

# CPD COURSE GUIDE

STAY COMPLIANT IN  
THE REAL ESTATE  
INDUSTRY



# WELCOME TO THE LEARNING TEAM

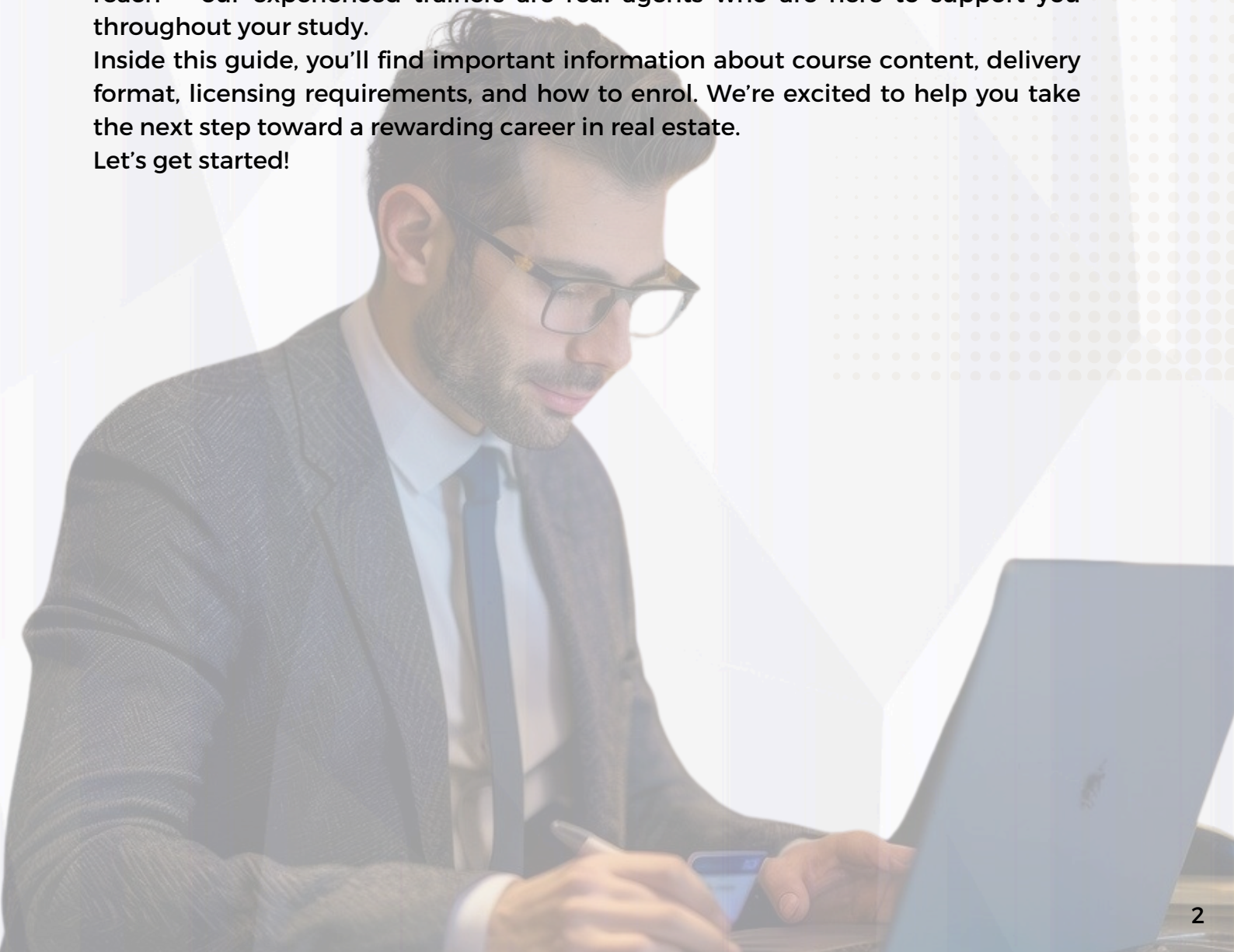
Thank you for your interest in studying with The Learning Team. We are a Queensland-based Registered Training Organisation (RTO 46386) dedicated to helping future agents succeed in real estate in Queensland.

This Course Guide has been designed to give you a clear overview of all of our courses and the various career pathways they unlock. Whether you're looking to become a licensed real estate agent and own your own business, a buyer's agent to add to your skill set, or property manager superstar, we have the course for you.

At The Learning Team, we specialise in training for the Queensland market because we are Queenslanders but our courses are still Nationally Recognised Qualifications. Our courses are flexible and delivered online, but we're never out of reach – our experienced trainers are real agents who are here to support you throughout your study.

Inside this guide, you'll find important information about course content, delivery format, licensing requirements, and how to enrol. We're excited to help you take the next step toward a rewarding career in real estate.

Let's get started!



# CONTINUING PROFESSIONAL DEVELOPMENT

## Is This Course Right for You?

Already working in real estate and ready to meet your compliance requirements?

Mandatory continuing professional development (CPD) for Queensland property professionals began on June 6<sup>th</sup> 2025

Under the new rules, you must complete 2 approved CPD sessions each year to keep your licence or registration.

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## Who Typically Enrols?

You must do this if you're a:

- real estate agent
  - real estate salesperson
  - real property auctioneer
  - property manager
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## Licensing & Regulatory Information

You can choose to complete:

- 1 Type 1 session
  - or
  - 2 of the Type 1 sessions.
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## Course Duration & Commitment

The CPD program is structured for completion over 1 month for each unit of competency, including all study, training, research, and assessment activities.

Students enrolling in this course should be prepared to:

- Commit focused time each week toward learning
- Engage with The Learning Team for feedback and support
- Take responsibility for progressing through assessments within the set timeframe

We're here to guide you – but your success will come from your own dedication and effort.

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## What You'll Receive

Upon successful completion, you will receive:

- A Statement of Attainment

### Important Eligibility Notes

- This course is not available to students currently in Australia on a student visa
- Students should be currently employed or intending to work in a suitable real estate environment

# CONTINUING PROFESSIONAL DEVELOPMENT

## COURSE DETAIL

CODE	UNIT	TYPE 1
CPPREP4001	Prepare for professional practice in real estate	TYPE 1
CPPREP4002	Access and interpret ethical practice in real estate	TYPE 1
CPPREP4003	Access and interpret legislation in real estate	TYPE 1
CPPREP4004	Establish marketing and communication profiles in real estate	TYPE 1
CPPREP4005	Prepare to work with real estate trust accounts	TYPE 1
CPPREP4101	Appraise property for sale or lease	TYPE 1
CPPREP4102	Market property	TYPE 1
CPPREP4103	Establish vendor relationships	TYPE 1
CPPREP4104	Establish buyer relationships	TYPE 1
CPPREP4105	Sell property	TYPE 1
CPPREP4121	Establish landlord relationships	TYPE 1
CPPREP4122	Manage tenant relationships	TYPE 1
CPPREP4123	Manage tenancy	TYPE 1
CPPREP4124	End tenancy	TYPE 1
CPPREP4125	Transact in trust accounts	TYPE 1
CPPREP4503	Present at hearings in real estate	TYPE 1
CPPREP4506	Manage offsite and lone worker safety in real estate	TYPE 1
CPPRE5006	Manage operational finances in the property industry	TYPE 1
CPPRE5010	Manage customer service activities in the property industry	TYPE 1
CPPREP4171	Represent buyer in sales process	TYPE 1
CPPREP4172	Develop and promote property industry knowledge-Buyers Agent	TYPE 1
CPPREP4173	Complete purchase of property as buyers agent	TYPE 1





# WHAT COURSES TLT OFFER

## Our courses are Nationally Recognised.

CPP41419 Certificate IV in Real Estate Practice

- Sales Associate Course
- Upgrade Course
- Buyers Agents Skill set
- Continuing Professional Development Type 1 Unit

### Students are provided with

- Learner resources, handouts, notes, references
- Student Study Schedule
- Additional research and reference sources
- Access to eSkilled online LMS Login/Password details

### Students must provide:

- Computer/Laptop with video camera, software to support webinars, smart phone to enable video recording.
- MS Office or equivalent
- Software and hardware to access wi-fi and the internet



### COURSE FEES

Check our website for the most up to date course fees and payment plan options

The Learning Team supports Recognition of Prior Learning (RPL) and Credit Transfer of education already completed.

More information can be found in the Student Handbook on how to apply for RPL which is located on our website

### Training Package

The CPP Property Services Training Package is available to all students and trainers.

### Legislation

Current legislation is available online at [www.austlii.edu.au](http://www.austlii.edu.au) and [www.legislation.qld.gov.au](http://www.legislation.qld.gov.au).



# Ready to Take the Next Step?

Stay compliant with The Learning Team and unlock broader career opportunities across Queensland's property industry. With flexible online study, expert support, and real-world relevance. Enrol online today at [www.tlt.net.au](http://www.tlt.net.au)



RTO 46386



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