

## REAL ESTATE PRACTICES

*REAL ESTATE: 51*

**WEDNESDAY: 6:00-9:50PM Forum #1**

**PREREQUISITE:** Real Estate 50 or equivalent

**\*\* It is recommended that you have a good understanding of English (both written and oral) as we will be studying contracts and legal documents. If you have trouble with the English language it may be difficult to understand these forms as well as class discussions**

**INSTRUCTOR:** Russell Morris- Broker, GRI  
Coldwell Banker  
Office 408-355-1560  
Email: [rmorris@cbnorcal.com](mailto:rmorris@cbnorcal.com)

*Strategic Learning Outcomes for this class:*

**Explain and interpret real estate licensing laws and application process in California and how they apply to the major areas of specialization in the real estate field**

**Explain, interpret and evaluate the various types of California listing agreements and Real Estate sales agreements and disclosures used in California and Santa Clara County**

**Evaluate factually simple California real estate profession issues and explain how the Commissioners Code of Ethics applied to those issues**

**TEXT:** Syllabus available at college bookstore

### **COURSE OBJECTIVES:**

This course is designed to give the students an overall view of real estate activities in California and especially the practices in Santa Clara County. The course will introduce you to the "how to's" of getting started and being successful in the real estate profession. We will discuss qualifying, applying, testing and costs of getting a real estate license, how to choose a real estate office, the costs of entering the business and the questions to ask an employing Broker. You will be taught what it takes to be successful in the real estate profession, setting goals, time management and what to do when there is nothing to do. Discussion will also include how to prospect for buyers and sellers. We will discuss the different types of listing agreements, how to complete necessary listing forms and listing disclosure for mls, and how to the agent and seller complete the necessary local, state and federal disclosures. Students will be given ideas how to merchandise property and make a marketing presentation. You will learn how to complete a Real Estate purchase contract, counter offers, addendums and different ways to take title. You will learn how to complete and explain buyers and sellers net sheets. Discussion will be given on the current types of financing available in the market place and some of the current tax laws affecting real estate ownership. Some discussion will address the difference of owning a personal residence and investment property.

***MY EXPECTATIONS AND REQUIREMENTS:***

It is my goal that everyone enjoys this class, learn what is expected of agents when representing, buyers and sellers and their duties to their clients and fellow agents. I hope you will look forward to coming to class, learning and sharing a lot of new ideas and having fun. It is my goal that after completing this class you will be better informed of what it takes to be a good, successful real estate agent or a well-informed homeowner. Hopefully you will have a good understanding of a residential real estate agents duties and the use of the common forms for the State of California and Santa Clara County. *It is expected that students attend all sessions. If you miss a session it will be up to the student to get class information from your fellow students.* Be prepared to participate in class discussions and quizzes as well as be an active learner.

***ASSIGNMENTS:*** Read the necessary parts of the syllabus and complete weekly assignments.

***ATTENDANCE:*** Mandatory and will be taken at each session. *You will be dropped if you miss three classes. Once you have indicated your enrollment in class, it is your responsibility to monitor your enrollment and drop yourself if you believe you cannot pass the class. If you do not drop the class within the given school timeline a failing grade will be assigned if you have three absences. If your third absence occurs after the last drop date for this course or before the final exam you will receive a failing grade.*

***GRADING:*** Your grade will be based on to attendance, class participation, completion of weekly assignments, midterms, quizzes, and the final. There will not be make up quizzes. Your total points from all these activities will be added to determine your final grade. Anyone not taking the final or anyone not getting a passing grade on the final will receive an "F" for the course. *Cheating and disruptive behavior will not be tolerated and will be dealt with in accordance with DeAnza College policies set forth in the course catalogs and schedules.*

**Important Dates:**

**Last Day to Add 1/16**

**Last Day to Drop for full refund or credit 1/17**

**Last Day to Drop with no record of grade 1/18**

**Last Day to Drop with a "W" Withdrawal date is enforced 2/26**

**Final 3/23**

**\*\*\*NOTE: All Add, Drop and Withdrawal dates are enforced**

**W2016**

**Topics:**

- A. Explain Licensing In California**
- B. Discuss California and National Code of Ethics**
- C. Discus how to choose a Real Estate Office and How they are Organized and Operated**
- D. Discuss areas of Specialization in Real Estate**
- E. Explain different types of listing agreements**
- F. Discuss buyers and sellers estimated net sheets**
- G. Discuss methods of pricing of properties**
- H. Discuss how to procure buyers and sellers**
- I. Explain how to merchandise properties and steps in selling**
- J. Explain how to qualify buyers and sellers**
- K. Discuss different methods of financing properties**
- L. Discuss how tax law affects real estate**
- M. Discuss ownership of investment properties and management**

STUDENT INFORMATION SHEET

Date: \_\_\_\_\_ Subject: \_\_\_\_\_

Name: \_\_\_\_\_ SS#: \_\_\_\_\_

Home Address \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone Home: \_\_\_\_\_ Work: \_\_\_\_\_

Occupation: \_\_\_\_\_

Company: \_\_\_\_\_

Business Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

~~NAME~~

Real Estate Courses completed:

1. \_\_\_\_\_ 5. \_\_\_\_\_

2. \_\_\_\_\_ 6. \_\_\_\_\_

3. \_\_\_\_\_ 7. \_\_\_\_\_

4. \_\_\_\_\_ 8. \_\_\_\_\_

Others: \_\_\_\_\_

What are your objectives in taking this course:

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