

FEES AND CHARGES

This course is fee paying. The fees cover tuition, resource material and any relevant statutory charges. The fee does not cover personal accommodation and meals when attending the workshop.

A corporate discount applies if 15 or more people from one organisation participate.

Students will be individually invoiced for the course fees only, before commencement of the course.

Refunds

Refunds will only be made where the request for cancellation is received 10 days prior to commencement of the course, less an administration charge of \$150 per participant.

Cancellation occurring after this time will lead to forfeiture of the course fee. Another member of an organisation may be nominated to attend in lieu of forfeiture, however the substitute's name must be supplied to the Program Coordinator at CSU at least two business days prior to the commencement date of the course. Cancellations must be made in writing and it is the responsibility of the participant or his/her organisation to confirm that the written cancellation has been received by the Centre.

DATES AND VENUE

As this course has been designed to meet the needs of corporate clients, dates and venues for the course are set well in advance. Should it be necessary to deliver a specific course for any organisation, these can be arranged and tailored to the client needs. However, the University requires four weeks notice prior to the preferred date of commencement to make the necessary arrangements to conduct the course. For an up-to-date list of future course dates and availabilities please contact the Program Coordinator.

FURTHER INFORMATION

For further information regarding the Centre for Investigative Studies & Crime Reduction or the courses offered through the Centre, visit our website: www.csu.edu.au/special/ciscr or contact the Program Coordinator.

THE WORLD IS CHANGING. GET READY.



A SHORT COURSE IN Investigations

CONTACTS

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The Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) Provider Number is 00005F (NSW) and 01947G (VIC) for Charles Sturt University.
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offered by
Centre for Investigative Studies
& Crime Reduction
CSU Faculty of Arts



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CHARLES STURT UNIVERSITY

With five campuses at Albury-Wodonga, Bathurst, Dubbo, Orange and Wagga Wagga, CSU is a dynamic and progressive university that has an international reputation for excellence. CSU is challenging traditional approaches to teaching with flexible learning systems that have placed it at the forefront of communication technology and enabled students from isolated regions of the country and around the globe to access quality resources and education.

Charles Sturt University is Australia's largest provider of tertiary programs in policing, investigations and intelligence, with more than 2,500 students currently enrolled in these areas. The programs owe much of their success to strong industry links and collaboration with practitioners.

COURSE OVERVIEW

The Investigations course has been developed in collaboration with the industry and the New South Wales Police to promote best practice investigations in the non-policing sector. The course is designed to help meet investigation competency standards developed by the Commonwealth Law Enforcement Board (CLEB).

This course has been designed as a five-day intensive introductory workshop. Participants will be involved in practical case studies, with practical evaluation and assessment throughout the course.

Upon successful completion of the Investigations course, participants will be issued with a 'Certificate of Attainment' from the Centre for Investigative Studies & Crime Reduction at Charles Sturt University.

COURSE OUTCOMES

Participants will gain skills and knowledge at a practical level to assist in conducting public/private investigations, including:

- the conduct of a best practice investigation that complies with police guidelines and CLEB competency standards
- an understanding of the legal context of investigations in civil law, criminal law and standards of reasonableness

- ethics and accountability in investigation
- the conduct of formal interviews using cognitive interviewing and conversational management techniques, and taking statements
- the organisation, analysis, validation and evaluation of data, including the gathering, management and presentation of evidence to brief standard
- knowledge of inter-agency/jurisdictional requirements and functions
- the 'best practice' preparation and presentation of evidence to a Court or Tribunal

COURSE CONTENT

The course is taught using interactive presentation, case studies and practical exercises. The course will cover the following topics in detail:

- the Australian legal system
- criminal law, civil law and the Evidence Act
- investigative ethics
- document and exhibit handling
- brief preparation
- principles of investigations
- prosecution and defence practical issues
- cognitive interviewing of witnesses
- conversation management (suspect interviews)
- mock court

STAFF

Drawn from industry, the University and the Police, a wide range of professionals provide relevant expertise and experience in areas such as:

- investigative interviewing
- prosecution and defence techniques
- ethics and law
- investigation management
- compliance
- intelligence
- forensic document examination

ACADEMIC COORDINATOR

Brian Mills LLB(NSW); Grad.Dip., Leg.Prac. (UTS); LLM (UTS); A.Dip.Just.Admin. (MCAE) – Solicitor of the Supreme Court of New South Wales.

Brian was formerly a Detective Sergeant in the NSW Police with 23 years' service. He has extensive experience in the field of criminal investigation and has served as a Detective at several squads within the Criminal Investigation Branch, Sydney. He was also in charge of the Detectives' Training Course at the New South Wales Police College. Prior to his appointment as a Senior Lecturer at Charles Sturt University, Brian practised as a solicitor and was a partner of a law firm with responsibility for the firm's litigation and criminal law practice.

FURTHER STUDY

Students who have successfully completed this five-day Investigations course, plus a further post-course assignment, will be eligible for credit towards the Graduate Certificate in Fraud Investigation and Graduate Diploma of Fraud Investigation.

