YOUR JUSTICE CAREER PATH STARTS RIGHT HERE!

AUSTRALIAN INSTITUTE of Advanced Studies

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- 10276NAT Course in Community Justice Services

For Course Details and Enrolment Information Please Contact Our Friendly Staff for Assistance.

Phone +617 3343 8073
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"L" Block - Brisbane TAFE Mt Gravatt Campus
1030 Cavendish Road
Mount Gravatt East QLD 4122

10276NAT Course in Community Justice Services
(Commissioner for Declarations)
(Justice of the Peace [Qualified])

CRICOS Code: 03469E
RTO No. 40730

www.aus-ias.edu.au
10276NAT
Community Justice Services
(Commissioner for Declarations) (Justice of the Peace (Qualified))

Justices of the Peace (Qualified) and Commissioners for Declarations carry out many judicial and administrative duties as the “gatekeepers” of the Queensland legal system.

The role of a Justice of the Peace (Qualified), (abbreviated to JP (Qual)) and Commissioner for Declarations, (abbreviated to C.dec) is voluntary, with a constant demand for services across the state.

Your position as a JP (Qual) or C.dec indicates that you are trusted to act responsibly. The community will expect you to have an understanding of some of the documents that are brought before you.

The intended purpose of this course is to provide the participants with the range of knowledge, skills, and generic as well as specific competencies to support them in providing efficient, accurate and consistent certifying and witnessing services to members of the community.

**Commissioner for Declarations (C.dec)**

Perform the duties appropriate to their level of appointment. This includes: certifying copies of documents, certifying proof of identity and witnessing people signing documents as prescribed by law. For example: Statutory declarations; Affidavits; Wills; Enduring Powers of Attorney; Advance Health Directives; documents dealing with Land Titles; Commonwealth and Queensland documents as well as family law documents.

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<th>Unit code</th>
<th>Unit title</th>
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<td>JUSDEC001</td>
<td>Perform the duties of a Commissioner for Declarations</td>
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**Justice of the Peace (Qualified) (JP (Qual))**

Perform the same duties as C.decs, with the additional functions of: issuing Summons and Warrants (search and arrest); Justice Examination Orders; executing minor bench duties; bail and sureties; attending police records of interview; and other duties appropriate to their level of appointment.

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The successful completion of these courses provides the participant with a Statement of Attainment, which is required for the application for appointment process. Completion of these courses does NOT guarantee the students’ appointment as a C.dec or JP (Qual).

Application for appointment is a separate, formal process conducted by the Department of Justice and Attorney General, Justice of the Peace Branch.


**Mandatory pre–requisites for these courses:**

- Hold Australian Citizenship (by birth, decent or grant)
- Be registered on the Queensland Electoral roll
- Be at least 18 years of age

**Recommended entry requirements:**

- Language & literacy skills sufficient to interpret complex documents including handbook and to use appropriate conventions & protocols to communicate with people from diverse backgrounds

**Note:** Disqualification provisions, governed by legislation exist for this course.

Certain conditions/provisions will prevent an individual from being appointed as, or holding the office of, either a Commissioner for Declarations, or a Justice of the Peace (Qualified).


**Community Justice Services course availability:**

Sessions are organised to best suit student needs and availability.

Email: information@aus-ias.edu.au or phone: 07 3343 8073 to make enquiries, register for enrolment, or discuss alternative course times and venues for industry or regional clients.

Refer to website: www.aus-ias.edu.au for current course timetable, dates, times and fee structure.

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