



CPD

QLD

QLDCPD V1.0



UNIQUE
Training Providers

The CPD is based on the initial issue date printed on your licence or registration.

Your CPD year begins on the anniversary of your licence or registration issue date.

Fair Trading have provided a [calculator](#) to help work out your CPD year:

Meeting your Requirements

CPD is now mandatory for all Queensland property professionals who hold one of the following licences or registrations, **regardless of job, position, or role**:

- real estate agent
- real property auctioneer
- resident letting agent
- holder of a registration certificate.

CPD training is designed to enhance your skills, knowledge and professionalism. It ensures you stay up to date with industry best practices and regulatory requirements. It's an important step in building trust with your clients and improving the reputation of the property industry.

CPD training is separate to other training you may have completed when applying for your licence or registration.

You **must** complete 2 approved CPD sessions each CPD year.

If you don't, you may not be eligible to renew your licence or registration.

Find out more information

<https://www.qld.gov.au/law/laws-regulated-industries-and-accountability/queensland-laws-and-regulations/regulated-industries-and-licensing/regulated-industries-licensing-and-legislation/property-industry-regulation/get-a-property-industry-licence-or-registration/continuing-professional-development-for-the-property-industry/continuing-professional-development>

CPD Sessions

To meet your CPD obligations you can choose to complete:

- A type 1 session and a type 2 session

Or

- 2 type 1 sessions

Type 1 Sessions

Type 1 sessions are condensed versions of units in the national property services training package. They're designed to help real estate professionals build their knowledge and stay up to date with industry standards.

Only the listed approved CPD sessions will count towards your requirements. Any sessions completed from other states or territories, even if approved there, won't be accepted.

To ensure sessions are approved in Queensland, look for session codes beginning with 'QLDCPD20'

Type 2 Sessions

Type 2 sessions are designed to:

- promote and improve core and industry-relevant skills
- contribute towards improved service outcomes for your clients.

They're not based on the Type 1 property training package units of competency.

Only the listed approved CPD sessions will count towards your requirements. Any sessions completed from other states or territories, even if approved there, won't be accepted.

To ensure sessions are approved in Queensland, look for session codes beginning with 'QLDCPD20'

General Course Information

The Enrolment Process

Prior to completing the enrolment form, please ensure you are aware of your CPD obligations.

Please enter your details, then proceed through each step. Providing comprehensive information will help ensure you are enrolled in the appropriate sessions.

Payment

Invoices will be sent to the address entered on the enrolment form. Please provide the details if you would like the invoice made out in another name, company etc.

Payment can be made by Direct Deposit or Online as follows: BSB: 082-356 ACC: 31 210 5282

Credit Card payment can be made online with an invoice. Invoices will be sent when the enrolment form is received at head office. Note: A 1% transaction fee will be applied to all credit card payments except AMEX which attracts a transaction fee of 2%.

All prices include GST

Refund Policy

Our standard cancellation period is 7 days.

If you wish to cancel your course more than 7 days prior to your commencement date, a refund of fees paid minus an administration fee of \$50 will be issued.

If you wish to cancel your course within 7 days of your commencement date, all fees are retained by Unique Training Providers. We will endeavour to reschedule you in another course where possible at no extra charge. If a course is cancelled by Unique Training Providers, all course fees will be refunded in full*

No refunds will be given once a student has commenced training.

No refunds will be given for students completing any course distance learning once course material has been issued.

All cancellation and refund requests must be sent in writing to

E: info@uniquetrainingproviders.com.au

Unique Training Providers reserves the right to cancel any course due to unforeseen circumstances and/or if minimum course numbers are not met.

Trainers

Our trainers possess extensive experience in the property industry and are available to support your CPD training needs. Please feel free to contact them directly or reach out to head office for further assistance.

Prue Oldmeadow	prue@uniquetrainingproviders.com.au	0418 688 758
Alex Glen-Holmes	alex@uniquetrainingproviders.com.au	0414 772 771
Lee Manning	lee@uniquetrainingproviders.com.au	0400 888 820
Peter Hogan	peter@uniquetrainingproviders.com.au	0419 449 649
Head office	info@uniquetrainingproviders.com.au	4872 1495

An online enrolment form can be completed using the following link:

QLD CPD Enrolment Form



Trainer: _____ (optional) **Course Date:** _____ (optional)

Your Details:

Full Name: _____ Licence No. _____

Agency: _____

Address: _____ P/C: _____

Mobile: _____ Email: _____

Course Selection

☐ **2 x Type 1 Topics** **\$199**

☐ QLDCPD20250085 Use inclusive work practices

☐ QLDCPD20250086 Deliver presentations to clients in real estate

☐ QLDCPD20260004 Ethical and effective appraisals of property

☐ **1 x Type 1 Topic + 1 Type 2 Topic** **\$199**

☐ QLDCPD20250085 Use inclusive work practices or

☐ QLDCPD20250086 Deliver presentations to clients in real estate or

☐ QLDCPD20260004 Ethical and effective appraisals of property

AND

☐ QLDCPD20250087 Advanced cyber security and privacy or

☐ QLDCPD20250088 Workplace safety and wellbeing

Invoice Options

☐ Invoice to me

☐ Invoice to the agency

Comments (optional)

By signing below, you agree you are aware of your CPD requirements, and agree to the price, [terms and conditions](#) of this course

Signature: _____ **Date:** _____

Please return your completed enrolment form to your trainer or head office