

Land Agents Act 1994

## Sales Representative Registration Qualifications

For unrestricted registration as a Sales Representative, you must provide evidence of satisfactory completion (including status granted) in one of the qualification options listed below.

For a restricted registration (under supervision while completing training) as a Sales Representative, you must provide proof of enrolment in one of the qualifications listed below. It is expected that you complete training within 12 months.

### Option 1

Successful completion of the following **19** units of competency from CPP41419 - Certificate IV in Real Estate Practice & CPP51119 - Diploma of Property (Agency Management);

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.
6	CPPREP4101	Appraise property for sale or lease
7	CPPREP4102	Market property
8	CPPREP4103	Establish vendor relationships
9	CPPREP4104	Establish buyer relationships
10	CPPREP4105	Sell property
11	CPPREP4161	Undertake pre-auction processes
12	CPPREP4163	Complete post-auction processes and contract execution
13	CPPREP4201	Appraise commercial property
14	CPPREP4261	Appraise business for sale
15	CPPREP4264	Manage the sales process in business broking
16	CPPREP4504	Deliver presentations to clients in real estate
17	BSBDIV301	Work effectively with diversity <u>OR</u>
	BSBTWK301	Use inclusive work practices
18	CPPREP5007	Develop a strategic business plan in the property industry
19	CPPREP5008	Market the property agency

### Option 2

**Holds a current South Australian Property Managers Registration** (excluding registrations limited to being under supervision); *and*

Successful completion of the following **14** units of competency from CPP41419 - Certificate IV in Real Estate Practice & CPP51119 - Diploma of Property (Agency Management);:

1	CPPREP4001	Prepare for professional practice in real estate
2	CPPREP4004	Establish marketing and communication profiles in real estate
3	CPPREP4101	Appraise property for sale or lease
4	CPPREP4103	Establish vendor relationships
5	CPPREP4104	Establish buyer relationships
6	CPPREP4105	Sell property
7	CPPREP4161	Undertake pre-auction processes
8	CPPREP4163	Complete post-auction processes and contract execution
9	CPPREP4201	Appraise commercial property
10	CCPREP4261	Appraise business for sale
11	CPPREP4264	Manage the sales process in business broking
12	CPPREP4504	Deliver presentations to clients in real estate
13	CPPREP5007	Develop a strategic business plan in the property industry
14	CPPREP5008	Market the property agency

### Option 3

Successful completion of the following 17 units of competency;

1	CPPDSM4003A	Appraise property
2	CPPDSM4005A	Establish and build client-agency relationships
3	CPPDSM4007A	Identify legal and ethical requirements of property management to complete agency work
4	CPPDSM4008A	Identify legal and ethical requirements of property sales to complete agency work
5	CPPDSM4009A	Interpret legislation to complete agency work
6	CPPDSM4010A	Lease property
7	CPPDSM4012A	List property for sale
8	CPPDSM4014A	Market property for sale
9	CPPDSM4015A	Minimise agency and consumer risk
10	CPPDSM4017A	Negotiate effectively in property transactions
11	CPPDSM4018A	Prepare and present property reports
12	CPPDSM4019A	Prepare for auction and complete sale
13	CPPDSM4022A	Sell and finalise the sale of property by private treaty
14	CPPDSM4079A	Work in the business broking sector
15	CPPDSM4080A	Work in the real estate industry
16	CPPDSM5012A	Develop a strategic business plan in the real estate industry
17	CPPDSM5032A	Market the agency

### Option 4

Successful completion of the following subjects offered by the **University of South Australia** as part of the course for the **Graduate Diploma in Property** or **Master of Business (Property)** or **Master of Business in Property**:

- (i) One of the following;
  - a. Law of Property G; or
  - b. Fundamentals of Property Law G; or Property Law 2M; or
  - c. Property Law 1G and 2G;

AND

- (ii) One of the following;
  - a. Property Agency G; or
  - b. Property Management and Agency; or Property Agency and Management G;

OR *all of the following*:

- c. Property Development and Building Development G; and Commercial Property Management G; and Conveyancing Law G.

**If the date of completion is on or after 1 January 1999, must also complete;**

- a. Conveyancing 1 G; or
- b. Real Estate Documentation G;

AND

- c. Real Estate Management and Agency Practice G;

OR *all of the following*:

- d. Property Development and Building Development G; and Commercial Property Management G; and Conveyancing Law G.

**if the date of completion is before 1 January 1999, must also complete one of;**

- a. Real Estate Management and Agency Practice G AND Conveyancing 1G; or
- b. Real Estate Marketing AND Property Case Studies

## Option 5

Successful completion of the following subjects offered by the **University of South Australia** as *part* of the course for the **Bachelor of Business (Property)** or **Bachelor of Business in Property**;

- (i) One of the following;
  - a. Introduction to Law; or
  - b. Foundations to Business Law; or
  - c. Business Law; or
  - d. Property Law 1 & 2;

AND

- (ii) One of the following;
  - a. Law of Property; or
  - b. Fundamentals of Property Law; or
  - c. Property Law 3 and 4;

AND

- (iii) One of the following;
  - e. Property Management and Agency; or
  - f. Property Agency and Management; or
  - g. Property Asset Management; or
  - h. Property Management; or
  - i. Property Agency; or
  - j. Real Estate Management and Agency Practice; or
  - k. Property Studies 2 & 3 AND Property Fieldwork 1 & 2.

**If the date of completion of any subjects referred to in paragraphs (i) or (ii) is on or after 1 January 1995, must also complete;**

- ii. One of the following;
  - a. Property Utilisation and Sustainability; or
  - b. Land Use, Planning and Sustainability; or
  - c. Physical Aspects of Real Estate; or
  - d. Property Economics.

**If the date of completion of the subject “Real Estate Management and Agency Practice” referred to in paragraph (iii) (f) is between 1 January 1999 and 31 December 2006 (inclusive) must also complete;**

- iii. One of the following;
  - a. Real Estate Documentation 1; or
  - b. Conveyancing 1.

## Option 6

A qualification entitling the person to be registered as a Land Agent.

## Option 7

Successful completion of the following 7 subjects offered by the **University of South Australia** as part of the course for the **Bachelor of Business (Real Estate Practice)** or **Bachelor of Business (Property)**;

- 1 Discovering Opportunities in Property
- 2 Property Asset Management
- 3 Business Law
- 4 Fundamentals of Property Law
- 5 Real Estate Practice
- 6 Principles of Economics
- 7 Property Economics

## Option 8

Successful completion of the **PRD40101 Certificate IV in Property (Real Estate)** and successful completion of the following 14 units of competency;

1	PRDRE10A	Manage agency risk
2	PRDRE11A	Provide property appraisal
3	PRDRE12A	Establish and expand client base
4	PRDRE13A	Obtain property listings
5	PRDRE14A	Market property
6	PRDRE15A	Undertake property sale by private treaty
7	PRDRE16A	Monitor sales process
8	PRDRE18A	Lease property
9	PRDRE22A	Present and explain property reports
10	PRDRE26A	Conduct property sale by auction
11	PRDRE30A	Implement personal marketing plan
12	PRDRE37A	Perform and record property management activities and transactions
13	PRDRE39A	Prepare and execute documentation
14	PRDPOD62A	Clarify and confirm property information requirements

## Other options

- Held a registration as a sales representative, or Manager, or, land agent under the repealed *Land Agents, Brokers and Valuers Act 1973* immediately before the commencement of the *Land Agents Act 1994* on 1 June 1995.
- Satisfactory completion of the course of instruction approved by the Industrial and Commercial Training Commission in relation to the declared vocation “Customer Servicing (Real Estate Operations–Sales)” under the *Industrial and Commercial Training Act 1981*.
- Satisfactory completion of a course accredited under the *Tertiary Education Act 1986* in relation to the Certificate in Real Estate Operations (Sales Consulting).
- Certificate IV in Business (Real Estate Sales) conferred by the Department of Education, Training and Employment (TAFE SA) or the former Department for Employment, Training and Further Education.
- Certificate IV in Business (Real Estate Sales) conferred by the Real Estate Industry Training Centre (being a body registered under Part 3 of the *Vocational Education, Employment and Training Act 1994* as a provider of an accredited course for that certificate).
- Certificate IV in Business (Real Estate Sales) conferred by Training Education Systems (SA) Pty Ltd trading as Training and Education Systems South Australia/The Real Estate Training College (being a body registered under Part 3 of the *Vocational Education, Employment and Training Act 1994* as a provider of an accredited course for that certificate).
- Certificate in Real Estate Sales conferred by the Department of Education, Training and Employment (TAFE SA) or the former Department of Employment, Training and Further Education.

## For more information

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