



GOLDEN TIGER LEARNING ACADEMY

Real Estate Qualifications

Welcome

About Golden Tiger Learning Academy (GTLA)

- We place a high emphasis on content that aligns to international Real Estate industry standards
- GLTA is a contact learning as well as online learning training provider for potential and experienced Property Practitioners.
- Our online platform has the capability to host large number of users and publishes QCTO approved educational content to all paid registered learners.



GOLDEN TIGER
LEARNING ACADEMY

Occupational Certificate: Real Estate Agent (NQF Level 4)

Purpose of the Qualification

The purpose of the qualification is to prepare learners to operate as a Real Estate Agent. A Real Estate Agent guides and facilitates the public in buying, selling, letting, financing, and managing of immovable property and businesses in the best interest of all parties.

Entry Requirements:

The minimum entry requirement for this qualification is:

- NQF Level 3 qualification.

Duration

- 12 months



Occupational Certificate: Real Estate Agent (NQF Level 4)

Learning Outcomes of the Qualification

A qualified learner will be able to:

- Identify the property and real estate environment and ensure compliance with legislative and regulatory framework.
- Apply Code of Conduct and adhere to ethical business principles.
- Develop relationships with an internal and / or external client database for provision of property and real estate services.
- Build a brand reputation and develop a target market.
- Manage the property and real estate function.
- Apply business principles to the property and real estate function.



Occupational Certificate: Real Estate Agent (NQF Level 4)

Rationale of the Qualification

The Property and Real Estate Industry requires professionals who are well-trained and knowledgeable to meet the property and real estate needs of both the residential and non-residential sectors.

This qualification equips learners to be able to operate effectively and efficiently in the Property and Real Estate sector. The qualification is a pre-requisite for the admission to the **professional designation examination (PDE)** to be conducted by the regulatory authority (PPRA).

Entrants for the qualification would be persons already employed in the industry and new learners entering the labour market. The qualification will provide an opportunity for persons already in the industry to acquire formal recognition for the competencies that they have acquired and enhance their range of skills and knowledge of the industry so that they can become competent practitioners in the property and real estate sector.



Occupational Certificate: Real Estate Agent (NQF Level 4)

Composition of the qualification

Knowledge Modules

- **KM-01**, Legislative and Regulatory Framework, Level 4, 7 Credits.
- **KM-02**, Ethical Business Principles, Level 5, 8 Credits.
- **KM-03**, Developing Relationships, Level 4, 7 Credits.
- **KM-04**, Brand Reputation, Level 4, 3 Credits.
- **KM-05**, Property and Real Estate Services, Level 4, 8 Credits.
- **KM-06**, Financial Business Principles, Level 4, Level, 5 Credits.



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Composition of the qualification

Practical Skill Modules

- **PM-01**, Employ Macro Trends to Develop Contracts in line with Client Needs and Comply with Legislation, Level 4, 7 Credits.
- **PM-02**, Apply Ethical Principles in the Interest of all Stakeholders, Level 5, 8 Credits.
- **PM-03**, Build Proficient and Sustainable Client Relationships, Level 4, 6 Credits.
- **PM-04**, Develop and Maintain a Personal and Professional Brand Through Innovation and Continuous Improvement, Level 4, 3 Credits.
- **PM-05**, Perform Property and Real Estate Duties Resulting in Successful Transactions, Level 4, 8 Credits.
- **PM-06**, Implement Sound Financial Practices to Achieve Personal and Business Objectives, Level 4, 5 Credits



Occupational Certificate: Real Estate Agent (NQF Level 4)

Composition of the qualification

Work Experience Modules

- **WM-01**, Procedures to Identify the Property and Real Estate Environment and Comply with Legislative and Regulatory Framework, Level 4, 13 Credits.
- **WM-02**, Processes and Procedures for Applying the Code of Conduct and Adhering to Ethical Business Principles, Level 5, 15 Credits.
- **WM-03**, Procedures to Build Internal and / or External Client Relationships and Databases, Level 4, 12 Credits.
- **WM-04**, Procedures to Provide Strategic and Operational Consulting Service, Level 4, 9 Credits.
- **WM-05**, Practices to Manage the Property and Real Estate Function, Level 4, 15 Credits.
- **WM-06**, Process to Apply Financial Business Principles, Level 4, 11 Credits.



Occupational Certificate: Real Estate Agent (NQF Level 4)

External Integrated Summative Assessment (EISA Exam)

Learners must successfully complete the following learning components in order to qualify for the exam sitting:

- Knowledge component
- Practical component
- Workplace component

*The qualification is a pre-requisite for the admission to the **professional designation examination (PDE)** to be conducted by the regulatory authority (PPRA).*



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Occupational Certificate: Real Estate Agent (NQF Level 4)

DEFINITIONS OF KEY LEARNING COMPONENTS *(Extract from the PPRA guidelines)*

Practical Training refers to a structured, workplace-based program introduced on 1 July 2024. It consists of six modules covering essential industry topics such as compliance, ethics, marketing, financial principles, and real estate operations. This programme mainly applies to candidates who have been **granted equivalency exemptions** and must be completed within 180 days of registration. It replaced the now-defunct logbook system.

The Logbook system was used under the 2008 Regulations and required candidates to complete a 12-month internship, recording their workplace learning under the supervision of a mentor or principal. This requirement applied only to those who registered before 1 July 2024, and the system was officially phased out on 30 June 2024.



Occupational Certificate: Real Estate Agent (NQF Level 4)

DEFINITIONS OF KEY LEARNING COMPONENTS *(Extract from the PPRA guidelines)*

- **Workplace Experience** forms part of the new Occupational Certificate: Real Estate Agent (NQF 4). It includes real-world, on-the-job learning completed under mentorship and is integrated into the qualification alongside theoretical and practical training. Candidates are required to pass the External Integrated Summative Assessment (EISA) to complete the qualification.
- Those undergoing this route **do not need to complete** the separate practical training modules.



Higher Occupational Certificate: Principal Real Estate Agent (NQF Level 5)

Purpose of the Qualification

The purpose of this qualification is to prepare a learner to function as a Principal Real Estate Agent.

A Principal Real Estate Agent leads, directs, and manages the overall strategies and operations of a real estate agency.

The Principal Real Estate Agent should have among others the following attributes: communication skills, emotional intelligence, information communication technology, teamwork and management skills.

Entry Requirements:

- Occupational Certificate: Real Estate Agent, NQF Level 4.

Duration

- 12 months



Occupational Certificate: Real Estate Agent (NQF Level 5)

Learning Outcomes of the Qualification

A qualified learner will be able to:

- Manage sustainable operations of real estate agency.
- Oversee compliance with relevant legal statutes and policies.
- Develop, promote and maintain sustainable relationships with stakeholders.



Occupational Certificate: Real Estate Agent (NQF Level 5)

Rationale of the Qualification

The Property and Real Estate sector is a multi-billion-rand economic activity, which requires professionals who are well trained and knowledgeable to meet the needs of both the residential and non-residential sectors of the industry.

This qualification is meant to equip learners with skills to function effectively and efficiently in the Property and Real Estate sector. The qualification is critical for the effective and sustainable management of the estate agency organisation

Typical learners for the qualification are new entrants and persons already employed in the industry, working either as Estate Agents or Auctioneers. The qualification will provide an opportunity for existing and qualified Principal Real Estate Agents to move into general management positions within the property development sector. The qualification was developed in collaboration with the Estate agency industry. .



Occupational Certificate: Real Estate Agent (NQF Level 5)

Composition of the qualification

Knowledge Modules

- **KM-01**, General Introduction to Real Estate Organisational Environment, Level 5, 15 Credits.
- **KM-02**, Introduction to Management and Leadership, Level 5, 10 Credits.
- **KM-03**, Introduction to Management Accounting, Level 5, 15 Credits.
- **KM04**, Governance and Compliance for Real Estate Business Environment, Level 5, 10 Credits.
- **KM-05**, Principles of Marketing and Branding, Level 5, 10 Credits.
- **KM-06**, Fundamentals of Estate Agency Management, Level 5, 20 Credits.



Occupational Certificate: Real Estate Agent (NQF Level 5)

Composition of the qualification

Practical Skill Modules

- **PM01**, Conduct Market Analysis for Estate Agency Operations, Level 5, 5 Credits.
- **PM02**, Develop and Manage Organisational Plan for Estate Agency, Level 5, 8 Credits.
- **PM03**, Ensure Efficient Management of The Organisational Resources of the Agency, Level 5, 8 Credits.
- **PM04**, Manage Compliance to Regulatory Requirement for Registered Organisation, Level 5, 8 Credits.
- **PM05**, Provide Estate Agency Mentorship and Support, Level 5, 5 Credits.
- **PM06**, Oversee Management of the Agency' Social Responsibility, Level 5, 10 Credits.
- **PM07**, Establish and Manage Relationship with Stakeholder Critical to Estate Agency Functioning, Level 5, 4 Credits.



Occupational Certificate: Real Estate Agent (NQF Level 5)

Composition of the qualification

Work Experience Modules

- **WM01**, Conduct Market Analysis Processes for Estate Agency Operations, Level 5, 6 Credits.
- **WM02**, Procedures for Develop and Managing Organisational Plan for Estate Agency, Level 5, 6 Credits.
- **WM03**, Procedures for Efficient Management of The Organisational Resources of the Agency, Level 5, 6 Credits.
- **WM04**, Compliance Processes to Regulatory Requirement for Registered Organisation, Level 5, 5 Credits.
- **WM05**, Estate Agency Mentorship and Support Processes, Level 5, 4 Credits.
- **WM06**, Processes for Critical Stakeholder Management, Level 5, 5 Credits.



Occupational Certificate: Real Estate Agent (NQF Level 5)

External Integrated Summative Assessment (EISA Exam)

Learners must successfully complete the following learning components in order to qualify for the exam sitting:

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- Workplace component



GTLA Online Portal Advantages



Virtual Classrooms

Real time Online session with teachers



Flexibility

Downloadable learner guides for offline learning



Control

Contents with absolute transparency, facilitator monitoring



Development

Self paced development and Increased effectiveness in learning



Measures

Individual self measures and proven higher completion rates



Other Advantages Include

- Offers the best in industry expertise
- Cutting edge technology that allows:
 - Flexibility of time (anytime...anywhere...)
 - Re-teaching
 - Self paced development
 - Individual self measures
 - Group engagement
 - Forums / Discussions
 - Facilitator assistance

