

# GENERAL INFORMATION PAGE

## STATUTORY / PRE-LICENSING COURSES

Real Estate Principles, Real Estate Practice, Property Management, Legal Aspects of Real Estate, Real Estate Appraisal, Real Estate Economics, Real Estate Finance, Business Law, Mortgage Loan Brokering, & Escrow to be provided to the participant prior to registration/enrollment.

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*All offerings shall be completed within one year from the date of registration.*

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## ACCREDITED REAL ESTATE SCHOOLS, INC.

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DRE Sponsor Number: S0011

### COURSE DESCRIPTIONS

#### Real Estate Principles

Textbook: California Real Estate Principles by Bryan Church and Schyler Church (2019)

Overview: Before, During, and After a Real Estate Transaction – Starting a Career in Real Estate – Working with Buyers and Sellers Prior to a Real Estate Transaction – Agency Relationships, Ethics, and Fair Housing – Property and Estates in Land – Real Estate Contracts: Offer and Acceptance – Opening Escrow and the Escrow Process – Disclosures Part I – Disclosures Part II – Physical Inspection Contingencies – Appraisal Contingencies – Financing Contingencies – Taking Title to Real Property – After the Real Estate Transaction – Working with Real Estate Investors and Real Estate Taxation

#### Real Estate Practice

Textbook: California Real Estate Practice by Bryan Church (2014)

Why People by Real Estate – Listing Agreement – Residential Purchase Agreement – Disclosures – Risk Management – Financing Closing Costs – Escrow and Title Insurance – Taxation – Prospecting – Single-Family Investment – Commercial Investment – Agency, Ethics, and Fair Housing

#### Property Management

Textbook: California Real Estate Property Management by Bryan Church (2017)

A Day in the Life of a Property Manager – Property Management Overview – Leasehold Estates – The Property Management Plan – The Property Management Agreement and Agency Relationships – Tenant Screening and Finding Prospective Tenants – Lease Agreements and Security Deposits – Tenant Management, Lease Terminations, and Evictions – Records Management, Cost Controls, and Office Procedures – Property Maintenance – Managing Single-Family Rental Properties – Managing Condominium Rental Properties – Managing Multi-Unit Residential Buildings – Managing Commercial Leased Investments and Specialty Properties

#### Legal Aspects of Real Estate

Textbook: California Real Estate Law by Walt Huber and Kim Tyler, 9<sup>th</sup> Edition (2019)

Introduction to Law – Nature of Real Property – Estates in Real Property – Ownership of Real Property – Introduction to Agency Law – Agency Duties and Disclosures – Contract Law – Real Estate Contracts – Alternatives to Litigation – Title and Alienation – Escrow and Closing – Real Estate Financing – Land Use Controls – Civil Rights and Fair Housing – Landlord/Tenant Law

#### Real Estate Appraisal

Textbook: California Real Estate Appraisal by Walt Huber, Levin P. Messick, and William Pivar, 5<sup>th</sup> Edition (2018)

Introduction (Mobile Technology Evolution) – Understanding Value – The Appraisal Process – Property Description and Appraisal Math – Data Collection and Analysis – Site Valuation – Residential Construction – Cost Approach to Value – Sales Comparison Approach to Value – Income Approach to Value – Reconciliation and Final Value Opinion – The Appraisal Report – Appraising Special Interests – The Appraisal Profession – Financial Institutions and Regulations

#### Real Estate Economics

Textbook: Real Estate Economics: Realty Almanac 2018-2020 by Realty Publications, Inc. (2018)

Jobs – Interest Rates – Real Estate Speculation – Home Equity – Renting: The Alternative to Homeownership – Mortgages – Inflation & CPI – Consumer Confidence – Savings – Construction – Inventory – Pricing – Stock Market – Retirees – First-Time Homebuyers – Fiscal Spending – Monetary Policy – Politics – Wealth from Other Nations – Taxation – Population Growth – Demographic Change – Regulation – Energy Consumption – Regional Housing Indicators

#### Real Estate Finance

Textbook: Real Estate Finance by Walt Huber and Walt Zozula, 8<sup>th</sup> Edition (2017)

FinTech, the Safe Act, and the Fed – The Real Estate Cycle and the Secondary Market – Loan Fund Sources for the Primary Market – The Secondary Mortgage Market and Federal Credit Agencies – Ethics, Fraud, Consumer Protection, and Fair Lending – Federal Regulation

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## Business Law

Textbook: California Business Law and Legal Environment by Walt Huber and Kim Tyler, 5<sup>th</sup> Edition (2018)

Introduction – Court System & Court Procedure – Alternative Dispute Resolution – Ethics, Law, & Business – Torts: Intentional, Negligent, & Liability – Business Torts & E-Commerce – Contracts: Offer, Acceptance, & Mutual Assent – Capacity & Consideration – Unlawful Agreements and the Statute of Frauds – Consent & Performance – Interpretation & Third Parties – Contract Discharge & Remedies for Breach – Sales Law: Terms, Formation, Obligations, & Title – Sales Law: Risk of Loss & Warranties – Agency – Major Forms of Ownership – Major Federal Acts

## Mortgage Loan Brokering

Textbook: Mortgage Loan Brokering and Lending by Realty Publications, Inc. (2016)

Licensing and Management – Consumer Mortgage Practice – Types of Mortgages – Consumer Protection – Servicing, Default, and Foreclosure – Private Lender Mortgages

## Escrow

Textbook: Escrow 1 by Walt Huber, Joe Newton, and Anita Rubeck, 5<sup>th</sup> Edition (2017)

Pre-Escrow Transaction Coordinator – What is Escrow – Basic Escrow Processes and the Role of Transaction Coordinator – Sample One, Part One – Sample One, Part Two – Sample One, Part Three – Sample Two, Part One – Sample Two, Part Two – Sample Two, Part Three – Sample Three, Part One – Sample Three, Part Two – Exchange Escrow Sample – Processing the Exchange Escrow – Note and Trust Deed Escrow Sample – Processing the Note and Trust Deed Escrow

Method of Course	Course Hours	Cost
Correspondence	45	\$69 - \$79 Each (Discounts on Package Courses)

## COURSE COMPLETION TIME LIMITS

There is a maximum course completion time limit of one year from enrollment. However, the DRE mandates a minimum course completion time of 18 days per course from date of enrollment. Minimum course completion time limits as follows:

1 course = 18 days	2 courses = 36 days	3 courses = 54 days	4 courses = 72 days
5 courses = 90 days	6 courses = 108 days	7 courses = 126 days	8 courses = 144 days

## FINAL EXAMINATION

Number of Questions	Type of Questions	Time	Minimum Passing Grade	Number of Different Final Examinations	Method of Final Examination
100	Multiple Choice	Three Hours	60%	Two	Online

## COURSE COMPLETION CERTIFICATE

Course completion certificates will be hand-delivered, faxed to students, emailed or mailed within five business days.

## RECORDS

The school maintains a database of all students who enroll and/or complete statutory/pre-licensing courses. Please call the school for a duplicate copy of your certificate (a small handling fee will be charged).

## REFUND POLICY

Money-back guarantee if material is returned unused within seven (7) days from enrollment date, less the \$25 enrollment fee and any shipping charges if applicable.

## CALIFORNIA DEPARTMENT OF REAL ESTATE DISCLAIMER

This course is approved for pre-license education credit by the Department of Real Estate. However, this approval does not constitute an endorsement of the views or opinions which are expressed by the course sponsor, instructors, authors, or lecturers.

## ONLINE EVALUATION STATEMENT

A course and instructor evaluation is available on the California Department of Real Estate (DRE) website at [www.dre.ca.gov](http://www.dre.ca.gov). Access this form by typing in “RE 318A” in the search box located in the upper right corner of the home page.

## COURSE PROVIDER COMPLAINT FORM

A course provider complaint form is available on the California Department of Real Estate (DRE) website at [www.dre.ca.gov](http://www.dre.ca.gov). Access this form by typing in “RE 340” in the search box located in the upper right corner of the home page. An informational form regarding course provider complaints, “RE 340A” is also available.

## CORRESPONDENCE COURSE IDENTIFICATION STATEMENT

Participants shall present one of the following forms of identification immediately before administration of the final examination:

- A current California driver’s license.
- A current identification card described in Section 13000 of the California Vehicle Code.
- Any identification of the participant issued by a governmental agency or a recognized real estate related trade organization within the immediately preceding five years which bears a photograph, signature and identification number of the participant.