

Contracts Forms and Addenda(RELE 1300 2A1)

CREDIT

3 Semester Credit Hours (3 hours lecture, 0 hours lab)

MODE OF INSTRUCTION

Online

PREREQUISITE/CO-REQUISITE:

None

COURSE DESCRIPTION

Promulgated Contract Forms, shall include but is not limited to unauthorized practice of law, broker-lawyer committee, current promulgated and approved forms, commission rules governing use forms and case studies involving use of forms.

COURSE OBJECTIVES

Upon completion of this course, the student will be able to

- Describe the Broker-Lawyer Committee, including composition and purpose;
- Demonstrate that a given action or statement constitutes the unauthorized practice of law and state the penalties for same;
- Compare and contrast promulgated and approved forms;
- Assess if the use of a form is within the Texas Real Estate Commission rules for use of forms;
- Utilize correct forms for a given scenario.

INSTRUCTOR CONTACT INFORMATION

Instructor: Stephen Hudnall

Email: sahudnall@lit.edu

Office Phone: (409)247-4941

Office Location: TC 226

Office Hours: See Starfish

REQUIRED TEXTBOOK AND MATERIALS

Texas Promulgated Forms by Peggy Santmyer, Contributing Author.
Published by DF Institute, Inc., d/b/a Dearborn Real Estate Education.

ISBN: 978-1-0788-1969-5

ATTENDANCE POLICY

Approved: **Initials/date**



**LAMAR INSTITUTE
OF TECHNOLOGY**

This is an 8-week online course. Students are expected to log in to Blackboard two to three times per week and complete all coursework.

DROP POLICY

If you wish to drop a course, you are responsible for initiating and completing the drop process. If you stop coming to class and fail to drop the course, you will earn an “F” in the course. Fall 2023 final drop date is September 5, 2023 without academic penalty. No exceptions to these dates. ***If you are not passing at the time of the final drop date, I recommend that you drop the class and take it again at a later date.***

COURSE CALENDAR

DATE	TOPIC	READINGS (Due on this Date)	ASSIGNMENTS (Due on this Date)
Week 1	Basics of Real Estate Law	Chapter 1	Unauthorized Practice of Law Discussion (January 28, 2024)
Week 2	Laws, Rules, and Regulations	Chapter 2 & exam #1 Review	Exam #1 (February 4, 2024)
Week 3	Parties, Property, and the Money	Chapter 3	Paragraphs 1-3 Exercise; Chapter 3 Quiz (February 11, 2024)
Week 4	Covenants, Commitments, and Notices	Chapter 4	Chapter 4 Quiz Mid-Term (February 18, 2024)
Week 5	Closing, Possession, and More	Chapter 5	Chapter 5 Assignment (February 25, 2024)
Week 6	The Remaining Promulgated Forms	Chapter 6	Chapter 6 Assignment Exam 3 (March 3, 2024)
Week 7	Promulgated Addenda, Notices, and Other Forms	Chapter 7	Backup Contract Discussion Chapter 7 Quiz (March 6, 2024)
Week 8	Other Real Estate Matters; Practice Makes Perfect	Chapters 8 & 9	Real Estate Fraud Discussion Practice Assignment Final Project Final Exam (March 6, 2024)

COURSE EVALUATION

Final grades will be calculated according to the following criteria:

Participation	20%
Exam 1	15%
Exam 2	15%
Exam 3	15%
Final Exam	20%
Final Project	15%
Total:	100%

GRADE SCALE

- 90-100 A
- 80-89 B
- 70-79 C
- 65-69 D
- 0-64 F

Red indicates a failing grade

TECHNICAL REQUIREMENTS

The latest technical requirements, including hardware, compatible browsers, operating systems, etc. can be online at <https://lit.edu/online-learning/online-learning-minimum-computer-requirements>. A functional broadband internet connection, such as DSL, cable, or WiFi is necessary to maximize the use of online technology and resources.

DISABILITIES STATEMENT

The Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights for persons with disabilities. LIT provides reasonable accommodations as defined in the Rehabilitation Act of 1973, Section 504 and the Americans with Disabilities Act of 1990, to students with a diagnosed disability. The Special Populations Office is located in the Eagles' Nest Room 129 and helps foster a supportive and inclusive educational environment by maintaining partnerships with faculty and staff, as well as promoting awareness among all members of the Lamar Institute of Technology community. If you believe you have a disability requiring an accommodation, please contact the Special Populations Coordinator at (409)-951-5708 or email specialpopulations@lit.edu. You may also visit the online resource at [Special Populations - Lamar Institute of Technology \(lit.edu\)](#).

STUDENT CODE OF CONDUCT STATEMENT

It is the responsibility of all registered Lamar Institute of Technology students to access, read, understand and abide by all published policies, regulations, and procedures listed in the *LIT Catalog and Student Handbook*. The *LIT Catalog and Student Handbook* may be accessed at www.lit.edu. Please note that the online version of the *LIT Catalog and Student Handbook* supersedes all other versions of the same document.

STARFISH

LIT utilizes an early alert system called Starfish. Throughout the semester, you may receive emails from Starfish regarding your course grades, attendance, or academic performance. Faculty members record student attendance, raise flags and kudos to express concern or give praise, and you can make an appointment with faculty and staff all through the Starfish home page. You can also login to Blackboard or MyLIT and click on the Starfish link to view academic alerts and detailed information. It is the responsibility of the student to pay attention to these emails and information in Starfish and consider taking the recommended actions. Starfish is used to help you be a successful student at LIT.

ADDITIONAL COURSE POLICIES/INFORMATION

This is an 8-week online class. In order to stay on track, you should complete one unit per week.

You must earn a grade of "C" or better in the recommended program of study. Any Real Estate student who does not must repeat the course.