

# UPGRADE COURSE

## GUIDE

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UPGRADE YOUR  
CAREER IN THE REAL  
ESTATE INDUSTRY



# WELCOME TO THE LEARNING TEAM

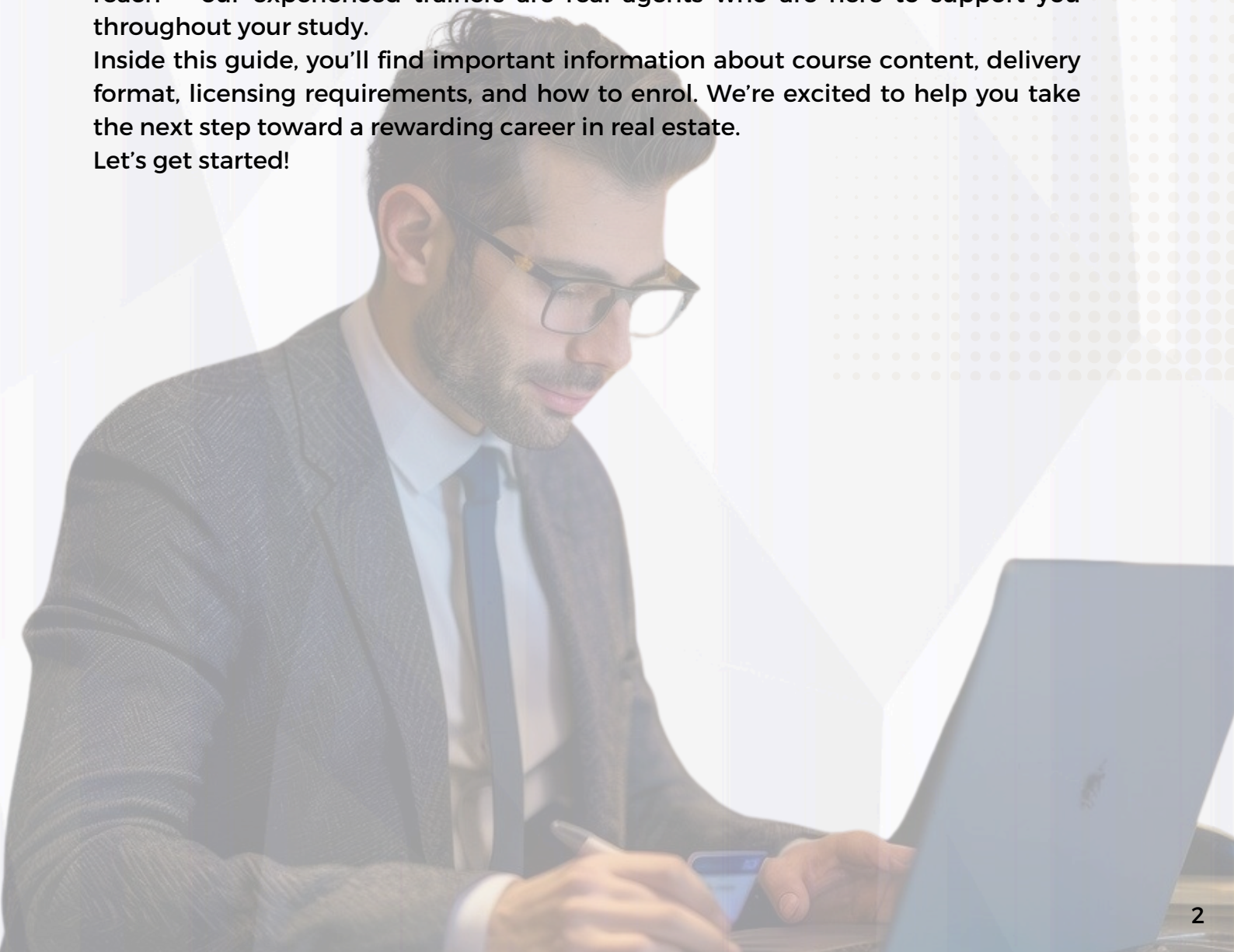
Thank you for your interest in studying with The Learning Team. We are a Queensland-based Registered Training Organisation (RTO 46386) dedicated to helping future agents succeed in real estate in Queensland.

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!



# 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).





# UPGRADE COURSE- FULL QUALIFICATION

## Is This Course Right for You?

Already working in real estate and ready to level up?

The Upgrade Course is designed for professionals who have completed the Sales Associate Course and hold a Real Estate Sales Agent Licence in Queensland. This program allows you to complete the remaining units needed to achieve the full CPP41419 Certificate IV in Real Estate Practice – giving you the credentials to pursue broader roles, including applying for a full real estate agent's licence.

You'll build on your existing skills and expand your knowledge to include residential, commercial, business broking, and stock and station transactions – opening up new career pathways across the Queensland property industry.

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## Who Typically Enrols?

This course is ideal for:

- Licensed Real Estate Sales Agents ready to upgrade to full agent status
- Professionals wanting to work independently or manage an agency
- Agents looking to formalise their qualifications for broader roles in real estate

Career pathways for graduates include:

- Real Estate Agent
- Business Broker or Franchise Broker
- Property Manager
- Buyer's Agent or Property Portfolio Officer
- Body Corporate Manager
- Real Estate Sub-Agent or Sales Representative

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## Licensing & Regulatory Information

In Queensland, upgrading to a full Real Estate Agent Licence involves completing additional nationally recognised training.

This upgrade course provides the remaining 7 units of competency required to achieve the CPP41419 Certificate IV in Real Estate Practice, provided you've already completed the initial 12 units required for Sales Associate licensing. You must provide TLT of this evidence.

This training supports your eligibility to apply for a full licence with the Queensland Office of Fair Trading. You should consult the [Queensland Government website](#) for full licensing details and to confirm current requirements.

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## Course Duration & Commitment

This upgrade program is self paced and is structured for completion over 4 months, 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 for the 7 upgraded units
- A Certificate of Achievement recognising your completion of the full qualification

Together with your prior units provided, this will complete the CPP41419 Certificate IV in Real Estate Practice.

## 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



# UPGRADE COURSE- FULL QUALIFICATION

## COURSE DETAIL

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CODE	UNIT	
CPPREP4122	Manage tenant relationships	ELECTIVE B
CPPREP4124	End tenancy	ELECTIVE B
CPPREP4125	Transact in trust accounts	ELECTIVE B
CPPREP4503	Present at hearings in real estate	ELECTIVE
CPPREP4506	Manage offsite and lone worker safety in real estate	ELECTIVE
CPPRE5006	Manage operational finances in the property industry	ELECTIVE
	<b>Office of Fair Trading Licencing Requirement Additional Unit</b>	
CPPRE5010	Manage customer service activities in the property industry	ELECTIVE

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# Ready to Take the Next Step?

Complete your real estate qualifications 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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