



**REAL ESTATE**  
TRAINING & SERVICES NSW

**Skill Set**

# **Assistant Agent (NSW)**

**Units of competency from the CPP41419 Certificate IV in Real Estate Practice training package**

# Start with the fundamentals

This NSW Assistant Agent course is a skill set comprised of Units of Competency from the Property Services Package CPP.

Understand business structures and legislative requirements within professional real estate practice, and interpret ethical standards and reputational risks. Learn methods to developing marketing and communication profiles, and prepare to work with real estate trust accounts.



Skill level  
**Beginner**



Course length  
**Maximum 1 year**



Course delivery  
**Workplace,  
Distance, Mixed  
mode**



Prerequisites  
**None**



Location  
**NSW**



Certificate of completion  
**Statement of  
Attainment(then  
apply for Certificate  
of Registration)**



**Fair Trading**

Completing the Assistant Agent course makes you eligible to apply for the Certificate of Registration with NSW Fair Trading. This certificate allows you to work in a real estate agency in various roles under licensed real estate agents.





## CPPREP4001

### Prepare for Professional Practice in Real Estate

Understand the personal and legislative requirements of professional practice in real estate. This includes business structures, regulatory framework, codes of practice and professional development pathways within real estate.



Access the full Unit of Competency details at [training.gov.au](https://training.gov.au)



## CPPREP4002

### Access and Interpret Ethical Practice in Real Estate

Working ethically in real estate requires a thorough understanding of ethical standards in real estate. This unit supports real estate professionals in reducing financial and reputational risks, in meeting consumer protection standards, and in dealing responsibly with ethical breaches and challenges.



Access the full Unit of Competency details at [training.gov.au](https://training.gov.au)



## CPPREP4003

### Access and Interpret Legislation in Real Estate

Identify, access and interpret legislation relevant to work in real estate. Develop an understanding of the legislative framework, its structure and the impact of legislation on work in real estate.



Access the full Unit of Competency details at [training.gov.au](https://training.gov.au)





## CPPREP4004

### **Establish Marketing and Communication Profiles in Real Estate**

Develop marketing and communication profiles in real estate. It includes understanding methods for marketing and communicating, clarifying type, value and purpose of different communication activities and developing a personal profile for marketing and communication



Access the full Unit of Competency details at [training.gov.au](https://training.gov.au)



## CPPREP4005

### **Prepare to Work with Real Estate Trust Accounts**

Work with real estate trust accounts within established agency controls. This unit applies to people currently working in or seeking to work in the real estate industry.



Access the full Unit of Competency details at [training.gov.au](https://training.gov.au)

## Enrolment Process

Simply enrol via the website, or you can contact our office direct to complete the enrolment form. For the complete process you will need to provide evidence of identity and completion of any prerequisites.

## Career Pathway

You're an Assistant Agent working in an agency and so completing a Certificate IV enables you to become a Class 2 agent – giving you increased authority, independence and responsibility in property sales, leasing, strata, business broking or stock and station.

## Contact Us



Phone

**02 8007 4544**



Enquiries

**[admin@realestate-training.com.au](mailto:admin@realestate-training.com.au)**



Address

**Suite 1, 86 South St  
Granville NSW 2142**

