



LEVERAGE
ACADEMY

1300 438 538

Level 1, Unit 25

3-9 Terminus St, CASTLE HILL, NSW, 2154

www.leveragegroup.com.au

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Leverage Services Pty Ltd t/as Leverage Academy is a registered training organisation No: 41017

CPP51122 Diploma of Property (Agency Management)

*** NSW Class 1 real estate agent's licence (without restriction condition)**



NATIONALLY RECOGNISED
TRAINING

Leverage Academy is a Registered Training Organisation (RTO Code: [41017](#)) approved to deliver and assess the CPP51122 Diploma of Property (Agency Management). Completing the CPP51122 Diploma of Property (Agency Management) course provides you with the knowledge and skills required to apply for your Class 1 real estate agent's licence with Fair Trading NSW (in accordance with Part 2 of the Property and Stock Agents Act 2002).

This qualification reflects the role of real estate principals who apply knowledge of property agency and compliance requirements, ethical standards and consumer preferences to establish and control real estate functions. This qualification applies to residential or commercial practice in real estate sales, real estate property management, strata management, business broking, stock and station, or auctioneering.

Our course has been developed by industry experts and delivered by the ONLY Real Estate RTO that is fully backed by a practicing Law Firm—Leverage Solicitors.

* This course helps to meet 'Pathway 3' of the licensing requirements of the Office of Fair Trading NSW to operate with a 'Class 1' real estate agent's licence without restriction condition. Refer to 'Licenced Outcome' section for further details.

Entry Requirements

All participants must be 16 years and over at the time of enrolment. Note, that a person needs to be at least 18 years of age when applying for their licence with Fair Trading.

Working in the real estate industry involves negotiating contracts which by law must be recorded in English. Course participants must be able to read, write and understand English, as all materials, tutorials and workshops are provided only in English, and assessments must be submitted in English.



Prior to enrolment, potential participants who have not previously completed at least one of the following levels will be required to complete a short assessment to demonstrate that they have the necessary Foundation Skills to be able to successfully complete the course that they want to enrol in:

- Australian School year 12, or an HSC
- Australian University degree
- Australian Certificate IV or above

If a potential participant's Foundation Skills levels are not adequate and it could hamper their course progress and competence, Leverage Academy will advise the individual of the (language, literacy and numeracy) LLN outcome, and discuss support options available to the person through specialist service providers; and when they could come back for enrolment.

Timescale

Participants should expect to complete this course within 6 - 12 months, although this may vary. All participants have 12 months to complete the course.

Recognition of Prior Learning

Leverage Academy offers Recognition for Prior Learning (RPL). RPL requires students to undertake a series of assessments for a qualification or units of competency. These are aligned to an individual's previous learning and are deemed equivalent to the learning outcomes of the components of the qualification or unit(s) of competency, being obtained through this process.

RPL is a complex and rigorous assessment method. Leverage Academy recommends this assessment method be investigated as an option for individuals who are currently working in the real estate industry or hold current qualifications or units of competency relating to the real estate industry. Leverage Academy requires individuals who are producing evidence for this assessment method, to provide current evidence. Under the academy's RPL policy, current evidence must be within 12 months and all evidence supplied must meet current industry standards.

Delivery Method

Leverage Academy offers this course by blended learning consisting of distance education and face-to-face tutorial workshops (via live virtual classroom using Zoom). Participants are assessed through a combination of written assessments, case studies and other practical assessments. Tutorial assistance and guidance is provided by qualified trainers and assessors.

Fees and Payment

Fees in Advance: In accordance with the Standards for Registered Training Organisations 2015, Leverage Academy does not require you to pay any more than \$1,500 before you start your course. Upon your enrolment into a course, the Academy will provide an assessment of your prior learning. After submitting and completing the prior learning requirements, you will be advised of the course units that you will be required to do and what units you have achieved competency in. You will be invoiced for the units you have that you have satisfied, and a separate invoice will be provided for the remainder of the course.



Any applications for Recognition of Prior learning will be assessed on a case by case basis.

For the complete disclosure of course, incidental costs, refund policy and critical information please refer to the Learner Handbook which can be found at the following link

<http://www.leveragegroup.com.au/academy/>

TGA Course Currency Status

Usage recommendation: Current

Units of Competency

* To achieve your qualification, you are required to successfully complete 12 units of competency. The units of competency that you must obtain to be granted a Class 1 real estate agent's licence are set out in the Property and Stock Agents Act 2002. The CPP51122 - Diploma of Property (Agency Management) course consists of 7 core units and 5 elective units, which will be a part of your application as required by the Office of Fair Trading NSW for you to obtain a Class 1 real estate agent's licence.

Unit Type	Unit code	Unit name
Core	CPPREP5001	Manage compliance in the property industry
Core	CPPREP5002	Establish and monitor property industry trust account management practices
Core	CPPREP5003	Manage ethical practice in the property industry
Core	CPPREP5004	Manage a safe workplace in the property industry
Core	CPPREP5005	Manage teams in the property industry
Core	CPPREP5006	Manage operational finances in the property industry
Core	CPPREP5007	Develop a strategic business plan in the property industry
Elective	CPPREP5010	Manage customer service activities in the property industry
Elective	BSBLDR522	Manage people performance
Elective	BSBMKG543	Plan and interpret market research
Elective	BSBOPS502	Manage business operational plans
Elective	BSBTWK503	Manage meetings



Support Services

Leverage Academy offers academic support services to their students. Any support services beyond our scope of assistance will be referred to an external service provider. Further details regarding support services can be found in the Leverage Academy Learner Handbook.

Unique Student Identifier

All learners will be required to supply Leverage Academy with a Unique Student Identifier (USI) that can be verified before receiving a certificate or statement of attainment. You may apply for a USI by following the link <https://www.usi.gov.au/>. For more information please consult the Learner Handbook.

Completion

Upon successful completion of the course, participants will be awarded the CPP51122 Diploma of Property (Agency Management) qualification. This qualification is nationally recognised under the Australian Qualification Framework. Participants who do not complete the course in its entirety will receive a Statement of Attainment for each Unit of Competency completed successfully.

Licensed outcome

* As per the Property and Stock Agents (Qualifications) Order 2019 under the Property and Stock Agents Act 2002, to apply with Fair Trading NSW for a Class 1 real estate agent's licence without restriction condition you need meet the following requirements:

Pathway 3—holders of class 2 licence without restriction condition

The person has—

- a) held a class 2 real estate agent's licence without a restriction condition for at least 2 years, and
- b) satisfactorily completed the class 1 work experience requirements during a 2 year period, and
- c) been issued with a relevant diploma from a registered training organisation (Includes this qualification)



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