

REINZ | Edu.

New Zealand Certificate in Real Estate Salesperson (Level 4)

3111 | Version 2 | 50 credits

Kickstart Your Real Estate Career

New Zealand Certificate in Real Estate - Salesperson (Level 4)

A career in real estate can be exciting and rewarding. You'll help people buy and sell property, build connections in your community, work flexibly, and unlock strong earning potential. By becoming a licenced salesperson, you can also begin working towards becoming a branch manager and real estate agent.

Graduate Outcomes

Graduates of this qualification will have met the qualification requirements to be a licensed salesperson in New Zealand and, once licensed, will be able to operate under supervision to comply with the Real Estate Agents Act 2008 (as per Section 50).

You will be able to:

- Operate as a real estate salesperson with knowledge of land ownership, land issues, building structures and council compliance
 - Build and manage a database of contacts to establish and maintain a presence in the marketplace
 - Conduct property inspections and appraisals
 - Facilitate real estate transactions through to settlement using appropriate methods of sale
 - Comply with New Zealand law and standards relevant to the real estate industry.
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Why Study with REINZ?

Our courses deliver essential industry knowledge, practical skills, and valuable insights from experienced professionals to ensure you're well-equipped to get started in your career as a real estate professional.

After you gain your qualification and real estate license, you'll also need to complete 20 hours of continued professional development (CPD) each year to keep your licence. We offer a variety of training options, so you can be assured we'll continue to support you even after you become a licensed professional.

Exclusive REINZ Learner Benefits

Learners enrolled in this qualification will receive **REINZ Learner Benefits** for the duration of their study. This provides access to a range of valuable resources designed to support your learning journey, prepare you for assessments, and help you succeed in your career as a real estate salesperson.

As part of these benefits, you'll have access to:

- **PropertySmarts**
Powered by REINZ data, PropertySmarts is a subscription-based Comparative Market Analysis (CMA) tool for real estate professionals, providing up-to-date, comprehensive market analysis and personalised reports.
- **Statistics Portal**
Exclusive to REINZ agency members, REINZ provides proprietary sales data for the purposes of creating CMAs. Market Intelligence reports are also available, which offer insights into property trends. (Please note that only settled sales data will be accessible to Learners.)

Programme Schedule

The New Zealand Certificate in Real Estate - Salesperson (Level 4) will **run over 16 weeks**. There are three delivery options (below):

Delivery 1

- **Week 1-15:** 2 half-days a week
- **Week 16:** Learners will receive an allocated time, date, and trainer to complete their Sales and Purchase Agreement assessment online.

Delivery 2

- **Week 1:** Full day, every Saturday (9 am – 4 pm) and one evening class (6 pm – 9 pm)
- **Week 16:** Learners will receive an allocated time, date, and trainer to complete their Sales and Purchase Agreement assessment online.
- *This weekend-based schedule provides flexibility for learners balancing full-time work or other weekday commitments.*

Delivery 3

- **Fully self-paced online programme:** Designed for independent study, allowing you to move through the learning materials when it suits your schedule.
- **Week 16:** You'll be given an allocated time, date, and trainer to complete your Sales and Purchase Agreement assessment online.

Note: *The Sales and Purchase Agreement assessment is expected to take up to one hour and will be recorded for moderation purposes. Both internal and external moderation will be conducted to ensure quality assurance.*

Entry Requirements

Learners must normally be **at least 18 years** of age to enrol.

- However, applicants who are 17 years old may apply if they provide written consent from a parent or guardian.
- *Please note that you must be at least 18 years old to apply for your Salesperson's Licence, as required by law.*

We also recommend one of the following:

- Have achieved 40 credits at NCEA Level 1, including 10 Literacy credits and 10 Numeracy credits; OR
- Hold a relevant qualification at NZQF Level 2, OR
- Provide evidence of equivalent knowledge or skills.

If you do not meet the entry requirements above but believe you are prepared for study at this level, **you may still apply**. You will be required to provide supporting evidence of readiness, which may include prior work or learning experience.

Prerequisites

There is no mandatory prerequisite for this qualification.

We strongly recommend that individuals who are not currently employed consider enrolling in and completing the [REINZ Introduction to Real Estate](#). While it is not a mandatory requirement, it provides a valuable foundation for success in the qualification.

Additionally, if learners choose to purchase this course, the cost can be applied towards their overall qualification fees.

REA Requirements for Licensing

Licensing is governed by the **Real Estate Authority (REA)**. The NZQA qualification document must be read in conjunction with the **Real Estate Agents (Licensing) Regulations 2009**.

- [Required criteria and qualifications to work in real estate | The Real Estate Authority](#)

Note: With this qualification, **you can only apply for this licence in New Zealand**. This is because the course content is specifically for the New Zealand real estate industry.

Literacy and Numeracy Requirements

- **For Domestic Learners** (NZ Citizens or Residents)

All REINZ PTE programmes are delivered in English. Learners must be able to read, write, and use numeracy to complete course content and assessments successfully.

Domestic applicants can demonstrate this by:

- NCEA Level 2 (or higher), including literacy and numeracy credits, OR
- Equivalent qualifications or workplace experience, OR
- Completing a **diagnostic literacy and numeracy test** if they cannot provide other evidence.

Literacy and numeracy support may be available for learners needing additional assistance.

- **For International Learners / Learners Whose First Language is Not English**

If English is not your first language, you must provide evidence of English proficiency to enrol.

The standard requirement is **equivalent to IELTS 5.5** (Academic or General, with no band lower than 5.0).

Accepted alternatives to IELTS:

- NZCEL (New Zealand Certificate in English Language) Level 3 (Academic)
- Pearson Test of English (PTE Academic)
- TOEFL iBT
- Cambridge English (FCE/CAE)
- LanguageCert (Academic ESOL)
- Occupational English Test (OET)
- Trinity ISE (ISE II or higher)

All test results must:

- Be from **one sitting**
- Come from an **approved test centre**
- Meet or exceed IELTS 5.5 equivalency

If applicants have completed a study in English (e.g., three years of secondary education or one year of tertiary study in New Zealand, or equivalent overseas), this may also be accepted as evidence.

Education Pathways

This entry-level qualification can lead to further study, such as:

- New Zealand Certificate in Real Estate - Branch Manager (Level 5) [Ref: 3580]
- New Zealand Diploma in Business (Level 6) [Ref: 2460] - Real Estate strand.

Career Opportunities

Graduates of this qualification will have the skills and knowledge to operate as a salesperson in the real estate industry once they are licensed with the Real Estate Authority (REA).

Learner Expectations

As a learner in the NZ Certificate in Real Estate – Salesperson (Level 4), you are responsible for managing your own learning and professional development throughout this programme. Your trainer will set timelines and expectations, and it is essential that you stay on track to meet these requirements.

While we are here to guide and support you, this qualification is designed to assess your competency as a real estate professional. Success in this industry requires motivation, commitment, and a proactive approach to learning.

You should expect to dedicate 20 – 30 hours per week to self-directed study over the duration of this qualification. This includes completing homework, assessments, and assignments, which will be reviewed and marked by your trainer/assessor. By staying engaged and committed, you will develop the knowledge and skills needed to succeed as a licensed real estate salesperson.

Fees

When enrolling in REINZ courses, the course fees must be paid by the learner or employer before the start date of the training. These are the total costs of enrolling with REINZ; no further fees are required.

- **Face-to-Face / Hybrid delivery:** \$2,495 (GST included)
 - **Self-Paced Online delivery:** \$1,725 (GST included)
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How to Apply

1. Visit www.reinz.co.nz and view the upcoming qualifications under the Education & Events drop-down menu
2. Once you've selected your preferred intake, click the 'Register Now' button to secure your place and make payment.

3. **Complete Enrolment Forms**

After registration and payment, you will be directed to complete the online enrolment form to confirm your enrolment.

You will also need to submit one of the following verified/certified documents:

- NZ Passport or NZ Birth Certificate OR
- Overseas passport plus NZ Resident Class Visa

4. **Confirm Eligibility**

Once we verify your eligibility, you will receive an email confirming your place in the course if all requirements are met.

Copies of your documents can be certified by any of the following:

- *Justice of the Peace*
- *Lawyer*
- *Court Official, such as a Court Registrar or Deputy Registrar*
- *Notary Public*

Contact Us

If you have any questions, don't hesitate to reach out to our team, who will be happy to help you.

Email: qualifications@reinz.co.nz

Phone: 09 356 1840

Website: www.reinz.co.nz



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