



CPD COURSES

Gosford

Sales & Prop Mgnt
Tue 21st Nov

Dee Why

Sales & Prop Mgnt
Fri 23rd Nov

Sydney

Commercial
Thu 30th Nov

Castle Hill

Sales & Prop Mgnt
Fri 8th Dec

Sydney

Strata
Tue 12th Dec

Sydney

Sales
Thu 14th Dec

Sydney

Prop Management
Thu 14th Dec

Gosford

Sales & Prop Mgnt
Mon 22nd Jan

Castle Hill

Sales & Prop Mgnt
Thu 8th Feb

Port Macquarie

Sales & Prop Mgnt
Fri 22nd Feb

Licensee-In-Charge

The responsibilities of the Licensee-In-Charge are many and varied, ranging from supervision of staff through to monthly mini audits of their trust accounts. It is easy to see why it would be that some licensees do not completely understand the extent of their own role.

A common misconception in the property industry is that if an agent holds more than one licence, while working under a Licensee-In-Charge, then that agent can work under their multiple licences without the licensee having to do anything themselves. This is where the world of agency can become a little confusing.

For example:

John is the Licensee-In-Charge of ACOP Real Estate. John has a real estate licence only. Susan is an employee of ACOP Real Estate and she has Real Estate, Strata and Business Agents licences.

What can Susan do in this agency? The general answer, without looking at contractor agreements and different working arrangements, is that Susan can only work on selling, leasing and buying property, with her real estate licence under John and the ACOP Real Estate business.

The simple reason for this is because the Licensee-In-Charge sets the "tone" for the agency. Whatever licences they have, the people working under their supervision can work in the same area providing they have the corresponding licence or certificate. Because John has only one licence, his agency will only be able to buy, sell and manage property under 20 hectares, as are the limits of the real estate licence. Should Susan wish to sell businesses or work in strata management, there are a few options:

1. John will have to go back to study some more and gain the additional categories of licence, OR
2. Susan will need to become the Licensee-In-Charge of the agency OR
3. Susan will need to find another place of employment where the Licensee-In-Charge has the corresponding licences to hers.

If the Licensee-In-Charge has multiple categories of licence, for example: Real Estate, Strata and Stock and Station, their staff must have at least one of the corresponding licences or certificates in real estate, strata or stock and station, and can work in whichever area of the property industry where their qualifications and regulatory

CPD 2 HOUR SEMINARS

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

Full 12 points!!

Campbelltown
Sales & Prop Mgmt
Fri 22nd Nov

Castle Hill
Sales & Prop Mgmt
Fri 24th Nov

Sydney
Strata
Mon 27th Nov

Bankstown
Sales & Prop Mgmt
Tue 28th Nov

Newcastle
Sales & Prop Mgmt
Thu 30th Nov

Sydney
Sales & Prop Mgmt
Tue 5th Dec
(5.00pm - 7.00pm)

Parramatta
Sales & Prop Mgmt
Wed 6th Dec
(8.30am - 10.30am)

Gosford
Sales & Prop Mgmt
Wed 6th Dec

Sydney
Trust Accounting
Mon 11th Dec

Sydney
Business Broking
Wednesday 13th Dec

authority match up with their Licensee-In-Charge.

A Licensee-In-Charge has the responsibility to ensure that no one within that agency is working outside of the licences allowed for the agency. Sometimes the easiest way to ensure that a Licensee-In-Charge and their agency is not missing out on work and business for their organisation is to have all categories of licence available to them that will benefit their business. Remember that holding all categories will not necessarily benefit your business.

To clarify, the different licences available through NSW Fair Trading are as follows:

- Real Estate – allowing the holder to buy, sell and manage property up to 20 hectares;
- Stock and Station – allowing the holder to buy, sell and manage property from 2.5 hectares and above as well as sell and agist livestock;
- Strata Management – allowing the holder to manage strata schemes on behalf of the Owners Corporation;
- Business Agent - allowing the holder to buy, sell and negotiate in the sale of a business or a business opportunity;
- Buyers Agent – allowing the holder to act as Buyers Agent only
- On-site Residential Property Manager –allowing the holder to be an on-site property manager, generally seen at holiday resorts and places where the tenancy is usually short term.

So if you need any additional training in order to obtain an additional category of licence or certificate of registration, OR you need to upgrade to a licence, now is the time to contact us at ACOP to organise your personalised training program.

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

Rosy



CERTIFICATE OF REGISTRATION COURSES

Units taken from nationally accredited training qualifications from the CPP07 Property Services Training Package.

Castle Hill

Mon 4th – Wed 6th Dec

Newcastle

(Dist Ed + 1 day workshop)

Tue 5th Dec

Sydney

Mon 11th – Wed 13th Dec

Parramatta

Mon 5th – Wed 7th Feb

Port Macquarie

Mon 19th – Wed 21st Feb

Goulburn

(Dist Ed + 1 day workshop)

Thu 22nd Feb

FINANCE AND MORTGAGE BROKING COURSES

Units taken from nationally accredited training qualifications from the FNS Financial Services Training Package.

Cert IV in Finance & Mortgage Broking Sydney

Mon 20th - Wed 22nd Nov

Dip of Finance & Mort Broking Mgmt Upgrade for existing

Cert IV holders

Sydney

Thu 23rd - Fri 24th Nov

From the Office

November began at the College with the race that stops our nation. With the occurrence of the Melbourne Cup, the office was definitely in on the action with office sweeps and fantastic food. Our big winners from the office sweeps were our staff members Rachelle and Chanelle, along with one of our lucky Strata Management students. Whilst most walked away from the race empty handed, our lucky Trainer and Assessor, Rosemary Saab, won herself a wooden spoon that was kindly labelled "LOSER".

Also as part of Melbourne Cup celebrations, some members of the ACOP team spent the day at the Manly Women's Shelter's annual Melbourne Cup Luncheon at the Novotel Manly Pacific, to assist with the running of the day. ACOP supports the Manly Women's Shelter, which is a non-profit organisation that provides access to accommodation and support for homeless women. Our General Manager, John Roberts, was the MC for the event and had the opportunity to put his auctioneering skills on display with the live auction items, which contributed to the total amount of over \$12,000 that was raised from the event.

The ACOP team also celebrated the birthday of our Trainer and Assessor Jane Morgan this week, with Rosy cooking up the personal favourite of Jane's, a homemade pavlova. We wish Jane all the best and hope she has had a very happy birthday.

With all that said, we actually managed to get some work done this week. We started the month with our newly up-dated qualification for the Strata Management Agency Practices course which ran throughout the week, whilst our Trust Accountings and Property Management courses saw us also in Parramatta for the week. The office remained full of students this week also with our always popular Certificate of Registration and CPD courses.

Diploma of Leadership and Management

BSB51915

Units taken from nationally accredited training qualifications from the BSB Business Services Training Package.

acop.edu.au

Enrol Now

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

Property Licence Courses

Units taken from nationally accredited training qualifications from the CPP07 Property Services Training Package.

Financial Management Sydney CBD

Thu 23rd - Fri 24th Nov

Staff Management Sydney CBD

Tue 21st - Wed 22nd Nov

Stock & Station Agency Practices Sydney CBD

Mon 16th Apr - Fri 20th Apr
2018

Strata Management Agency Practices Sydney CBD

Mon 29th Jan - Thu 1st Feb
2018

Financial Management Sydney CBD

Thur 23th - Fri 24th Nov

Sales for Real Estate Sydney CBD

Tue 28th Nov - Fri 1st Dec

Auctioneer Accreditation Sydney CBD

Fri 1st Dec

Experienced Agents Property Licence Program

Sydney CBD

Mon 4th - Fri 8th Dec

Trust Accounting Sydney CBD

Mon 4th - Wed 6th Dec

Property Management Sydney CBD

Thu 7th - Fri 8th Dec

FNS40815 Certificate IV in Finance and Mortgage Broking

Monday 20th - Wednesday 22nd November

FNS50315 Diploma of Finance and Mortgage Broking Management

Thursday 23rd - Friday 24th November

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

