



NSW Auctioneer Accreditation Program

Course outline

Course overview

Kaplan Professional's online NSW Auctioneer Accreditation Program is ideal if you wish to obtain your accreditation in auctioneering or further your auction knowledge.

Anyone carrying out property or stock auctions in NSW needs to hold a specifically accredited real estate and/or stock and station agent's licence, and have the appropriate accreditation as an auctioneer. Kaplan Professional's NSW Auctioneer Accreditation Program supplies the educational component to apply for auctioneer accreditation with NSW Fair Trading.

Students will learn:

- How to prepare for and conduct an auction, including all the practical organisational aspects involved leading up to, and including, auction day
- Auction strategies such as voice control and dealing with bids
- Auction conditions to meet compliance with NSW Fair Trading requirements.

Units of competency

Subject Code	Title	Core/ Elective	Quiz	Written and Oral Assignment
CPPDSM4019A	Prepare for auction and complete sales	Elective	No	Yes
CPPDSM4004A	Conduct auction	Elective	No	Yes

The above 2 units of competency, both electives, are awarded for the successful completion of the NSW Auctioneer Accreditation Program. They form part of CPP40307 Certificate IV in Property Services (Real Estate).

Course entry requirements

There are no entry requirements.

Course duration

Students have a total of 32 weeks to complete the learning and assessment requirements for NSW Auctioneer Accreditation Program from their initial activation date.

The subject breakdown for this course is below:

Subjects in the course	
CPPDSM4019A	Prepare for auction and complete sales
CPPDSM4004A	Conduct auction

The above is the recommended study order of subjects; however, individuals have the flexibility to complete in any order.

The **amount of training** for this course may be up to 15 hours per week. The amount of training is the hours an individual can expect to spend to complete their course work and assessments.

In addition to the amount of training, individuals who are new to industry or vocational training could need up to 5 hours per week known as **unsupervised hours**. These additional hours are for study skills or further research. For example, an individual not working in industry would need more time to review industry websites that are usually introduced in workplace compliance training.

Individuals in job roles related to the real estate industry may be able to complete the course requirements in a shorter timeframe or less hours per week.

Delivery mode

This course is delivered online.

Kaplan's online learning portal KapLearn enables the provision of innovative, interactive learning resources and support. KapLearn can be accessed anywhere at any time using a computer or mobile device that has internet access.

KapLearn is the access point for course notes, supplementary learning material, practice activities and assessments. KapLearn is also the access point for ongoing support.

Assessment tasks

The assessment tasks for this course are listed below:

Subject	Assessment	Assessment Detail
CPPDSM4019A - Prepare for auction and complete sales	1 Written and Oral Assignment	Two (2) attempts: <ul style="list-style-type: none"> • Written – short answer questions, case study • Oral – role play. The mode of oral assessment is by audio recording. As part of the course requirements, individuals will need to find a volunteer to assist with their role play in the oral component.
CPPDSM4004A - Conduct Auction	1 Written and Oral Assignment	Two (2) attempts: <ul style="list-style-type: none"> • Written – short answer questions • Oral – role play. The mode of oral assessment is by video recording.

Individuals may submit their assignments at any time if they believe they are adequately prepared. Individuals will receive personal reminder emails as they approach their enrolment expiry deadline.



Individuals must be deemed competent in all assessment items in order to be awarded their Statement of Attainment.

Recognition of Prior Learning

Students may be able to obtain Recognition of Prior Learning (RPL – previously known as exemptions) for a Kaplan award subject based on their previous study and/or work experience. To do this, students must submit evidence that demonstrates they have already met the requirements of the subject through these other means.

Evidence can take many forms, such as information about approved study, information about work experience, certificates, transcripts or other credentials.

Kaplan's RPL policy and the RPL kit are available at www.kaplanprofessional.edu.au.

Fees

An updated schedule of fees is available at the Kaplan Professional website www.kaplanprofessional.edu.au.

Student policies

Students who enrol in a Kaplan course are bound by our published policies, including the policy that sets out our rules for assessment. Students can review these policies and our terms and conditions before they enrol by going to the Kaplan website: www.kaplanprofessional.edu.au. The policies also assist students when their study program does not go as planned and they need extra support.