

REAL ESTATE

NQF L4 (SAQA ID 59097) RPL



Candidate Screening Form

Candidate Selection Sheet

Notes to the RPL Advisor

- 1 Purpose of this document** The purpose of this document is to provide guidelines to the provider in screening and selecting the appropriate candidates for the RPL assessment against FETC in Real Estate Level 4 (59097)
- 2 How to use this document**
 1. This document is used to review candidate application forms, and /or conduct a structured interview with the candidate.
 2. All candidate credentials / responses must be recorded, and the RPL Advisor / interviewer must sign the form on completion of the screening activity or interview.
 3. On completion of the Selection Sheet, the RPL Advisor is required to make a judgement on the suitability of the candidate for RPL assessment purposes on the relevant unit standards
 4. The decision on RPL suitability must be communicated to potential RPL candidates.
 5. Successful candidates must be referred to the selected training provider for entry into the RPL process.
 6. Unsuccessful candidates must be informed of the reasons of non-suitability, and alternative training and development options discussed with them.
- 3 Qualification ELOs** The following exit level outcomes will be targeted for the RPL assessment.
 1. Analyze, evaluate and apply the Real Estate Code of Conduct and Ethics.
 2. Demonstrate knowledge of the Real Estate environment and the various laws, rules and regulations that impact on the Real Estate function.
 3. Perform the Real Estate function.

Candidate Details

- 1 Candidate Name and Surname** _____
- 2 Candidate ID Number** _____
- 3 Candidate's position in Organization** _____

Candidate Selection Criteria

1	Selection Criteria	Met Requirements	Not met Requirements	Comments
1	Candidate is currently employed in the capacity of Real Estate Agent (Intern, non-principal or principal), and has been actively working in real estate for at least 1 year.			
2	Candidate is in possession of a valid, current Fidelity Certificate and is currently registered as an Estate Agent with the Real Estate Agency Affairs Board			
3	Candidate is in possession of a valid South African ID Document			
4	Candidate has a minimum of NQF level 3 literacy, numeracy and communication skills			
5	Candidate has at least a Grade 10 Certificate or above, preferably a matric certificate.			
6	Candidate's CV shows sufficient prior exposure to the real estate environment to select a specialist stream in real estate practice or valuation			
7	Candidate has evidence of attending professional development interventions before or since his/her entry into real estate as a career.			
8	Candidate has access to and has been working on a personal computer in the workplace			

Note to the RPL Advisor Interviewer

Candidate must qualify on all criteria listed to be regarded as a suitable candidate for RPL assessment against the FETC in Real Estate level 4.

Candidate Suitability

	Yes	No
Candidate is suitable for selection as a potential RPL assessment candidate		

Special Needs of the Candidate

Comments and Recommendations

RPL Advisor / Interviewer Details

- 1 Interviewer Name and Surname

- 2 Interviewer position in organization

- 3 Date of Interview

- 4 Signature of Interviewer

