



Real Estate Training Opportunities

October 2021

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Real Estate Training Opportunities

Overview of Opportunities

For Sales Representatives & Sales Focused Administration Staff



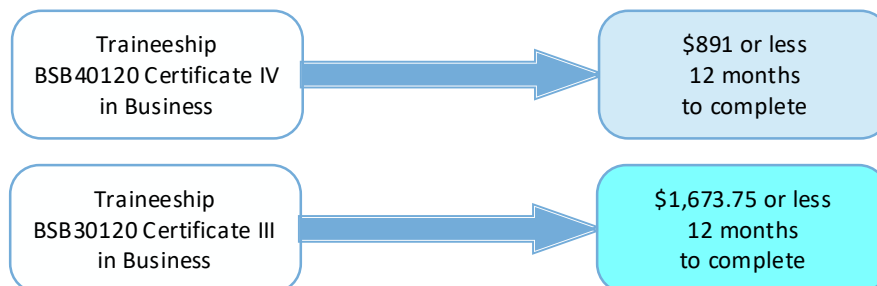
For Assistant Property Managers and Property Management – Administration Staff



For Experienced Property Managers



For Managers and Administration Staff



Investment

Restricted Sales Registration

Enrolment Type	Description	Fee
Traineeship	CPP31519 Certificate III in Real Estate Practice (Option 1 – Sales Focus Units – See Page 4)	\$1,528.00
Fee For Service Units	Additional 8 Sales units	\$800.00
TOTAL		\$2,328.00

Restricted Property Management Registration

Enrolment Type	Description	Fee
Traineeship	CPP31519 Certificate III in Real Estate Practice (Option 2 – Property Management Units – See Page 4)	\$1,446.00
Fee For Service Units	Additional 7 Property Management units	\$700.00
TOTAL		\$2,146.00

Unrestricted Registration

Enrolment Type	Description	Fee
Traineeship (Property Managers)	CPP41419 Certificate IV in Real Estate Practice	\$1,950.00
Fee for Service (All staff)		\$3,500

*Trainees who qualify for a funded Traineeship through the Department of Training and Workforce Development (DTWD) will be charged as per the published rates on the DTWD Jobs and Skills WA website (<http://www.dtwd.wa.gov.au/jswa>).

The student tuition fees are indicative only and are subject to change given individual circumstances at enrolment. Additional fees may apply such as Student Resource fees.

Refer to <http://www.aspirept.com.au/resources> for details on Aspire's fees and charges policy.

Sales and Property Management Registration Details

1) RESTRICTED SALES REGISTRATION

The units of competency that make up the Restricted Sales Registration are:

National Code	National Title
CPPREP4001	Prepare for professional 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
CPPREP4101	Appraise property for sale or lease
CPPREP4002	Access and interpret ethical practice in real estate *
CPPREP4102	Market property *
CPPREP4103	Establish vendor relationships*
CPPREP4104	Establish buyer relationships *
CPPREP4105	Sell property *
CPPREP4201	Appraise commercial property *
CPPREP4202	Establish and maintain vendor and lessor relationships and networks *
CPPREP4203	Complete commercial property sale *

* These units combine with CPP31519 Certificate III in Real Estate Practice

2) RESTRICTED PROPERTY MANAGEMENT REGISTRATION

The units of competency that make up the Restricted Property Management Registration are:

National Code	National Title
CPPREP4001	Prepare for professional 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
CPPREP4101	Appraise property for sale or lease
CPPREP4002	Access and interpret ethical practice in real estate*
CPPREP4102	Market property*
CPPREP4121	Establish landlord relationships*
CPPREP4122	Manage tenant relationships*
CPPREP4123	Manage tenancy*
CPPREP4124	End tenancy*
CPPREP4125	Transact in trust accounts*

* These units combine with CPP31519 Certificate III in Real Estate Practice

For more information on the Department of Mines, Industry Regulation and Safety (DMIRS)'s licensing requirements, visit: <https://www.commerce.wa.gov.au/consumer-protection/individual-agent-or-business-agent-licence-real-estate>

CPP31519 Certificate III in Real Estate Practice Traineeship Details

The **CPP31519 CERTIFICATE III IN REAL ESTATE PRACTICE** applies to administration and support staff working in the real estate sector. Occupational titles may include:

- Real Estate Agent Office Assistant
- Real Estate Sales Assistant
- Assistant Property Manager
- Marketing and Administration Assistant.

This qualification requires that 14 units be achieved. Where only some units of competency are achieved, a statement of attainment will be issued.

Aspire Performance Training is offering the following options in the Traineeship.

- Option 1 – Sales Focus
- Option 2 – Property Management Focus

Common Units (5 core & 6 elective units)

National Code	National Title	
CPPREP3001	Comply with ethical practice in real estate	Core
CPPREP3002	Communicate effectively to support customer service in real estate	Core
CPPREP3003	Access and process property information in real estate	Core
CPPREP4001	Prepare for professional practice in real estate*	Core
CPPREP4005	Prepare to work with real estate trust accounts*	Core
BSBTEC301	Design and produce business documents	Elective
BSBPEF301	Organise personal work priorities	Elective
BSBTWK301	Use inclusive work practices	Elective
CPPREP4003	Access and interpret legislation in real estate*	Elective
CPPREP4004	Establish marketing and communication profiles in real estate*	Elective
CPPREP4101	Appraise property for sale or lease*	Elective

* These units also form part of the Sales & Property Management Registration courses.

Option 1 – Sales Focus (3 elective units)

National Code	National Title	
CPPREP3102	Assist in listing and marketing properties for sale	Elective
CPPREP3103	Assist with the sale of properties	Elective
SIRXCEG003	Build customer relationships and loyalty	Elective

Option 2 – Property Management Focus (3 elective units)

National Code	National Title	
CPPREP3101	Assist in listing and marketing properties for lease	Elective
CPPREP3104	Assist with maintaining and protecting condition of managed properties	Elective
CPPREP3105	Assist with property inspection	Elective

Please see www.training.gov.au for detailed information on unit content.

CPP41419 Certificate IV in Real Estate Practice Traineeship Details

The **CPP41419 Certificate IV in Real Estate Practice** reflects the role of real estate professionals who apply knowledge of real estate practice legal agency and compliance requirements, ethical standards and consumer preferences to conduct real estate functions.

This qualification requires that 18 units be achieved. Where only some units of competency are achieved, a statement of attainment will be issued.

The units of competency that make up this qualification are: **5 core units plus 13 elective units.**

National Code	National Title	
CPPREP4001	Prepare for professional practice in real estate	Core
CPPREP4002	Access and interpret ethical practice in real estate	Core
CPPREP4003	Access and interpret legislation in real estate	Core
CPPREP4004	Establish marketing and communication profiles in real estate	Core
CPPREP4005	Prepare to work with real estate trust accounts	Core
CPPREP4101	Appraise property for sale or lease	Elective
CPPREP4102	Market property	Elective
CPPREP4103	Establish vendor relationships	Elective
CPPREP4104	Establish buyer relationships	Elective
CPPREP4105	Sell property	Elective
CPPREP4121	Establish landlord relationships	Elective
CPPREP4122	Manage tenant relationships	Elective
CPPREP4123	Manage tenancy	Elective
CPPREP4124	End tenancy	Elective
CPPREP4125	Transact in trust accounts	Elective
CPPREP4201	Appraise commercial property	Elective
CPPREP4202	Establish and maintain vendor and lessor relationships and networks	Elective
CPPREP4203	Complete commercial property sale	Elective

Please see www.training.gov.au for detailed information on unit content.

Traineeship Employer Incentives & Wage Subsidies

The following information details the Incentives and Wage subsidies available to employers in the Real Estate Industry if they employ Trainees.

To support industry, the government are offering the following incentives and subsidies:

Federal Incentive

- \$1,500 (paid at 6 months)
- \$2,500 paid at completion of the qualification

To be eligible for these incentives and subsidies, the full-time trainee must be a new worker and not have completed a Certificate III or higher in last 7 years, with the exception of completing a Certificate III whilst at school.

Part time trainees are eligible for \$1,500 on completion. Even if they do have a prior qualification, they can still undertake the traineeship and receive the state incentives and wage subsidy.

New WA state-based incentive effective from 1 July 2019

- Total of **\$2,125** - \$1,062.50 paid at 6 months and \$1,062.50 paid on completion
 - Available for new workers only
 - It doesn't matter is they have completed a prior qualification

Wage Subsidy

In addition, there is also a wage subsidy where the federal government will pay 50% of the wages (for 12 months from the date of the sign up) capped at \$7,000 per quarter. Existing workers have the following restrictions:

- An existing worker transfers from a casual employment arrangement to a part-time or full-time employment arrangement
- An existing worker transfers from a part-time employment arrangement to a full-time employment arrangement
- If they are full time and an existing worker, they are not eligible for the wage subsidy or any other funding.

If the Trainee has already completed a Certificate IV or Diploma in Business, they are not eligible for the wage subsidy.

Next Steps

To **SIGN-UP** a staff member as a **Trainee**:

Contact one of the following Australian Apprenticeship Support Network (AASN) providers:

Sasha Gajic MEGT	0404 824 641	sashagajic@megt.com.au
Rocco Vallelonga The Apprenticeship Community	0438 913 964	Rocco.Vallelonga@apprenticeshipcommunity.com.au

The AASN will determine a time to meet with you to sign up your trainee. From this date, it may take anywhere from 2-6 weeks for Aspire to receive the government contract.

Please advise us once you have signed up with the AASN and when we receive your trainee's contract, we will commence the enrolment process.

For any questions or communication regarding enrolments, please contact us on (08) 6460 0965 or email our **Enrolments Team** at enrolments@aspirept.com.au.