

No. 788

31 August 2007

**SOUTH AFRICAN QUALIFICATIONS AUTHORITY (SAQA)**

In accordance with Regulation 24(c) of the National Standards Bodies Regulations of 28 March 1998, the Standards Generating Body (SGB) for

Real Estate

registered by Organising Field 11, Services, publishes the following Qualification and Unit Standards for public comment.

This notice contains the titles, fields, sub-fields, NQF levels, credits, and purpose of the Qualification and Unit Standards. The full Qualification and Unit Standards can be accessed via the SAQA web-site at www.saqa.org.za. Copies may also be obtained from the Directorate of Standards Setting and Development at the SAQA offices, SAQA House, 1067 Arcadia Street, Hatfield, Pretoria.

Comment on the Qualification and Unit Standards should reach SAQA at the address below and **no later 31 September 2007**. All correspondence should be marked **Standards Setting – Real Estate** and addressed to

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SOUTH AFRICAN QUALIFICATIONS AUTHORITY

QUALIFICATION:**Further Education and Training Certificate: Real Estate**

SAQA QUAL ID	QUALIFICATION TITLE		
59097	Further Education and Training Certificate: Real Estate		
ORIGINATOR		PROVIDER	
SGB Real Estate			
QUALIFICATION TYPE	FIELD	SUBFIELD	
Further Ed and Training Cert	11 - Services	Cleaning, Domestic, Hiring, Property and Rescue Services	
ABET BAND	MINIMUM CREDITS	NQF LEVEL	QUAL CLASS
Undefined	150	Level 4	Regular-Unit Stds Based

PURPOSE OF THE QUALIFICATION

Purpose:

This Qualification is for any individual who is, or wishes to be involved in the property and real estate industry. It serves to support and advance the functioning of individuals in this industry.

A learner will be able to complete the Qualification with a specialisation in Property Management, Real Estate or Valuation. The core unit standards are relevant to each area of specialisation.

Learners working towards this Qualification will find that the acquisition of competence in the Unit Standards that make up the Qualification will add value to their understanding of the sector and functioning in the workplace. This Qualification is intended to enhance the provision of entry-level service within the Property and Real Estate sector. It will provide the broad knowledge, skills and values needed in the Property and Real Estate sector.

The Qualification will facilitate access to, mobility within and progression along a learning path for learners who:

- Were previously disadvantaged or who were unable to complete their schooling and were therefore denied access to Further Education and Training.
- Have worked in Real Estate for many years, but have no formal Qualification in real estate or property.
- Wish to extend their range of skills and knowledge of the industry so that they can become competent workers in the property industry.

The Qualification consists of building blocks that can be developed further and will lead to a more specialised learning path in Property and Real Estate at higher NQF levels. It focuses on the skills, knowledge, values and attitudes required to progress further. The intention is:

- To promote the development of knowledge, skills and values that are required in Property and Real Estate.
- To help learners realise their potential in the field.
- To provide opportunities for people to progress to levels of authority and responsibility in the Real Estate sector.

Rationale:

The Real Estate industry is a multi-million rand sector which requires professionals who are well-trained and knowledgeable to meet the housing needs of private citizens and the business community by providing office space and business premises. A wide range of legislation applies to this sector and employees/agents need to understand the relevant legislation and be able to apply it in their execution of their work. This qualification strives to equip the learners to be able to operate effectively and efficiently in the Real Estate sector.

The Further Education and Training Certificate: Real Estate is designed to provide those learners who are already involved in the field of Property and Real Estate with an opportunity to formalise their experience by obtaining a Qualification. It is also for learners who wish to seek a career in this industry. The Property and Real Estate Industry is a well-established industry and by its very nature a constant supply of customers is ensured. This means there is a need to develop career paths in this sub-field, an industry constantly in need of skilled people. The scope of Real Estate is changing and evolving all the time, with opportunities for learners in this arena to get involved in a wide variety of Real Estate opportunities.

The Further Education and Training Certificate: Real Estate supports the objectives of the NQF in that it gives the learner access to a Qualification registered on the National Qualifications Framework. It will therefore ensure that the quality of education and training in the industry is enhanced, and of a comparable standard to Qualifications in other sectors in South Africa and comparable to similar Qualifications internationally.

RECOGNIZE PREVIOUS LEARNING?

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LEARNING ASSUMED IN PLACE

The following is the learning assumed to be in place:

- Communication and Mathematical Literacy at the level of NQF Level 3 or equivalent.

Recognition of Prior Learning:

The structure of this Unit Standard based Qualification makes the Recognition of Prior Learning possible. Learner and Assessor will jointly decide on methods to determine prior learning and competence in the knowledge, skills, values and attitudes implicit in the Qualification and the associated Unit Standards. Recognition of Prior Learning will be done by means of an Integrated Assessment as mentioned in the previous paragraph.

This Recognition of Prior Learning may allow for:

- Accelerated access to further learning at this or higher levels on the NQF.
- Gaining of credits towards a Unit Standard in this Qualification.
- Obtaining this Qualification in whole or in part.

All recognition of Prior Learning is subject to quality assurance by the relevant ETQA or an ETQA that has a Memorandum of Understanding with the relevant ETQA.

Access to the Qualification:

Access to this Qualification is open, bearing in mind the Learning Assumed to be in Place itemised below. It is preferable, however, for the learner to be in possession of a Senior Certificate.

QUALIFICATION RULES

The Qualification consists of a Fundamental, a Core and an Elective Component.

To be awarded the Qualification learners are required to obtain a minimum of 150 credits as detailed below.

Fundamental Component:

The Fundamental Unit Standards are compulsory as follows:

- Mathematical Literacy at Level 4 to the value of 16 credits.
- Communication at Level 4 in a First South African Language to the value of 20 credits.
- Communication in a Second South African Language at Level 3 to the value of 20 credits.

It is compulsory therefore for learners to do Communication in two different South African languages, one at Level 4 and the other at Level 3.

- All Unit Standards in the Fundamental Component are compulsory.

Core Component:

- The Core Component consists of Unit Standards to the value of 65 credits all of which are compulsory.

Elective Component:

- The Elective Component consists of a number of specializations each with its own set of Unit Standards. Learners are to choose a specialization area and must choose Elective Unit Standards to the value of 29 credits from the Unit standards listed under that specialization so as to attain a minimum of 150 credits for this qualification.

EXIT LEVEL OUTCOMES

1. Analyse, evaluate and apply the Real Estate Code of Conduct and Ethics.
2. Demonstrate knowledge of the Real Estate environment and the various laws, rules and regulations that impact on the Real Estate function.
3. Perform the Real Estate function.

ASSOCIATED ASSESSMENT CRITERIA

Associated Assessment Criteria for Exit Level Outcome 1:

- 1.1 The factors that influence the development of a code of ethics are described with examples.
- 1.2 The contents of the Real Estate Code of Conduct are explained with reference to own work context.
- 1.3 The implications of the Real Estate Code of Conduct are explained in the context of a Real Estate organisation.
- 1.4 The Code of Conduct is related to ethical values and standards within own organisation and by referring to ethical best practices.
- 1.5 The Real Estate Code of Conduct and ethics is applied in own work context.

Associated Assessment Criteria for Exit Level Outcome 2:

- 2.1 The various environments that impact on the Real Estate function are explained in relation to how they impact the success of Real Estate transactions.
- 2.2 The various laws, rules, regulations and Codes of Conduct that affect Real Estate are explained with examples and in relation to matters of compliance.
- 2.3 The money laundering legislation and the implications in Real Estate transactions are explained with examples.

2.4 A basic knowledge of FAIS (Financial Advisory and Intermediary Services Act) is explained in relation to how it impacts on the Real Estate sector.

Associated Assessment Criteria for Exit Level Outcome 3:

- 3.1 The concept of self-development is explained in the context of the Real Estate environment and the necessary self-development goals defined and implemented in own work context.
- 3.2 The principles of financial planning are applied to the Real Estate function.
- 3.3 Business principles are applied to Real Estate function.
- 3.4 Property is marketed, sold and/or leased to achieve personal business targets.

Integrated Assessment:

Because assessment practices must be open, transparent, fair, valid, and reliable and ensure that no learner is disadvantaged in any way whatsoever, an integrated assessment approach is incorporated into the Qualification.

Learning, teaching and assessment are inextricably linked. Whenever possible, the assessment of knowledge, skills, attitudes and values shown in the unit standards should be integrated.

Assessment of the communication, language, literacy and numeracy should be conducted in conjunction with other aspects and should use authentic municipal financial management contexts wherever possible.

A variety of methods must be used in assessment and tools and activities must be appropriate to the context in which the learner is working. Where it is not possible to assess the learner in the workplace or on-the-job, simulations, case studies, role-plays and other similar techniques should be used to provide a context appropriate to the assessment.

The term 'Integrated Assessment' implies that theoretical and practical components should be assessed together. During integrated assessments the assessor should make use of formative and summative assessment methods and assess combinations of practical, applied, foundational and reflective competencies.

Assessors and moderators should make use of a range of formative and summative assessment methods. Assessors should assess and give credit for the evidence of learning that has already been acquired through formal, informal and non-formal learning and work experience.

Assessment should ensure that all specific outcomes, embedded knowledge and critical cross-field outcomes are evaluated. The assessment of the critical cross-field outcomes should be integrated with the assessment of specific outcomes and embedded knowledge.

INTERNATIONAL COMPARABILITY

Benchmarking was done by comparison to Unit Standards/Outcomes of learning against:

- SADC countries including Zimbabwe, Namibia, Botswana and Zambia.
- New Zealand.
- Australia.
- United States of America.
- United Kingdom.

SADC Qualifications:

It is difficult to ascertain any specific qualifications offered in these countries. A recent study was undertaken to compare South Africa's Real Estate Code of Conduct and legislation to

international and SADC (the mentioned countries) legislation and in reference to the SADC regions, it would seem that only Botswana has recently upgraded its laws in respect of Real Estate Practices and compares similarly in respect of its overall practices to South Africa.

The Estate Agent profession (from research conducted via the internet) does not appear to be formally regulated in Botswana, Zimbabwe, Zambia, Lesotho, Malawi, Mozambique, or SADC or Africa (generally), Estate Agents operating in these areas generally are international franchise operations or utilise generic sales skills or UK qualifications. The programmes that they can access from the United Kingdom are listed further on this international comparability study.

However, further investigation reveals the following in respect of qualifications offered by these countries:

Zimbabwe:

Whilst there is a Real Estate Institute in Zimbabwe, there are no links to any educational sites. It would seem that it is simply a membership body and it seeks to ensure the acquisition of knowledge in:

- Auctioneering.
- Estate Agency and Valuation.

No specific courses were listed.

Namibia:

Namibia has a National Property Academy that offers training programmes and qualifications in Real Estate. However, the site could not be accessed so it is unclear what programmes it offers and therefore not possible to do a comparison. It should be noted, however, that the Institute of Estate Agents Namibia clearly does have a training focus and does its training through the National Property Academy. Institute of Estate Agents Namibia can be found on the web at <http://www.iean.cc/index.php>. Training is only performed on an ad-hoc basis and no specific qualifications geared to estate agents exist in Namibia nor could any plans for qualifications geared for that profession be sourced. An email request was sent to the National Property Academy for a list of its ad hoc programmes but the list still had not been provided at the time this gazette document was completed.

The University of Namibia does not seem to offer any specific courses in Real Estate or Property Management. It would seem that these may be addressed as part of more generic programmes. The following generic programmes were listed as part of their Business Administration Programme:

- Entrepreneurial studies.
- Marketing practices.
- Management in private and public sector.
- Careers in business and commerce.

These seem to be the only likely courses where the learning arena for a Real Estate Practitioner could be explored, obviously in terms of the generic principles of entrepreneurship, management studies etc.

New Zealand Qualifications:

The following similar qualifications are offered in New Zealand:

- National Certificate in Real Estate with strands in Business Sales, Commercial/Industrial Sales, Residential Sales, Rural Sales, Commercial/Industrial Property Management, Residential Property Management.
- A National Certificate in Property Consultation and Valuation. A National Diploma in Real Estate.

A comparison of this Qualification to New Zealand Unit Standards at Levels 4, 5 and 6 indicate that they cover the following areas:

- Demonstrate knowledge of property ownership and property titles, and carry out a title search.
- Obtain property information.
- Collate and record property information.
- Inspect property.
- Prepare a site and floor plan.

The subject areas offered are similar to the NQF Level 4 FETC in Real Estate for the South African context although structured differently. In fact, the SA qualification seems to compare more favourably in its structure and focus on the Real Estate function but does exclude items such as 'Prepare a site and floor plan'.

Australian Qualifications:

The University of New England (in Australia) through a separate company called UNE Partnerships provides real estate training at a professional level. Their Certificate III in Property (Real Estate)(PRD30101) This course is designed for those who are currently employed, or who wish to be employed in a real estate function in the industry.

The Course is unit standards based and the exit level outcomes (with associated Units) covers:

- The Real Estate Environment (Maintain agency: client relationship, Respond to property enquiry).
- Support Tasks in the Real Estate Office (Coordinate property inspection, Perform and record property management activities and transactions, Maintain key register).
- Communication in the Real Estate Office (Communicate effectively and accurately with clients, Organise personal work priorities and development, Administration of the Real Estate Office, Maintain equipment and facilities, Use business technology, Produce business documents, Use and maintain a property information database).
- Marketing in the Real Estate Office (Process marketing material).

The Australian qualification is comparable with regard to Support Tasks in the Real Estate office (administration), marketing, self-management and development and producing business documents. The emphasis on the Real Estate environment seems to differ, where the SA qualification takes a broader view on role-players and the different environments that impact the Real Estate function.

United States of America Qualifications:

A direct comparison of the title, specific outcomes, assessment criteria and embedded knowledge was undertaken with each and the best practice points were highlighted and incorporated into each Unit Standard. However the points incorporated were written in a South African context.

Because of the difference in levels across the different countries, difficulty was found in making actual direct comparisons, level to level.

The United Kingdom Qualifications:

In the UK itself there are some courses that relate directly to the estate agents profession—such as selling real estate and Real Estate Financing (Mortgage finance for Mortgage brokers). However much of the training relevant to estate agents comes from courses in finance, business administration, statistics, economics and law. For those who intend to start their own estate agency, business courses such as marketing and accounting are as important as those in property or finance.

In the UK vocational qualifications form part of CeMAP (visit them at <http://www.cemap-training.org.uk/tcsrc=www.training-classes.com>) To attain the Certificate in Mortgage Advice and Practice (CeMAP) qualification, you must achieve examination passes in each of the three CeMAP modules, namely:

- CeMAP Module 1: UK Financial Regulation.
- CeMAP Module 2: Mortgages.
- CeMAP Module 3: An assessment of mortgage advice knowledge.

The National Association of Estate Agents in the United Kingdom refers to various qualifications that are also part of the qualifications framework.

Naea Technical Award Sale of Residential Property:

The NAEA Technical Award in Sale of Residential Property is a nationally recognised qualification awarded by the Examinations Board of the National Association of Estate Agents.

Available to both members and non-members of the NAEA, the NAEA Technical Award is a qualification which shows that you have the knowledge to undertake your job successfully.

The NAEA Technical Award is a Level 3 qualification within the National Qualifications Framework. This means it is broadly equivalent to an A-Level standard. The qualification is assessed by means of multiple-choice examination papers. It is open to anyone to take, regardless of their experience in agency. You do not need any previous qualifications, just a good basic standard of English and numeracy and of course the relevant knowledge of your chosen subject.

The qualification syllabus is divided into four Units as follows:

Sale of Residential Property:

- Unit 1: Health and Safety, Security and General Law.
- Unit 2: Law Relating to Residential Property Sales.
- Unit 3: Practice Relating to Residential Property Sales.
- Unit 4: Property Appraisal and Basic Building Construction.

Summary:

From an African perspective, it is evident that South Africa is pioneering a road of qualifications and unit standards for the Real Estate environment. The South African qualification is comparable to those identified internationally. However, some of the more complex unit standards would be more comparable to an NQF Level 5 qualification and it seems as though South Africa, through this Level 4 qualification, has more to offer in respect of a hands-on practical Real Estate qualification.

ARTICULATION OPTIONS

This Qualification articulates horizontally with the following Qualifications:

- ID 57712: Further.Education.Training.Certificate: Generic Management, NQF Level 4.
- ID 23953: Further.Education.Training.Certificate: New Venture Creation, NQF Level 4.
- ID 49129: Further.Education.Training.Certificate: Management and Administration, NQF Level 4.
- ID 49021: Further.Education.Training.Certificate: Debt Recovery, NQF Level 4.
- ID 35928: Further.Education.Training.Certificate: Business Administration Services, NQF Level 4.

Vertical articulation is possible with the following Qualifications:

- ID 15536: National Diploma Conveyancing Secretary, Level 5.
- Certificate Office Administration, Level 5.
- ID 49126: National Certificate Management and Administration, Level 5.
- ID 58341: National Diploma Business Management, Level 5.
- ID 20188: National Certificate Real Estate, Level 5.

MODERATION OPTIONS

- Anyone assessing a learner or moderating the assessment of a learner against this Qualification must be registered as an assessor with the relevant Education, Training, Quality, Assurance (ETQA) Body, or with an ETQA that has a Memorandum of Understanding with the relevant ETQA.
- Any institution offering learning that will enable the achievement of this Qualification must be accredited as a provider with the relevant Education, Training, Quality, Assurance (ETQA) Body, or with an ETQA that has a Memorandum of Understanding with the Financial Services (FASSET) ETQA.
- Assessment and moderation of assessment will be overseen by the relevant Education, Training, Quality, Assurance (ETQA) Body, or by an ETQA that has a Memorandum of Understanding with the FASSET ETQA, according to the ETQA's policies and guidelines for assessment and moderation.
- Moderation must include both internal and external moderation of assessments at exit points of the Qualification, unless ETQA policies specify otherwise. Moderation should also encompass achievement of the competence described both in individual Unit Standards as well as the integrated competence described in the Qualification.

Anyone wishing to be assessed against this Qualification may apply to be assessed by any assessment agency, assessor or provider institution that is accredited by the relevant ETQA.

CRITERIA FOR THE REGISTRATION OF ASSESSORS

For an applicant to register as an assessor, the applicant needs:

- A minimum of 2 (two) years' practical, relevant occupational experience in Administration or related field.
- To be registered as an assessor with the relevant ETQA.
- To be in possession of a Qualification in Debt Recovery or Credit Management at an NQF Level 5 or higher.

NOTES

This qualification replaces qualification 24454, "Further Education and Training Certificate: Real Estate", Level 4, 157 credits.

UNIT STANDARDS

ID	UNIT STANDARD TITLE	LEVEL	CREDITS
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	ID	UNIT STANDARD TITLE	LEVEL	CREDITS
Core	246738	Apply business principles to the Real Estate function	Level 4	8
Core	246734	Apply financial planning principles to Real Estate transactions	Level 4	6
Core	246735	Demonstrate an understanding of the Real Estate environment	Level 4	8
Core	242584	Demonstrate knowledge and understanding of the Financial Advisory and Intermediary Services Act 2002 (FAIS) (Act 37 of 2002) as it impacts on a specific financial services sub-sector	Level 4	2
Core	246733	Demonstrate knowledge of and apply the legislation applicable to Real Estate practice	Level 4	12
Core	242593	Explain South African money laundering legislation and the implications for accountable institutions in transacting with clients	Level 4	3
Core	15089	Identify and apply property, asset and investment management principles	Level 4	5
Core	246739	Manage self-development in a Real Estate environment	Level 4	8
Core	246736	Market, sell and lease property	Level 4	12
Core	246737	Demonstrate knowledge of and apply the Real Estate Code of Conduct and ethics	Level 5	6
Elective	13418	Demonstrate knowledge and understanding of a mortgage bond as a form of debt security	Level 4	6
Elective	12181	Demonstrate knowledge and understanding of basic investment techniques	Level 4	2
Elective	13420	Demonstrate knowledge and understanding of the bond registration process	Level 4	6
Elective	110003	Develop administrative procedures in a selected organisation	Level 4	8
Elective	114583	Develop, implement and evaluate a marketing strategy for a new venture	Level 4	8
Elective	110000	Generate information and reports for internal and external use	Level 4	10
Elective	15059	Identify and co-ordinate facilities management opportunities	Level 4	5
Elective	110009	Manage administration records	Level 4	4
Elective	11473	Manage individual and team performance	Level 4	8
Elective	114596	Research the viability of new venture ideas/opportunities	Level 4	5
Elective	10981	Supervise work unit to achieve work unit objectives (individuals and teams)	Level 4	12
Elective	13421	Evaluate the impact of changes to details after bond registration on the finance agreement	Level 5	14
Fundamental	119472	Accommodate audience and context needs in oral/signed communication	Level 3	5
Fundamental	119466	Interpret a variety of literary texts	Level 3	5
Fundamental	119457	Interpret and use information from texts	Level 3	5
Fundamental	119465	Write/present/sign texts for a range of communicative contexts	Level 3	5
Fundamental	9015	Apply knowledge of statistics and probability to critically interrogate and effectively communicate findings on life related problems	Level 4	6
Fundamental	119462	Engage in sustained oral/signed communication and evaluate spoken/signed texts	Level 4	5
Fundamental	119469	Read/view, analyse and respond to a variety of texts	Level 4	5
Fundamental	9016	Represent analyse and calculate shape and motion in 2- and 3-dimensional space in different contexts	Level 4	4
Fundamental	7468	Use mathematics to investigate and monitor the financial aspects of personal, business, national and international issues	Level 4	6
Fundamental	12153	Use the writing process to compose texts required in the business environment	Level 4	5
Fundamental	119459	Write/present/sign for a wide range of contexts	Level 4	5



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

Demonstrate knowledge of and apply the legislation applicable to Real Estate practice

SAQA US ID		UNIT STANDARD TITLE	
246733		Demonstrate knowledge of and apply the legislation applicable to Real Estate practice	
ORIGINATOR		PROVIDER	
SGB Real Estate			
FIELD		SUBFIELD	
11 - Services		Cleaning, Domestic, Hiring, Property and Rescue Services	
ABET BAND	UNIT STANDARD TYPE	NQF LEVEL	CREDITS
Undefined	Regular	Level 4	12

SPECIFIC OUTCOME 1

Demonstrate knowledge of the principles of the law of contract and contracts relating to real estate.

SPECIFIC OUTCOME 2

Demonstrate knowledge of the specific contracts relevant to real estate transactions.

SPECIFIC OUTCOME 3

Demonstrate knowledge of legislation relating to immovable property transactions.

SPECIFIC OUTCOME 4

Demonstrate knowledge of legislation regulating the estate agent and estate agencies.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:***Apply financial planning principles to Real Estate transactions***

SAQA US ID	UNIT STANDARD TITLE		
246734	Apply financial planning principles to Real Estate transactions		
ORIGINATOR		PROVIDER	
SGB Real Estate			
FIELD		SUBFIELD	
11 - Services		Cleaning, Domestic, Hiring, Property and Rescue Services	
ABET BAND	UNIT STANDARD TYPE	NQF LEVEL	CREDITS
Undefined	Regular	Level 4	6

SPECIFIC OUTCOME 1

Advise sellers and lessors on financing real estate transactions.

SPECIFIC OUTCOME 2

Advise purchasers and lessees on financing real estate transactions.

SPECIFIC OUTCOME 3

Facilitate financing and conveyancing in real estate transactions.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:***Demonstrate an understanding of the Real Estate environment***

SAQA US ID		UNIT STANDARD TITLE	
246735		Demonstrate an understanding of the Real Estate environment	
ORIGINATOR		PROVIDER	
SGB Real Estate			
FIELD		SUBFIELD	
11 - Services		Cleaning, Domestic, Hiring, Property and Rescue Services	
ABET BAND	UNIT STANDARD TYPE	NQF LEVEL	CREDITS
Undefined	Regular	Level 4	8

SPECIFIC OUTCOME 1

Describe the demographic environment affecting Real Estate.

SPECIFIC OUTCOME 2

Describe the overall economic environment affecting Real Estate.

SPECIFIC OUTCOME 3

Describe the legal/regulatory environments that impact on the Real Estate function.

SPECIFIC OUTCOME 4

Identify the various stakeholders that operate within the Real Estate environment in relation to role they fulfil.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:***Market, sell and lease property***

SAQA US ID		UNIT STANDARD TITLE	
246736		Market, sell and lease property	
ORIGINATOR		PROVIDER	
SGB Real Estate			
FIELD		SUBFIELD	
11 - Services		Cleaning, Domestic, Hiring, Property and Rescue Services	
ABET BAND	UNIT STANDARD TYPE	NQF LEVEL	CREDITS
Undefined	Regular	Level 4	12

SPECIFIC OUTCOME 1

Market a property.

SPECIFIC OUTCOME 2

Sell a property.

SPECIFIC OUTCOME 3

Let and lease a property.

SPECIFIC OUTCOME 4

Apply a working knowledge of Sectional Title and its related regulations and acts.

SPECIFIC OUTCOME 5

Apply after-sales services in the sales process in a real estate context.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:***Demonstrate knowledge of and apply the Real Estate Code of Conduct and ethics***

SAQA US ID	UNIT STANDARD TITLE		
246737	Demonstrate knowledge of and apply the Real Estate Code of Conduct and ethics		
ORIGINATOR		PROVIDER	
SGB Real Estate			
FIELD		SUBFIELD	
11 - Services		Cleaning, Domestic, Hiring, Property and Rescue Services	
ABET BAND	UNIT STANDARD TYPE	NQF LEVEL	CREDITS
Undefined	Regular	Level 5	6

SPECIFIC OUTCOME 1

Describe the factors that influence the development of a code of ethics.

SPECIFIC OUTCOME 2

Explain the contents of the Real Estate Code of Conduct.

SPECIFIC OUTCOME 3

Explain the implications of the Real Estate Code of Conduct for a Real Estate organisation.

SPECIFIC OUTCOME 4

Relate a Code of Conduct to ethical values and standards within own organisation and discuss ethical best practices.

SPECIFIC OUTCOME 5

Apply the Real Estate Code of Conduct and ethics in own work context.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:***Apply business principles to the Real Estate function***

SAQA US ID		UNIT STANDARD TITLE	
246738		Apply business principles to the Real Estate function	
ORIGINATOR		PROVIDER	
SGB Real Estate			
FIELD		SUBFIELD	
11 - Services		Cleaning, Domestic, Hiring, Property and Rescue Services	
ABET BAND	UNIT STANDARD TYPE	NQF LEVEL	CREDITS
Undefined	Regular	Level 4	8

SPECIFIC OUTCOME 1

Apply the principles of budgeting to Real Estate transactions.

SPECIFIC OUTCOME 2

Make the necessary provisions for own personal financial planning in line with targets and achievable income within Real Estate context.

SPECIFIC OUTCOME 3

Demonstrate an understanding of taxation in the context of Real Estate from organisational and personal perspectives.

SPECIFIC OUTCOME 4

Apply the principles of business planning to the Real Estate.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:***Manage self-development in a Real Estate environment***

SAQA US ID	UNIT STANDARD TITLE		
246739	Manage self-development in a Real Estate environment		
ORIGINATOR		PROVIDER	
SGB Real Estate			
FIELD		SUBFIELD	
11 - Services		Cleaning, Domestic, Hiring, Property and Rescue Services	
ABET BAND	UNIT STANDARD TYPE	NQF LEVEL	CREDITS
Undefined	Regular	Level 4	8

SPECIFIC OUTCOME 1

Describe and apply self management skills in a Real Estate environment.

SPECIFIC OUTCOME 2

Develop an action plan for own personal development within the Real Estate environment.

SPECIFIC OUTCOME 3

Describe career development opportunities within Real Estate and define own career development plan.

SPECIFIC OUTCOME 4

Identify the various trends in Real Estate career development and how these impact on own personal development.