



Australian Government

Assessment Requirements for BSBCNV611

Interpret a legal document and provide advice in a conveyancing transaction

Release: 1

Assessment Requirements for BSBCNV611 Interpret a legal document and provide advice in a conveyancing transaction

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 7.0.

Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including evidence of the ability to:

- review and interpret legal documents correctly and explain meanings and implications to clients on at least three occasions.

In the course of the above, the candidate must:

- compare legal requirements with client instructions
- prepare written or verbal advice for clients
- maintain accurate and thorough records.

Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including knowledge of:

- principles of law applicable to reading and interpreting legal documents and transactions
- nature of relevant legal documents
- key features of:
 - transactions for personal, business or real estate conveyancing
 - contracts for the sale or lease of land and other documents used in conveyancing
- current legislative, regulatory and industry practices, procedures and services
- insurance requirements relevant to a conveyancing transaction, including title insurance
- policies, procedures and business requirements of the practice
- relevant consumer protection compliance requirements
- rules and procedures related to:
 - precedents, templates and statutory forms
 - construction and interpretation of documents.

Assessment Conditions

Skills in this unit must be demonstrated in a workplace or simulated environment where the conditions are typical of those in a working environment in this industry.

This includes access to:

- assessment records showing the preparation of a variety of legal documents to support a conveyancing transaction.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>