



REAL ESTATE SALESPERSON (RES) COURSE

RES COURSE FEE: \$700/- (No GST) - Excluding RES Examination Fee

PLEASE COMPLETE ALL INFORMATION IN BLOCK LETTERS

(A) PERSONAL PARTICULARS

Full Name (As in NRIC): Dr / Mr / Mrs / Ms _____

Surname: _____

Gender: Male / Female

NRIC/Passport No: _____

Mobile No: _____

Date of Birth: _____

Home No: _____

Nationality: _____

Office No: _____

**4 GCE 'O' Level / WPLN
Level 5: Yes / No**

Highest Qualification: _____

Academic Institution: _____

Country of study: _____

Residential Address: _____

Email Address: _____

Present Employer: _____

Occupation: _____

(B) RES COURSE APPLICATION

RES Course _____ /20 _____ **BATCH commencing on** _____ **TIME:** _____

RES Course Fee: \$700/- (No GST) or Promotion Price as stipulated on our website @ \$ _____

(C) DECLARATION

I confirm that I have read and understood and agree with all the Terms and Conditions herein.

Date: _____

Signature: _____

(D) FOR OFFICIAL USE

Payment Mode: (Please tick)

CASH

CHEQUE

Bank & Cheque No.

PAYPAL

Paypal Invoice No.

BRPL OFFICIAL RECEIPT No. _____

1. Admission Criteria

“Important Notice: Please be informed that attending the RES Course and passing the RES Examination do not automatically qualify an individual to be a real estate salesperson. The applicant has to comply with the full registration requirements stipulated under the Estate Agents Act, which include meeting the fit & proper criteria. Please check the complete list of registration criteria on CEA's website at:

http://www.cea.gov.sg/cea/content/estate_agencies_agents/licensing/licensingregcriteria.html before registering for the RES Course.

“For foreigners who wish to register with CEA as salespersons, they will need to have a valid Employment Pass (EP) issued by the Ministry of Manpower (MOM) **to work in the real estate agency industry**. They should consult an estate agent that is prepared to support their future registration application, who would then check with CEA. Thereafter, when they register for the RES Course, they will need to produce a letter of support from the estate agent.”

To attend the RES Course and to sit for the RES Exam, candidates must be at least 21 years old and have a minimum of **4 GCE 'O' Levels passes in two (2) sittings** OR **Diplomas** from the local Polytechnics (NP, SP, TP, RP, NYP) OR **Degrees** from the local Universities (NUS, SMU, NTU, SUTD) OR **WSQ Workplace Literacy and Numeracy (WPLN) Level 5** and above; OR **Higher NITEC Certificate** OR **Equivalent Certificate** subject to Council for Estate Agencies (CEA's) approval.

Applicants with private or foreign diplomas/degrees must submit their qualifications through any Approved Course Provider (ACP) to CEA for the purpose of determining whether the minimum educational qualification requirement is met. Kindly allow at least 15 working days or more for CEA to assess your Equivalent Certifications. There shall be a non-refundable administrative fee of \$53.50 (including GST) payable to **Council For Estate Agencies** to assess your application and CEA will inform the applicant on the outcome via email.

Reference Links:

For equivalent qualifications - You may submit scanned copies (limit to 5Mb maximum) of their qualifications together with the [Qualification Assessment Request Form](#):-

http://www.cea.gov.sg/cea/content/estate_agencies_agents/examinations/applyingforCourse.html

via e-mail to the Approved Course Provider which they are interested to enrol for the course.

For more details, please refer to:

http://www.cea.gov.sg/cea/content/estate_agencies_agents/examinations/applyingforexamination.html

Workplace literacy & numeracy (WPLN)

<http://www.cea.gov.sg/cea/content/binary/pdfFiles/WPLNFAQCEA.pdf>

2. Course Registration

Registration is on a first-come-first-served basis. NO Reservation is permitted. Confirmation of seats will be sent via email to participants. Kindly fill the RES Enrolment Form and attached your photocopy NRIC, Highest Qualification, full payment and send to Benchmark Realpro Pte Ltd (BRPL). BRPL reserves the right not to accept any applicant's registration when the class is packed with full capacity. In such an event, BRPL shall refund the full course fee to the applicant or the applicant may choose to attend subsequent RES intake. BRPL shall inform the applicant via email and/or post of any non-acceptance of application.

3. Mode of Payment

By online: Paypal

- **Paypal payment** is available for applications submitted online only.
- **By Mail:** Cheque payment
- Please make cheque payable to **Benchmark Realpro Pte Ltd**. Please indicate your **FULL NAME** and **NRIC NUMBER** on the reverse side of the cheque. Cheque payment must be cleared prior to attending the course. In the event of a returned cheque, an additional administrative fee of \$30.00 shall be levied.
- Mail Cheque, Registration Form and all relevant documents (Photocopy IC, Photocopy Qualification Certificate) to Benchmark Realpro Pte Ltd @ 151 Chin Swee Road #03-31 Manhattan House Singapore 169876.

In Person: Cash payment

- Please register directly at our office.
- Office hours are from 8.30 am to 5.30 pm (Monday - Friday) and please avoid our lunch time from 12.30 pm to 1.30 pm. We are closed on Public Holidays, Saturdays & Sundays.

4. Certificate of Attendance

Certificate of Attendance will only be awarded to participants who fulfill a **Minimum of 75% Attendance**. Signing your attendance at the beginning and at the end of each class is compulsory. You will not be allowed to sign your attendance **if you are more than 15 Minutes late**. This **"15 Minute Rule"** must be strictly observed and will also apply if you return late from breaks or leave early before lesson ends. In the aforesaid situations, you will be marked as **ABSENT**. There will be make-up classes if participant is absent for any lessons but is subject to availability and the participant must complete the RES course within one year from course commencement date. In accordance to CEA's regulation, Certificate of Attendance shall only be given out at the end of the RES Course and not when the participant fulfills 75% of Attendance.

5. Amendments/Course Changes

BRPL reserves the right to change or make any amendments to the dates/venue/trainers/course contents for the course without any prior notice. Full refund will only be made in the event of course cancellation.

6. Copyright & Prohibition on Audio and/or Video Recording

It is hereby acknowledged by the course applicant that all course materials, additional notes, questions and answers, etc. provided remain always the intellectual property of BRPL unless otherwise stated. Course materials may not be reproduced in whole or in part without the prior written permission of BRPL. Audio and/or video recordings of the lessons are strictly prohibited for whatever reason/s. BRPL reserves the right to take any action as it deem fit.

7. Misconduct

BRPL reserves the right to take any action on any participants who are unruly in their conduct and/or behaviour or who may cause unnecessary continuous disruption/distraction during any lesson or class.

8. Enquiries

Please feel free to call us for any further enquiries.

BenchMark RealPro Pte Ltd

Address: 151 Chin Swee Road #03-31 Manhattan House Singapore 169876

Tel: 6735 5860 / 6735 1902 Fax: 6735 5861

Email: benchmarkrealpro@gmail.com

Website: www.benchmarkrealpro.com