**Real Estate Fundamentals RE 101**

***COURSE DETAILS***

**Instructor:** Dr. Mike Shaffer

**Email:** emshaffer@ccp.edu

**Office Hours:** By appointment

**CRN:** TBD

**Format:** Online

**Semester:** Fall 2019

**Credit Hours:** 3

**Textbook:**  Modern Real Estate Practice in Pennsylvania 13th Ed. Dearborn Publishers You may purchase either the hard copy or the online version. The 12th edition will not work.

**Catalog Description:** Economic, legal and social aspects of real estate under private ownership in the U.S. Among the topics to be discussed will be the agreement of sale, mortgage financing, title and title insurance, settlement, leasing and landlord-tenant relations, planning, zoning, regulations governing land use, Fair Housing legislation and the various aspects of the real estate business. Required by Pennsylvania Real Estate Commission for all candidates for a sales license.

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| **Learning Outcomes (LO):** |
| * Demonstrate an understanding of the language, principles and practices that govern the business of real estate in the Commonwealth of Pennsylvania including aspects of setting up a business, ethical challenges and advertising; and * Identify and explain the fundamentals of laws that govern the real estate profession in the Commonwealth of Pennsylvania including the substantive and procedural law. |

***COURSE SCHEDULE***

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| Session 1 | **Unit 1: Real Property and the Law**  Land, Real Estate, and Real Property  Real Property versus Personal Property  Characteristics of Real Estate  Laws Affecting Real Estate | See respective Canvas Module for specific learning activities. |
| Session 2 | **Unit 2: Land-Use Controls and Property Development**  Land-Use Controls  Regulation of Land Development  Private Land-Use Controls | See respective Canvas Module for specific learning activities. |
| Session 3 | **Unit 3: Environmental Issues in Real Estate**  Hazardous Substances  Groundwater Protection  Environmental Protection Laws  Liability of Real Estate Professionals | See respective Canvas Module for specific learning activities. |
| Session 4 | **Unit 4: Legal Descriptions**  Methods of Describing Real Estate  Preparing A Survey  Measuring Elevations | See respective Canvas Module for specific learning activities. |
| Session 5 | **Unit 5: Interests in Real Estate**  Governmental Powers  Estates in Land  Encumbrances  Water Rights | See respective Canvas Module for specific learning activities. |
| Session 6 | **Unit 6: Leasehold Estates**  Leasehold Estates  Lease Agreements  Discharge of Leases | See respective Canvas Module for specific learning activities. |
| Session 7 | **Unit 7: Forms of Real Estate Ownership**  Forms of Real Estate Ownership  Ownership of Real Estate by Business Organizations  Condominiums, Cooperatives, and Time-Shares | See respective Canvas Module for specific learning activities. |
| Session 8 | **Unit 8: Real Estate Taxes and Liens**  Liens  Real Estate Tax Liens  Other Liens on Real Property | See respective Canvas Module for specific learning activities. |
| Session 9 | **Unit 9: Transfer of Title**  Voluntary Alienation  Types of Deeds  Involuntary Alienation  Conveyance of a Decedent’s Property | See respective Canvas Module for specific learning activities. |
| Session 10 | **Unit 10: Title Records**  Public Records  Proof of Ownership | See respective Canvas Module for specific learning activities. |
| Session 11 | **Unit 11: Real Estate Contracts**  Contract Law  Essentials of a Valid Contract  Discharge of Contracts  Contracts Used in the Real Estate Business | See respective Canvas Module for specific learning activities. |
| Session 12 | **Unit 12: Principles of Real Estate Financing**  Introduction to the Real Estate Financing Market  Mortgage Law and Loan Instruments  Provisions of the Note  Provisions of the Mortgage Documents  Foreclosure | See respective Canvas Module for specific learning activities. |
| Session 13 | **Unit 13: Pennsylvania Real Estate Licensing Law**  Purpose of License Laws, Disciplinary Actions, and Recovery Fund  Licensure, Activities, and Procedures  Real Estate Documents and Escrow Requirements  Relationships Between Licensees and Consumers  General Ethical Responsibilities | See respective Canvas Module for specific learning activities. |
| Session 14 | Final Examination |  |

***GRADING CRITERIA***

**A = 90-100**

**B = 80-89**

**C = 70-79**

**D = 60-69**

**F = 59 and below**

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| Learning Activity | Point Value |
| Practice Quiz exercises (13 total @ 2 each) | 26 |
| Discussion Board Participation (13 total @ 4 each) | 52 |
| Self-Assessment Reflection (13 total @ 5 each | 65 |
| Mid-term Exam | 40 |
| Final Exam | 40 |
| Total | 223 |

**Grade Scale**

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| Grade | points |
| A | 201-223 |
| B | 178-200 |
| C | 156-177 |
| D | 133-155 |
| F | 0-132 |

***OFFICIAL POLICIES***

**Attendance Policy:**Community College of Philadelphia Official Policy requires instructors to take attendance. A student who does not actively participate in an Online Class **will be dropped**. Active participation is defined as logging in to the course and completing the work assigned in each Module.

*Makeup Policy:* Students may be provided extensions or offered a modification to the class schedule for missed class time or coursework; documentation is expected and is at the sole approval of the instructor.

**To Student Receiving Title IV Financial Aid Funds:** Effective Fall 2000, students who receive Title IV financial aid funds and who withdraw from ALL their classes before completion of 60% of the term, i.e., the 10th week (or its equivalent for summer terms) may be required to return all or a portion of their financial aid award. If it is determined that funds must be returned to the financial aid programs, students must make satisfactory payment arrangements within 45 days of notification or they become ineligible for further financial aid.

**Community College of Philadelphia's Early Alert Initiative**: The system positively intervenes in Community College of Philadelphia's students' academic paths early and appropriately by effectively communicating current performance and supplying information beneficial to academic success. Faculty members have the opportunity to complete Early Alert reports at 20% and 50% reporting periods during the semester. Students will be assessed on the following items: attendance, punctuality, meeting assignment deadlines, classroom behavior, classroom participation and other factors pivotal to student success. Should you receive an Early Alert letter, you should follow up on the suggested intervention strategy as soon as possible.

**Classroom Conduct**: It is expected that students will conduct themselves according to the guidelines found in the CCP College Policies and Procedures Article IV, 5. *(Retrieved from College website:* http://www.ccp.edu/site/prospective/orientation/orientation\_faq.php)

**Academic Honesty:** Except when permitted by your instructor, all work is expected to reflect an individual effort. Attribution should be given when appropriate. All students are expected to understand what constitutes cheating and plagiarism as described in College Policies and Procedures Memorandum #3 (P&P #3). If a violation of P&P#3 is found or suspected, a formal judicial process will be conducted to investigate the violation and the consequences will range from an F for the assignment to an F for the course. ***Plagiarism, cheating or any other form of Academic Dishonesty will result in the immediate withdrawal from the class and a report will be filed with Academic Affairs.***

**Center on Disability:** Students who believe they may need an accommodation based on the impact of a disability should contact me privately to discuss their accommodation form and specific needs as soon as possible, but preferably within the first week of class. If you need to request reasonable accommodations, but do not have an accommodation form, please contact the Center on Disability, room BG-39, phone number 215-751-8050. ***Students who are registered with the Center on Disability must inform the instructor by the end of the first week of classes if special accommodations are requested.***

**College Closing Policy**

The number for the cancellation of evening or weekend classes is #2238. Radio station KYW-AM 1060 will announce the College’s closing number. You are encouraged to sign up for “e2 Campus” which is an emergency notification system. Go to the MyCCP Home page to sign up for the notification system.



***The instructor reserves the right to change the syllabus at any time.***

***Students will be notified of any changes.***