

Buying and Selling Real Estate

Course Credit	1.0
Grade Levels	10-12
Prerequisites	Introduction to Real Estate Sales

Buying and Selling Real Estate is designed to build on the foundation provided in Introduction to Real Estate Sales. This course emphasizes aspects of buying, selling, and financing land, real property, and real estate; the listing of a client’s property; developing client relationships; following procedures for listing, buying, and selling real estate; understanding contract terminology; staging of real estate; and showing property to clients. Laboratory experiences are an integral part of this course and may include field trips, job shadowing, internships, and other related activities.

Foundational standards, shown in the table below, are an important part of every course. Through these standards, students learn and apply safety concepts, explore career opportunities and requirements, practice the skills needed to succeed in the workplace, develop leadership qualities and take advantage of the opportunities afforded by Career and Technical Student Organizations (CTSOs), and learn and practice essential digital literacy skills. The foundational standards are to be incorporated throughout the course.

Each foundational standard completes the stem “*Students will...*”

Foundational Standards

1. Incorporate safety procedures in handling, operating, and maintaining tools and machinery; handling materials; utilizing personal protective equipment; maintaining a safe work area; and handling hazardous materials and forces.
2. Demonstrate effective workplace and employability skills, including communication, awareness of diversity, positive work ethic, problem-solving, time management, and teamwork.
3. Explore the range of careers available in the field and investigate their educational requirements, and demonstrate job-seeking skills including resume-writing and interviewing.
4. Advocate and practice safe, legal, responsible, and ethical use of information and technology tools specific to the industry pathway.

5. Participate in a Career and Technical Student Organization (CTSO) to increase knowledge and skills and to enhance leadership and teamwork.
6. Discuss and demonstrate ways to value diversity.

BUYING AND SELLING REAL ESTATE CONTENT STANDARDS

Each content standard completes the stem “*Students will...*”

Financing

1. Identify and explain basic concepts and terminology associated with buying and selling real estate.
Examples: equity, loan-to-value ratio, term, payment, principal, interest, direct and indirect costs, points, discounts, return on investment, rate of return
2. Compare methods of financing real estate.
Examples: government programs (FHA, VA); conventional, owner-financed, land contract
 - a. Gather and share information on types of loans used in buying real estate.
Examples: amortized, interest-only, adjustable-rate mortgage, construction, home equity
 - b. Contrast mortgages, trust deeds, and promissory notes as financing instruments.
3. Calculate costs and fees involved in buying and selling real estate.
Examples: discount points, equity, down payment, property tax, prorations, commission and commission splits, seller’s proceeds of sales, buyer’s funds needed at closing
4. Create and deliver a presentation outlining the real estate financing process from application to closing.

Contracts

5. Research and describe components of the code of ethics that governs Realtors® and real estate agents.
6. Research the laws that govern the real estate industry and describe the importance of legal compliance for a real estate agency or brokerage company.
Examples: contract clauses, amendments, addenda



- 7. Analyze applicable contracts, agreements, and forms for a real estate purchase.
- 8. Analyze clauses and contingencies in land, real property, and real estate contract negotiations.
Examples: offers, purchase agreements, counter-offers, multiple offers



- 9. Summarize state and federal rules and regulations that govern selling and buying real estate, including trust and escrow accounts, federal fair housing laws (protected classes, prohibited conduct, and exemptions) and the ADA (Americans with Disabilities Act).
 - a. Research and share information regarding the passage and implementation of the Fair Housing Act.
 - b. Gather and share information about ways fair and equal access to housing affects intergenerational mobility, including quality of educational opportunities, access to jobs and economic opportunity, and the ability to build wealth through home equity and home appreciation.
- 10. Comply with advertising regulations, including provisions regarding truth in advertising and fair housing issues.
 - a. Use technology ethically.
Examples: protecting confidential information, respecting the Do Not Call list
- 11. Analyze advanced licensing options and continuing education requirements for Realtors® in order to maintain professional license to do business.
- 12. Demonstrate the licensee’s tasks involved in the sales process from the beginning through closing.



- 13. Explain the difference between *licensee* and *agency* in real estate.
 - a. Describe the creation of agency and non-agency agreements.
 - b. Outline the duties involved in real estate agency.
Examples: fiduciary responsibilities, traditional agency responsibilities, disclosure of conflict of interest
 - c. Contrast the roles of a buyer’s licensee and a seller’s licensee in real estate.

14. Determine and explain what sellers expect from the real estate licensee.
Examples: adhering to time frames, guidance on pricing, assisting with paperwork and inspections, advertising, negotiating, preparing for the closing
15. Demonstrate ways licensees meet buyers' needs, including assisting with price negotiations, completing paperwork, researching selling prices of comparable homes, determining the price range the client can afford to spend, and explaining financing options.
16. Explain the licensee's role in disclosing problems that might be encountered during a sale and arranging for resolutions.
17. Demonstrate the process of showing properties, interviewing potential buyers before property showings, and obtaining necessary information from buyers before formulating a purchase offer for a property.
18. Describe the licensee's responsibilities in coordinating the buyer's professional home inspection with the seller.
19. Explain how to negotiate payments and to oversee completing required repairs on the seller's behalf if needed.
20. Discuss the licensee's responsibilities in preparing for closing, the actual closing, and tracking the loan process after the signing of a listing agreement.
21. Explain the importance for licensee follow-up after the closing to attempt to clarify and resolve conflicts with a dissatisfied buyer.

**Post-Contract
Service**