



CPD COURSES

Batemans Bay

Sales & Prop Mgnt

Mon 22nd May

Newcastle

Sales & Prop Mgnt

Tue 23rd May

Castle Hill

Sales & Prop Mgnt

Thu 1st Jun

Raymond Terrace

Sales & Prop Mgnt

Wed 7th Jun

Sydney

Sales (AM)

or Prop Mgnt (PM)

Thu 8th Jun

Mudgee

Stock & Station (AM)

or Sales & Prop Mgnt

(PM)

Fri 9th Jun

Sydney

Commercial & Retail

Sales & Leasing

Thu 15th Jun

Sydney

Strata Management

Mon 19th Jun

Goulburn

Stock & Station (AM)

or Sales & Prop Mgnt

(PM)

Mon 3rd Jul

Property Reports ~ Agent Requirements

An interesting thing happens when an agent attends their CPD training at the same time every year. If they are not doing any other training throughout the year, and not reading any blogs, or newsletters in the property industry, those agents miss some very important information about their job roles, the law and the industry. Yes of course it's important to read the auction clearances from the weekend, but what could be more important than keeping up to date with your legal requirements within the industry?

The trainers at the College have noticed that there are many agents who are in their CPD cycle at the moment that have no idea about a couple of changes that happened within the Property, Stock and Business Agents Regulations, simply because they had attended their CPD in the first half of last year and the changes had come in as of August 2016. One such change regards property reports that a sales person must prepare and keep.

While dealing with a property for sale, as of 15 August 2016, you are required to make further disclosures to potential purchasers regarding building and pest and strata reports that have been ordered for the property.

Once a potential purchaser requests a copy of the contract for the sale and purchase of land, an agent must disclose if a:

- building and pest report;
- s182 certificate or
- s184 certificate

has been previously ordered for the property.

This may not be an issue if the property is being sold as a private treaty sale as these inspections and reports are generally conducted after a contract is signed. The real issue is where you are selling property by auction and may have four or five interested parties wishing to have a building and pest inspection conducted.

After each of these inspections you are required to keep a record of the inspection having been done and when the next buyer comes along and requests a copy of the contract you will be required to provide them with a copy of any record you have made so far in

CPD 2 HOUR SEMINARS

(8am - 10am unless otherwise specified)
Pre-reading required.

Full 12 points!!

Campbelltown
Sales & Prop Mgmt
Thu 25th May

Parramatta
Sales & Prop Mgmt
Fri 26th May

Campbelltown
Strata Mgmt
Wed 31st May

Sydney
Sales & Prop Mgmt
Fri 2nd Jun

Sydney
Strata Mgmt
Tue 6th Jun

Parramatta
Sales & Prop Mgmt
Wed 7th Jun

Sydney
Business Broking
Tue 13th Jun

Gosford
Sales & Prop Mgmt
Wed 14th Jun

Wollongong
Sales & Prop Mgmt
Tue 20th Jun

Bankstown
Sales & Prop Mgmt
Wed 21st Jun

Liverpool
Sales & Prop Mgmt
Fri 14th Jul

accordance with the Act regarding inspections.

The agent is required to keep a record of the report details which must include the following information:

- a) the date on which the property or documents relating to the property were inspected for the purposes of the report,
- b) whether the person who requested the report to be prepared is the client, a prospective purchaser of the property or the licensee,
- c) the name, business address and telephone number of the person who prepared the report,
- d) whether the report is, or is not, available for repurchase by any person requesting a copy of the contract for the sale of the property,
- e) whether the person who prepared the report is insured under a policy of professional indemnity insurance.

As an agent, you are not expected to keep a record if you genuinely do not know that a report has been ordered or that it would be unreasonable for you to know that a report has been ordered. However not knowing the requirements for making the records will not be a defence.

So, make sure you read our newsletters every fortnight and stay up-to-date with changes in the industry. If you miss any, all of our newsletters for the past 4 years are on our website.

Stay educated and protect your business.

'Til next time,
Wishing you every success in your business ventures,
Rosy Sullivan

Is it time to change your career?

Diploma of Leadership and Management

Every second Wednesday night
5.30pm - 8.30pm

You can join the program at any Unit throughout the
Diploma course.

Enquire now - 1300 88 48 10

Sydney CBD

CERTIFICATE OF REGISTRATION COURSES

Castle Hill

Mon 29th – Wed 31st May

Mudgee

(Dist Ed + 1 day workshop)

Thu 8th Jun

Sydney

Tue 13th – Wed 15th Jun

Sydney

(Dist Ed + 2 day workshop)

Sat 17th – Sun 18th Jun

Newcastle

(Dist Ed + 1 day workshop)

Thu 22nd Jun

Parramatta

Mon 3rd – Wed 5th Jul

Goulburn

(Dist Ed + 1 day workshop)

Tue 4th Jul

Gosford

(Dist Ed + 1 day workshop)

Wed 19th Jul

FINANCE AND MORTGAGE BROKING COURSES

Cert IV in Finance & Mortgage Broking
Sydney

Mon 26th - Wed 28th Jun

Dip of Finance & Mort Broking Mgmt

Upgrade for existing

Cert IV holders

Sydney

Thu 29th - Fri 30th Jun

From the Office

Over the past fortnight at the College we've seen a wide range of students from the property, finance and business industries come to our CBD office to attend training. Our five day Stock and Station Licensing course saw many of our rural students spend the week in the city to extend their knowledge of the property and livestock industry. This was hugely entertaining for us to watch the progress of our country friends experiencing the city life (both day and night). Over the week we also held our Certificate IV in Finance & Mortgage Broking course, with many of the students taking their first steps towards a career in the finance industry. Our full Certificate of Registration course held this week also had a crop of fresh faces ready to get started in the property industry.

The College has also welcomed new additions to the ACOP in recent days. Michael Carolan has joined the team as one of our new property trainers. Michael has been working in the property industry both in regional NSW and Sydney since 1982 and has operated as an auctioneer since 1990, and brings a wealth of knowledge and experience to our training team. He will be involved in the training of our CPD and Certificate of Registration courses so if you are lucky enough to have him running a course you attend, be sure to give him a warm welcome. The College also welcomed James to the ACOP team. James is a full-time university student and will be working with the College part-time as part of our production team. He is also the brother of one of our previous staff members, Julia, so already has the inside running of how the College operates.

CPD Courses

ACOP offers CPD courses in different formats

Workshops
Distance Education
Online

We also conduct in-house courses for small or large groups.

Ring 1300 88 48 10 for a quote. We come to you.

Enrol Now

Click on the enrol now button to go to the College online enrolment forms (pdf versions of the newsletter only).

Property Licence Courses

Experienced Agents
Property Licence
Program
Sydney CBD
Mon 22nd - Fri 26th May

Trust Accounting
Sydney CBD
Mon 22nd - Wed 24th May

Property Management
Sydney CBD
Thu 25th - Fri 26th May

Business Broking
Agency Practices
Sydney CBD
Thu 22nd - Fri 23rd Jun

Sales for Real Estate
Sydney CBD
Tue 29th May - Fri 1st Jun

Strata Management
Agency Practices
Sydney CBD
Tue 4th - Fri 7th Jul

Stock & Station
Agency Practices
Sydney CBD
Mon 21st - Fri 25th Aug

Financial Management
Sydney CBD
Mon 5th - Tue 6th Jun

Staff Management
Sydney CBD
Wed 7th - Thu 8th Jun

Auctioneer
Accreditation
Sydney CBD
Thu 1st Jun

Certificate IV in Finance and Mortgage Broking

Monday 26th - Wednesday 28th June

Diploma of Finance and Mortgage Broking Management (Upgrade)

Thursday 29th - Friday 30th June

MAKE 2017 YOUR YEAR

With proposed reforms coming for the real estate and property industry, make 2017 the year that you get the qualification and obtain a full property licence

ACOP provides licensing training programs, and will recognise your prior learning and experience, for the following licence categories:

- ★ real estate agent's licence
- ★ strata manager's licence
- ★ business agent's licence
- ★ stock and station agent's licence
- ★ buyer's agent's licence
- ★ on-site residential property manager's licence

If you are seeking Recognition of Prior Learning (RPL) or Recognition of Current Competence (RCC), talk to us about the types of evidence that you will need to provide to seek these exemptions from training.

Social Media

