



Application Assessment Form

This form is to be completed for each applicant before they have submitted an Enrolment Form for a course. Once the applicant has been deemed suitable for enrolment, the applicant is then sent the Initial Skills assessment to confirm their suitability.

Applicant Details :

- ☐ CPP41419 - Certificate IV in Real Estate Practice
(Agent Representative VIC NSW)
(Real Estate Licensing course ACT)
- ☐ CPP51122 - Diploma of Property (Agency Management)
(Real Estate and Business Agency licence WA ACT VIC NSW)
- ☐ CPD course for assistant agents – Continuing Professional Development (NSW)
- ☐ Assistant Agent Certificate (NSW ACT)
- ☐ Real Estate Sales Person Registration (QLD)
- ☐ Real Estate Auctioneer Licence (QLD)
- ☐ Resident Letting Agent Licence (QLD)
- ☐ Real Estate Agent Licence course (QLD)
- ☐ Restricted to Property management transactions only (WA)
- ☐ Restricted to Sales transactions only (WA)
- ☐ Unrestricted Real Estate Registration (can complete sales and property management transactions) (WA)
- ☐ Auctioneer Course (VIC NSW)
- ☐ Diploma of Property (Agency Management)(7 core units)(ACT)
- ☐ ICT50220 – Diploma of Information Technology
- ☐ CHC52021– Diploma of Community Service (Release 1)

Applicant Name:		Date of Birth:	
Address:			
Postcode:		USI:	



Phone:	()	Email:	
What course are you interested in enrolling in?			
What interests you in this course/what job outcomes are you hoping to have as a result of this training?			
Have you ever worked in the industry in which you are seeking training in? This will help us determine if RPL is a suitable option for you?			
<input type="checkbox"/> Yes -please outline your role, when you worked in the industry and how long for, is this role current? _____			
<input type="checkbox"/> No			
Have you completed any study relevant to this area previously? This will help us determine any potential credits you may be eligible for.			
<input type="checkbox"/> Yes - please outline what study you participated in: _____			
<input type="checkbox"/> No			
Are you aware of the fees involved with this course?			
<input type="checkbox"/> Fee amount discussed			
<input type="checkbox"/> Payment plan and inclusions discussed			



☐ I have discussed Entry Requirements per current Course Outline including any evidence requirements.

Following discussion with the above student and review of the answers above, I am providing the following recommendation:

The applicant meets initial suitability requirements and is ready to proceed for the Initial Skills Assessment. Next steps discussed.

☐ Yes (please provide justification on why this student is suitable):

☐ No (if No, please indicate below why not):

Staff Name:		Position:	
Signature:		Date:	