

# Pre-licensing Course Disclosure

Online Courses, Correspondence Course, Live Real Estate Course Program

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## Important Instructions: Please Read Carefully Before You Proceed

Your course(s) are comprised of one or more of the following course titles. Course Descriptions follow. You will make any remaining course selections on a subsequent screen.

### Method of Delivery

Format #1: Online course with textbook (reading, quizzes, and final exam online)

Format #2: Live Class with physical textbook (quizzes and final exam online)

### Course Structure

The course design is dictated by the California Bureau of Real Estate and requires you to demonstrate mastery of the subject matter in one chapter of the course before progressing to the next. This means:

1. The online chapter quizzes are mandatory.
2. You must advance through the online chapter quizzes in a linear fashion and you cannot advance to the next chapter quiz until the previous chapter's reading assignment and chapter quiz has been completed.
3. You cannot access the course final examination and complete the course until all chapter quizzes have been completed and the minimum time\* has elapsed. When you complete the last chapter quiz you receive a link to the Final Examination.

### Time-To-Complete

#### Maximum Time to Complete

The **MAXIMUM** time allowed for completion of the course(s) is one year from the date of enrollment. If you do not complete all of the courses in your package within one year, re-enrollment for another year would be required at the full course fee to continue. \*

\*Textbooks Are Subject To Change Without Notice: Periodically, the textbook publisher comes out with a new edition of an existing textbook. You will be required to purchase the current textbook(s) if you exceed the maximum one-year enrollment period and wish to re-enroll.

#### Minimum Time to Complete

The DRE allows each course to be completed in a **MINIMUM** time of 2.5 weeks (18 calendar days) from the date you receive the course material. The **MAXIMUM** time we allow for completion of the course is 1 year

from the date of enrollment.

The 2.5-week rule dictates how quickly you can take the final exam and complete each course. For example, the absolute fastest you can complete two courses is 5 weeks. REMEMBER, the rule is: 2.5 weeks (18 calendar days) from the date you receive the book for each course. If you still have questions about how fast you can complete your course(s), please call the school for clarification.

### **Extension Policy**

Should you not be able to complete this course within one (1) year of the date of enrollment, this course cannot be extended (for any reason, no exceptions. You will need to Purchase the course again to start over.

### **Final Examination And Passing The Course**

In order for you to pass this course, you will be required to take and pass an online final examination (100 multiple-choice, 2.5 hours, 60% or better to pass, open book). Participation in online group study does not contribute to course credit hours. Attendance is not required.

### **What Happens If You Fail A Final Exam?**

If you do not pass the final exam on the first try, DRE allows you one re-take immediately. If you fail a second time, you must wait 2½ weeks (18 calendar days) before you can re-take the exam after failing the final exam twice. Be aware that the questions on the re-take exam will be completely different from the questions on the original final exam

### **Course Completion**

Completion of a course includes taking and passing the course final examination. The final examination must be taken no later than the last day of the course enrollment period.

### **Course Completion Certificate**

If you are enrolled in more than one course, we will email one course completion certificate at the conclusion of your last course, showing all courses completed. If you would like individual completion certificates or otherwise need your completion certificates prior to finishing all the courses in the package, we would be happy to issue your certificates immediately upon request.

### **Identification for Final Exam**

You must enter a current driver's license number as a means of identification prior to accessing the final examination. By entering your driver's license number you are affirming, under penalty of perjury, that you are the student registered for this course and that you personally will complete the final examination. Any violation of this section will result in revocation of the completion certificate for this course and will be reported to the California Bureau of Real Estate.

## **REFUND POLICY**

### **Online and Textbook Policy**

If for any reason you decide to cancel your enrollment, we will issue a refund (less a \$50 registration fee and shipping & handling) if cancellation occurs by midnight of the 5th business day after the date of enrollment. No refund will be issued after the above-mentioned time period.

If you paid by credit card, your account will be credited within 30 days. All textbooks, if ordered, must be returned to the school, in good and usable condition\*, within 5 days of the date of cancellation. If you do not

return the material supplied by the school within this 10-day period, the school may keep an amount out of what you paid that equals the price of the textbooks for the course. The school will refund any amount over that as provided above.

\*Good and usable condition means that the textbook is unmarked and undamaged by shipping. It shall be the student's responsibility to package and ship the course material in such a manner as to assure compliance.

### **Live Class Refund Policy**

Our live class program is not refundable. If for whatever reason you are unable to attend a session you can reschedule to a different time at no charge.

### **Crash Course Refund Policy**

This course is non refundable. If you do not pass the course or are unable to attend the scheduled session you are allowed to attend another session at no additional cost.

### **Disclaimer Statement**

Although every effort has been made to provide accurate and current information in this text, the ideas, suggestions, general principles and conclusions presented in this text are subject to local, state and federal laws and regulations, court cases and any revisions of same. The author and/or publisher is not engaged in rendering legal, tax, or other professional services. The reader is thus urged to consult with his/her employing broker and/or seek legal counsel regarding any points of law. This publication should not be used as a substitute for competent legal advice.

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, instructor, authors or lecturers.

### **Online Evaluation Statement**

A course and instructor evaluation is available on the 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.

### **Department of Real Estate Course Evaluation**

The final examination results page for each course contains a link to an online course evaluation. Your responses to this evaluation will help us make improvements to our courses and other services. 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 Statement**

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.

### **Course Descriptions**

## **Course: Real Estate Principles**

Textbook: California Real Estate Principles 16th Edition by Walt Huber © 2020/ ISBN978-16-2684-220-5

This textbook is the most comprehensive introduction to the California real estate business with a special emphasis on

California real estate laws Very clear and simple language, easy to read, format with photographs, charts, and graphs.

Includes glossary and index. Suitable for consumers, students, and teachers wishing information about personal real estate transactions. This textbook is designed to fulfill the course requirement necessary to take the California

Real Estate Salespersons and Broker's Exams

**CONTENTS:** The Business of Real Estate – Real Property – Ownership – Transferring Real Estate – Encumbrances – Agency Contracts – Financing Real Estate – Government Sponsored and Other Financing – Escrow and Title Insurance – Taxation – Landlord and Tenant – Appraising – Residential Design and Construction – Land Use – Math – Appendix – Glossary – Index

## **Course: Real Estate Practice**

Textbook: California Real Estate Practice 11th Edition by Anderson, Otto & Pivar, © 2022 ISBN978-1-0788-2638-9

Our latest edition of California Real Estate Practice offers practical how-to information for the real estate salesperson and broker. Prospecting methods, sample "comp" presentations and the newest listing contracts and disclosure forms are only some of the features of this textbook.

**CONTENTS:** Getting Started in Real Estate – Ethics and Fair Housing – Mandatory Disclosures – Prospecting – Listing Presentations – Servicing the Listing – Advertising – e Buyer and the Property Showing – Obtaining the Purchase Offer – From Offer to Closing – Real Estate Financing – Escrow and Title Insurance – Taxation – Property Management and Leasing – Glossary – Index

## **Course: Legal Aspects of Real Estate**

Textbook: California Real Estate Law 9th Edition by Walt Huber, © 2020 ISBN 978-16-2684-001-0

California Real Estate Law is an introduction to the vast body of law that governs real estate transactions in California. It will help you recognize situations in which legal counsel should be sought and help you understand rights and obligations under the law.

**CONTENTS:** Sources Of Law and the Judicial System – Law Of Agency – Duties and Responsibilities Of Licensees – Regulation Of Licensees – Law Of Contracts – Real Estate Contracts – Property, Estates and land Recording – Ownership Of Real Property – Acquisitions and Conveyances – Real Property Security Devices – Involuntary Liens and Homesteads – Adjacent Property Rights – Land Use Controls – Escrows and Title Insurance – Landlord/Tenant Law – Glossary – Index of Cases – Subject Index of Cases –General Index