

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 qualifications 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 One

Completion of the following **units** forming *part of* the **CPP40307 Certificate IV in Property Services OR (Real Estate) or CPP50307 Diploma of Property Services (Agency Management)** from the CPP07 Property Services Training Package;

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| CPPDSM4003A | Appraise property |
| CPPDSM4005A | Establish and build client-agency relationships |
| 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 |
| CPPDSM4009A | Interpret legislation to complete agency work |
| CPPDSM4010A | Lease property |
| CPPDSM4012A | List property for sale |
| CPPDSM4014A | Market property for sale |
| CPPDSM4015A | Minimise agency and consumer risk |
| CPPDSM4017A | Negotiate effectively in property transactions |
| CPPDSM4018A | Prepare and present property reports |
| CPPDSM4019A | Prepare for auction and complete sale |
| CPPDSM4022A | Sell and finalise the sale of property by private treaty |
| CPPDSM4079A | Work in the business broking sector |
| CPPDSM4080A | Work in the real estate industry |
| CPPDSM5012A | Develop a strategic business plan in the real estate industry |
| CPPDSM5032A | Market the agency |

Option Two

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;
- Law of Property G; or
 - Fundamentals of Property Law G; or Property Law 2M; or
 - Property Law 1G and 2G;

AND

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

all of the following:

- 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;

- Conveyancing 1 G; or
- Real Estate Documentation G;

AND

- Real Estate Management and Agency Practice G;

OR

all of the following:

- 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;

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

Option Three

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;
 - a. Property Management and Agency; or
 - b. Property Agency and Management; or
 - c. Property Asset Management; or
 - d. Property Management; or
 - e. Property Agency; or
 - f. Real Estate Management and Agency Practice; or
 - g. 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;

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

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;

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

Option Four

Completion of **all** of the following **subjects** offered by the **University of South Australia** as *part of* the course for the **Bachelor of Business (Real Estate Practice)**;

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

Option Five

Satisfactory completion of the **PRD40101 Certificate IV in Property (Real Estate)** from the PRD01 Property Development and Management Training Package together with a Statement of Attainment showing satisfactory completion of the following units of competency:

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| PRDRE10A | Manage agency risk; |
| PRDRE11A | Provide property appraisal; |
| PRDRE12A | Establish and expand client base; |
| PRDRE13A | Obtain property listings; |
| PRDRE14A | Market property; |
| PRDRE15A | Undertake property sale by private treaty; |
| PRDRE16A | Monitor sales process; |
| PRDRE18A | Lease property; |
| PRDRE22A | Present and explain property reports; |
| PRDRE26A | Conduct property sale by auction; |
| PRERE30A | Implement personal marketing plan; |
| PRDRE37A | Perform and record property management activities and transactions; |
| PRDRE39A | Prepare and execute documentation; |
| PRDPOD62A | Clarify and confirm property information requirements. |

Note: this qualification is no longer offered by registered training organisations, but can be used to obtain a sales representative registration if previously completed.

Option Six

A qualification entitling the person to be registered as a Land Agent under the *Land Agents Act 1994*. Refer to the Land Agents Qualifications Guideline for further information.

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

| Email | Website | Phone | In person |
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