

# Assistant Agent Entry Level Real Estate

## Assistant Agent/Certificate of Registration Residential Real Estate (NSW) Course

### Are you looking for a career in real estate?

The Assistant Agent course is the entry level real estate course. NSW Fair Trading have indicated that this course can be used to apply for the Assistant Agent - Certificate of Registration. Any person looking to sell or lease property in NSW (this includes giving advice or information on property must have competently completed these units). When you have successfully completed these units and received your Statements of Attainment you can submit them to NSW Fair Trading, where they will then register you as an Assistant Agent (conditions apply – see [www.fairtrading.nsw.gov.au](http://www.fairtrading.nsw.gov.au) for more information).

### Are there any specific entry requirements?

To gain your Assistant Agent registration from NSW Fair Trading see [www.fairtrading.nsw.gov.au](http://www.fairtrading.nsw.gov.au). If you need language, literacy or numeracy support please see our Student Handbook for further information.

### How can you complete the course?

RETS runs this course as follows:

**Online - via the RETS E-Learning Campus.** Once started you will have access to RETS Trainer & Assessor who can help and assist as required.

**Hard copy, Printed Material** - If you require a hardcopy version of your material posted to you please click [here](#) to contact our office. Costs apply.

**Face to Face** - Contact us for a quote to run it in house (minimum numbers apply).

### How long will it take?

RETS gives you six months to complete this course, though you can complete it sooner.

If you don't complete within the 6 months, students can purchase monthly extensions up to 6 months at \$110 (incl GST) per month.

### How am I assessed?

You will have assessments to complete throughout the course. These are marked using competency based assessment. Please be sure to read our Student Assessment Information Booklet which explains assessments in more detail before enrolling.

Your assessor will mark your assessments and provide feedback, online, as you go. There is a maximum 10 business day turn around for all marking. Our assessors try to assess your work faster than this and you may find your work is being assessed every few days.

### What if I need help?

Upon enrolment you will have access to a Trainer & Assessor and a student support team to assist with any questions you may have. You can contact your Trainer & Assessor through the RETS E-campus.

### Duration



6 months  
(you may complete it faster)

### Study Options



- Online
- Hard Copy
- Face to Face

### Completion




Statement of Attainment for units successfully completed

### Support



You will have access to a Trainer and Assessor and a student support team to assist with any questions you may have.

Access to recorded Webinars 

# Assistant Agent Entry Level Real Estate

## Assistant Agent/Certificate of Registration Residential Real Estate (NSW) Course

### What do I get when I finish?

Upon successful completion of this course you will receive a Statement of Attainment.

### What do I do when I finish?

It is a NSW Fair Trading requirement for all Assistant Agents to complete the CPP41419 Certificate IV In Real Estate Practice within 4 years of becoming registered with NSW Fair Trading.

To find out more about this course please contact our office.

### Units in the course:

The Assistant Agent course for the real estate sector comprises of five units of competency.

#### CORE UNITS

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

### How do I enrol?

Click on link above or visit [rets.com.au](http://rets.com.au). Please ensure you have read the Student Handbook prior to enrolment. Upon receipt of payment we will get you started.

Any more questions? - Please contact our office on 1300 850 980.

