Short course in

Fundamentals in Conveyancing

Business TAFE School

This integrated theory and practical application course covers property law, procedures and related legislation involved in the sale and purchase of land.

Successful completion provides you credit for two courses in the Diploma of Financial Services (Conveyancing). The Diploma is the qualification required for recognition by the Australian Institute of Conveyancers.

In October 2006, the Victorian Government passed legislation relating to licensing and minimum education standards which is expected to strengthen the industry and those engaging conveyancers or wishing to enter the profession.

Who Should Attend

This course will prove invaluable if you:
• want to pursue a career as a conveyancing clerk or conveyancer;
• want to learn about or improve their knowledge of the law relating to conveyancing; or
• wish to gain advanced standing into the Diploma of Financial Services (Conveyancing)

You must be able to comprehend, analyse and discuss printed information in English; be capable of public speaking and presentation; be able to apply logic to solve problems; be able to perform basic numeric calculations; and have some understanding of the role and nature of law and its impact on business.

Mode and Duration

Duration: 21 weeks, delivered one evening a week (Thursday evenings)
Start date: 1 March 2007
Time: 5.30 pm – 9.30 pm
Venue: RMIT Building 108, 239 Bourke Street, Melbourne.

Fees
The total program cost is $1,751.

Certificate Award
On completion, you will receive an RMIT Statement of Results as recognition of their participation.

Course Description

Small Business Law
Covers: sources of Australian law, the legal system, precedent and statutory interpretation, business structures, law of tort, consumer law, insurance, taxation principles and OH&S.

Property Law
Covers: property law concepts including tenure and estates, fixtures and chattels, co ownership, general law title the Torrens System, adverse possession, mortgages, easements and covenants, leases and tenancies.

The Conveyancing Process
Covers: structure of contract, common forms, Sale of Land Act requirements, cooling off, vendors statements, insurance, deposit, terms contract, investigation of title and quality including searching, inspections, requisitions, certificates, adjustments.

How to Apply
Please complete the registration form and return with payment by Wednesday 21 February 2007.

Terms and Conditions
1. RMIT require at least five working days notice if you are unable to attend the course.
2. Full fee is payable for non-attendance.
3. RMIT reserves the right to cancel any course that does not have the required enrolment numbers.

Further Information
Contact: Enterprise and Workplace Training,
RMIT Business TAFE School
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Website: www.rmit.edu.au/bus/tafe

This brochure was prepared in November 2006. Applicants are advised to confirm any possible changes with the School before making an application. RMIT reserves the right not to run a course, program or intake if there are insufficient enrolments. Prepared by RMIT Publishing and Design Unit, GPO Box 2476V, Melbourne, VIC 3001. Photo credit: Digital Vision