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 **AGENTCAMPUS.com**<sup>TM</sup>  
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# Real Estate Course Catalog



ONLINE TRAINING FOR

Real Estate

Mortgage

Title Insurance

Appraisal

Home Inspection

AgentCampus<sup>™</sup> is a next generation provider of web-based compliance and e-learning solutions for all facets of the real estate industry. AgentCampus<sup>™</sup> is powered by 360training, a national leader in regulatory and compliance e-learning solutions.

Our solutions are developed by experienced experts and are designed to deliver fast and efficient results that empower our customers to a higher level of success through:

- **Anytime, anywhere accessibility of job-critical online training**
- **Quality instructional content validated by industry experts**
- **Engaging interactive multimedia courses**
- **Cutting-edge management technologies that drive success**
- **Dedicated customer support 24 hours a day, 7 days a week**

Choose the  
course that fits  
your style!



#### Online Courses

Our online courses are developed with Flash<sup>™</sup>-based animation and are described as a blend of PowerPoint<sup>®</sup> and a full-motion movie. There are activities, pop-up's, and audio to enhance your learning experience.



#### e-Book Courses

Our e-Book courses allow you to download the material in an Adobe<sup>®</sup> PDF form. After reading each section of the course, you will log in online to take a quiz. Once downloaded, the materials can be read at your own pace and without the use of an internet connection. The quizzes and finals are all available in our online testing system.



#### Correspondence Book Courses

Our book courses are mailed to you within 7 to 10 days and are completely self-paced. Once you are finished with the book, you simply log in to our online testing system to take the exams necessary to receive credit. No internet connection is needed to read the material, but you must have one to take the exams.



## REAL ESTATE PRE-LICENSE

### WHO SHOULD TAKE THESE COURSES:

The AgentCampus Pre-License Courses provide a comprehensive overview of the fundamentals of real estate and prepares students to pass their state exam.

For more  
information on  
state requirements, visit  
[www.agentcampus.com  
/state-requirements](http://www.agentcampus.com/state-requirements)

### CLOSING AND SETTLEMENT COSTS

This Closing and Settlements Costs course covers the buyer's and seller's concerns at closing, the required documents to close a transaction and the rules and regulations of the closing process. In addition, the student will learn ways to help clients through this sometimes complicated process. Finally, the student will learn how to calculate closing expenses and fill out the settlement statement.

### CODE OF ETHICS

This Code of Ethics course covers the standards of conduct and ethical judgment by addressing the different concepts that contribute to ethical business practices. This course will introduce the student to ethics and morals by defining both terms in order to distinguish differences between the two. The student will also learn the four approaches to ethical decision-making; therefore, after learning the Articles and Standard Practices of the Code of Ethics, the student will be able to use the model identify any violations of the Code.

### CONTRACTS, PURCHASE AND SALES AGREEMENT

In this Contracts, Purchase and Sale Agreements section, the student will learn about the types of general contracts as well as the different kinds of real estate contracts. The section begins by providing the student with an overview of the various types of contracts: bilateral, unilateral, implied, express, executed, executory, valid, void, voidable and unenforceable. Once the student is introduced to the different types of contracts, he or she learns what makes a contract legally enforceable. The section will teach the five components that make a contract valid: mutual assent, legally competent parties, consideration, lawful objective and adherence to the statute of frauds.

### ENVIRONMENTAL HAZARDS

Environmental hazards can dramatically affect a property's value, so buyers, sellers, lenders, and licensees can all be affected by such hazards. During this Environmental Hazards course, you will learn about internal and external environmental issues, health hazards, environmental legislation, liability, responsibility for cleanup and environmental. Upon completion of this course, students will acquire a competency with environmental issues which will help them to make such issues clear to buyers, sellers, and lenders.

### FAIR HOUSING

This Fair Housing section covers broad issues on fair housing laws. Specifically, the student will learn: what fair housing laws exist, what classes of individuals are covered under these laws, how discrimination is defined in real estate, how can one avoid discriminating practices, and what the consequences are for non-compliance with fair housing laws.

### LAW OF AGENCY

This Law of Agency section covers the basics of agency law, including the parties involved in an agency relationship, the methods of creating and terminating agency relationships and the requirements of a licensee regarding disclosure of the agency relationship. You will also learn the general and specific duties required in each type of agency relationship.

### LIENS, TAXES AND FORECLOSURES

This course discusses various types of liens and taxes, and addresses methods and matters of foreclosure. You will gain an in-depth understanding of these three topics and the issues related to them. Such knowledge will prepare licensees to better advise buyers and sellers.

### LISTING AGREEMENTS

One of the main ways that real estate licensees profit from real estate transactions is through listing agreements. Given the central role that these agreements play in the day-to-day practice of real estate, understanding the different types of listing agreements and the basic legal facts surrounding them is of specific importance to all licensees.

### REAL ESTATE APPRAISAL

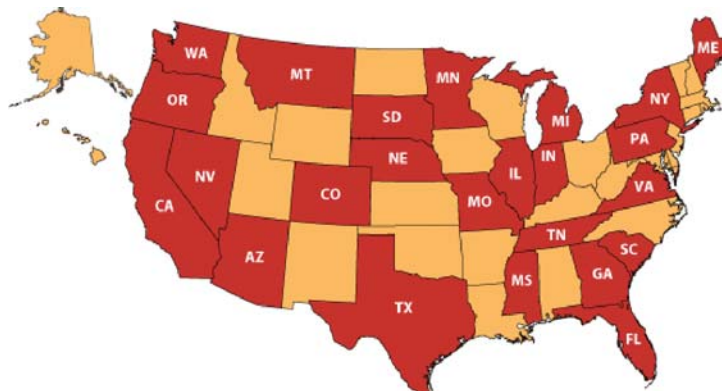
The objective of this Real Estate Appraisal course is to familiarize the student with the principles and theories of value and the regulations of real estate appraisal that guide estimation.

### REAL ESTATE CONTRACTS

This Real Estate Contracts course will introduce the student to the different types of contracts and to the elements that create a legally valid contract. This course will teach real estate licensees to assist their clients throughout the entire buying and selling transaction. In this course, we will discuss the various categories of contracts, including bilateral, unilateral, implied, expressed, executory and executed.

## REAL ESTATE COURSE OFFERINGS

These are the states where we have available courses in CE, Pre-License and Post-License. All courses listed here are not available in every state. Please visit [AgentCampus.com](http://AgentCampus.com) for more information about what course offerings we have in your state.



**BROKERS find out  
how the AgentCampus  
Affiliate Program  
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**Contact us at  
sales@agentcampus.  
com to learn more.**

## REAL ESTATE FINANCE

Real Estate Finance is a simple, step-by-step guide to understanding the real estate finance process, from credit scoring, to filling out a loan application, to closing the loan. Authors provide helpful forms and useful information, such as how to apply for a loan and what other states' loan programs are like.

## REAL ESTATE MATH

The section reviews fractions, decimals, and percentages, and other mathematical language used to express many aspects of real estate practice. While not a real estate finance course, this course will review concepts of interest, amortization and loan rate and discount.

## PRACTICE AND PRINCIPLES

In Real Estate Practice, we'll cover laws and forms from new to old. We'll also break down some key forms such as the Purchase Contract and the new Listing Agreement line-by-line. The Real Estate Principles textbook covers all matters related to the ownership and transfer of real property, from deposit receipt to completed escrow, and beyond. The author has made the latest changes specifically to address new information that students are required to know.

## REAL PROPERTY OWNERSHIP AND LAND USE

The objective of this Real Property Ownership and Land Use section is to teach the meaning of real property ownership and the difference between real estate and personal property on the student. This section will describe how different commodities-land, real estate, and real property-transfer and are related and to one another. In addition, the student will learn about land use theory and come to understand how our federal, state, municipal and private authorities govern and plan our communities. This section covers legal descriptions as well as informal descriptions, the development of these concepts and the role they play in the real estate industry.

## TITLES AND RECORDS

This Titles and Records section will explain the process of recording, give examples of public records and describe the different deeds of conveyances. This section will help grantors and grantees avoid any future complications concerning the ownership rights to a property or resolve any disputes that arise.

## CONTINUING EDUCATION (CE)

### 1031 REAL ESTATE EXCHANGE

This 1031 Real Estate Exchange course focuses on Section 1031 of the Internal Revenue Code allows for a tax deferral on the exchange of like kind income-producing property. This course outlines the uses of 1031 exchanges, covering what constitutes exchangeable property, the definition of like kind, the roles of different professionals in 1031 exchanges, the benefits and drawbacks, as well as the different types of exchanges commonly used for real estate transactions.

## AGENCY LAW

This Agency Law course discusses the basics of agency law, identifying the parties involved in an agency relationship, methods of forming agency relationships and the type and scope of authority that various agents can have. In addition, the student will learn the rules for agency disclosure, the duties required of agents, the different types of agency agreements, the guidelines for terminating agency relationships and the employment laws that are relevant to agency relationships. In addition, this module discusses the laws that regulate trade practices to prohibit deceptive real estate activities.

## ASSET MANAGEMENT

This course covers broad issues and components of asset management plans. It also explains the discounted cash flow analysis and the impact of the different assumptions on discounted cash flow analysis. It further explains the factors to consider deciding whether to buy or lease property.

## CLOSING AND SETTLEMENT COSTS

In many states, a licensee has no official duties throughout the closing process. This leads some real estate licensees to believe that their job ends when the purchase and sales contract is signed, but this is not a prudent stance. Transactions can and do fall apart during the closing stage. Licensees who are familiar with closing procedures and settlement costs can stay involved and use their skills to help ensure that their transactions end well.

## CONTRACTS, PURCHASE AND SALES AGREEMENT

In this Contracts, Purchase and Sale Agreements course, the student will learn about the types of general contracts as well as the different kinds of real estate contracts. The module begins by providing the student with an overview of the various types of contracts: bilateral, unilateral, implied, express, executed, executory, valid, void, voidable and unenforceable. Once the student is introduced to the different types of contracts, he or she learns what makes a contract legally enforceable. The course will teach the five components that make a contract valid: mutual assent, legally competent parties, consideration, lawful objective and adherence to the statute of frauds.

## DEEDS

A deed is one of the most common instruments of title conveyance and all real estate professionals need a clear understanding of a deed's use and purpose. This course illustrates the difference between title and a deed, as well as the statutes pertaining to and the attributes of lawful conveyance.

## ENVIRONMENTAL HAZARDS

This module covers major environmental hazards. The objective of this module is to familiarize licensees with environmental issues since they have a responsibility to disclose to buyers any information that might affect their decision to buy. Environmental hazards can dramatically affect a property's value, so buyers, sellers, lenders and licensees all can be affected by them.

To sign up for courses, visit us at  
[www.agentcampus.com](http://www.agentcampus.com) or call 888.360.8724

## REAL ESTATE CONTINUING EDUCATION (CE)

### ESTIMATING GROSS LIVING AREA

This Estimating the Gross Living Area course covers broad issues and describes the procedures for measuring the total square footage of detached single-family homes and multifamily gross building areas. The methods employed will standardize the calculation process and enable the users of this information to obtain accurate and reproducible measurements for total gross living area of residential properties.

### FAIR HOUSING

This Fair Housing course covers broad issues on fair housing laws. Specifically, the student will learn: what fair housing laws exist, what classes of individuals are covered under these laws, how discrimination is defined in real estate, how can one avoid discriminating practices, and what the consequences are for non-compliance with fair housing laws.

### HOME INSPECTION BASICS

This course presents an overview of the home inspection business and explains how it fits into the real estate industry as a whole. In addition, the course covers the regulatory bodies and professional organizations associated with home inspection. At the conclusion of this course, the student will understand the methods used to inspect homes, will know what to look for when examining properties, both inside and out, and will understand the various types of inspection reports and the differences between them.

### LIENS, TAXES AND FORECLOSURES

This course discusses various types of liens, taxes, and addresses methods and matters of foreclosure. In the first part of this lesson, you will gain an in-depth understanding of the classification of liens and types of non-tax liens. Lesson two discusses taxes and tax issues, including ad valorem taxes, real estate tax computation, special assessments, real estate transfer taxes, federal income taxes, capital gains taxes and tax shelters for homeowners and investors. Lesson three addresses the methods of foreclosure, redemption, deficiency judgments, tips for homeowners facing foreclosure and fraudulent behaviors related to foreclosure.

### CODE OF ETHICS

This Code of Ethics course covers the standards of conduct and ethical judgment by addressing the different concepts that contribute to ethical business practices. This course will introduce the student to ethics and morals by defining both terms in order to distinguish differences between the two. The student will also learn the four approaches to ethical decision-making; therefore, after learning the Articles and Standard Practices of the Code of Ethics, the student will be able to use the model identify any violations of the Code.

### PROPERTY MANAGEMENT

The quality of property management directly affects the profitability of the investment property. This course covers a property manager's basic functions, including administrative duties, leasing practices and their legal relationship with the owner and tenants of the property.

### REAL ESTATE APPRAISAL

This Real Estate Appraisal course covers the theories, rules, duties, and activities that guide the real estate appraisal process. Guidelines regarding professionally and ethically correct behavior for appraisers which are also covered by this course.

### REAL ESTATE FINANCE

This Real Estate Finance course provides an introduction to residential real estate finance, including information on how to underwrite FHA, VA, FNMA, and FHLMC loans. During this course, you will learn the basics of the different types of loans available, loan applications, appraisals, escrow, titles, and credit reports, including qualifying for loan amounts and verifying income and assets. You will also learn how to calculate loan amounts, estimate monthly payments, property taxes, hazard and mortgage insurance (for Conventional, FHA and VA), and qualifying ratios and income.

### REAL ESTATE MATH

This Real Estate Math course covers math principles essential in the practice of real estate. Some of these topics may already be familiar to the student, but the course will elaborate on how fractions, decimals, percentages, area, and volume pertain to real estate in everyday use. This course will review concepts of interest, amortization, loan rate, discount, and prorate.

### REAL PROPERTY OWNERSHIP AND LAND USE

The objective of this course is to impress the meaning of real property ownership and the difference between real estate and personal property on the student.

### TAX FAVORABLE REAL ESTATE TRANSACTIONS

The objective of this course is to teach the real estate professional how he or she can help clients in buying and selling property on a tax-favorable basis.

### TITLES AND RECORDS

This Titles and Records course will explain the process of recording, give examples of public records and describe the different deeds of conveyances. This course will help grantors and grantees avoid any future complications concerning the ownership rights to a property or resolve any disputes that arise.

### USING THE INTERNET TO SERVE CLIENTS

In this module students will learn about the Internet and how it has affected the real estate industry. Students will also learn about the elements of websites and how to market themselves and their sites on the Internet. The final lesson teaches students to communicate effectively over email.

## POST-LICENSING COURSES AVAILABLE

At AgentCampus.com, we offer a wide variety of courses in addition to the ones listed in this catalog. That includes post-licensing courses for those states that require them. Please visit AgentCampus.com for more information on Post-Licensing courses in your area.





AgentCampus<sup>TM</sup> offers a complete catalog of self-paced, online continuing education and pre-licensing courses for:

- Real Estate
- Title Insurance
- Mortgage
- Appraisal
- Home Inspection

and a full suite of innovative **e-learning management tools** to help your organization achieve greater professional success.

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