



FL SALES ASSOCIATE COURSE (FREC COURSE I)

COURSE TIMELINE

SECTION 1: COURSE OVERVIEW: THE REAL ESTATE BUSINESS

(TOTAL TIME = 98:07)

- I. Learning Objectives
- II. Key Terms
- III. Introduction to the Real Estate Business
- IV. Real Estate Brokerage
- V. Development and Construction
- VI. The Role of Government
- VII. Professional Organizations
- VIII. Lesson Quiz

SECTION 2: REAL ESTATE LICENSE LAW AND QUALIFICATIONS FOR LICENSURE

(TOTAL TIME = 51:20)

- I. Learning Objectives
- II. Key Terms
- III. History and purposes of real estate license laws
- IV. License Categories
- V. General Licensure Provisions
- VI. Application Requirements
- VII. Sales Associate License Requirements
- VIII. Broker License Requirements
- IX. Mutual Recognition Agreements with Other States
- X. Information included on the real estate license; Prima facia evidence that holder of a real estate license possesses current and valid licensure
- XI. Registration vs. Licensure
- XII. License Renewal Education
- XIII. Real Estate Services
- XIV. Unauthorized Practice of Law
- XV. Lesson Quiz

SECTION 3: REAL ESTATE LICENSE LAW AND COMMISSION RULES

(TOTAL TIME = 48:10)

- I. Learning Objectives
- II. Key Terms
- III. Regulation by Department of Business and Professional Regulation
- IV. Division of Real Estate; Organizational structure
- V. The Florida Real Estate Commission; Rules Governing Internal Organization and Operation; 61J2-20
- VI. Lesson Quiz

SECTION 4: AUTHORIZED RELATIONSHIPS, DUTIES AND DISCLOSURE

(TOTAL TIME = 53:28)

- I. Learning Objectives
- II. Key Terms
- III. Concept of agency
- IV. Disclosure Requirements
- V. Authorized Brokerage Relationships
- VI. Consent to Transition From Single Agent to Transaction Broker
- VII. Designated sales associate
- VIII. Discipline; Violations and penalties
- IX. Record keeping and retention; Documenting agency disclosure
- X. Lesson Quiz

SECTION 5: REAL ESTATE BROKERAGE ACTIVITIES AND PROCEDURES

(TOTAL TIME = 71:57)

- I. Learning Objectives
- II. Key Terms
- III. Brokerage offices
- IV. Guidelines for advertising
- V. Handling of deposits
- VI. Rental Lists and Rental Companies
- VII. Broker/Sales associate licensee as an expert in specific aspects of property transfer
- VIII. Commissions
- IX. Change of Employer
- X. Unauthorized display of names or insignia of real estate organizations or associations is prohibited by FREC rules

- XI. Change of address procedure and penalty for failure to notify FREC
- XII. Types of Business Entities and Trade Names
- XIII. Lesson Quiz

SECTION 6: VIOLATIONS OF LICENSE LAW, PENALTIES AND PROCEDURES

(TOTAL TIME = 55:49)

- I. Learning Objectives
- II. Key Terms
- III. Disciplinary Procedure (Chapters 120, F.S.; 455, F.S.; 475, F.S.; 60Q and 61J2 of the Florida Administrative Code)
- IV. Commission meeting (probable-cause panel members are excused)
- V. Violations and Penalties
- VI. Real Estate Recovery Fund
- VII. Lesson Quiz

SECTION 7: FEDERAL AND STATE LAWS PERTAINING TO REAL ESTATE

(TOTAL TIME = 52:54)

- I. Learning Objectives
- II. Key Terms
- III. Federal Laws
- IV. State Laws
- V. Lesson Quiz

SECTION 8: PROPERTY RIGHTS: ESTATES AND TENANCIES; CONDOMINIUMS, COOPERATIVES, COMMUNITY DEVELOPMENT DISTRICTS, HOMEOWNER ASSOCIATIONS, AND TIME-SHARING

(TOTAL TIME = 83:49)

- I. Learning Objectives
- II. Key Terms
- III. Land, Real Estate and Real Property
- IV. Real Versus Personal Property
- V. Basic Property Rights; "Bundle of Rights" include the rights of:
- VI. Freehold Estates
- VII. How Ownership Can Be Held

- VIII. Leasehold (Nonfreehold) Estates
- IX. Cooperatives, Condominiums, Community Development Districts (CDD), Homeowner Associations (HOA) and Time-Sharing
- X. Lesson Quiz

SECTION 9: TITLE, DEEDS AND OWNERSHIP RESTRICTIONS

(TOTAL TIME = 105:53)

- I. Learning Objectives
- II. Key Terms
- III. Concept of Title
- IV. Transfer by Voluntary Alienation
- V. Transfer by Involuntary Alienation
- VI. Notice to Legal Title
- VII. Protection of Title
- VIII. Deeds
- IX. Ownership Limitations and Restrictions
- X. Lesson Quiz

SECTION 10: LEGAL DESCRIPTIONS

(TOTAL TIME = 57:26)

- I. Learning Objectives
- II. Key Terms
- III. Purpose of Legal Descriptions
- IV. Types of Legal Descriptions
- V. Assessor's Parcel Number
- VI. Preparation and Use of Surveys; Benchmarks
- VII. Basic Real Estate Math – Calculating Acreage
- VIII. Lesson Quiz

SECTION 11: REAL ESTATE CONTRACTS

(TOTAL TIME = 182:36)

- I. Learning Objectives
- II. Key Terms
- III. Contracts in General
- IV. Essentials of a Contract
- V. Authority of Real Estate Licensees to Prepare Contracts
- VI. Classification of Contracts

- VII. Contract Negotiation
- VIII. Termination of Contracts
- IX. Contracts Important to Real Estate
- X. Miscellaneous Real Estate Contract Considerations
- XI. Lesson Quiz

SECTION 12: RESIDENTIAL MORTGAGES

(TOTAL TIME = 154:06)

- I. Learning Objectives
- II. Key Terms
- III. Mortgage concepts
- IV. Essential elements of the mortgage
- V. Common mortgage features
- VI. Assignment of the mortgage; Estoppel certificate
- VII. Methods of Purchasing Mortgaged Property
- VIII. Lesson Quiz

SECTION 13: TYPES OF MORTGAGES AND SOURCES OF FINANCING

(TOTAL TIME = 174:42)

- I. Learning Objectives
- II. Key Terms
- III. Conventional mortgages
- IV. Common Types of Mortgages
- V. Custom mortgages
- VI. Government Insured FHA Program
- VII. VA loan guarantee program
- VIII. Qualifying for a loan
- IX. Primary sources of home financing
- X. Secondary Mortgage Market
- XI. Mortgage Fraud
- XII. Laws regarding fair credit and lending procedures
- XIII. Lesson Quiz

SECTION 14: REAL ESTATE RELATED COMPUTATIONS AND CLOSING OF TRANSACTIONS

(TOTAL TIME = 130:25)

- I. Learning Objectives
- II. Key Terms
- III. Basic Real Estate Computations
- IV. Preliminary steps to a closing
- V. Prorated Expenses
- VI. State Transfer Taxes
- VII. Other Charges
- VIII. Rules of Thumb; General rule of thumb
- IX. Uniform Settlement Statement
- X. Lesson Quiz

SECTION 15: THE REAL ESTATE MARKETS AND ANALYSIS

(TOTAL TIME = 61:08)

- I. Learning Objectives
- II. Key Terms
- III. Physical Characteristics of Real Estate
- IV. Economic Characteristics of Real Estate
- V. Market Indicators
- VI. Lesson Quiz

SECTION 16: REAL ESTATE APPRAISAL

(TOTAL TIME = 152:45)

- I. Learning Objectives
- II. Key Terms
- III. Regulation of Appraising – FIRREA
- IV. Concept of Value
- V. Principles of Value
- VI. Introduction to the Three Approaches to Value
- VII. Preparing a Comparative Market Analysis (CMA)
- VIII. Lesson Quiz

SECTION 17: REAL ESTATE INVESTMENTS AND BUSINESS OPPORTUNITY BROKERAGE

(TOTAL TIME = 58:46)

- I. Learning Objectives
- II. Key Terms
- III. Investment Real Estate Terminology
- IV. Types of investments
- V. Advantages of Real Estate Investments
- VI. Disadvantages of Investing in Real Estate
- VII. Assessment of Risk
- VIII. Nature of Business Brokerage
- IX. Lesson Quiz

SECTION 18: TAXES AFFECTING REAL ESTATE

(TOTAL TIME = 67:58)

- I. Learning Objectives
- II. Key Terms
- III. Real Property Taxation
- IV. Federal Income Taxes
- V. Lesson Quiz

SECTION 19: PLANNING, ZONING AND ENVIRONMENTAL HAZARDS

(TOTAL TIME: 69:07)

- I. Learning Objectives
- II. Key Terms
- III. Planning and Zoning; City Planning
- IV. Local planning agency
- V. Florida's comprehensive plan
- VI. Zoning, land use restrictions and building codes
- VII. Appeals and Exceptions
- VIII. Flood zones
- IX. Indoor and outdoor environmental hazards
- X. CERCLA
- XI. Lesson Quiz

- Florida State License Law and Cram Review *(TOTAL TIME = 817:30)*
- Review Test and Practice Exams *(TOTAL TIME = 523:45)*
- Final Exam *(TOTAL TIME = 150:00)*