

6 October 2011



Australian Government
Australian Skills Quality Authority

Mr Guy Innes
Property Training Solutions Pty Ltd
PO Box 7202
South Sydney Business Hub
ALEXANDRIA NSW 2015

RTO ID: 91220
Application Nos: 2005\65153.8R and 2010\74444.0R
Doc ID: RCA-P-SCO-COR001

Dear Mr Innes

Re: Outcome of applications for renewal of registration and extension to scope—granted

I refer to Property Training Solutions Pty Ltd's applications submitted to the NSW Vocational Education and Training Accreditation Board (VETAB) for renewal of its registration as a registered training organisation (RTO) and for an extension to its scope of registration.

VETAB ceased to exist on 30 June 2011 and in accordance with item 12 of Schedule 1 to the *National Vocational Education and Training Regulator (Transitional Provisions) Act 2011*, the Australian Skills Quality Authority (ASQA) has decided the application. ASQA hereby notifies the RTO of its decision in accordance with section 34 of the *National Vocational Education and Training Regulator Act*.

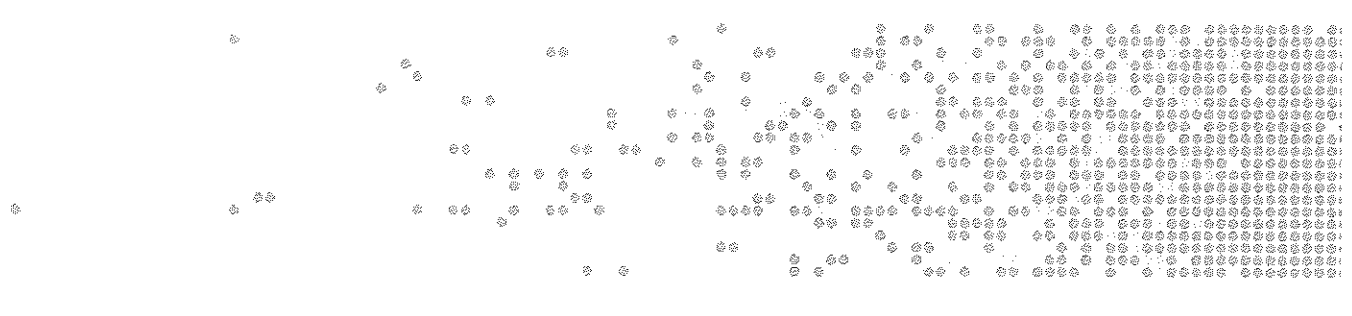
In accordance with the provisions of the *National Vocational Education and Training Regulator Act 2011* (the Act), your application for renewal of registration for the following qualifications and units of competency has been granted:

CPP40307 Certificate IV in Property Services (Real Estate)
CPP30207 Certificate III in Property Services (Agency)
BSBSMB406A *Manage Small Business Finances*
CPPDSM3019A *Communicate with clients as part of agency operations*

In addition, your application for the extension to scope for the following qualifications has been granted:

BSB30110 Certificate III in Business
BSB40207 Certificate IV in Business
BSB40807 Certificate IV in Frontline Management

Australian Skills
Quality Authority
ABN 72 581 678 650
GPO Box 9928
Melbourne VIC 3001
info line 1300 733 297
www.asqa.gov.au



The findings of this audit will contribute to the records retained of your RTO's compliance history and future risk assessments. A copy of the audit report is attached for your reference.

The National Register has been updated to include the following key details of your organisation:

Legal name: Property Training Solutions Pty Ltd

RTO ID: 91220

Scope: CPP40307 Certificate IV in Property Services (Real Estate)
CPP30207 Certificate III in Property Services (Agency)
BSBSMB406A *Manage Small Business Finances*
CPPDSM3019A *Communicate with clients as part of agency operations*
BSB30110 Certificate III in Business
BSB40207 Certificate IV in Business
BSB40807 Certificate IV in Frontline Management

Please note that the following superseded qualifications and units of competency have been withdrawn:

PRD30101 Certificate III in Property (Real Estate)
PRD40101 Certificate IV in Property (Real Estate)
PRDRE08A *Manage efficient financial systems*
PRDRE09A *Implement and monitor financial management systems*
BSXFMI511A *Contribute to the development of a workplace learning environment.*

Period of registration

Your organisation has been granted registration for a further period of 5 years which will commence on 1 October 2011 and is due to expire on 1 October 2016. A Certificate of Registration is attached. You can apply to the Australian Skills Quality Authority (ASQA) to renew or withdraw your organisation's registration, and timeframes and obligations apply to each process. There are also obligations on organisations that effectively cease to operate, even though they remain registered as RTOs. Further information about obligations in these circumstances is available from the ASQA website at <www.asqa.gov.au>

Scope of registration

The National Register has been updated to reflect your organisation's change of scope of registration. A copy of your RTO's approved scope as listed on the National Register is attached. Please note that Sections 93-94 of the Act provide for the imposition of monetary penalties on RTOs that provide all or part of a VET course outside scope of registration.

Conditions of registration

You are required to comply with the conditions of registration set out in Sections 22-28 of the Act, as well as any additional conditions that ASQA, as the national VET regulator, has imposed on your organisation's registration.

There are no additional conditions imposed on your organisation's registration.



Changes to scope of registration

You must apply to ASQA if your organisation wishes to change its scope of registration by either adding or removing a VET course. Information on the process to make changes to your scope of registration is available from the ASQA website at www.asqa.gov.au

RTO ID number

You **must** quote your organisation's RTO ID number in all future correspondence with ASQA. This number **must** also be included on the qualifications and statements of attainment that you issue and the marketing materials that you use as an RTO.

Maintaining compliance

I wish to remind you that you have signed a statutory declaration in which you have accepted responsibility for ensuring compliance with the VET Quality Framework. This framework comprises the following components:

- the Standards for NVR Registered Training Organisations
- the Australian Qualifications Framework
- the Fit and Proper Person Requirements of the Act
- the Financial Viability Risk Assessment Requirements of the Act
- the Data Provision Requirements of the Act.

This is an important commitment that requires you to actively manage and monitor your RTO's activities to ensure that compliance is maintained at all times and across all of your operations.

RTO compliance is the mandated foundation upon which organisations should plan and achieve quality improvements to their training and assessment services.

Further information and assistance

If you require further information or assistance in relation to this matter, please contact ASQA on telephone 1300 701 801 or by email at enquiries@asqa.gov.au

Yours sincerely



Judith Finn
A/Regional Manager, Compliance Operations, Sydney