

# CPP41419 Certificate IV in Real Estate Practice

This course fulfills the educational requirements necessary to obtain a Real Estate Licence.

Transform your life with education!

## Participants

The participants for CPP41419 Certificate IV in Real Estate Practice may be new or existing employees in the Real Estate industry. These may include experienced staff members working in both residential and commercial property, including business broking, stock and station transactions, sales representatives, property managers or less qualified staff who are looking to advance their careers towards a management/agent position.

## Entry requirements

There are no entry requirements in to this qualification.

## Benefits of enrolling in this course include:

- Achieving a Nationally recognised and accredited qualification
- Increasing your career opportunities
- Participating in current and comprehensive training
- Discovering valuable workplace skills

## Job roles relevant to this qualification include:

- Auctioneer
- Stock and Station Agent
- Business Broker, Business Agent, Franchise Broker
- Property Manager, Body Corporate Manager
- Real Estate Agent
- Real Estate Representative, Real Estate Salesperson, Real Estate Sub-agent, Property Portfolio Officer, Buyer's Agent

# This course is made up of 18 units of competency

## 5 Core units:

1. CPPREP4001 Prepare for professional practice in real estate
2. CPPREP4002 Access and interpret ethical practice in real estate
3. CPPREP4003 Access and interpret legislation in real estate
4. CPPREP4004 Establish marketing and communication profiles in real estate
5. CPPREP4005 Prepare to work with real estate trust accounts

## 13 Elective Units:

### Property Sales

1. CPPREP4101 Appraise property for sale or lease
2. CPPREP4102 Market property
3. CPPREP4103 Establish vendor relationships
4. CPPREP4104 Establish buyer relationships
5. CPPREP4105 Sell property

### Property Management

1. CPPREP4121 Establish landlord relationships
2. CPPREP4122 Manage tenant relationships
3. CPPREP4123 Manage tenancy
4. CPPREP4124 End tenancy

### Trust Accounting

1. CPPREP4125 Transact in trust accounts

### Additional Units

1. CPPREP4142 Promote property management products and services
2. CPPREP4501 Prepare to complete the sales process - off the plan properties
3. BSBTWK301 Use inclusive work practices

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## How to complete this course

### E-Learning

The course materials and assessments are online. Complete in your own time.

### Smart & Skilled Funded Program

(For NSW Residents only)

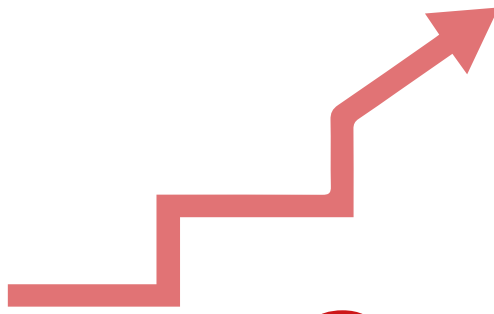
**Course Fees : Refer to ASTC website**

### \* Refund Policy

Once you have received access to your online course portal, no refund will apply.



# Your property career ladder



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## STEP

**Successfully complete the Certificate of Registration with ASTC.**

- Register with NSW Fair Trading as an Assistant Agent (Class 3)
- Work under the supervision of a Class 1 licence holder.

\*Note: All Assistant Agents are required to transition to a class 2 licence in the 4 years after the commencement of the Reforms

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## STEP

**Successfully complete the CPP41419 Certificate IV in Real Estate practice with ASTC.**

- As a registration Assistant Agent, complete a minimum of one year working in the property industry.
- Provide NSW Fair Trading with evidence of competence from the work experience requirements nominated.
- Register with NSW Fair Trading as a Licensed Agent (class 2)
- Work under the supervision of a class 1 licence holder

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## STEP

**Successfully complete the Diploma of Property Services (Agency Management) with ASTC.**

- As a registered Licensed Agent, complete a minimum of two years working in the property industry.
- Provide NSW Fair Trading with evidence of competence from the work experience requirements nominated.

**Register with NSW Fair Trading as a Licensee-in-charge (class 1)**

Choose to either:

- a) Work under the supervision of a class 1 licence holder  
OR
- b) Operate your own agency  
OR
- c) work as an independence contractor





## Take the next step in your career

If you want to climb the property ladder and operate as an Independent Contractor, operate your own office, or act as the Licensee-In-Charge of an office when your LIC is absent from the office, you will require a Class 1 Licence

To obtain a Class 1 licence you will need to work as a Class 2 Licensed Agent for 2 years and you will also need to complete the Diploma of Property (Agency Management) qualification.

So once you've completed your Certificate IV in Real Estate Practice qualification, start on the path to becoming the professional you NEED to be, and commence the Diploma program to enhance your skills, knowledge, and opportunities in the property industry.

**Contact ASTC  
to discuss your opinion**

**Contact us: 02 9700 9333**  
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