

Property (Real Estate)

BOS course name	Pattern of study	BOS course number	Schools Online entry advice
Property (Real Estate) (360-hours)	3 units x 1 year	58036	Enter this course number in Preliminary (Year 11)
	and		
	3 units x 1 year	58037	Enter this course number in HSC (Year 12)

AQF VET qualification	Certificate III in Property (Real Estate) (PRD30101)
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Minimum work placement	105 hours (non school-based trainee) 100 days (school-based trainee)
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Exclusions	none
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HSC unit credit and course requirements

HSC unit credit for VET courses can be accredited to the Preliminary and/or HSC pattern of study.

Property (Real Estate) (360 indicative hours)

- accredited for a total of 6 units at the Preliminary and/or HSC level
- attempt all compulsory units of competency and a minimum of five (5) elective units of competency.

To count a course towards the HSC program of study students must satisfy the course completion criteria as required by the Board of Studies. Refer to Section 8.4 of the *Assessment, Certification and Examination (ACE) Manual*.

Access including access by students in Stage 5

In certain circumstances students in Stage 5 may access a Stage 6 VET course while also completing the requirements for the award of the School Certificate. Further information is available on the Board of Studies website at www.boardofstudies.nsw.edu.au/voc_ed/stage-5.html

Course content

Unit code	Unit title	Unit-specific prerequisite	Core (C) or elective (E) for AQF VET qualification	HSC indicative hours of credit
COMPULSORY Attempt ALL units of competency				
BSATEC303B	Maintain computer files	nil	core	30
PRDRE23A	Maintain agency/client relationship	nil	core	30
PRDRE25A	Respond to property enquiry	nil	core	30
PRDRE33A	Coordinate property inspection	nil	core	30
PRDRE34A	Maintain key register	nil	core	30
PRDRE35A	Communicate effectively and accurately with clients	nil	core	30
PRDRE36A	Process marketing material	nil	core	35
Total HSC indicative hours for compulsory units of competency				215
ELECTIVE Attempt a minimum of <u>five (5)</u> elective units of competency				
BSAFIN301B	Maintain daily financial records for accounting purposes	nil	elective	30
BSAORG301B	Coordinate own work schedule with that of others to achieve agreed team/section goals	nil	elective	30
BSATEC301B	Use the advanced functions of a range of office equipment to complete daily tasks	nil	elective	10
BSATEC302B	Design and develop documents, reports and worksheets	nil	elective	30
PRDRE12A	Establish and expand client base	nil	elective	30
PRDRE14A	Market property	nil	elective	30
PRDRE16A	Monitor sales process	nil	elective	30
PRDRE26A	Conduct property sale by auction	nil	elective	30
PRDRE29A	Use and maintain a property information database	nil	elective	20
PRDRE30A	Implement a personal marketing plan	nil	elective	30
PRDRE37A	Perform and record property management activities and transactions	nil	elective	35
PRDRE38A	Maintain equipment and facilities	nil	elective	15
PRSAS15A	Plan and schedule routine maintenance, repairs and modifications	nil	elective	20

AQF VET qualification

To attain Certificate III in Property (Real Estate) (CHC30102) students must achieve 12 units of competency including:

- a) 7 core units of competency
- b) 5 elective units of competency.