



**STRATA TITLES INSTITUTE OF WESTERN AUSTRALIA (Inc)**

**APPLICATION FOR ACCREDITATION  
AS A STRATA COMPANY MANAGER**

**TOWARDS BETTER STRATA COMPANY MANAGEMENT**



The Strata Titles Institute of Western Australia (Inc) has developed an accreditation program which is aimed at providing those who manage and administer strata companies, with ongoing education and training.

A STIWA Accredited Strata Company Manager is

- A member of the foremost forum of professionals in the field of strata company management.
- Committed to the maintenance of the highest standards of professional strata company management;
- Dedicated to maintaining the highest level of competencies in all aspects of strata company management through continuing professional development and active participation in ongoing educational programs;
- Required to comply with and uphold the Code of Ethics of the Strata Titles Institute of WA (Inc); and
- Required to hold professional indemnity insurance which provides security to the client in the event of error by the manager



## How to Apply

1. Applications must be on the approved application form contained within this document.
2. Applications can only be made by natural persons. A business or company cannot apply for accreditation;
3. Applicants must demonstrate that they have obtained the required number of points from continuing professional development within the qualifying period as part of the application and/or renewal;
4. All sections of the application form must be completed. Accreditation is only available to individual persons who must provide the information relevant to them. A person who is employed by another party should, where applicable, provide details applicable to his or her employer (for example, professional indemnity insurance details).
5. Each application must be accompanied by the appropriate application fee.
6. Relevant academic qualifications may include formal qualifications issued by universities, colleges of advanced education, TAFE, or other bodies accepted by the Council of STIWA as providing adequate and appropriate educational programmes, as well as satisfactory completion of STIWA endorsed private courses conducted by other parties.
7. Relevant experience will generally entail a minimum of two years experience in the field of strata company management.
8. Initial accreditation is for a two year period commencing on the date that the accreditation application is approved by STIWA. Accreditation may then be renewed for further 2 yearly periods.
9. A person who has been accredited by STIWA as a Strata Company Manager may advertise his or her status as: Accredited Strata Manager – Strata Titles Institute of WA.



## Strata Titles Institute of WA (Inc)

### Continuing Professional Development

Activity	Points
STIWA Advanced Strata Management Course	70
STIWA Basic Strata Management Course	60
STIWA Education & Training Workshop	30
STIWA Education & Training Breakfast Presentation (not SMIG)	10
STIWA State Conference (every session)	70
STIWA State Conference (not every session)	Pro rata
NCTI Conference (every session)	70
Function presented by another Institute or RTO: must be approved in advance	As decided in advance
1 year satisfactory membership of STIWA Council	40
1 year satisfactory membership of STIWA Committee	20
Certificate IV in Property Operations	100
Country members who cannot attend training but buy training manual (if one provided)	50% of event points

- **Points Required: 200 in the 2 years prior to application being assessed**
- **Duration of Accreditation: 2 years**
- **Application Fees (to accompany application)**
- **Initial Application cost : \$250 Renewals: \$200**
- **Each applicant is to provide a copy of the certificate of currency of professional indemnity insurance for an amount of at least \$1 million**
- **Points required for renewal:200 CPD points**



**STRATA TITLES INSTITUTE OF WA (Inc)**  
**APPLICATION FOR ACCREDITATION**  
**As a Strata Company Manager**

I wish to apply to the Strata Titles Institute of WA (Inc) for Accreditation as a Strata Company Manager.

Applicant's Name	
STIWA Membership #	
Residential Address	
Employer's Name	
Employer's Address	

**Professional Indemnity Insurance Details: (attach copy of certificate of currency)**

Insurer	
Policy	
Sum Insured	
Expiry Date	

**Relevant Academic Qualifications:**

(Incl. higher education; seminars; courses etc)


**Relevant Experience:**

(Incl. time engaged on relevant activities; number of strata companies managed; number of lots managed; meeting experience; any other related activities.)


**CPD Points Accumulation (Last 2 years)**

(Minimum Requirement = 200 points)

Activity	Date of Activity	Points



**STRATA TITLES INSTITUTE OF WA (Inc)**

I certify that:

- a) I have not been convicted in Australia or elsewhere for any offence involving an element of fraud or dishonesty;
- b) I have never been expelled from a related professional or industry body (for example, REIWA, RE&BASB; AICWA, API);
- c) I have not had a professional complaint to STIWA against me upheld in the last five years;
- d) I give my consent for the Best Practice Committee to review any complaint upheld against me;
- e) I agree to abide by STIWA's Code of Ethics.

Applicant's name:

Applicant's signature:	Date
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