

How to become a licensed Conveyancer in South Australia

Once you've completed your Advanced Diploma of Conveyancing, you can use your qualification to get a conveyancing job in an established conveyancing business or law firm.

If you would like to open your own practice or obtain a conveyancer's licence whilst working with your current employer, here are the steps you need to take to become licensed:

Step 1

Complete the Advanced Diploma of Conveyancing (BSB60220)

As per the Conveyancers Act 1994, an Advanced Diploma of Conveyancing (BSB60220) or equivalent qualification is required before you can be eligible to apply for a conveyancer's licence. Specific Units of Competency must be obtained which are covered in Monarch's Advanced Diploma of Conveyancing (Stream 3) course. The Stream 3 course not only satisfies the educational requirements to practice in South Australia but will also provide you with the practical skills to hit the ground running.



Step 2

Take out a Professional Indemnity Insurance Policy with a minimum of \$1.5m coverage

From 1 June 2023 to 31 May 2024, the master policy of professional indemnity insurance of [AAI Limited](#) (trading as Vero Insurance) is the approved policy for conveyancers in South Australia.



Step 3

Apply for your license

You can submit your application directly on the [Consumer and Business Services website](#). Along with the application, you'll have to provide identity documents and pay the application fee. After submitting your application with all relevant documents attached, you'll be notified via email whether your application was successful. The average processing time is 4 to 6 weeks.



While South Australia doesn't have work experience requirements to apply for a conveyancer's licence, approval for a licence is a subjective assessment. Being able to show you have experience performing conveyancing duties in an existing practice will benefit your application.

That's it!

Once you receive your conveyancer's licence, you're ready to open your own practice!

For more information, check out the [South Australian Government website](#).

Disclaimer: Licensing requirements are subject to change. This information is provided as a guide only, students should make their own independent enquiries with relevant regulatory authority prior to making any decisions.