



# ACT Real Estate Licensing Course



*The required qualification for a Real Estate Licence in the ACT*

## Overview

This course provides participants with the skills, knowledge and qualification to meet the requirements for licensing in the ACT as detailed in the Agents Regulations Act 2003. It is designed specifically for those participants who have a Certificate IV in Property (Real Estate) (CPP40307). This enables participants to achieve recognition for 12 units and attend training for the remaining six units required for licensing in the ACT.

## Benefits

- Achieve a statement of attainment for nationally recognised units of competency
- Learn from highly experienced and renowned real estate facilitators who will share their expertise in agency management
- Expand your knowledge of the real estate industry
- Continue your education and obtain the required qualification to be Licensed in the ACT
- Develop real estate management skills and knowledge
- Continue your learning and be better at your role in real estate
- Participate in an innovative, interesting and enjoyable Licensing program
- Complete your continuing professional development requirements for the year you complete the course.

## What you will learn

By attending this workshop you will learn to:

- Strategically plan and manage a real estate business
- Recruit, manage and induct staff
- Lead and develop teams
- Establish and manage agency trust accounts
- Manage budgets and financial plans
- Meet governance and legal responsibilities

## Requirements

This program is designed specifically for those participants who have a:

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- Certificate IV in Property (Real Estate) (PRD40101) or
  - Certificate IV in Property Services (Real Estate) (CPP40307)

This enables participants to achieve recognition for twelve units and attend training for the remaining six units required for licensing in the ACT.

Participants will provide evidence of their work together with details of their existing Certificate IV in Property (Real Estate) (PRD40101) or Certificate IV in Property Services (Real Estate) (CPP40307) qualification as part of the recognition assessment process for twelve of the eighteen required units of competency.

Wisdom offers alternative programs for those participants who do not have a Certificate IV in Property (Real Estate) (PRD40101) or the Certificate IV in Property Services (Real Estate) (CPP40307) to achieve the units of competency required to become licensed in the ACT. Please contact the Wisdom team for more information.

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Participants successfully completing the ACT Real Estate Licensing Course will achieve the following 18 units of competency:

- CPPDSM4007A Identify legal and ethical requirements of property management to complete agency work
- CPPDSM4008A Identify legal and ethical requirements of property sales to complete agency work
- CPPDSM4009B Interpret legislation to complete agency work
- CPPDSM4015B Minimise agency and consumer risk
- CPPDSM4080A Work in the real estate industry
- CPPDSM4006A Establish and manage agency trust accounts
- BSBFIM501A Manage budgets and financial plans
- BSBHRM402A Recruit, select and induct staff
- BSBMGT502B Manage people performance
- CPPDSM5012A Develop a strategic business plan in the real estate industry
- CPPDSM4002A Apply knowledge of state or territory legislative and regulatory framework to complete agency work
- CPPDSM4003A Appraise property
- CPPDSM4005A Establish and build client-agency relationships
- CPPDSM4012A List property for sale
- CPPDSM4014A Negotiate effectively in property transactions
- CPPDSM4018A Present and prepare property reports
- CPPDSM4022A Sell and finalise the sale of property by private treaty

#### **Units of competency**

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#### **Commitment**

The face-to-face commitment to complete this course is a total of 6 days delivered over a six-week period. Additional work based activities will also be required.

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**Recognition of Prior learning (RPL)**

Wisdom offers all prospective learners for the ACT Real Estate Registration Course Recognition of Prior Learning (RPL).

RPL is an assessment process that recognises current skills and experience gained from work, life experience, or formal study.

The assessment process will involve you collecting evidence against the requirements of the units of competency. Your assessor will support you to gather this evidence and will then examine the evidence you provide to prove you have the necessary knowledge and skills for RPL.

Your evidence can include

- samples of work, projects and materials
- third party input from managers and/or peers
- written reports
- interviews with your assessor.

For further details on how you can initiate the RPL process, please call our team on 02 6257 8588.

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**Cost**

**Cost:** \$2,990 (GST free) - includes all workshops, materials, assessment and support and gourmet catering.

If you are registering and paying for this course as an individual (not your employer), then please contact the Wisdom office on 6257 8588 before registration.

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**Details**

**Duration:** six full day workshops (held every Tuesday over six weeks)

**Course start date:** Tuesday 17 July 2012

**Time:** 9:00am – 4:30pm

**Where:** Wisdom Learning Centre, Fairbairn ACT

**Cost:** \$2,990 (GST free) - includes all materials and gourmet catering

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**How to register**

Register online at [www.wisdomlearning.com.au](http://www.wisdomlearning.com.au) or contact us for more details.

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**ACT Real Estate  
Licensing Course  
Schedule\***

\*please note this schedule  
is subject to change

<b>Event</b>	<b>Date</b>	<b>Time</b>
Licensing Day 1	Tuesday 17 July 2012	9:00am - 4:30pm
Licensing Day 2	Tuesday 24 July 2012	9:00am - 4:30pm
Licensing Day 3	Tuesday 31 July 2012	9:00am - 4:30pm
Licensing Day 4	Tuesday 7 August 2012	9:00am - 4:30pm
Licensing Day 5	Tuesday 14 August 2012	9:00am - 4:30pm
Licensing Day 6	Tuesday 21 August 2012	9:00am - 4:30pm