

ENROLMENT | RPL NQF4 SAQA 59097

REAL ESTATE QUALIFICATION

ACCREDITATION : SSeta 9972
01-QCTO/SDP061023102326 | 01-QCTO/SDP040325130345

Complete ALL fields on the form in order for us to process your enrolment
Please include the documents REQUESTED PAGE 2 with your enrolment

Save all documents in 1 PDF document.

Do not send all documents in separate document, 1 PDF ONLY



COMPLETE THE FOLLOWING DETAILS:

Applicants Full Name and Surname :

Email address: Company and Private

Applicants ID number:

Applicants address for courier of training material:

Cellphone number:

Are you currently working at a Real Estate company? Name: _____ YES / NO

Applicants 7 digit PPRA ref number and date of first issued FFC: _____ YES / NO

Do you have any disabilities? If so, please indicate _____ YES / NO

Highest grade passed (i.e.: grade 11, grade 12) _____

PLEASE TICK WHICH OPTION YOU WOULD LIKE

| ENROLMENT NQF4 SAQA REAL ESTATE OCCUPATIONAL QUALIFICATION | | | |
|--|--|---|--|
| CASH SPECIAL PRICE: - If you pick this option, cash special the full R3 450 is payable on registration | | MONTHLY INSTALLMENTS - If you pick this option, cash PRICE is no longer available | |
| | | WEBINAAR BASED PROGRAMME -WEBINAR OPTION: VIA MICROSOFT TEAMS | |

PLEASE TICK WHICH OPTION YOU WOULD LIKE

| | <u>Original prices</u> | <u>PICK 1 OPTION</u> |
|--|-------------------------|----------------------|
| CASH OPTION: | R3 450 VAT inclusive | |
| PAYMENT PLAN: Monthly instalments over 4 months R2000 X 2 instalments | R4 000 VAT inclusive | |

TERMS AND CONDITIONS:

Please review them carefully:

Welcome to iSiKolo School of Learning.

By enrolling in our courses and utilizing our services, you agree to adhere to the following Terms and Conditions.

Registration Fee:

- Your seat in the workshop will only be confirmed once payment has been received.

Liability:

- iSiKolo is not liable for any loss or damage to personal property brought to any of its workshop venues.
- iSiKolo is not responsible for any injuries that may occur at its workshop venues.

Workshop Changes:

- iSiKolo reserves the right to postpone or cancel a workshop if a minimum of 8 delegates is not met.
- Group changes will not be permitted. Should a learner, wish to move /change groups due to personal reasons, the request must be done in writing and a group change fee will be charged of R1000.

Access to Classes & Learning Materials:

- Access to training sessions and learning materials will only be granted once full payment has been received.

Cancellation Policy and refund policy:

- If the learner decides to cancel the programme after receiving the training material, the full outstanding balance on the learner's invoice remains payable to iSiKolo School of Learning.
- Once a course has commenced, no fees are refundable or transferable to any other learner or intake.
- In the event of gravely harm or death in the family, the learner must request a refund and supply the necessary documentation in support of the request to refund. For example - death certificate, hospital note, medical note

Debt Recovery:

- In the event that legal action is required to recover any outstanding debt, iSiKolo will issue a Final Demand Letter via email. iSiKolo reserves the right to recover costs .
- If there is an outstanding amount on your invoice. Modules will not be assessed nor your file finalized if accounts remain in arrears.

Late Submission Penalty:

- iSiKolo reserves the right to impose a R500/ month penalty fee for late portfolio submissions beyond the submission dates given.
- Portfolios submitted after 15 months will require re-registration, in this case, the full original registration fee will be applicable
- iSiKolo may adjust this fee at any time without prior notice to learners.

Updating Contact Information:

- Learners are responsible for updating their contact details in case of any changes after submitting their application.

Additional Fees for Assessments & Certification:

- I acknowledge that extra fees apply to the EISA (External Integrated Summative Assessment) and certification process, covering assessment administration and the issuance of my formal qualification and certificate.

Registration request and agreement

I hereby confirm that I would like to register for the 59097 NQF 4: Skills Real Estate Qualification with iSiKolo School of Learning according to the RPL methodology. I agree to pay the amount mentioned and marked above, and confirm that I will meet the agreed upon methods, time frames and financial terms and conditions required by iSiKolo School of Learning.

Applicant Full name and Surname :

Applicant Signature:

Please e-mail your enrolment form and supporting documents to contactus@isikolo.net

TERMS AND CONDITIONS:

What is RPL? RPL is a SELF STUDY PROGRAMME, MEANING YOU CAN START IMMEDIATELY

Recognition of Prior Learning is what it says it is: a way in which agents can get recognition for past experience, without having to start a course from scratch. The team of trainers at iSiKolo – School of Learning has developed a structured set of assignments which will guide you through this process. There are five modules with a number of tasks in them, which will ensure that all the evidence you need to show, is collected.

NQF 4 RPL - LEGACY PROGRAMME

- 4 MONTH PROGRAMME
- 3 MODULES to complete over the 6 months
- SELF-STUDY
- No contact sessions
- 2x support sessions – not compulsory

The training provider will perform checks to ascertain whether you are eligible for the programme.

PLEASE NOTE:

- In the absence of a certified SA matric certificate or statement of results OR COMPLETED THE NQF4, learners need to do the additional maths and literacy modules. This is not negotiable – It's a SSETA requirement
- Learners who completed their schooling abroad, must complete the additional maths & literacy modules.
- Maths's module additional cost = R500.00 (in addition to the course fees)
- Literacy module additional cost = R450.00 (in addition to the course fee)

PLEASE INCLUDE THE FOLLOWING WITH THE ENROLMENT FORM:

DOCUMENTS TO BE PROVIDED WITH THIS FORM PLEASE: Please include the following documents with your enrolment

- Save all support documents and enrolment in 1 PDF document.
- Do not send all documents in separate document, 1 PDF ONLY
- ID Document (certified no older than 3 months)
- SA Matric certificate or statement of results **or** proof of Gr 11/ Std9 / NQF 3
- Copy of the latest fidelity fund certificate and FFC history
- Employment contract (must be 2 years old or more) with Real Estate company
- proof of 1st application of FFC.

If you have not completed and passed grade 11 at a South African school, or cannot produce a SAQA aligned NQF 3 qualification certificate , your application will not be successful.

This is a SAQA requirement and MUST be provided during the application phase.

Registration request and agreement | DISCLAIMER

I _____ with ID number _____, am aware that the RPL option is not necessarily the easy option - it remains a demanding process with criteria that has to be met to meet the minimum requirements of the qualification.

I hereby confirm that I would like to register for the 59097 NQF 4: Skills Real Estate Qualification with iSiKolo School of Learning according to the RPL methodology. I agree to pay the amount mentioned and marked above, and confirm that I will meet the agreed upon methods, time frames and financial terms and conditions required by iSiKolo School of Learning.

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Applicant Signature:

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RPL ADDITIONAL SCREENING DOCUMENT

THIS MUST BE COMPETED AND SIGNED OFF BY BOTH THE RPL LEARNER AND THEIR MENTOR/PRINCIPAL

THIS DOCUMENT WILL BE PRESENTED TO THE SERVICES SETA VERIFIER IN ORDER TO PROVE THAT THE STUDENT INDEED DEMONSTRATED EXPERIENCE AND KNOWLEDGE OF THE REAL ESTATE INDUSTRY. IF YOU CANNOT CONFIRM ALL THE STATEMENTS BELOW YOU SHOULD FOLLOW THE FULL TRAINING METHOD INSTEAD.

| No | Criteria | MENTOR initial | LEARNER initial |
|----|---|-------------------|--------------------|
| 1 | The real estate agent demonstrates understanding of the impact and importance of the real estate agent Code of Conduct. | | |
| 2 | The real estate agent applies the code of conduct in his/her own work context. | | |
| 3 | The real estate agent is able to identify own time management tools/methods and align to work schedule to ensure productive use of time. | | |
| 4 | The real estate agent is able to describe methods for overcoming own constraints in the workplace. | | |
| 5 | The real estate agent is able to draw up an activities schedule and self-management action plan according to work demands, identified constraints and overall results and targets that need to be achieved. | | |
| 6 | The real estate agent can explain the various environments that impact on the Real Estate Function in relation to how they affect the success of Real Estate Transactions. | | |
| 7 | The real estate agent is able to explain the various laws, rules, regulations and Codes of Conduct that affect Real Estate with examples and in relation to matters of compliance. | | |
| 8 | The real estate agent is able to explain the money laundering legislation and the implications in Real Estate transactions with examples. | | |
| 9 | The real estate agent displays a basic knowledge of FAIS (Financial Advisory and Intermediary Services Act) and is able to explain how it impacts in relation to the Real Estate Sector. | | |
| 10 | The real estate agent is able to explain the reason why bond registration is necessary according to the legal and financial requirements. | | |

| | | | |
|----|---|--|--|
| 11 | The real estate agent is able to detail the overall process of achieving bond registration according to the generally accepted practice in the banking industry. | | |
| 12 | The real estate agent is able to specify the costs incurred during the registration process according to generally accepted legal and financial practice. | | |
| 13 | The real estate agent is able to explain the financial impact of delays in registration according to the effect on the parties. | | |
| 14 | The real estate agent is able to identify the different attorneys involved in the process according to the legal requirements and general practice. | | |
| 15 | The real estate agent is able to distinguish the role of the attorneys from each other and explain their specific functions according to the legal requirements and process and general practice. | | |
| 16 | The real estate agent is able to explain the timing of the transfer process according to ideal and generally accepted practice and legal requirements. | | |
| 17 | The real estate agent is able to identify the role of the Deeds Office according the legislative regulations. | | |
| 18 | The real estate agent is able to specify the basic rights and obligations of the parties according to the terms and conditions of the agreements in place | | |

| | |
|---------------------------------------|--|
| Name and surname of mentor/principal | |
| Signature of mentor/principal | |
| Date | |
| Name and surname of real estate agent | |
| Signature of real estate agent | |
| Date | |



Attach copy of ID to this form
Driver's license is not acceptable

Learner Information Form

| | | | | | | | | | | | | | | | | | | | | |
|--|-------------------------|--------------------------|-------------------------|-------------------|---------------------------------|--------------------------|-----------------|---|----------------|-----------------|---------------|---|---|---|---|---|---|-------------|---|--|
| National ID | | | | | | | | | | | Date of Birth | y | y | y | y | m | m | d | d | |
| Surname | | | | | | | | | | | | | | | | | | | | |
| Full Name/s | | | | | | | | | | | | | | | | | | | | |
| Maiden Name | | | | | | | | | | | | | | | | | | | | |
| Title | | | Gender | | Population group | | | | Marital status | | | | | | | | | | | |
| | M | F | African | Coloured | Indian | White | Other | M | S | D | U | | | | | | | | | |
| Physical Address | | | | | | | | | | | | | | | | | | Postal Code | | |
| Postal Address | | | | | | | | | | | | | | | | | | Postal Code | | |
| Employer | | | | | | | | | | | | | | | | | | | | |
| Code & Tel. No. | | | | | | | | | | Code & Fax No. | | | | | | | | | | |
| Cell No. | | | | | | | | | | | | | | | | | | | | |
| Email Address | | | | | | | | | | | | | | | | | | | | |
| Non SA ID | | | | | | | | | | | | | | | | | | | | |
| Non SA ID type | Passport No. | | | Driver's license | | | Temp. ID No. | | | Birth Cert. No. | | | | | | | | | | |
| High School attended | | | | Year matriculated | | | School District | | | | | | | | | | | | | |
| Nationality | Angola | Asian Countries | Australia & New Zealand | Botswana | Central & S/ American countries | European Countries | | | | | | | | | | | | | | |
| | Lesotho | Malawi | Mauritius | Mozambique | Namibia | North American countries | | | | | | | | | | | | | | |
| | Other & rest of Oceania | Rest of Africa | SADC | Seychelles | South Africa | Swaziland | | | | | | | | | | | | | | |
| | Tanzania | Zaire | Zambia | Zimbabwe | | | | | | | | | | | | | | | | |
| Disability status | Communication | Disabled but unspecified | Emotional | Hearing | Intellectual | Multiple | | | | | | | | | | | | | | |
| | None | Physical | Sight | | | | | | | | | | | | | | | | | |
| Home language | Afrikaans | English | isiNdebele | xiTsonga | isiXhosa | isiZulu | | | | | | | | | | | | | | |
| | sePedi | seSotho | seTswana | siSwati | tshiVenda | Other | | | | | | | | | | | | | | |
| Course Name & Unit Standard | | | Level | Cr. | | | | | | | | | | | | | | | | |
| Further Education Training Certificate RealEstate (59097) | | | 4 | 150 | | | | | | | | | | | | | | | | |

I hereby declare that the above information is correct.

SIGNATURE _____

Please e-mail your enrolment form INCLUDING the supporting documents to contactus@isikolo.net