

Level 3 Certificate in Letting and Managing Residential Property - England and Wales



What is the Level 3 Certificate in Letting and Managing Residential Property?

The [Level 3 Certificate in Letting and Managing Residential Property](#) is a 24 week online vocationally related qualification for the property sector in England and Wales, which provides individuals with the knowledge required to work in a frontline role in letting and managing residential property, provides individuals with the knowledge required to work in a frontline role in letting and managing residential property, in England and Wales.

You will study four units:

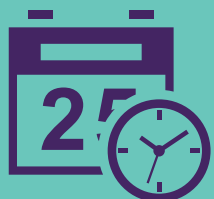
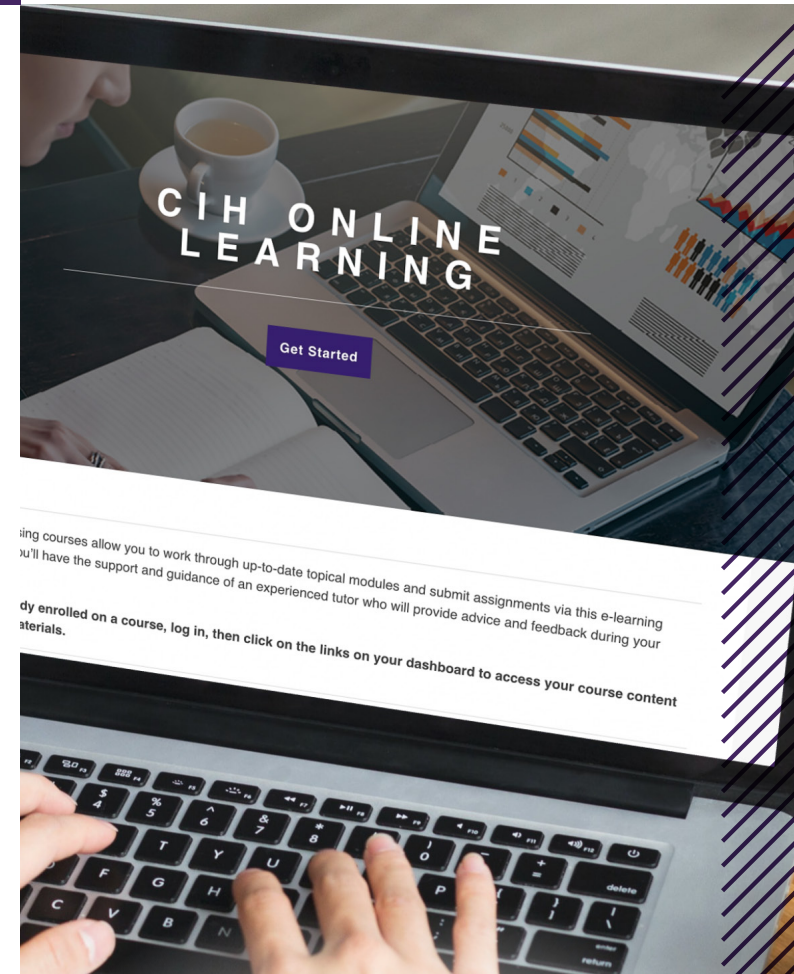
- ❑ Letting residential properties
- ❑ Property standards for residential properties
- ❑ Tenancy management for residential property
- ❑ Ending tenancies of residential property

In addition to the mandatory units above we also offer an additional, optional, unit specifically aimed at letting agents; '**Professional practice for letting agents**'.

This unit aims to provide an understanding of the relationship between the agent and landlords and tenants. It also looks at business development and learning through experience.

To complete this qualification, you are required to study for approximately six-eight hours a week, this can include investigation undertaken at work and independent study time working through the online materials, completing additional reading and research, and writing up your submissions.

If you wish to complete the optional unit in Professional Practice for Letting Agents, this will take an additional six weeks to complete this unit.



Duration: approximately 24 weeks, with an average of six - eight hours study a week



Cost: depending on how you want to study the course cost can vary:
Online: £780



Includes complimentary CIH membership for the duration of your studies.

Why study this qualification?

Gaining a qualification at this level is a great way to develop your career prospects. Qualifications at this level enable you to perform your role to a high standard, provide an excellent service to your tenants, and develop your knowledge of housing legislation and best practice.

Who should apply for this qualification?

This qualification focuses on the housing industry in England and Wales, and is suitable for:

- ❑ Individual landlords, letting one or a small portfolio of residential properties
- ❑ Letting and managing agents
- ❑ Housing association staff letting and/or managing market-rented properties
- ❑ Housing advice workers
- ❑ People in, or aspiring to, a front-line role in letting and managing residential property

Applicants must be aged 18 or over, be confident using IT and have access to a computer.

To register on this qualification you should have a level 2 qualification and/or experience of working in letting and managing residential property, preferably in a frontline role. (CIH also offers the [Level 2 Award in Letting and Managing Residential Property](#) as an online qualification).



What will I learn?

Property standards for residential properties (mandatory)

- ❑ Understand the legislation relating to property maintenance and repair
- ❑ Understand procedures for property maintenance
- ❑ Understand the definition of a house in multiple occupation and the extra responsibilities this places on landlords
- ❑ Understand licensing schemes and the extra responsibilities they place on landlords.

Tenancy management for residential property (mandatory)

- ❑ Understand the financial aspect of letting a property
- ❑ Understand how agreements can change during the tenancy
- ❑ Understand how tenancy issues are prevented and resolved.

Letting residential properties (mandatory)

- ❑ Understand different types of tenancies
- ❑ Understand how to prepare a property to let
- ❑ Know how to market properties to let
- ❑ Understand the requirements for selecting a tenant and setting up a tenancy.

Ending tenancies of residential property (mandatory)

- ❑ Understand how a tenant can end the tenancy
- ❑ Understand how a landlord can end the tenancy
- ❑ Understand the legal process for a landlord to obtain possession.

Professional practice for letting agents (optional)

- ❑ Understand the terms of business with landlords, tenants and agents
- ❑ Understand the business development opportunities
- ❑ Understand how to assess own performance.



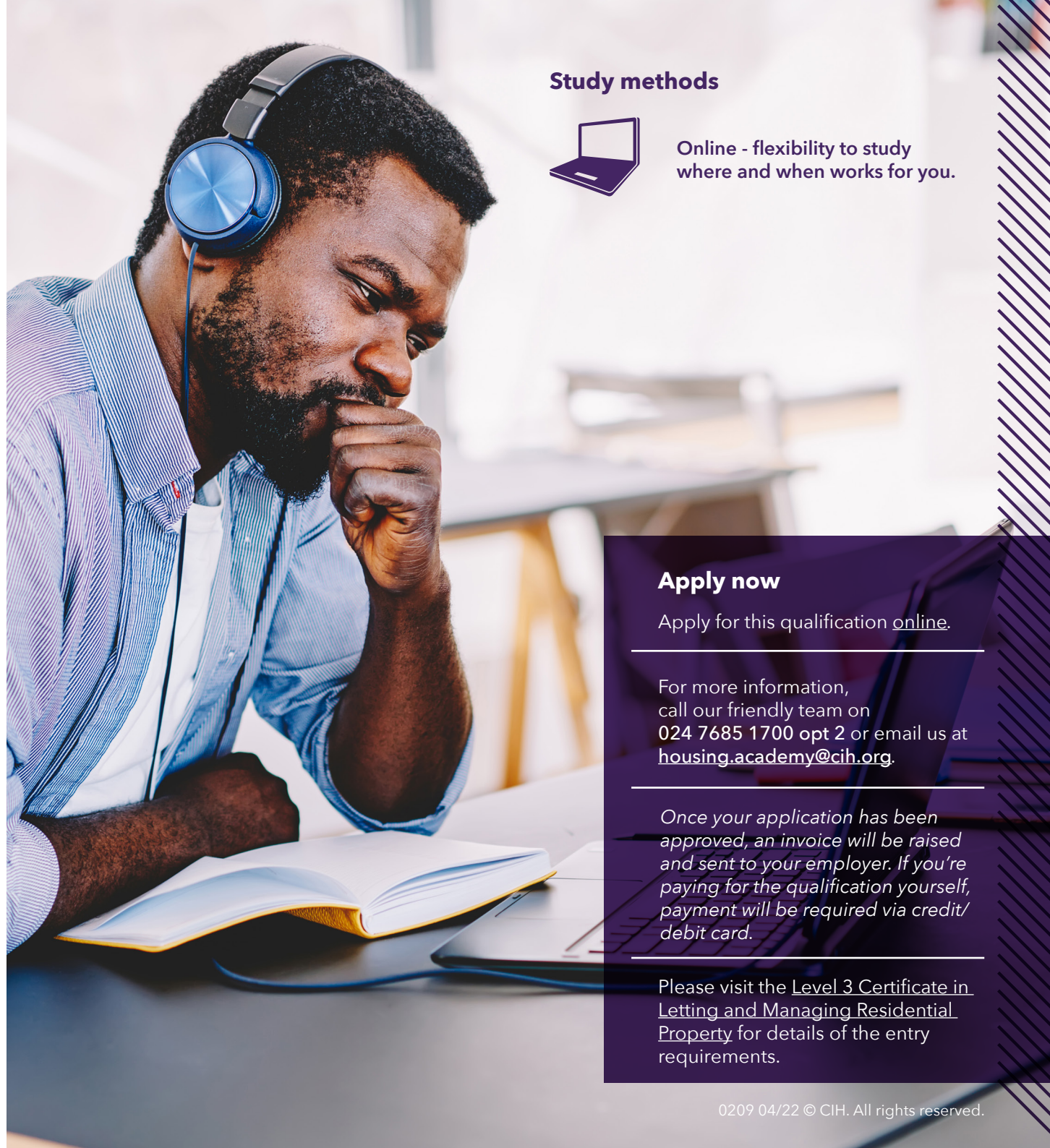
What can I expect as a CIH online learner?

CIH supports you as an [online learner](#) in a range of ways. We offer online qualifications which means your studies are done virtually, so you can fit this around your day job, personal life and make it work for you.

At the beginning of the qualification, you'll be provided with a brief introduction to the qualification and information on how it is delivered, structured and assessed.

How we support you:

- ❑ You'll have an academic tutor who offers you support throughout your qualification via email and telephone on request. Your tutor will mark your assignments and give you feedback as well as provide you with advice and support on any academic issues.
- ❑ Get a complete set of online learning materials to work through for each unit. You will submit an assignment at the end of each unit of study (approximately every six weeks).
- ❑ Each unit contains activities to help support your learning and forums in which you can stay in contact with your fellow learners and share your thoughts on the study topics and assignment tasks.
- ❑ The [CIH Housing Academy](#) will support you throughout your qualification, offering guidance when personal or work-related problems arise that may affect your studies.
- ❑ Communicate and share ideas with other learners via our e-learning site, Moodle.



Study methods



Online - flexibility to study where and when works for you.

Apply now

Apply for this qualification [online](#).

For more information, call our friendly team on **024 7685 1700 opt 2** or email us at housing.academy@cih.org.

Once your application has been approved, an invoice will be raised and sent to your employer. If you're paying for the qualification yourself, payment will be required via credit/debit card.

Please visit the [Level 3 Certificate in Letting and Managing Residential Property](#) for details of the entry requirements.