



CERTIFICATE IV IN REAL ESTATE PRACTICE (AGENT REPRESENTATIVE) (CPP41419)

The Certificate IV in Real Estate Practice (Agent Representative) is designed for individuals who wish to commence or further their career in the Victorian real estate industry. This course is suitable for those seeking to work in residential or commercial real estate sales, property management, leasing, administration, marketing, or other agency support roles.

The program provides the practical skills and theoretical knowledge required to work effectively within a real estate agency environment. Throughout the course, students will develop an understanding of Victorian real estate legislation, ethical practice, consumer protection requirements, trust accounting, agency operations, client communication, and the professional standards expected within the industry.

ENTRY REQUIREMENTS

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

1. 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.
2. You must not be a disqualified person
3. You must be fit and proper.
4. 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 twelve (12) months to complete the course.

DELIVERY MODE

- Online / Self-Paced Study

Upon successful completion of the course, students will be awarded the nationally recognised CPP41419 Certificate IV in Real Estate Practice, comprising 18 units of competency (5 core and 13 elective units).

Completion of this qualification may assist individuals seeking employment within the Victorian real estate industry as an Agent's Representative or in other real estate agency roles, subject to meeting all eligibility and regulatory requirements prescribed by Consumer Affairs Victoria (CAV). Students should independently review the current registration, licensing, and employment requirements with Consumer Affairs Victoria before undertaking real estate work or applying for registration or licensing.



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By completing this course, you will gain comprehensive training across the key areas of the Victorian real estate industry and develop the practical knowledge and confidence to work effectively within a real estate agency. You will build skills in property sales, leasing, property management, trust accounting, client communication, marketing, ethical practice, risk management, and legislative compliance. These competencies are designed to prepare you for a range of real estate agency roles while ensuring you understand the professional standards and legal responsibilities expected of industry practitioners in Victoria.

UNITS OF COMPETENCY

CORE

- 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

ELECTIVE

- CPPREP4101 - Appraise property for sale or lease
- CPPREP4102 - Market property
- CPPREP4103 - Establish vendor relationships
- CPPREP4104 - Establish buyer relationships
- CPPREP4105 - Sell property
- CPPREP4121 - Establish landlord relationships
- CPPREP4122 - Manage tenant relationships
- CPPREP4123 - Manage tenancy
- CPPREP4124 - End tenancy
- CPPREP4125 - Transact in trust accounts
- CPPREP4161 - Undertake pre-auction processes
- CPPREP4162 - Conduct and complete sale by auction
- CPPREP4163 - Complete post-auction process and contract execution



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

Upon successful completion of the course, students should review the current registration, licensing, and employment requirements applicable to their intended role within the Victorian real estate industry. Depending on the role they wish to undertake, additional eligibility criteria or regulatory requirements may apply. Applications for registration or licensing may also be subject to fees payable to Consumer Affairs Victoria (CAV). Students should refer to Consumer Affairs Victoria for the most up-to-date information on registration, licensing, applicable fees, and any ongoing professional obligations before commencing real estate work or applying for registration or licensing.

CAREER OUTCOMES

The Certificate IV in Real Estate Practice (CPP41419) provides a strong foundation for a career in the Victorian real estate industry. Upon successful completion, graduates may seek employment as an Agent's Representative or in a variety of real estate agency roles, including residential and commercial sales, property management, leasing, administration, and marketing, subject to meeting any applicable registration, licensing, and regulatory requirements prescribed by Consumer Affairs Victoria (CAV).

EDUCATION PATHWAYS

After completion of this course, you can progress your studies and build your skills and knowledge through a Diploma of Property (Agency Management) (CPP51122).



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YOUR CAREER STEPS

1

COMPLETE THE CERTIFICATE IV IN REAL ESTATE PRACTICE (CPP41419)

Develop the knowledge and practical skills required to commence a career in the Victorian real estate industry. Review the current registration, licensing, and eligibility requirements with Consumer Affairs Victoria (CAV) for your intended role.

GAIN INDUSTRY EXPERIENCE

Commence employment within a real estate agency as an Agent's Representative or in another suitable real estate role, where you can apply your knowledge across property sales, leasing, property management, administration, and agency operations while continuing to build your professional skills.

2

SUCCESSFULLY COMPLETE CPP51122 DIPLOMA OF PROPERTY (AGENCY MANAGEMENT)

As you gain experience, you may choose to pursue further education and professional development, such as the CPP51122 Diploma of Property (Agency Management), to broaden your knowledge and enhance your opportunities for career advancement within the real estate industry. Depending on your career goals, additional registration, licensing, or regulatory requirements may apply. Students should refer to Consumer Affairs Victoria (CAV) for the most up-to-date information.

3



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READY TO ENROL?

1

CLICK ENROL NOW

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

2

ENROLMENT FORM

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

3

START STUDYING

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

ENROL NOW



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