

REAL ESTATE (RE)

RE 50 3.0 UNITS

Computer Applications in Real Estate

Class Hours: 3.0 Lecture

Total Contact Hours: 54 Lecture

Recommendation: RE 101 or equivalent with a grade of "C" or higher or "Pass".

In this course students will explore and evaluate basic computer functions and technologies, along with the latest computer software applications relating to real estate appraisal, property management, finance, escrow, sales, trust funds, record keeping, e-Business, and hands on use of real estate business tools such as, using zipforms desktop, online and mobile applications, creating a market analysis for sellers, searching the Multiple Listing Service (MLS) for properties, downloading and e-mailing offers to present to sellers, and renting versus buying analysis. In addition, students will learn to utilize social media such as Facebook, Snapchat, LinkedIn, Twitter, and Instagram, as a real estate business tool.

RE 52 3.0 UNITS

Mortgage Loan Brokering and Lending

Class Hours: 3.0 Lecture

Total Contact Hours: 54 Lecture

Recommendation: RE 101 or equivalent with a grade of Pass or "C" or higher.

This course introduces the student to the principles and operations of the loan brokering field. The emphasis is on the lending rules for residential property, disclosures, maximum fees and charges, agency relationships, advertising laws, HUD/RESPA calculations and the loan process. This course partially satisfies the requirements of the Real Estate Salesperson and California Real Estate Broker's licenses.

RE 55 3.0 UNITS

Real Estate Office Administration

Class Hours: 3.0 Lecture

Total Contact Hours: 54 Lecture

Recommendation: RE 101 or equivalent with a grade of Pass or "C" or higher.

This course is designed to acquaint the real estate licensee with skills necessary to manage a profitable and stable business. These skills include techniques in research; office organization; managerial decision making; establishing controls systems and policies; recruiting, selecting, and training of personnel; and product marketing and other skills related to financing, expansion, and growth. This course may be taken as a broker's license requirement. (Formerly BUSR 55)

RE 98 1.0 UNITS

Directed Studies

Prerequisite: A previous college course in the discipline. A course to provide opportunity for individual research and field projects under the direction of a faculty member in a given department. With the guidance of the faculty member, students prepare and carry out a written learning agreement describing the purposes and outcomes of the project. Students should expect to meet with the supervising faculty member one to two hours each week for conferences. Credit is based upon the number of hours in the semester expected to complete the project (1 unit for 54 hours). This course may be taken a maximum of 2 times. (Formerly BUSR 98)

RE 99 2.0 UNITS

Directed Studies

A course to provide opportunity for individual research and field projects under the direction of a faculty member in a given department. With the guidance of the faculty member, students prepare and carry out a written learning agreement describing the purposes and outcomes of the project. Students should expect to meet with the supervising faculty member one to two hours each week for conferences. Credit is based upon the number of hours in the semester expected to complete the project (2 units for 108 hours). This course may be taken a maximum of 2 times. (Formerly BUSR 99)

RE 101 3.0 UNITS

Real Estate Principles

Class Hours: 3.0 Lecture

Total Contact Hours: 54 Lecture

This is a beginning course in real estate which introduces the student to real estate fundamentals and principles. Major topics covered are: history of real estate in California, contracts, agency, introduction to financing, deeds, liens and encumbrances, escrow and title insurance, land descriptions, and real estate math. This course is statutorily required by the California Bureau of Real Estate for the Real Estate Salesperson's License and is an elective for the Broker's License.

Transfer Credit: CSU

RE 120 3.0 UNITS

Real Estate Finance

Class Hours: 3.0 Lecture

Total Contact Hours: 54 Lecture

Recommendation: RE 101 or equivalent with a grade of Pass or "C" or higher.

This course is designed to be of assistance to real estate brokers, salesmen, college students majoring in real estate, and others who may have a special interest in real estate financing. Actual case illustrations demonstrating lending policies, problems, and risks involved in financing transactions in residential, apartment, commercial, and special purpose properties will be used. (Statutorily required by the Bureau of Real Estate for the Real Estate Broker's License and can be used as an elective course for the Real Estate Salesperson's License.)

Transfer Credit: CSU

RE 125 3.0 UNITS

Legal Aspects of Real Estate

Class Hours: 3.0 Lecture

Total Contact Hours: 54 Lecture

Recommendation: RE 101 or LAW 111 or equivalent with a grade of Pass or "C" or higher.

This course is designed to be of material assistance to real estate licensees, college students majoring in real estate, and others interested in real estate. This is a practical, applied study of California real estate law intended to be of help in avoiding legal difficulties which can arise with real estate transactions. (Statutorily required by the Bureau of Real Estate for a Broker's License.)

Transfer Credit: CSU

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| <p>RE 130 Real Estate Practice Class Hours: 3.0 Lecture Total Contact Hours: 54 Lecture</p> | <p>3.0 UNITS</p> | <p>RE 151 Escrows Class Hours: 3.0 Lecture Total Contact Hours: 54 Lecture</p> | <p>3.0 UNITS</p> |
| <p>This course is designed to acquaint the students with everyday real estate practice and to familiarize them with forms used in the real estate industry, as well as keep them abreast of the changing conditions in the real estate market, notably in lending, land utilization, and zoning. This course will inform the student of current selling practices and techniques. (This course is statutorily required by the Bureau of Real Estate for a Real Estate Salesperson's License as well as required for the Real Estate Broker's License.) Transfer Credit: CSU</p> | <p>3.0 UNITS</p> | <p>Recommendation: RE 101 or equivalent with a grade of "C" or higher or "Pass". This is a basic course covering the principles and fundamentals of escrow procedure, with emphasis on the duties and responsibilities of escrow personnel. Students will understand why escrow is a means of facilitating the transfer of property and for protection of the interests of the principals. This is a background course for real estate students and a prerequisite for more advanced courses in escrow. This course may be taken as an elective course for the Real Estate Salesperson's License and for a Real Estate Broker's License. Transfer Credit: CSU</p> | <p>3.0 UNITS</p> |
| <p>RE 131 Real Estate Appraisal Class Hours: 3.0 Lecture Total Contact Hours: 54 Lecture</p> | <p>3.0 UNITS</p> | <p>RE 157 Real Estate Investments Class Hours: 3.0 Lecture Total Contact Hours: 54 Lecture</p> | <p>3.0 UNITS</p> |
| <p>Recommendation: RE 101 or equivalent with a grade of "C" or higher or "Pass". This course is an introduction to the field of real property appraisal. It includes the hands-on evaluation of a single family residence and a multi-family income units. This course includes preparation of and finalization of the Uniform Residential Appraisal Report. Students will learn to use the Uniform Residential Appraisal Report (URAR) with addendums for the single family residence report and will use the Small Residential Income Report for multiple units. This course will qualify for 72 hours of basic Appraisal Education toward the 90 hours necessary for Trainee License, the 120 hours required for Licensed or Certified Residential classification, and the 180 hours required for the Certified General classification. Transfer Credit: CSU</p> | <p>3.0 UNITS</p> | <p>This course is designed to acquaint the students with real estate investments. Content will include commonly used forms, solving on-the-job problems, cash flow analysis including calculation of cash-on-cash return, net present value and internal rate of return, analysis of the client's needs, and modern practices and techniques used in industry today. Transfer Credit: CSU</p> <p>RE 160 Real Estate Economics Class Hours: 3.0 Lecture Total Contact Hours: 54 Lecture</p> | <p>3.0 UNITS</p> |
| <p>RE 140 Property Management Class Hours: 3.0 Lecture Total Contact Hours: 54 Lecture</p> | <p>3.0 UNITS</p> | <p>Recommendation: RE 101 or equivalent with a grade of Pass or "C" or higher. This course covers principles and problems in urban development such as basic methods of statistical analysis and interpretation, controlling land use, patterns of land use for commercial and industrial facilities, economic aspects of real estate investment theory, economic utilization, land resources, public housing, urban renewal and rehabilitation, and impact of environmental controls. (This course is required for California Real Estate Broker's License.) (Formerly BUSR 160) Transfer Credit: CSU</p> | <p>2.0 UNITS</p> |
| <p>The course illustrates how skilled management practice can assure the production of maximum financial yield to investment real estate. The students gain an overview of the many different types of properties in which they might become involved. The course considers the specific duties of management, including the establishing rental schedule, merchandising available space, collecting rent, creating and supervising maintenance schedules and repairs, supervising all purchasing, developing a tenant relationship policy, and maintaining proper accounting records. This course is an elective toward a Real Estate Broker's License. Transfer Credit: CSU</p> | <p>2.0 UNITS</p> | <p>RE 172 Real Estate Work Experience/Career Internship Two units of Real Estate Work Experience/Career Internship require 108 hours of work per semester. Work Experience/Career Internship provides the opportunity for students to apply skills and knowledge learned in the classroom to exacting experiences in the workplace. The aim of the course is to assist students in becoming more productive workers. In the process of doing so, it creates greater communication with increased understanding between the broker/sponsors, student/trainees, and the college. Students meet with their instructors for a minimum of one hour per week. Students also pursue a program of self-evaluation to determine individual job weaknesses and strengths. Semester projects that relate to their major and job skills must be completed on the job/training site. Work experience courses may be taken for a maximum of 4 units per semester. The total work experience units taken by a student may not exceed 14 units. Transfer Credit: CSU</p> | <p>2.0 UNITS</p> |

RE 173**3.0 UNITS****Real Estate Work Experience/Career Internship**

Three units of Real Estate Work Experience require 162 hours of work per semester. Work Experience/Career Internship provides the opportunity for students to apply skills and knowledge learned in the classroom to exacting experiences in the workplace. The aim of the course is to assist students in becoming more productive workers. In the process of doing so, it creates greater communication with increased understanding between the broker/sponsors, student/trainees, and the college. Students meet with their instructors for a minimum of one hour per week. Students also pursue a program of self-evaluation to determine individual job weaknesses and strengths. Semester projects that relate to their major and job skills must be completed on the job/training site. Work experience courses may be taken for a maximum of 4 units per semester. The total work experience units taken by a student may not exceed 14 units.

Transfer Credit: CSU

RE 174**4.0 UNITS****Real Estate Work Experience/Career Internship**

Four units of Real Estate Work Experience require 216 hours of work per semester. Work Experience/Career Internship provides the opportunity for students to apply skills and knowledge learned in the classroom to exacting experiences in the workplace. The aim of the course is to assist students in becoming more productive workers. In the process of doing so, it creates greater communication with increased understanding between the broker/sponsors, student/trainees and the college. Students meet with their instructors for a minimum of one hour per week. Students also pursue a program of self-evaluation to determine individual job weaknesses and strengths. Semester projects that relate to their major and job skills must be completed on the job/training site. a minimum of one hour per week. Work experience courses may be taken for a maximum of 4 units per semester. The total work experience units taken by a student may not exceed 14 units.

Transfer Credit: CSU

RE 174A**4.0 UNITS****Real Estate Work Experience/Career Internship**

Four units of Real Estate Work Experience require 216 hours of work per semester. Work Experience/Career Internship provides the opportunity for students to apply skills and knowledge learned in the classroom to exacting experiences in the workplace. The aim of the course is to assist students in becoming more productive workers. In the process of doing so, it creates greater communication with increased understanding between the broker/sponsors, student/trainees and the college. Students meet with their instructors for a minimum of one hour per week. Students also pursue a program of self-evaluation to determine individual job weaknesses and strengths. Semester projects that relate to their major and job skills must be completed on the job/training site. a minimum of one hour per week. Work experience courses may be taken for a maximum of 4 units per semester. The total work experience units taken by a student may not exceed 14 units

Transfer Credit: CSU

RE 195**3.0 UNITS****Common Interest Developments**

Class Hours: 3.0 Lecture

Total Contact Hours: 54 Lecture

This course covers the basics of managing, purchasing, and selling of common interest developments (CID's) that are governed by homeowner associations (HOA), including condominiums. All applicable laws will be included in the course.(Formerly BUSR 195)

Transfer Credit: CSU