

# VALENCIA COLLEGE

Division of Business, West Campus

**Florida Real Estate Law**

**201920 Florida Real Estate Law REE-1400-20381**

Online Course Syllabus & Class Policies

Spring 2019 (January - April)

## **COURSE DESCRIPTION:**

The study of the legal and economic aspects of Real Estate with emphasis on ownership, realty market, instruments of record, mortgages, taxes and government regulations. Students interested in sitting for the Florida Real Estate Commission (FREC) state exam must successfully complete both REE 1000 and REE 1400, then take the combined end-of-course exam (100 questions) and receive grade of 70 percent or better to be eligible to sit for the state exam.

**CREDIT HOURS:** 3

**PREREQUISITES:** None

**CLASS MEETING ROOM:** Online

**DAY/TIME:** Monday at 12:00 a.m. EST to Sunday at 11:59 p.m. EST

**PROFESSOR:** Erin Tuttle, MA

**PHONE:** 407-312-3746 (call or text)

**EMAIL:** etuttle2@valenciacollege.edu

**TEXT BOOKS: Required:** Florida Real Estate Principles, Practices, and Law, 41th Edition. Linda L. Crawford. Dearborn Real Estate Education, La Crosse 2017. **Strongly Recommended:** Florida Real Estate Exam Manual, 41th Edition. Linda L. Crawford. Dearborn Real Estate Education, La Crosse 2017.

## **TOPICS/AREAS COVERED**

1. License Law and Qualifications for Licensure (Unit 2)
  2. License Law Administration (Unit 3)
  3. Authorized Relationships and Ethics (Unit 4)
  4. Real Estate Brokerage Operations (Unit 5)
  5. Complaints, Violations, and Penalties (Unit 6)
  6. Federal and State Laws Pertaining to Real Estate (Unit 7)
  7. Property Rights: Estates, Tenancies, and Multiple Ownership Interest (Unit 8)
  8. Titles, Deeds, and Ownership Restrictions (Unit 9)
  9. Real Estate Contracts (Unit 11)
  10. Planning and Zoning (Unit 19)
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These may be covered as discrete topics and/or integrated with other topic areas in an order at the discretion of the Professor. These and other topics may be expanded or elaborated at the discretion of the individual professor and is in no way intended to be comprehensive or all-inclusive.

This course reinforces the Valencia Student Competencies of Think, Value, Act, and Communicate described in the Valencia College Catalog, which can be located at the following link: <http://valenciacollege.edu/competencies>

### **INSTITUTIONAL CORE COMPETENCIES:**

The following Valencia Student Competencies will be reinforced throughout the entire course:

**THINK** – Analyze data, ideas, patterns, principles, and perspectives employing facts, formulas and procedures of the discipline.

**VALUE** – Distinguish among personal, ethical, aesthetic, cultural, and scientific values evaluating your own and others values from a global perspective in the process of learning the discipline.

**COMMUNICATE** – Identify your own strengths and need for improvement as a communicator employing methods of communication appropriate to your audience and purposefully evaluate the effectiveness of your own and others communication.

**ACT** – Apply disciplinary knowledge, skills, and values to educational and career goals acting effectively and appropriately in various personal and professional settings responding also to changing circumstances.

### **MAJOR LEARNING OUTCOMES (MLO) and assessment of each:**

- Each student will be able to define sales associate, broker associate, and broker; list the academic requirements for sales associate and broker license; list the application requirements for sales associate and broker licenses; identify services of real estate requiring licensure; recognize exemptions from licensure; and distinguish between post-licensing education and continuing education. This MLO will be assessed through locally developed multiple-choice review questions, exams and course discussion postings.
- Each student will be able to describe the composition and member qualifications of the Florida Real Estate Commission (FREC); explain how members of the Commission are appointed; distinguish between active and inactive license status; explain the purpose of multiple and group licenses; and distinguish between void licenses and ineffective licenses. This MLO will be assessed through locally developed multiple-choice review questions, exams and course discussion postings.
- Each student will be able to distinguish between the terms general agent and special agent; describe which legal provisions apply to residential real estate transactions;

describe the duties of a transaction broker; describe the duties and disclose requirements that single agents have to their principals; define a dual agent; describe the purpose and requirements of the no brokerage relationship notice; list the no brokerage relationship duties; describe the process of transition from a single agent to a transaction broker; identify actions that will terminate an agency; and recognize activities that are considered to be fraudulent. This MLO will be assessed through locally developed multiple-choice review questions, exams and course discussion postings.

- Each student will be able to identify the requirements for a broker's office(s); explain what determines whether a temporary shelter must be registered as a branch office; list the requirements related to sign regulation; list the requirements related to the regulation of advertising by real estate licensees; explain the term immediately as it applies to earnest money deposits; describe the four settlement procedures available to a broker who has received conflicting demands or who has a good-faith doubt as to who is entitled to disputed funds; explain the rule regarding the advertisement of rental property information or lists or negotiation of rentals; describe the obligations placed on a sales associate who changes employers; and contrast the features of the various types of business organizations. This MLO will be assessed through locally developed multiple-choice review questions, exams and course discussion postings.
- Each student will be able to explain the procedures involved in the reporting of violations, the investigation of complaints, and the conduct of hearings; describe the elements of a valid complaint; describe the composition of the probable-cause panel; describe events that would cause a license to be denied; recognize actions that would cause a license to be subject to suspension or revocation; identify individuals who would be eligible to seek reimbursement from the Real Estate Recovery Fund; describe the monetary limits imposed by law on the Real Estate Recovery Fund. This MLO will be assessed through locally developed multiple-choice review questions, exams and course discussion postings.
- Each student will be able to describe the features of the Civil Rights Acts of 1866 and 1968; recognize examples of steering, redlining, and blockbusting; describe the features of the Truth-in-Lending Act, the Equal Credit Opportunity Act, and the Real Estate Settlement Procedures Act; and describe the provisions of the Florida Residential Landlord and Tenant Act. This MLO will be assessed through locally developed multiple-choice review questions, exams and course discussion postings.
- Each student will be able to define real property based on the definition in Unit 475, F.S.; list and explain the physical components of real property; explain the four tests courts use to determine if an item is a fixture; distinguish between real and personal property; describe the bundle of rights associated with real property ownership; list the principal types of estates (tenancies) and describe their characteristics; describe the features associated with the Florida homestead law; distinguish between cooperatives, condominiums, and time-shares; and describe the four main documents associated with condominiums. This MLO will be assessed through locally developed multiple-choice review questions, exams and course discussion postings.
- Each student will be able to differentiate between voluntary and involuntary alienation; explain the various methods of acquiring title to real property; describe the conditions necessary to acquire real property by adverse possession; list and describe the various types of governmental and private restrictions on ownership of real property; distinguish between an abstract of title and chain of title; explain the different types of title insurance; describe the essential elements of a deed; and list and describe the four types

of statutory deeds. This MLO will be assessed through locally developed multiple-choice review questions, exams and course discussion postings.

- Each student will be able to explain the necessity for legal land descriptions; list and explain the various methods of describing real property; calculate the number of acres in a parcel described by the government survey system; identify the location of a township, by township and range number; and number the sections of a township. This MLO will be assessed through locally developed multiple-choice review questions, exams and course discussion postings.
- Each student will be able to list and describe the essentials of a real estate contract; describe the differences between formal contracts and parol contracts; distinguish among bilateral, unilateral, implied, express, executory, and executed contracts; describe the various ways in which an offer is terminated; describe the various methods of terminating a contract; explain the remedies for breach of a contract; describe the effect of the statute of frauds and the statute of limitations; describe the elements of an option; and differentiate among the various types of listings. This MLO will be assessed through locally developed multiple-choice review questions, exams and course discussion postings.
- Each student will be able to distinguish among the six types of land-use planning background studies; distinguish among zoning ordinances, building codes, and health ordinances; explain the purpose of a variance, a special exception, and a nonconforming use; calculate the number of lots available for development, given the total number of acres contained in a parcel, the percentage of land reserved for streets and other facilities, and the minimum number of square feet per lot; and describe the characteristics of a planned unit development. This MLO will be assessed through locally developed multiple-choice review questions, exams and course discussion postings.

### **NAVIGATING THIS ONLINE COURSE:**

On the left column you will see tabs such as “Home”, “Syllabus”, “Announcements”, “Discussion”, “Grades”, and so forth.

- Click on the tab “**Home**” tab and scroll down to the "**Canvas Help**" icon to access the information you need to get started.
- Under “**Modules**”, is where you will find the assignments for each week.

The week runs from **Monday at 12:00 am through Sunday at 11:59 pm Eastern Standard Time (EST)**. It is your responsibility to complete all assignments (required unit reading, unit review questions and exams) when they are available for you to complete and submit **before 11:59 pm on Sunday to receive credit**.

For the **Discussion Questions**, you are to completely answer the questions, **and post your initial response by Thursday 11:59pm** of the week the discussion is due. This is to allow your fellow learners adequate time to comment on your work **before the Sunday 11:59 pm deadline**.

**Important Note:** Please understand that in order to receive full credit for discussion posts, you must **respond substantively to a minimum of two of your fellow learners’ posts**. What do I mean by substantively? I am glad you asked! To reply to a fellow learner merely “*I like your*

*post” is not substantive. Rather, a substantive response could be, “Your discussion of the legal description as an important determinant in setting the property’s price was very interesting. Although the address is necessary to locate the property, it is not sufficient to identify the property. Indeed, addresses are often renamed over time and even physical boundaries can change course, such as that of a local creek.”*

### **EVALUATION:**

- **Unit Review Questions – 15% of the course grade:** There will be **10 sets** of review questions in the course.
- **Discussion Postings – 30% of the course grade:** There will be **10 Discussion Question** postings in the course. An **acceptable posting** constitutes detailed answers/responses to the discussion questions **plus** substantive responses to a **minimum of two** (feel free to respond to more!) of your fellow learners’ posts.
- **End of Unit Exams – 25% of the course grade:** There will be **5 exams** in the course.
- **Comprehensive Final – 30% of the course grade:** The comprehensive final will consist of a **50-question exam** covering the entirety of the course.

### **Florida Real Estate Commission (FREC) Exam**

While the state licensure exam is **not** a part of the evaluation of this course and the results will not make up part of the course grade, many students who have also completed REE 1000 Real Estate Principles and Practices, elect to take the state exam to attempt to obtain a Florida Real Estate license. This exam is **not** part of the intended course outcomes and there is no guarantee what so ever that the student will have the ability to pass the exam.

No guarantee is made regarding any student’s ability to pass the Florida Real Estate Commission (FREC) state exam. However, if a student decides he/she wants to take the state licensing exam, the student will be required to take the 100-question combined end-of-course exam and pass it with a grade of 70 or better.

### **GRADING POLICY:**

Students taking this course for college credit will receive a final grade based on the following:

**GRADING SCALE:**

<b>Points</b>	<b>Percentage</b>	<b>Grade</b>
292 – 325	90% – 100%	A
260 – 291	80% – 89%	B
227 – 259	70% – 79%	C
195 – 226	60% – 69%	D
Below 194	Below 60%	F

<b>Assessment</b>	<b>Total Points</b>	<b>Percentage of Grade</b>
<b>Review Questions</b> (10 sets end of unit review questions)	40	15%
<b>Discussion Postings</b>  (10 discussion question postings = detailed answers/responses to the discussion question, plus substantive responses to a minimum of two of your fellow learner's posts)	105	30%
<b>Exams</b> (5 Exams)	80	25%
<b>Comprehensive Final</b> (1 Final)	100	30%
<b>Total</b>	325	100%

## **WITHDRAWAL POLICY:**

A student is permitted to withdraw from a class on or before the **withdrawal deadline 03/22/19** as published in the College calendar. A student is not permitted to withdraw from a class after the withdrawal deadline. Prior to the beginning of the final exam period, the professor is permitted to withdraw a student from the class for violation of the professor's attendance policy. Written notification will be provided to the student prior to withdrawal.

A student who withdraws from a class before the withdrawal deadline will receive a grade of "W." A student who is withdrawn by a professor will receive a grade of "W." A student who is withdrawn for administrative reasons at any time will receive a grade of "W" or other grade as determined in consultation with the professor. Any student who withdraws or is withdrawn from a class during a third or subsequent attempt in the same course will be assigned a grade of "F".

### **“No Show” Status**

**Class attendance is required the first week of class.** If you do not participate the first week of class, you may be withdrawn from the class as a “no show.” Students who are not actively participating in an online class and/or do not submit the first assignment by the scheduled due date must be withdrawn by the instructor at the end of the first week as a "no show". If you are withdrawn as a “no show,” you will be financially responsible for the class and a final grade of “WN” will appear on your transcript for the course. The policy can be located at the following link: <http://catalog.valenciacollege.edu/academicpoliciesprocedures/classattendance/>

**Final course grades** of "A", "B", "C", "D", or "F" shall be assigned based upon the student's academic achievement upon the completion of all course work, including the required final examination.

## **COURSE POLICIES:**

1. Students must do their own work; there are no exceptions. Students who plagiarize or cheat, in anyway, risk dismissal from the class. There are no provisions for make-ups in this course. The College’s Academic Honesty policy can be located at the following link: <http://valenciacollege.edu/generalcounsel/policy/documents/Volume8/8-11-Academic-Dishonesty.pdf>
2. Students must have an active Atlas account. Students must check their Atlas e-mails regularly as to not miss any important messages from the professor. Missed messages via Atlas or any other medium (in-class, etc.) may affect your grade and are the responsibility of the student.
1. **Participation:** Students who do not participate in the course room for two weeks, as described below, will be subject to withdrawal. Attendance is recorded each time you post a discussion question response or submit a quiz or exam. **Logging into Canvas without submitting something does not count for attendance.** To receive full credit for participating in the class, students must participate weekly AND at least one of the following items must be completed each week as directed by the instructor:

1. Submit an academic assignment
2. Submit a quiz or exam
3. Participate in a posted online academic discussion,

If the syllabus notes additional activities that must be completed during a given week or time period, for the student to be viewed as having “participated” in the course, those instructions apply, in addition to the minimal requirements listed above.

**NOTE:**

- Logging into class without active participation does not constitute weekly participation.
- Participation must be in the course room in Canvas. Work done in a lab or other outside environment will not count towards participation.
- The online course environment weeks run from **Monday at 12:00am EST to Sunday at 11:59pm EST.**
- All **Unit Review Questions** and **End of Unit Exams** must be completed in one sitting, as they are timed, and cannot be re-stared. Be sure to allow yourself enough time to complete these assessments.

**Students are strongly encouraged to log into the course room frequently in order to understand the subject fully and to be successful in the class.**

**Academic Honesty:**

1. All forms of academic dishonesty are prohibited at Valencia College. Academic dishonesty includes, but is not limited to, acts or attempted acts of plagiarism, cheating, furnishing false information, forgery, alteration or misuse of documents, misconduct during a testing situation, facilitating academic dishonesty, and misuse of identification with intent to defraud or deceive.
2. All work submitted by students is expected to be the result of the students' individual thoughts, research, and self-expression. Whenever a student uses ideas, wording, or organization from another source, the source shall be appropriately acknowledged.
3. Students shall take special notice that the assignment of course grades is the responsibility of the students' individual professor.

Students will be expected to adhere to the Valencia College Student LifeMap Handbook as it references Valencia College's Policy #6HX28:08-11. The policy can be located at the following link:

[http://valenciacollege.edu/generalcounsel/policy/default.cfm?policyID=193&volumeID\\_1=8&navst=0](http://valenciacollege.edu/generalcounsel/policy/default.cfm?policyID=193&volumeID_1=8&navst=0)

**Student Code of Conduct:**

Valencia College is dedicated to the advancement of knowledge and learning and also to the development of responsible personal and social conduct. The primary purpose for the maintenance of discipline in the College setting is to support a civil environment conducive to learning and inquiry.



Students will be expected to adhere to the Valencia College Student LifeMap Handbook as it references Valencia College's Policy #6HX28:08-03

The policy can be located at the following

link: [http://valenciacollege.edu/generalcounsel/policy/default.cfm?policyID=180&volumeID\\_1=8&navst=0](http://valenciacollege.edu/generalcounsel/policy/default.cfm?policyID=180&volumeID_1=8&navst=0)

**Student Assistance Program:**

Valencia College has contracted with a private and confidential counseling service to provide short-term assistance to credit students who need to resolve problems that are affecting their college performance. Examples might include: stress, relationship/family issues, alcohol/drug problems, eating disorders, depression, and gender issues. Students who are experiencing any of these issues and who are enrolled in credit classes at Valencia should call the toll-free number 1-800-878-5470 to speak to a professional counselor. Following is the link to the website: <http://catalog.valenciacollege.edu/studentservices/baycaarestudentassistanceservices/>

Students with disabilities who qualify for academic accommodations **must provide a letter from the Office for Students with Disabilities (OSD)** and discuss specific needs with the professor, preferably during **the first two weeks of class**. The Office for Students with Disabilities determines accommodation based on appropriate documentation of disabilities (West Campus SSB 102, ext. 1523).

**SCHEDULE OF CLASSES  
201920 Florida Real Estate Law REE-1400-20381  
Online Course**

<b>Week Beginning MONDAY</b>	<b>Assignment</b>	<b>Due Date</b>	<b>Points Possible</b>
<b>Week 1 January 7</b>	<b>Read:</b> License Law and Qualifications for Licensure (2) <b>Respond:</b> Week One Discussion <b>Complete:</b> Review Questions (Unit 2)	THURSDAY 11:59 pm EST SUNDAY 11:59 pm EST	<b>Introduction Video Discussion (#1): 10.5 Assignment: 4</b>

<p><b>Week 2</b> January 14</p>	<p><b>Read:</b> License Law Administration (3) <b>Respond:</b> Week Two Discussion <b>Complete:</b> Review Questions (Unit 3)</p>	<p>THURSDAY 11:59 pm EST SUNDAY 11:59 pm EST</p>	<p><b>Discussion (#2):</b> 10.5 <b>Assignment:</b> 4</p>
<p><b>Week 3</b> January 21</p>	<p><b>Exam #1 (Units 2 &amp; 3)</b> <b>Unit 2</b> (20 Questions) <b>Unit 3</b> (20 Questions)</p>	<p>SUNDAY 11:59 pm EST</p>	<p><b>Exam:</b> 16</p>
<p><b>Week 4</b> January 28</p>	<p><b>Read:</b> Authorized Relationships and Ethics (4) <b>Respond:</b> Week Four Discussion <b>Complete:</b> Review Questions (Unit 4)</p>	<p>THURSDAY 11:59 pm EST SUNDAY 11:59 pm EST</p>	<p><b>Discussion (#3):</b> 10.5 <b>Assignment:</b> 4</p>
<p><b>Week 5</b> February 4</p>	<p><b>Read:</b> Real Estate Brokerage Operations (5) <b>Respond:</b> Week Five Discussion <b>Complete:</b> Review Questions (Unit 5)</p>	<p>THURSDAY 11:59 pm EST SUNDAY 11:59 pm EST</p>	<p><b>Discussion (#4):</b> 10.5 <b>Assignment:</b> 4</p>
<p><b>Week 6</b> February 11</p>	<p><b>Exam #2 (Units 4 &amp; 5)</b> <b>Unit 4</b> (15 Questions) <b>Unit 5</b> (20 Questions)</p>	<p>SUNDAY 11:59 pm EST</p>	<p><b>Exam:</b> 16</p>
<p><b>Week 7</b> February 18</p>	<p><b>Read:</b> Complaint, Violations, and Penalties (6) <b>Respond:</b> Week Seven Discussion <b>Complete:</b> Review Questions (Unit 6)</p>	<p>THURSDAY 11:59 pm EST SUNDAY 11:59 pm EST</p>	<p><b>Discussion (#5):</b> 10.5 <b>Assignment:</b> 4</p>

<p><b>Week 8</b> February 25</p>	<p><b>Read:</b> Federal and State Laws Pertaining to Real Estate (7) <b>Respond:</b> Week Eight Discussion <b>Complete:</b> Review Questions (Unit 7)</p>	<p>THURSDAY 11:59 pm EST SUNDAY 11:59 pm EST</p>	<p><b>Discussion (#6):</b> 10.5 <b>Assignment:</b> 4</p>
<p><b>Week 9</b> March 4</p>	<p><b>Exam #3 (Units 6 &amp; 7)</b> <b>Unit 6</b> (15 Questions) <b>Unit 7</b> (15 Questions)</p>	<p>SUNDAY 11:59 pm EST</p>	<p><b>Exam:</b> 16</p>
<p><b>Week 10</b> March 11</p> <p><i>College Closed for Spring Break March 11-17</i></p>	<p><b>Read:</b> Property Rights: Estates, Tenancies, and Multiple Ownership (8) <b>Respond:</b> Week Ten Discussion <b>Complete:</b> Review Questions (Unit 8)</p>	<p>THURSDAY 11:59 pm EST SUNDAY 11:59 pm EST</p>	<p><b>Discussion (#7):</b> 10.5 <b>Assignment:</b> 4</p>
<p><b>Week 11</b> March 18</p>	<p><b>Read:</b> Title, Deeds, and Ownership Restrictions (9) <b>Respond:</b> Week Eleven Discussion <b>Complete:</b> Review Questions (Unit 9)</p>	<p>THURSDAY 11:59 pm EST SUNDAY 11:59 pm EST</p>	<p><b>Discussion (#8):</b> 10.5 <b>Assignment:</b> 4</p>
<p><b>Week 12</b> March 25</p>	<p><b>Exam #4 (Units 8 &amp; 9)</b> <b>Unit 8</b> (20 Questions) <b>Unit 9</b> (20 Questions)</p>	<p>SUNDAY 11:59 pm EST</p>	<p><b>Exam:</b> 16</p>

<b>Week 13</b> April 1	<b>Read:</b> Real Estate Contracts (Unit 11) <b>Respond:</b> Week Thirteen Discussion <b>Complete:</b> Review Questions (Unit 11)	THURSDAY 11:59 pm EST SUNDAY 11:59 pm EST	<b>Discussion (#9):</b> 10.5 <b>Assignment:</b> 4
<b>Week 14</b> April 8	<b>Read:</b> Planning and Zoning (190 <b>Respond:</b> Week Fifteen Discussion <b>Complete:</b> Review Questions (Unit 19)	SUNDAY 11:59 pm EST	<b>Exam: 16</b>
<b>Week 15</b> April 15	<b>Exam #5 (Unit 11 &amp; 19)</b> <b>Unit 11</b> (20 Questions) <b>Unit 19</b> (15 Questions)	THURSDAY 11:59 pm EST SUNDAY 11:59 pm EST	<b>Discussion (#10):</b> 10.5 <b>Assignment:</b> 4
<b>Week 16</b> April 22	<b>**COMPREHENSIVE FINAL EXAM**</b> <b>Due FRIDAY, April 26</b> <b>(NOT SUNDAY!)</b>  Comprehensive Final (Unit 2-9, 11&19) Canvas	<b>FRIDAY</b> 11:59 pm EST	<b>Final:</b> 100

**NOTE:** Once a student successfully completes both courses, REE 1400 and REE 1000, if the student is planning to take the Florida Real Estate Commission (FREC) state exam, he/she may take the 100-question combined exam (REE 1400 and REE 1000) at an Approved Testing Center(s). Students must pass this exam with a score of 70% or better, to be eligible to take the Florida Real Estate Commission (FREC) state exam.

**DISCLAIMER:**

The schedule, procedures, and assignments are subject to change in the event of extenuating circumstances. However, any such change will be clearly announced. Such changes are designed to deal with unforeseen circumstances that arise during the course. The changes will be intended to benefit the student and will not significantly add to the rigor of the course.