



Assistant Agent Course

Course Guide

The **Assistant Agent Course** is the first step for anyone aspiring to work in the real estate industry in New South Wales. This course equips students with foundational knowledge and skills in property sales, leasing, and real estate law, enabling them to start their careers as **Assistant Agents** under the supervision of a licensed real estate professional.

The course is designed to meet the requirements of NSW Fair Trading, providing the qualifications necessary to apply for a **Certificate of Registration**. Participants will learn key concepts such as client communication, property listing management, and industry compliance. It's an ideal pathway for those looking to explore roles in property management, sales, or administration within the real estate sector.

Which units will I have to complete?

CPPREP4001 - Prepare for professional practice in real estate
PPPREP4002 - 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 long will it take to complete?

The duration of an **Assistant Agent Course** varies depending on the training provider and your study method. Here's a general breakdown:

- **Full-Time Study:** Typically completed in **4–6 days** of intensive training.
- **Part-Time Study:** May take **2–4 weeks**, with flexible scheduling to fit around other commitments.
- **Self-Paced Online:** Completion time depends on your availability and effort, usually ranging from **1–4 weeks**.

These courses are designed to be flexible, allowing students to balance their learning with work or other responsibilities.

Why should I complete an Assistant Agent course?

Completing an **Assistant Agent Course** is essential for anyone who wants to start a career in the NSW real estate industry. It provides the foundational knowledge and skills needed to apply for a **Certificate of Registration**, which is the minimum requirement to work as an Assistant Agent in roles like property management, leasing, and sales.

This course not only ensures compliance with NSW Fair Trading regulations but also prepares you for real-world tasks such as managing listings, assisting clients, and understanding legal obligations. It's a great opportunity to gain industry insights and begin your journey in a dynamic field with potential for growth and career advancement.

By completing this course, you'll open the door to working under licensed real estate agents while gaining valuable experience that can lead to becoming a fully licensed agent or property manager.