

	COURSE NAME	CPM	TIME	LOCATION
MAY				
25	Effective Conciliation at SACAT	2	9.30am – 11.30am	Online
JUNE				
1	Cyber Security	2	9.30am – 11.30am	REI House
4	Selling a Tenanted Property	2	9.30am – 11.30am	REI House
10	Trust Accounting	2	9.30am – 11.30am	REI House
15	Sales: 5 Hot Topics	2	9.30am – 11.30am	REI House
16	How to Manage the Most Common Risks	2	9.30am – 11.30am	Online
22	Property Management Legislation	2	9.30am – 11.30am	Online
JULY				
2	PM: 5 Hot Topics	2	9.30am – 11.30am	Online
6	Effective Communication and Managing Conflict	2	9.30am – 11.30am	REI House
7	Landlord & Tenant Rights and Obligations	2	9.30am – 11.30am	REI House
9	How to Complete the Contract of Sale	2	9.30am – 11.30am	REI House
15	Trust Accounting	2	9.30am – 11.30am	Online
16	Customer Relations Management in Real Estate	2	9.30am – 11.30am	REI House
28	Property Management Legislation	2	9.30am – 11.30am	Online
AUGUST				
4	How to Complete a Management Agreement	2	9.30am – 11.30am	REI House
10	Cyber Security	2	9.30am – 11.30am	Online
11	How to Draft a Tenant Selection Policy	2	9.30am – 11.30am	REI House
17	The PMAP Principle	2	9.30am – 11.30am	REI House
25	How to Write a Rent Arrears Policy & Procedure	2	9.30am – 11.30am	REI House
26	Form 1	2	9.30am – 11.30am	REI House

	COURSE NAME	CPM	TIME	LOCATION
SEPTEMBER				
8	How to Write a Routine Inspection Policy & Procedure	2	9:30am – 11:30am	REI House
17	How to Complete a Tenancy Agreement	2	9.30am – 11.30am	REI House
22	Effective Communication and Managing Conflict	2	9:30am – 11:30am	REI House
OCTOBER				
6	Water Invoicing	2	9:30am – 11:30am	REI House
7	Trust Accounting	2	9.30am – 11.30am	REI House
13	All the RTA Reforms	2	9:30am – 11:30am	REI House
19	Commercial Leasing	3	9.30am – 12.30pm	REI House
20	The 3 PM Inspections	2	9:30am – 11:30am	Online
22	Customer Relations Management in Real Estate	2	9.30am – 11.30am	Online
27	How to Manage the Most Common Risks	2	9.30am – 11.30am	REI House
NOVEMBER				
3	The Myths of PM	2	9:30am – 11:30am	REI House
5	Managing Pressure & Stress	2	9.30am – 11.30am	Online
10	Lease Terms Inconsistent with the Act	2	9:30am – 11:30am	REI House
17	Selling a Tenanted Property	2	9..30am – 11.30am	REI House
19	All the RTA Reforms	2	9:30am – 11:30am	Online
DECEMBER				
1	Effective Communication and Managing Conflict	2	9:30am – 11:30am	Online
3	How to Manage the Most Common Risks	2	9.30am – 11.30am	REI House
8	How to Complete a Tenancy Agreement	2	9:30am – 11:30am	Online