# **TRAINING OFFICER CERTIFICATE (TOC)** Canvas Enabled

### TRAINING OFFICER CERTIFICATE COURSE (CANVAS ENABLED) 2025 COURSE SCHEDULE

Course	Dates	Induction Session	Virtual Classroom	Key Dates	Places
Training Officer Certificate	Week 1: 17 Feb - 23 Feb 2025 Week 2: 24 Feb – 2 Mar 2025 Week 3: 3 Mar – 9 Mar 2025 Week 4: 10 Mar – 16 Mar 2025 Post course assessments close 30 Mar 2025	17th February 2025 (Mon) 6:30pm –8pm	12 March 2025 (Wed) 6:30pm – 8:30pm	Registration opens: 20 Jan 2025 Cut-off date: 2 Feb 2025 Census date: 20 Feb 2025	40
Training Officer Certificate TOC Q2 May 2025	Week 1: 5 May - 11 May 2025 Week 2: 12 May - 18 May 2025 Week 3: 19 May25 May 2025 Week 4: 26 May 1 June 2025 Post course assessments close 15June 2025	5th May 2025 (Mon) 6:30pm – 8pm	28 May 2025 (Wed) 6:30pm – 8:30pm	Registration opens: 7 April 2025 Cut-off date: 20 April 2025 Census date: 8 May 2025	40
Training Officer Certificate TOC Q3 Aug 2025	Week 1: 18 Aug —24 Aug 2025   Week 2: 25 Aug —31 Aug 2025   Week 3: 1 Sept —7 Sept 2025   Week 4: 8 Sept —14 Sept 2025   Post course assessments close 28 Sep 2025	18 Aug 2025 (Mon) 6:30pm – 8pm	10 Sept 2025 (Wed) 6:30pm – 8:30pm	Registration opens: 21 July 2025 Cut-off date: 3 Aug 2025 Census date: 21 Aug 2025	40
Training Officer Certificate TOC Q4 Oct 2025	Week 1: 27 Oct – 2 Nov 2025 Week 2: 3 Nov —9 Nov 2025 Week 3: 10 Nov —16 Nov 2025 Week 4: 17 Nov —23 Nov 2025 Post course assessments close 7 Dec 2025	27 Oct 2025 (Mon) 6:30pm – 8pm	19 Nov 2025 (Wed) 6:30pm – 8:30pm	Registration opens: 29 Sept 2025 Cut-off date: 12 Oct 2025 Census date: 30 Oct 2025	40



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## **Enrolment Information**

To enroll in any of the courses above, please contact your Branch

You will receive a notification when your course request is approved.

Priority is given to members who are in areas where require increased training capacity.

#### PLEASE NOTE:

This Course Schedule is subject to change without notification, enrol early to avoid disappointment!



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