

## Getting Started

The program is free and open to organisations with in-house Learning and Development, Training or Operational Processing teams. The content and duration can be tailored to suit your organisation's requirements.

### Financial Institutions and/or their Representatives

The full program is 2.5 days and covers:

- ▶ Standalone Mortgages and Discharge of Mortgages
- ▶ Refinances
- ▶ Transfers
- ▶ Caveats
- ▶ PEXA Manager (FI only - if applicable)

### Law Practices & Conveyancing Offices

The full program is 2 days and covers:

- ▶ Two Party Transfers
- ▶ Notice of Sale and Consents (NSW)
- ▶ Notice of Acquisition and Nominations (VIC)
- ▶ Forms 24A & B and Settlement Notices (QLD)
- ▶ Caveats

Our dedicated team has extensive experience in delivering PEXA training to Subscribers across Australia.

Contact our team to discuss further at [training@pexa.com.au](mailto:training@pexa.com.au) or 1300 084 515.



## Train-the-Trainer Program Overview

Enable your organisation to unlock the true value and efficiency of e-Conveyancing.



What do our program participants think?

What does the program involve?

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I have found the PEXA Train-the-Trainer Program to be of exceptional value to us in Westpac. The program is in-depth, well conducted and really has given our facilitators the knowledge and skills to deliver the training to our Team members.

The Training Platform has added an extra depth to the training that we can deliver. It allows our participants "to play" in a safe environment without the fear of making a mistake. This has really supported our success in delivering training over the last 2 years and our success in creating an e-settlement team.

**Greg Milne**

Westpac Capability Manager, Capability and Professional Development Group  
Capability, Enterprise HR, Strategy and Services

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Using a modular format, the program covers everything your internal training team needs to know about PEXA.

By the end of the program, your training team will be PEXA-accredited facilitators with the confidence, knowledge and skills to deliver PEXA training to your organisation.

The Train-the-Trainer Program includes access to:



**The PEXA Training Environment**

Ongoing access will be provided to our dedicated PEXA training environment to facilitate the practice of creating, digitally signing and lodging documents.



**Training Materials and Guides**

During training sessions, you will receive access to our comprehensive suite of training materials to support your organisation's PEXA learning journey.



**Ongoing Updates**

As new functionality is added to PEXA, our team will provide the necessary training support and materials to keep your PEXA-accredited facilitators up to speed.

Contact our team to discuss further at [training@pexa.com.au](mailto:training@pexa.com.au) or call **1300 084 515**