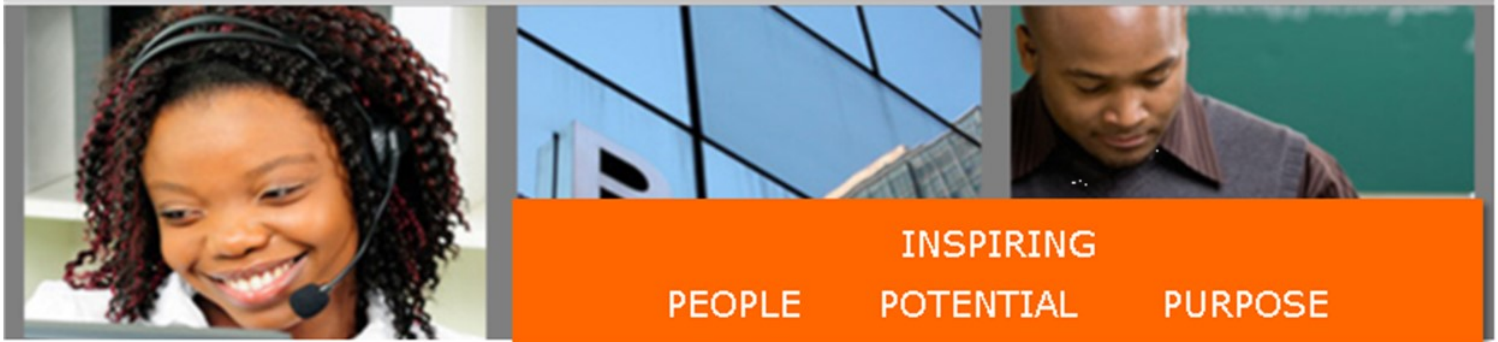


National Certificate: Real Estate NQF 5



Purpose of the National Certificate in Real Estate (NQF 5)

In 2008 the Estate Agency Affairs Board (EAAB) made it mandatory that all new Principals would acquire a full qualification by the end of 2013. This qualification covers all the required property, management, legal and financial skills necessary to start and successfully run a real estate agency in South Africa. It is the first step in fulfilling the EAAB's legal requirements (the others are the successful completion of an internship, the passing of the Professional Designation Exam and ongoing Continuing Professional Development).

Delivery methodology for Principals with Principal FFC:

Learners should attempt to earn the qualification through **Recognition of Prior Learning (RPL)**. RPL is an assessment process that captures a candidate's existing knowledge and skill and matches it to the qualification requirements. With RPL there is no formal training and no study material or notes are provided by Chartall Business College. Learners completing the qualification via RPL should submit their portfolio within

months from the start date.

Requirements:

- **Principal FFC**
- **Own email address**
- **Reliable internet access (minimum 1Mbps)**

There are 2 payment options available for this delivery method:

1. Cash price up front: R6 800

Delivery methodology for non-principals who have obtained the Real Estate NQF 4 qualification:

Non-Principals who have already completed the Real Estate NQF 4 qualification should opt to complete this qualification whilst being assisted by a series of 24 three-hour **live webinars**. Which are delivered by subject matter experts. Webinars are conducted via the internet on a weekly basis.

There are 2 payment options for this delivery method:

1. Cash price up front: R9 995
2. 4 month payment plan:
R3 150 when you enrol and 3
monthly payments of R2 550.
Total: R10 800.

The curriculum is documented below:

Real Estate Management	
116484	Evaluate a specified code of ethics and/or code of conduct
15064	Analyse and interpret real estate principles, practice, information in the real estate environment
15068	Implement and control administration of real estate systems, policies and procedures
15061	Implement and maintain legal requirements within a real estate business

Marketing and Business Management	
10041	Conduct a marketing situational analysis
10058	Design a measuring instrument to gather desired information
10050	Integrate marketing plans with business process
10386	Investigate the possibilities of establishing and running a small business enterprise (SMME)

Human resource management	
11909	Monitor and advise on substantive conditions of employment and related rights and obligations in an organisation
10171	Manage the capture, storage and retrieval of human resources information using an information system
10169	Administer data, systems, payments and provide advice related to compensation
10981	Supervise work unit to achieve work unit objectives (individuals and teams)
8555	Contribute to information distribution regarding HIV/AIDS in the workplace

Financial management

12999	Contribute to the management of costs and the enhancement of value
13000	Contribute to the planning and allocation of resources within an accounting framework
12997	Prepare financial reports and returns
7878	Prepare and maintain financial records and statements
15071	Collate, interpret and utilise financial information in a real estate business

Electives: one of the following categories

Valuations
Real Estate Practice
Property management

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**Chartall Business College (Pty) Ltd (Reg no. 2003/015217/07) is provisionally registered by the
Department of Higher Education and Training until 31 December 2018 (Reg no. 2012/FE07/044)**