

CPP41419 Courses

How to become a real estate agent in New South Wales

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Plan your first role, required training, application, costs and longer-term pathway in New South Wales.

For people starting real estate work or comparing employed entry roles with later agent licensing. Educational information only; no licence or job guarantee.

Choose the work and authority you want

The usual starting point is an assistant agent certificate of registration. Complete the five core units of the Certificate IV in Real Estate Practice, then apply for the certificate. An assistant works for a licence holder under a class 1 licensee in charge in the relevant category. The minimum application age is 16, with suitability checks.

Official sources: N1

Start by choosing the work you want to do: selling homes, managing rentals, or building towards your own agency. These choices affect the authority and training you need. Ask a prospective employer to describe the tasks, reporting line and work arrangement in plain language. Then compare that role with the regulator's categories.

For the standard class 2 route, hold the assistant certificate for at least 12 months, complete the prescribed Certificate IV combination and build a signed work-experience logbook. The class 1 route normally adds an accepted agency-management Diploma and at least two years as a class 2 agent. Only a nominated class 1 licensee in charge can authorise trust-account withdrawals. Auction work needs separate accreditation.

Official sources: N2

Match your training to the pathway

For ordinary class 2 entry, the required mix is five core units, five residential-sales units, five residential-property-management units and three valid electives. Ask the provider to map that selection in writing. Your logbook needs at least nine Part 1 and five Part 2 tasks, completed under supervision and signed off by the licensee in charge.

Official sources: N2

Ask an RTO for its exact course title, unit list and the award or statements of attainment you will receive. A qualification code identifies the training product. An RTO number identifies the training provider's registration. Neither is your personal licence number. Keep those three things separate when comparing offers.

- Who will supervise me and sign each required logbook task?
- How will the study plan fit within my four-year assistant certificate?
- Does the course include the NSW residential-sales and property-management selection?

Compare the study arrangements as well as the headline price. Find out whether sessions are live, when assessment is due and who provides role-play participants or workplace documents. Ask how feedback works if you need another attempt. Build a weekly timetable that fits work, caring responsibilities and time to practise. Online delivery can still involve practical demonstrations.

Prepare the application and your first job

Prepare identity details, training evidence, any previous authority details, relevant employment information and the fee. The regulator conducts suitability and financial/police checks. An assistant cannot enter agency agreements or authorise trust withdrawals. Your employer should explain which tasks you may perform and when you must refer a matter to your supervisor.

Official sources: N1

Keep a dated logbook from the start of authorised work. Arrange regular review meetings while tasks are fresh. Before changing employers, agree how completed work and sign-offs will be retained.

- Keep identity and qualification documents together, with names that match the application.
- Check how recent each police or other check must be before ordering it.
- Save the official application reference, payment receipt and any requests for more information.
- Agree who will supervise you, review your work and answer questions on difficult transactions.
- Discuss hours, travel, tools, pay structure and expected duties before accepting a role.

Treat the first weeks as a supported learning period. Ask to see the agency's procedures for records, privacy, client communication, complaints and handling money. Request clear instructions on what you can do yourself and what needs approval. Use questions and written notes to build confidence; there is no need to pretend you already know every process.

Plan the cost, timing and ongoing work

Budget separately for your entry-unit course, the remaining Certificate IV study, the certificate application and later licence applications. Government charges depend on the authority and term. Use the linked current fee schedule when planning your application; no course quote is established by this guide.

Official sources: N5

Separate three time periods: completing training, meeting any required experience, and waiting for the application decision. An advertised study duration describes a provider's course, not a guaranteed date when you can lawfully work. Allow for document preparation, marking, another assessment attempt and information requests. Ask the regulator about your own proposed start date.

The ordinary assistant certificate lasts four years and is not renewable. Plan to progress before it expires. Assistant agents generally complete at least three relevant Certificate IV units per July–June CPD year; start-date adjustments can apply. Check the current category-specific CPD rules rather than relying on an old hour total.

Official sources: N1, N4

Make a simple budget with separate lines for tuition, administration, materials, equipment, application checks, government charges, renewal and continuing learning. Put “not confirmed” beside an unknown amount. Ask for the total repayment under a plan and the conditions attached to funding. Eligibility for a subsidy is assessed separately from licensing suitability.

Use this enrolment and career checklist

- I can name the work I want and the authority needed for it.
- I have compared the current official unit requirements with the written course offer.
- I understand whether I receive a full qualification or selected-unit statements of attainment.
- I have a written fee breakdown, payment terms, refund rules and the cost of extra attempts.
- I know which tasks need supervision and who will supervise me.
- I have allowed separate time for study, experience and the regulator's decision.
- I will keep renewal, training and reporting dates in a calendar.
- I know that a job offer, course completion or funding approval does not itself grant a licence.

For your next step, read the national career overview alongside this jurisdiction guide. Use the existing student guide for a closer look at the Certificate IV and the course-cost checklist for written questions. If you have an older qualification, an interstate licence or a restricted authority, ask the destination regulator to assess that pathway before repeating training.

N1 · [NSW — Assistant agent certificate of registration](#)
www.nsw.gov.au · Checked 8 October 2026

N2 · [NSW — Real estate agent licence](#)
www.nsw.gov.au · Checked 8 October 2026

N3 · [National Training Register — CPP41419](#)
training.gov.au · Checked 8 October 2026

N4 · [NSW — Continuing professional development](#)
www.nsw.gov.au · Checked 8 October 2026

N5 · [NSW — Property and stock agents fees](#)
www.nsw.gov.au · Checked 8 October 2026

N6 · [ASQA — Choose a course and provider](#)
www.asqa.gov.au · Checked 8 October 2026

N7 · [ASQA — Student rights and responsibilities](#)
www.asqa.gov.au · Checked 8 October 2026

This guide describes standard pathways checked on 8 October 2026. Individual suitability, historical qualifications, recognition arrangements and application outcomes require the regulator's decision. Tuition and job availability are not verified here. No licence, employment or income outcome is promised.