



# BROWARD COLLEGE COURSE OUTLINE

**LAST REVIEW:** 2009-2010  
*(i.e. 2003-2004)*

**NEXT REVIEW:** 2014-2015  
*(i.e. 2008-2009)*

**STATUS:** A  
*(A, I, D)*

**COURSE TITLE:** Procedures for Real Estate Title Closing

**COMMON COURSE NUMBER:** PLA 1610

**CREDIT HOURS:** 3

**CONTACT HOUR BREAKDOWN**  
*(per 16 week term)*

**CLOCK HOURS:**  
*(Voc. Course ONLY)*

Lecture: **48**      Lab:  
Clinic:              Other:

**PREREQUISITE(S):** ENC 1101, PLA 1003, and PLA 1104, or Program Manager's approval.

**COREQUISITE(S):**

**PRE/COREQUISITE(S):**

## **COURSE DESCRIPTION:**

This course surveys the basic concepts of real property law. The students study how to handle a real estate transaction from the drafting of a contract to its closing. The nature of property, the consequences of its possession, and mechanics of title examination are also studied.

General Education Requirements – Associate of Arts Degree (AA), meets Area(s):      Area  
General Education Requirements – Associate in Science Degree (AS), meets Area(s):      Area  
General Education Requirements – Associate in Applied Science Degree (AAS), meets Area(s):      Area

## **UNIT TITLES**

1. Introduction
2. The Contract for Sale and Purchase
3. Understanding Legal Descriptions
4. Title Examination and Title Insurance
5. Closing Procedures
6. Deeds
7. Liens
8. Ethics in Real Estate Practice
9. Financing

## **EVALUATION:**

Student evaluation may include, but is not limited to exams, quizzes, presentations, portfolios, discussions, class participation, attendance, projects, co-ops, practicum, internships, externships, and research reports.

**Common Course Number: PLA 1610**

## **UNITS**

### **Unit 1**

#### **General Outcome:**

- 1.0 The student shall be able to explain the various types of real property and the rights that accompany ownership, as well as describe the various kinds of estates, tenancies, and interests that exist in land.**

#### **Specific Measurable Learning Outcomes:**

**Upon successful completion of this unit, the student shall be able to:**

- 1.1 Explain the types of property and the methods of acquiring property.**
- 1.2 Describe the rights in real property.**
- 1.3 Describe the primary estates in land, with special emphasis on the following:**
  - 1.3.1 Fee simple**
  - 1.3.2 Life estate**
  - 1.3.3 Leasehold interest**
- 1.4 Describe the various categories of residential property.**
- 1.5 Explain the various kinds of tenancies, including the following:**
  - 1.5.1 Tenancy in Severalty**
  - 1.5.2 Tenancy in common**
  - 1.5.3 Joint tenancy**
  - 1.5.4 Tenancy by the entireties**
- 1.6 Describe the public and private restrictions on the use of real property.**

**Common Course Number: PLA 1610**

**Unit 2**

**General Outcome:**

- 2.0 The student shall be able to describe the kinds of information that one would normally find in a contract for sale and purchase, including time limits and the responsibilities of the parties, and prepare a basic contract.**

**Specific Measurable Learning Outcomes:**

**Upon successful completion of this unit, the student shall be able to:**

- 2.1 Review the contract in order to prepare for the closing.**
- 2.2 Recognize the time frames that are important to prepare for the transaction.**
- 2.3 Relate the general responsibilities of both the buyer and the seller.**
- 2.4 Recognize the kinds of information that should generally be found in a contract for sale and purchase.**
- 2.5 Prepare a basic contract for sale and purchase.**

**Common Course Number: PLA 1610**

**Unit 3**

**General Outcome:**

- 3.0 The student shall be able to discuss the various methods used for describing real property**

**Specific Measurable Learning Outcomes:**

**Upon successful completion of this unit, the student shall be able to:**

- 3.1 Explain the types of legal descriptions**
  - 3.1.1 Governmental survey system method**
  - 3.1.2 Metes and bounds method**
  - 3.1.3 Plats and subdivisions method**

**Common Course Number: PLA 1610**

**Unit 4**

**General Outcome:**

- 4.0 The student shall be able to demonstrate an understanding of the purposes of both title examinations and title policies, distinguish between a title commitment and a title policy, and describe the components of a title insurance policy.**

**Specific Measurable Learning Outcomes:**

**Upon successful completion of this unit, the student shall be able to:**

- 4.1 Explain some of the problem areas that may arise in a title examination, including the following:**
- 4.1.1 Problems pertaining to the legal description**
  - 4.1.2 Encumbrances upon title**
- 4.2 Recognize the standard method used for examining a title from an abstract.**
- 4.3 Explain the purpose of title insurance.**
- 4.4 Describe the contents of Schedule A in a standard title policy.**
- 4.5 Describe the contents of Schedule B in a standard title policy.**
- 4.6 Recognize some of the standard exclusions from title policy coverage.**
- 4.7 Differentiate a title commitment from a title policy.**

**Common Course Number: PLA 1610**

**Unit 5**

**General Outcome:**

- 5.0 The student shall be able describe the pre-closing, closing, and post-closing tasks to be performed by a paralegal, as well as prepare the main documents necessary to close the transaction.**

**Specific Measurable Learning Outcomes:**

**Upon successful completion of this unit, the student shall be able to:**

- 5.1 Relate the kinds of information that must be obtained before a closing can take place.**
- 5.2 Prepare the following documents for a standard real estate transaction:**
- 5.2.1 Warranty deed**
  - 5.2.2 No lien affidavit**
  - 5.2.3 Satisfaction of mortgage**
  - 5.2.4 Closing statement**
  - 5.2.5 Bill of Sale**
- 5.3 Utilize real estate legal software used in residential transactions.**
- 5.4 Describe the post-closing procedures for a real estate transaction.**

**Common Course Number: PLA 1610**

**Unit 6**

**General Outcome:**

- 6.0 The student shall be able to list the legal requirements of a deed and distinguish between the most commonly used deeds.**

**Specific Measurable Learning Outcomes:**

**Upon successful completion of this unit, the student shall be able to:**

- 6.1 Explain the legal requirements for a deed.**
- 6.2 Distinguish between various types of deeds such as warranty deeds, quitclaim deeds, special warranty deeds, and others.**

**Common Course Number: PLA 1610**

**Unit 7**

**General Outcome:**

- 7.0 The student shall be able to describe various general and specific liens that encumber real property as well as the proper procedures for their removal.**

**Specific Measurable Learning Outcomes:**

**Upon successful completion of this unit, the student shall be able to:**

- 7.1 Distinguish between general and specific liens.**
- 7.2 Explain the procedure for removing a lien.**

**Common Course Number: PLA 1610**

**Unit 8**

**General Outcome:**

- 8.0 The student shall be able to identify the ethical principles pertaining to real estate practice.**

**Specific Measurable Learning Outcomes:**

**Upon successful completion of this unit, the student shall be able to:**

- 8.1 Discern and apply the ethical guidelines that pertain to the practice of real estate law.**

**Common Course Number: PLA 1610**

**Unit 9**

**General Outcome:**

- 9.0 The student shall be able to describe the types of loans available to residential purchasers as well as outline the lending process.**

**Specific Measurable Learning Outcomes:**

**Upon successful completion of this unit, the student shall be able to:**

- 9.1 Describe the lending process involved in a typical residential real estate transaction.**
- 9.2 Explain the various types of loans available to a prospective purchaser of real property.**