processes	17 – 20	40	80	120
Holiday	21 - 22			
BSBWHS415 Contribute to implementing WHS management systems	23 – 25	30	60	90
BSBWHS412 Assist with workplace compliance with WHS laws	26 – 27	20	40	60
BSBWHS418 Assist with managing WHS compliance of contractor	28 – 29	20	40	60
BSBWHS416 Contribute to workplace incident response	30 - 31	20	40	60
Total hours		270	540	810



Module 1

BSBINS401 Analyse and present research information

In the unit of competency BSBINS401 - Analyse and present research information, the primary objective is to equip individuals with the skills to effectively analyse research information and present findings in a clear and concise manner. Competence in this unit involves understanding research methodologies, collecting and evaluating data, and presenting information in a format that is accessible and meaningful to the intended audience. Someone with competence in BSBINS401 is expected to demonstrate proficiency in conducting research, critically analysing information, and utilizing appropriate tools to present research findings. This includes the ability to organize and structure information logically, employ visual aids effectively, and communicate research outcomes in a manner that facilitates decision-making or further inquiry. Successful completion of this unit signifies an individual's capability to contribute valuable insights through research analysis and presentation in various professional settings.

BSBWHS414 Contribute to WHS risk management.

In the unit of competency BSBWHS414 - Contribute to WHS risk management, the primary objective is to develop skills in contributing effectively to workplace health and safety (WHS) risk management processes. Competence in this unit involves understanding WHS legislative requirements, identifying and assessing risks, and actively participating in the development and implementation of risk control measures. Those with competence in BSBWHS414 are expected to contribute proactively to creating a safe work environment, collaborating with stakeholders, and ensuring compliance with WHS regulations. Successful completion of this unit indicates the ability to play a crucial role in promoting and maintaining a safe workplace.

BSBCMM411 Make presentations.

In the unit of competency BSBCMM411 - Make presentations, the main goal is to develop skills in planning, preparing, and delivering effective presentations. Competence in this unit involves understanding the needs of the audience, structuring content logically, and utilizing presentation aids to enhance communication. Those with competence in BSBCMM411 are expected to deliver engaging and persuasive presentations, adapting their communication style to suit diverse audiences. Successful completion of this unit demonstrates the ability to confidently and effectively convey information, contributing to successful communication in various professional settings.

Module 2

BSBWHS413 Contribute to implementation and maintenance of WHS consultation and participation processes

In the unit of competency BSBWHS413 - Contribute to the implementation and maintenance of WHS consultation and participation processes, the primary objective is to develop skills in fostering workplace health and safety (WHS) consultation and participation. Competence in this unit involves understanding the importance of effective communication, collaborating with stakeholders to implement consultation processes, and ensuring ongoing participation in WHS initiatives. Those with competence in BSBWHS413 are expected to contribute actively to creating a workplace culture that values and involves employees in WHS decision-making. Successful completion of this unit signifies the ability to play a key role in promoting a collaborative and participatory approach to WHS.

BSBLDR411 Demonstrate leadership in the workplace

In the unit of competency BSBLDR411 - Demonstrate leadership in the workplace, the main goal is to develop leadership skills and behaviours. Competence in this unit involves understanding leadership principles, modelling ethical conduct, and inspiring and guiding others. Those with competence in BSBLDR411 are expected to demonstrate effective leadership, foster a positive workplace culture, and drive organizational objectives. Successful completion of this unit indicates the ability to lead with integrity, influence team dynamics positively, and contribute to the achievement of organizational goals.

BSBWHS419 Contribute to implementing WHS monitoring processes

In the unit of competency BSBWHS419 - Contribute to implementing WHS monitoring processes, the primary objective is to develop skills in implementing and contributing to workplace health and safety (WHS) monitoring. Competence in this unit involves understanding monitoring processes, analysing WHS data, and implementing strategies to improve safety outcomes. Those with competence in BSBWHS419 are expected to actively contribute to the monitoring of WHS performance, identifying areas for improvement, and assisting in the implementation of corrective measures. Successful completion of this unit demonstrates the ability to contribute effectively to maintaining and enhancing WHS standards within the workplace.

Module 3

BSBWHS415 Contribute to implementing WHS management systems

In the unit of competency BSBWHS415 - Contribute to implementing WHS management systems, the primary objective is to develop skills in contributing to the establishment and maintenance of workplace health and safety (WHS) management systems. Competence in this unit involves understanding WHS management system principles, participating in the implementation of policies and procedures, and promoting a culture



of continuous improvement. Those with competence in BSBWHS415 are expected to actively contribute to the effective management of WHS, ensuring compliance and fostering a safe work environment. Successful completion of this unit signifies the ability to play a key role in establishing and supporting WHS management systems within an organization.

BSBWHS412 Assist with workplace compliance with WHS laws

In the unit of competency BSBWHS412 - Assist with workplace compliance with WHS laws, the main goal is to develop skills in supporting workplace compliance with health and safety laws. Competence in this unit involves understanding WHS legislative requirements, assisting in the development of compliance measures, and participating in audits and inspections. Those with competence in BSBWHS412 are expected to contribute to creating a workplace environment that adheres to legal standards, ensuring the safety and well-being of all employees. Successful completion of this unit demonstrates the ability to assist in establishing and maintaining legal compliance with WHS laws.

BSBWHS418 Assist with managing WHS compliance of contractor

In the unit of competency BSBWHS418 - Assist with managing WHS compliance of contractors, the primary objective is to develop skills in supporting the management of workplace health and safety (WHS) compliance for contractors. Competence in this unit involves understanding contractor WHS requirements, assisting in the development of contractor safety plans, and monitoring and evaluating contractor compliance. Those with competence in BSBWHS418 are expected to contribute to ensuring that contractors comply with WHS standards, reducing risks associated with contracted work. Successful completion of this unit signifies the ability to support effective management of contractor WHS compliance within the organization.

BSBWHS416 Contribute to workplace incident response

In the unit of competency BSBWHS416 - Contribute to workplace incident response, the main goal is to develop skills in contributing to the planning and implementation of workplace incident response procedures. Competence in this unit involves understanding incident response principles, participating in incident investigations, and recommending corrective actions. Those with competence in BSBWHS416 are expected to actively contribute to the effective response to workplace incidents, promoting a culture of continuous improvement in safety. Successful completion of this unit demonstrates the ability to play a key role in incident response, fostering a safe and responsive work environment.

Course participants and entry requirements

This course is tailored for international students who wish to undertake studies in Work Health and Safety (WHS) in Australia.

No prior workplace experience in WHS is required. The program integrates classroom-based learning with workplace simulation activities, ensuring students gain both theoretical knowledge and practical, industry-relevant skills.

Training is delivered by highly qualified trainers with over 17 years of experience in the WHS sector, providing students with high-quality education and hands-on simulated practice.

Additionally, Risen Star College offers free monthly educational workshops, exclusively available to all enrolled students.

Course participants are expected to possess:

- **Analytical Skills:** The ability to analyse and assess workplace situations, identifying potential hazards and evaluating risks systematically.
- **Communication Skills:** Effective verbal and written communication skills to convey safety information clearly to diverse audiences, fostering a culture of open communication.
- **Teamwork and Collaboration:** Capacity to work collaboratively with colleagues, management, and stakeholders to implement and monitor safety protocols, promoting a collective commitment to well-being.
- **Leadership Qualities:** Leadership skills to inspire a safety-focused culture, guide teams, and champion workplace well-being, contributing to a positive and proactive safety environment.
- **Problem-Solving Abilities:** Strong problem-solving skills to address safety challenges, recommend effective solutions, and adapt to evolving workplace conditions.
- **Ethical and Legal Awareness:** Understanding of ethical principles and legal requirements related to workplace health and safety, ensuring compliance and ethical conduct in safety practices.



Entry requirements

To undertake this course, you will need to provide evidence of the following:

- Be at least 18 years old at the time of commencing this course.
- Have successfully completed the Australian year 12 or equivalent schooling overseas.
- Pass Language, Literacy, Numeracy (LLN) and Digital Literacy Skills, LLND assessment at Level 3
- Have provided evidence of English Language test of IELTS or equivalent score minimum overall 6.0
- Have successfully completed Pre-Training Review

You must provide evidence that you have either obtained a minimum test score in an English language test that has been approved by immigration home affair or fall into an exemption category

For more information on English language tests and English language evidence exemptions, see the details on 'Eligibility' Meet English Language requirement.

<https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500#HowTo>

Pre-Training Review

The Pre-training Review assists Risen Star College, RSC staff and yourself to determine whether this course is the most suitable for you and to also identify any support needs you may have once you commence your studies and to help you succeed in your chosen course.

The review also helps to identify skills recognition and credit transfers when applying for a vocational education course. This assists to determine your competencies, including your literacy and numeracy skills prior to you commencing the training. The LLN and digital literacy assessments are conducted via Learners Management System, LMS following the pre-training review. The Language, Literacy, Numeracy (LLN) and Digital Literacy Skills, LLND assessment level for this course is 3

Language, Literacy and Numeracy Level 3

This quiz targets Level 1 to Level 3 competencies in the ACSF. It is suitable for learners preparing for a wide range of training programs, including those that involve following written instructions, completing short written tasks, and applying basic maths in everyday situations.

The broader level range helps RSC assess learner readiness for entry-level to intermediate qualifications and identify any support needs early.

Digital Literacy Level 3

This quiz targets Level 1 to Level 3 competencies in the Australian Digital Capability Framework (ADCF). It is suitable for learners preparing for a broad range of training programs that require practical digital skills such as communicating online, using shared tools, and creating simple content.

It helps RSC determine whether a learner is ready for digital aspects of entry-level to lower-intermediate qualifications.

A summary of the enrolment process is as follows:

Enrolment Process

Stage 1: Pre-Training Review

- a) Complete Pre-Training Review form.
- b) Read Course Information via Course Guide
- c) Confirm the marketing information provided.
- d) Discussion regarding tuition and other fees

Stage 2: Language, Literacy, Numeracy and digital literacy (LLND) Evaluation

- a) Complete Language, Literacy, Numeracy and digital literacy (LLND) test via Learners Management System (Computer Based Test, CBT)
- b) Determine if LLND outcome is satisfactory to commence the desired course
- c) Determine other support needs

Stage 3: Enrolment

- a) Complete the Enrolment process.

Stage 4: Commencement of training

- a) Timetable to the student
- b) Commence training and assessment.

Accessing Learning Management System (LMS)

Access to our learning management system, LMS requires you to have access to following

A Laptop with the minimum of the following Software & Hardware

- Disk space: 200MB plus as much as you need to store content. 5GB is probably a realistic minimum.



- Processor: 1 GHz (min), 2 GHz dual core or more recommended.
- Memory: 512MB (min), 1GB or more is recommended. 8GB plus is likely on a large production server

Browser support

- Moodle is compatible with any standard's compliant web browser.

Assessment requirements

Assessments in this course are knowledge base, role play, theoretical questions, short answer questions, extensive written assignments, project and simulation activities. No workplace assessment is required for international student. However, international students are expected to use simulated assessment workbook available in the learner management system, LMS. Student will be given login information to access all resources in the LMS. The assessment workbook uses the following assessment method(s):

1. Knowledge Assessment

A set of generic and workplace questions testing the candidate's general knowledge and understanding of the general theory behind the unit.

2. Project Assessment

A set of tasks or activities completed according to set instructions and guidelines to meet the requirements of the relevant unit(s). These tasks and activities require you to have access to a contextualised simulation resource

The assessor will contextualise the assessment workbook to suite the following

- The specific candidate's needs and
- The work and industry context in which the candidate operates

Given the vocational nature of this course, assessments adhere to a competency-based framework. Students are required to meet all task requirements with 100% accuracy. If an assignment falls short of the 100% benchmark, students will be given the opportunity to reattempt only those sections that did not meet the standards.

Individual assignments are assessed as either 'Satisfactory' or 'Not satisfactory,' culminating in a final unit mark of 'Competent' or 'Not yet competent.' It is crucial for students to strive for precision and excellent in meeting the specified benchmarks to successfully navigate this competency-based assessment approach.

Course fees and payment options (International)

Course Fee
The fee for BSB41419 - Certificate IV in Work Health and Safety – Face-to-face delivery Course Fee Tuition fee = \$10,000, Resource fee = \$1,000, Enrolment fee = \$250 Note: * Enrolment Fee: A non-refundable fee required for processing the application. * Resource Fee: Covers access to the learning management system and online course materials.
Fee Schedule
Instalment plan option: Due on enrolment: \$ 4,000 Tuition Fee \$ 1,000 Resources Fee \$ 250 Enrolment Fee Due on Week 10: \$ 2, 500 Due on Week 20: \$ 2, 000 Due on Week 30: \$ 1, 500
Payment Options
Students can pay via: ⇒ Bank Deposit ⇒ Online Transfer ⇒ Credit Card (Visa or Master Card, 2% surcharge applies) Our bank details are as follows: For Your INITIAL Fee Payment Bank Name: Australia New Zealand bank, ANZ Account Name: RISEN STAR COLLEGE OF TECHNOLOGY AND BUSINESS BSB:014269 ACCOUNT NUMBER: 649925833 Swift Code: ANZBAU3M



For ALL Your Remaining Tuition Fee Payments

Bank Name: Australia New Zealand bank, ANZ
Account Name: RISEN STAR COLLEGE OF TECHNOLOGY AND BUSINESS
BSB:014269
ACCOUNT NUMBER: 176721389
Swift Code: ANZBAU3M

Please contact RSCTB for more detailed payment information.

Course cancellation and refunds

Risen Star College understands that sometimes a student may decide that the course they have enrolled in is not the best fit for their goals, circumstances, or future career plans. For this reason, the College has established a clear and transparent Fee Management and Refund Policy to ensure that students are fully informed about their options and entitlements should they choose to withdraw.

If at any point you decide to discontinue your studies, you will need to formally request a withdrawal. This process begins by completing the Refund Request Form, which is available for download from the Risen Star College website. The form must be filled out accurately, providing the reasons for your withdrawal and any supporting documents that may be relevant to your request. Once completed, the form should be submitted to the College administration for review and processing.

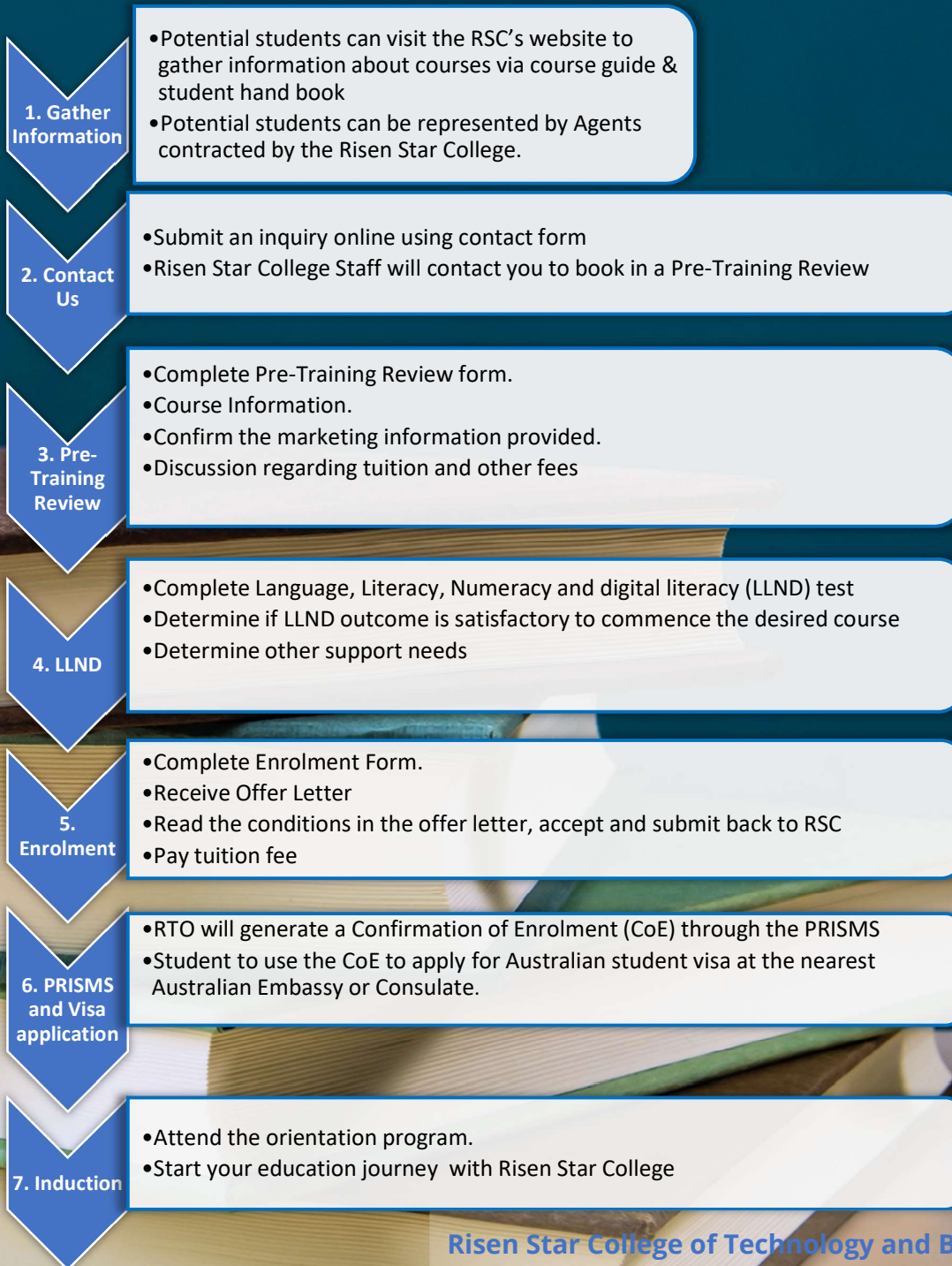
Eligibility for a refund depends on several factors, including the timing of your withdrawal, the amount of tuition fees paid, and the specific conditions outlined in Risen Star College's Refund Policy. The policy provides detailed guidance on refundable and non-refundable fees, withdrawal deadlines, and circumstances under which partial or full refunds may be granted. These guidelines are designed to ensure fairness, transparency, and compliance with regulatory standards.

Before submitting your withdrawal, you are encouraged to read the Fee Management and Refund Policy thoroughly and, if needed, speak with a student support officer. This will help you fully understand your rights, responsibilities, and the possible financial implications of discontinuing your course.

Frequently asked questions

Q	Can I get any recognition for my existing skills and knowledge?
A	Yes. Every RTO in Australia is required to have an assessment system called Recognition of Prior Learning (RPL). RPL is designed to assess your current skills and knowledge against a unit of competency. You might have acquired these competencies through formal learning, non-formal learning, or informal learning. All of which are valid through RPL
Q	What are my rights and responsibilities as a student of the RTO?
A	To find out more about your rights and responsibilities as a Risen Star College learner, please refer to the Student Handbook.
Q	What kind of certification do I get after the course?
A	A Certificate IV is classified as AQF Level 4 in the Australian Qualifications Framework. This qualification provides specialized knowledge and skills for skilled work in various contexts and serves as a pathway to further learning, often leading to supervisory or management roles or entry into diploma-level studies. It is designed for individuals with some prior education or work experience, offering a comprehensive set of skills in a specific vocational area. This credential serves as a recognised qualification for skilled work or further education, positioning individuals at an intermediate level in the AQF hierarchy.
Q	What is included in my course fees?
A	The course fee covers: • Course teaching fee • Access to online content modules • Ongoing student support, i.e. coaching and tutorial sessions • Assessment support • Administrative costs
Q	Do you have other payment options?
A	Students can pay via Direct debit, Credit card or EFT Transfer
Q	What happens if I can't submit my assessments on time?
A	Reasonable adjustments are part of the VET principles of assessment. You may reach out to your Student Support Officer or Trainer/Assessor if you will not be able to submit your assessment on time.

Steps for Application and Enrolment



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