



## ONLINE - CERTIFICATE OF REGISTRATION IN REAL ESTATE / ASSISTANT AGENT COURSE IN REAL ESTATE (NSW)

The NSW Assistant Agent Course, also known as the Certificate of Registration in NSW, is a training program designed for individuals who wish to pursue a career in real estate in the state of New South Wales, Australia. The course provides an overview of the key principles, laws, and practices that are essential for success in the real estate industry.

In NSW, the Real Estate Assistant Agent Certificate is the entry-level requirement for any individual looking to gain a career in Real Estate. By completing this course, you will be eligible to make an application with NSW Fair Trading to become an Assistant Agent and be able to work under a licensed real estate agent in property sales, property management, property administration, and marketing.

### UNITS OF COMPETENCY

- CPPREP4001 - Prepare for professional practice in real estate
- CPPREP4002 - Access and interpret ethical practice in real estate
- CPPREP4003 - Access and interpret legislation in real estate
- CPPREP4004 - Establish marketing and communication profiles in real estate
- CPPREP4005 - Prepare to work with real estate trust accounts

### ENTRY REQUIREMENTS

To enrol into this course, the following requirements must be met:

- You must be 18 years of age or older at the time of enrolment and must have sufficient English language skills to complete the course.
- You must not be a disqualified person.
- You must be fit and proper.
- You should possess basic technological literacy and have access to the Microsoft Office suite or an equivalent software package.

### COURSE DURATION

Students will have a maximum of six (6) months to complete the course.



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An 'Assistant Agent' is the title given to all certificate of registration holders. This is an entry-level position, with limited functions, to allow new entrants to gain the experience and knowledge required to qualify as an agent.

A certificate of registration is issued for a four-year term and is not renewable. Within the four-year period, assistant agents must complete their qualifications and progress to a Class 2 licence. If not, they must cease working as an assistant agent and they cannot apply for a new certificate of registration within 12 months of the expiry of their certificate. As an assistant agent, you must be employed and supervised by a Class 1 or 2 licence holder in order to exercise your functions. Please refer to the NSW Office of Fair Trading website for further information on the licensing rules.

By completing this course you will:

- Gain comprehensive training covering all aspects of the industry.

- Learn about property sales and leasing, property management, industry codes and ethics, risk management, and compliance.
- Complete the course at your own pace and on your own schedule.

## **WHAT DO YOU NEED TO DO WHEN YOU HAVE COMPLETED THIS COURSE?**

Upon completion of the course, students will need to make an application with NSW Fair Trading to become an Assistant Agent and be able to work under a licensed real estate agent in property sales, property management, property administration, and marketing.

## **CAREER OUTCOMES**

Individuals with a Certificate of Registration can work as assistant agents under the supervision of a licensed real estate agent. They can assist with property sales and leasing activities, conduct property inspections, and provide administrative support.



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## YOUR CAREER STEPS



1

### SUCCESSFULLY COMPLETE THE CERTIFICATE OF REGISTRATION COURSE

Register with NSW Fair Trading as an Assistant Agent and work under supervision of a Class 1 licence holder



2

### SUCCESSFULLY COMPLETE CPP41419 UPGRADE TO CERTIFICATE IV IN REAL ESTATE PRACTICE

As a registered Assistant Agent, complete a minimum of one year working in the real estate industry. Apply for your Class 2 Licence with NSW Fair Trading and work under the supervision of a Class 1 licence holder.



3

### SUCCESSFULLY COMPLETE CPP51122 DIPLOMA OF PROPERTY (AGENCY MANAGEMENT)

As a registered Class 2 Licensed Agent, complete a minimum of two years working in the real estate industry. Apply for your Class 1 Licence with NSW Fair Trading and choose to either:

- work under the supervision of a Class 1 licence holder;
- operate your own agency or;
- work as an Independent Contractor



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## READY TO ENROL?

1

2

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### CLICK ENROL NOW

Click the button below, add your course to cart, and checkout using one of our payment options.

### ENROLMENT FORM

Complete the enrolment form sent in a link to your email.

### START STUDYING

Congratulations, you can now start your course. Yes, it is that easy!

[ENROL NOW](#)



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