

# Computer-Based Continuing Education

*Courses at home or in your office.*

## **24 Hours of Real Estate Continuing Education Required Each Four-Year Renewal Period**

- All active licensees (with license number above 100,000) must complete at least 24 hours of approved continuing education coursework during each four year renewal period.
- Any licensee who seeks to activate a license which has been on inactive status for two (2) years or longer shall be required to attend a Commission approved course or courses of study totaling at least six (6) hours for each year the license was on inactive status.

Georgia MLS Training Institute is proud to offer a wide variety of online courses that are approved by the Georgia Real Estate Commission. Computer-based education allows you to learn at your own pace from the comfort of your home or office computer. If you have access to the Internet on an IBM compatible computer, then distance learning may be right for you! These professionally developed courses contain information that is essential for you to maintain a successful real estate career. Best of all, they're easy to use and save you time and money.

***Enroll in your computer-based Continuing Education courses at our website,  
www.GeorgiaRealEstateSchool.com, or simply fax, mail, or bring your completed  
application to any of our convenient locations.***

**GAMLS Corporate**  
1414 Montreal Road  
Tucker, Georgia 30084  
**770-493-9000**  
**770-621-2211 Fax**

**Toll Free 1-800-289-1214**

**GAMLS Center South**  
1540 Southlake Pkwy., Ste. 8A  
Morrow, Georgia 30260  
**770-961-2203**  
**770-961-4227 Fax**

**GAMLS Center North**  
4450 Nelson Brogdon Blvd.  
Sugar Hill, Georgia 30518  
**770-945-2886**  
**770-945-0020 Fax**

**www.GeorgiaRealEstateSchool.com**

## THREE-HOUR COURSES

| Course Title / Description   | Format | Vendor              | Credit Hours | Cost |
|--|--------|---------------------|--------------|------|
| <b>ADA &amp; FAIR HOUSING</b><br>ADA legislation affects the business of every real estate agent. Find out what the laws cover and how it pertains to you, while refreshing your knowledge of the Federal Fair Housing Laws.   | ONLINE | CENGAGE COMPUTAUGHT | 3 HOURS      | \$30 |
| <b>AMENDMENTS AND EXHIBITS</b><br>This course will explain the differences between an exhibit and an amendment and help the agent to assess the necessary forms required for various transactions. Many forms are covered in detail. The course will enhance the agent's ability to identify the various provisions needed to complete an efficient and ethical transaction.   | ONLINE | AMERICAS BEST       | 3 HOURS      | \$30 |
| <b>CHECK IT OUT: HOME INSPECTION IN REAL ESTATE PRACTICE</b><br>This course covers the importance of having a property inspected, different types of inspections and how to evaluate each type.  | ONLINE | CENGAGE COMPUTAUGHT | 3 HOURS      | \$30 |
| <b>CMA VS. APPRAISAL</b><br>This course is a must. Gain an understanding of how the sales comparison approach to property value can differ from other classic methods of property valuation.   | ONLINE | AMERICAS BEST       | 3 HOURS      | \$30 |
| <b>CONSENSUAL DUAL AGENCY</b><br>This course describes agency relationships and the inherent conflicts of interest of each, followed by coverage of dual agency, agency policy and procedures for implementing, documenting and changing agency policy.  | ONLINE | CENGAGE COMPUTAUGHT | 3 HOURS      | \$30 |
| <b>NEW! DEMYSTIFYING REAL ESTATE SHORT SALES</b><br>As short sales become more prevalent in today's market, many real estate professionals are expanding their business to help distressed homeowners who face foreclosure. Now is the time to gain valuable knowledge about the short sales process and strategies to ensure a successful short sales business.   | ONLINE | HONDROS LEARNING    | 3 HOURS      | \$30 |
| <b>NEW! ENVIRONMENTAL ISSUES</b><br>Examines the various aspects of environmental issues and their impact on real estate. Begin by reviewing Federal environmental protection laws, to gain an understanding of how these laws can impact a property. Then, look at both man-made and natural hazards that can inflict a property, and create a stigma. The latest trends in environmentally conscience building construction with the incorporation of energy efficiency will be explored, and the real estate potential of brownfield redevelopment. Intra-national migration trends will be covered along with a discussion of the greenhouse effect and its potential to impact the future of real estate. | ONLINE | HONDROS LEARNING    | 3 HOURS      | \$30 |
| <b>ETHICS IN REAL ESTATE: A REVIEW OF THE NAR CODE OF ETHICS</b><br>This course covers the NAR Code of Ethics and reviews case studies pertaining to the code. Sample scenarios are included as a decision making practice for licensees. All REALTORS® are required to complete Code of Ethics training every quadrennial.  | ONLINE | CENGAGE COMPUTAUGHT | 3 HOURS      | \$30 |
| <b>FEDERAL LAW AND COMMERCIAL REAL ESTATE</b><br>This course acquaints students to specific laws pertaining to commercial real estate ownership, transactions, and federal laws governing real estate agencies. Includes agency, contracts, deeds, easements, estates in land, zoning, restrictions, tenancy, liens, foreclosures, title transfer, leases, and court decisions.  | ONLINE | CENGAGE COMPUTAUGHT | 3 HOURS      | \$30 |
| <b>NEW! FORECLOSURES</b><br>Discusses how different states deal with a borrower's default, what laws primarily govern foreclosure and the courts that take jurisdiction in this process. The course also explores court orders; what a borrower can do to avoid foreclosure, and borrower rights throughout the process. Finally, the roles of the lender, sheriff, trustee, receiver and buyer are explored.  | ONLINE | HONDROS LEARNING    | 3 HOURS      | \$30 |
| <b>GEORGIA CONTRACTS</b><br>This exclusive course reviews the changes to the Georgia Association of REALTORS® (GAR) Purchase and Sale Agreement F20. You will learn how to correctly complete each of the changed paragraphs, identify recent changes in the contract and explain important sections to clients. This paragraph-by-paragraph guide includes references and real-world examples authored by Greg Dunn, ABR, GRI, a longtime member of the GAR Forms Committee.  | ONLINE | AMERICAS BEST       | 3 HOURS      | \$30 |

An asterisk(s) after a computer-based Continuing Education course title identifies a course which contains a portion of text material presented in the computer-based Salesperson Postlicense Course. If a student has taken a computer-based Postlicense course, he or she may not take one of the corresponding computer-based Continuing Education courses for credit unless one (1) full year has passed since the completion of the Postlicense course.

\*Advanced Topics for New Agents      \*\*Finance and Settlement Procedures

|                               |               |                      |                |             |
|-------------------------------|---------------|----------------------|----------------|-------------|
| <b>HANDLING EARNEST MONEY</b> | <b>ONLINE</b> | <b>AMERICAS BEST</b> | <b>3 HOURS</b> | <b>\$30</b> |
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This course will identify criteria for handling earnest money within the guidelines of the Georgia Real Estate Commission. It will delineate the responsibilities of the agent and broker regarding the handling of the funds and the necessity of time constraints. The functions of a trust account and required accounting system are also discussed. Laws governing agents who own rental property are also included in this course.

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| <b>NEW!</b> | <b>INTRODUCTION TO COMMERCIAL REAL ESTATE</b> | <b>ONLINE</b> | <b>HONDROS LEARNING</b> | <b>3 HOURS</b> | <b>\$30</b> |
|-------------|---|---------------|-------------------------|----------------|-------------|

This course illustrates how the value of commercial investments is determined. It explains what motivates the parties involved, demonstrates the risks that can affect real estate investments, distinguishes between each type of commercial investment property and the consideration investors make with respect to each, discusses the different types of leases including their terms and conditions, and illustrates how to calculate the profitability of a lease.

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| <b>INTRODUCTION TO REAL ESTATE ETHICS</b> | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>3 HOURS</b> | <b>\$30</b> |
|---|---------------|----------------------------|----------------|-------------|

Fulfills the NAR requirement for new members. This course covers the NAR Code of Ethics and reviews case studies pertaining to the code. Sample scenarios are included as a decision making practice for licensees. All REALTORS® are required to complete Code of Ethics training every quadrennial.

|                          |               |                      |                |             |
|--------------------------|---------------|----------------------|----------------|-------------|
| <b>LISTING THE BUYER</b> | <b>ONLINE</b> | <b>AMERICAS BEST</b> | <b>3 HOURS</b> | <b>\$30</b> |
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This course will present the elements of a buyer agency relationship and compares the services offered to clients as well as customers. Course will help an agent formulate a compelling buyer agency presentation.

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| <b>LISTING THE SELLER</b> | <b>ONLINE</b> | <b>AMERICAS BEST</b> | <b>3 HOURS</b> | <b>\$30</b> |
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This course will define the steps involved in the listing process. Discover how the Georgia Exclusive Seller Listing Agreement applies to relationships, duties, marketing and disclosure.

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| <b>NEW!</b> | <b>MAKING FHA LOANS</b> | <b>ONLINE</b> | <b>HONDROS LEARNING</b> | <b>3 HOURS</b> | <b>\$30</b> |
|-------------|-------------------------|---------------|-------------------------|----------------|-------------|

FHA lending offers many advantages to the customer over conventional financing. Learn about these differences and the various loan products that FHA offers. Explore the history of FHA, future projected changes, the loan process and required documents, and qualifying criteria. Course also includes the most recent developments in the current high foreclosure market. Whether a real estate appraiser, licensee or mortgage broker, you will find this FHA loan information pertinent to your field.

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| <b>MAXIMIZE YOUR BUYER'S BORROWING POWER</b> | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>3 HOURS</b> | <b>\$30</b> |
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This course covers some important topics related to finance and a buyer's ability to obtain a real estate loan.

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| <b>MORTGAGE FRAUD</b> | <b>ONLINE</b> | <b>AMERICAS BEST</b> | <b>3 HOURS</b> | <b>\$30</b> |
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This course will define the Georgia Residential Mortgage Fraud Act and help the agent recognize the clues of illegally flipping properties, using straw buyers and fake comparables. Many course examples come from real Georgia fraud cases.

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|---|---------------|----------------------------|----------------|-------------|
| <b>PRINCIPLES OF COMMERCIAL REAL ESTATE</b> | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>3 HOURS</b> | <b>\$30</b> |
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Understand the different types of commercial real estate including office space, retail space and storage facilities. Additional topics include industrial real estate brokerage, site selection, land development, and the effect of local and regional labor markets on commercial real estate.

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| <b>NEW!</b> | <b>PROPERTY LAW</b> | <b>ONLINE</b> | <b>HONDROS LEARNING</b> | <b>3 HOURS</b> | <b>\$30</b> |
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Identifies the functions of the law. Distinguishes between the types of compensation available in a civil case and the three fundamental categories in civil law. Also distinguishes between the different sources of law, including how these sources create law, etc.

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| <b>PROSPECTING AND MARKETING</b> | <b>ONLINE</b> | <b>AMERICAS BEST</b> | <b>3 HOURS</b> | <b>\$30</b> |
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This course will teach you how to use your personal resources to gain more buyers and sellers. Learn how to classify your prospects to develop personal marketing strategies to reach your income goals.

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| <b>NEW!</b> | <b>REAL ESTATE AT AUCTION</b> | <b>ONLINE</b> | <b>HONDROS LEARNING</b> | <b>3 HOURS</b> | <b>\$30</b> |
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Demonstrates an understanding of the history of real estate auctions. Explains trends and predicts future uses of real estate auctions. Identifies the parties and opportunities involved in any real estate auction, etc.

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\*Advanced Topics for New Agents      \*\*Finance and Settlement Procedures

|                           |               |                            |                |             |
|---------------------------|---------------|----------------------------|----------------|-------------|
| <b>REAL ESTATE MATH**</b> | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>3 HOURS</b> | <b>\$30</b> |
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Covers math calculations involved in property measurement, commissions, return on investments, capitalization, loans, property cost and price. The course presents easy-to-remember formulas and numerous practice problems.

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|----------------------------|---------------|----------------------------|----------------|-------------|
| <b>TAX FREE EXCHANGES*</b> | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>3 HOURS</b> | <b>\$30</b> |
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Covers the basics of a tax-free exchange of residential investment property. Topics covered include requirements of a tax free exchange, types of exchanges and the methods for transferring title when an exchange takes place.

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|------------------------------|---------------|----------------------|----------------|-------------|
| <b>TRUTH OR CONSEQUENCES</b> | <b>ONLINE</b> | <b>AMERICAS BEST</b> | <b>3 HOURS</b> | <b>\$30</b> |
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Learn to limit property misrepresentation liability by understanding the seller's disclosure responsibilities. The course illustrates examples of misrepresentations and provides hints to properly handle a stigmatized property.

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|---|---------------|-------------------------|----------------|-------------|
| <b>NEW! UNDERSTANDING TITLE INSURANCE</b> | <b>ONLINE</b> | <b>HONDROS LEARNING</b> | <b>3 HOURS</b> | <b>\$30</b> |
|---|---------------|-------------------------|----------------|-------------|

Covers Schedules A, B-1 and B-2 of a title insurance commitment. Explains matters covered by a standard title insurance policy, as well as matters excluded from the coverage of a standard title insurance policy. Instructs agents how to assist clients with title-related issues that may arise.

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|---|---------------|----------------------------|----------------|-------------|
| <b>USING THE INTERNET IN YOUR REAL ESTATE PRACTICE: AN INTRODUCTION</b> | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>3 HOURS</b> | <b>\$30</b> |
|---|---------------|----------------------------|----------------|-------------|

The impact the Internet has on your business and the technology needed to get online is covered in this course. Learn to utilize the Internet and email to market your listings, manage leads, maximize exposure and locate valuable resources.

### **SIX-HOUR COURSES**

| <b>Course Title / Description</b> | <b>Format</b> | <b>Vendor</b> | <b>Credit Hours</b> | <b>Cost</b> |
|-----------------------------------|---------------|---------------|---------------------|-------------|
|-----------------------------------|---------------|---------------|---------------------|-------------|

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|---|---------------|----------------------------|----------------|-------------|
| <b>COMMERCIAL FINANCE AND INVESTMENT ANALYSIS</b> | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>6 HOURS</b> | <b>\$40</b> |
|---|---------------|----------------------------|----------------|-------------|

The different types of financing available to commercial properties and their characteristics are explained in detail. Investment evaluation methods including property comparison, appraisal, capitalization rates, and the time value of money are also covered.

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| <b>COMMERCIAL LEASES</b> | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>6 HOURS</b> | <b>\$40</b> |
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This course analyzes the typical provisions of office, retail, and industrial leases. Formulas used to calculate rent, key negotiation points, and technical issues unique to industrial leases are also covered in great detail.

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|---------------------------------------|---------------|----------------------------|----------------|-------------|
| <b>COMMERCIAL SALES AND EXCHANGES</b> | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>6 HOURS</b> | <b>\$40</b> |
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Aspects of the commercial sales transaction and tax-deferred exchanges are covered in great detail. You will learn the essential elements of the contract, closing procedures, and documentation in a commercial sale plus the benefits of a tax-deferred exchange.

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|--|---------------|----------------------------|----------------|-------------|
| <b>CURRENT DEVELOPMENTS IN AGENCY*</b> | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>6 HOURS</b> | <b>\$40</b> |
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Starts with key definitions, types of agency relationships and history of agency. Then covers dual agency, conflicts of interest in agency relationships, risk reduction strategies and agency policy. Also covers BRRETA and the future of agency.

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|---|---------------|-------------------------|----------------|-------------|
| <b>NEW! FHA AND VA APPRAISAL BASICS</b> | <b>ONLINE</b> | <b>HONDROS LEARNING</b> | <b>6 HOURS</b> | <b>\$40</b> |
|---|---------------|-------------------------|----------------|-------------|

Provides you with an understanding of the historical and present need for FHA and VA programs. It focuses on current FHA appraisal requirements. You will also learn how to get placed on FHA rosters and the essential information needed to complete the FHA appraiser application.

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|--|---------------|----------------------------|----------------|-------------|
| <b>GEORGIA BASIC REAL ESTATE FINANCE**</b> | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>6 HOURS</b> | <b>\$50</b> |
|--|---------------|----------------------------|----------------|-------------|

Get the answers to questions about finance without having to ask a loan officer!

|                                      |               |                            |                |             |
|--------------------------------------|---------------|----------------------------|----------------|-------------|
| <b>GEORGIA LICENSE LAW AND RULES</b> | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>6 HOURS</b> | <b>\$40</b> |
|--------------------------------------|---------------|----------------------------|----------------|-------------|

This course covers Georgia real estate license law, rules and regulations, providing an overall summary of the law in simple language, which is easy to read and understand.

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\*Advanced Topics for New Agents      \*\*Finance and Settlement Procedures

|  |               |                            |                |             |
|--|---------------|----------------------------|----------------|-------------|
| <b>GEORGIA REAL ESTATE BROKERAGE AND TRUST ACCOUNTS</b>  | <b>ONLINE</b> | <b>AMERICAS BEST</b>       | <b>6 HOURS</b> | <b>\$35</b> |
| This excellent course, authored by Greg Dunn, provides the licensee with an extensive overview of the Georgia real estate brokerage business, the issues involved in managing a brokerage firm, and the requirements of related contracts and agreements. It covers the factors and responsibilities associated with managing trust accounts and the Georgia and federal laws regulating brokerage firms and trust accounts. <i>For a limited time, buy this course for only \$35 (retail \$50).</i> |               |                            |                |             |
| <b>LEGAL ISSUES FOR AGENTS</b>   | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>6 HOURS</b> | <b>\$40</b> |
| This course addresses several issues of concern to agents. The topic covered include antitrust, property disclosure, fair housing commissions, and license law violations in addition the course recommends guidelines for avoiding violations of the law.   |               |                            |                |             |
| <b>LEGAL ISSUES IN THE BROKERAGE OFFICE</b>  | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>6 HOURS</b> | <b>\$40</b> |
| The legal issues brokers need to be aware of are outlined in this course. Some of the issues covered are trust accounting, advertising, commissions, government regulations and license law violations.  |               |                            |                |             |
| <b>LICENSEES AS PRINCIPAL</b>  | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>6 HOURS</b> | <b>\$40</b> |
| Learn what you need to know and do as a licensee when you are involved in your own real estate transaction.  |               |                            |                |             |
| <b>MANAGEMENT IN A BROKERAGE OFFICE</b>  | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>6 HOURS</b> | <b>\$40</b> |
| Covers the fundamentals of brokerage office management. Some of the topics covered include guidelines for office financial and human resource management as well as budgeting and business planning.   |               |                            |                |             |
| <b>METHODS OF RESIDENTIAL FINANCING**</b>  | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>6 HOURS</b> | <b>\$50</b> |
| All the various forms of residential real estate financing, including conventional, FHA, VA Loans, loan assumptions, purchase money mortgages, alternative financing are explained in this course. Lessons are also included on legislation relating to financing.   |               |                            |                |             |
| <b>NEW! MORTGAGE FRAUD: A DANGEROUS BUSINESS</b>   | <b>ONLINE</b> | <b>HONDROS LEARNING</b>    | <b>6 HOURS</b> | <b>\$40</b> |
| Mortgage brokers are on the hot seat for committing fraud in multiple ways, including altering paperwork to ensure mortgage approval, forging appraisals, disguising fees to homeowners, etc. This course is designed for real estate professionals, mortgage brokers, appraisers, and others to avoid pitfalls in lending procedures that make them vulnerable to criticism and litigation. Suggestions for helping consumers with information are also included.                                   |               |                            |                |             |
| <b>PRICING PROPERTY TO SELL</b>  | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>6 HOURS</b> | <b>\$50</b> |
| Presents methods and principles for pricing property. Covers pricing compared to appraisal, basic concepts of pricing property, principles of value, approaches to pricing property and application of the market data and replacement cost methods.   |               |                            |                |             |
| <b>PROPERTY MANAGEMENT*</b>  | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>6 HOURS</b> | <b>\$40</b> |
| Defines key terms and identifies types of tenancies and rental agreements. Covers procedures for handling rental agreement termination, assignment, subletting, security deposits, trust accounts and trust funds and other practical topics.  |               |                            |                |             |
| <b>STRUCTURING OWNERSHIP IN COMMERCIAL REAL ESTATE</b>   | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>6 HOURS</b> | <b>\$40</b> |
| The many different types of ownership available in commercial real estate and their implications are covered in this course. Issues addressed include liability, taxes, regulations, set up, and management as well as the benefits and drawbacks to each.   |               |                            |                |             |
| <b>TAX ADVANTAGES OF HOME OWNERSHIP*</b>   | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>6 HOURS</b> | <b>\$40</b> |
| Course covers types of tax benefits for homeowners and how to calculate the taxes that will impact the purchase and sale of a home.  |               |                            |                |             |
| <b>UNDERSTANDING NET TO SELLER FORMS</b>   | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>6 HOURS</b> | <b>\$40</b> |
| Every line of the Net to Seller form is covered in this course. The program leads the student through detailed instruction on how to prorate items and compute taxes, insurance, expenses and credits.   |               |                            |                |             |
| <b>WRITING CONTRACTS</b>   | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>6 HOURS</b> | <b>\$40</b> |
| Reviews the fundamentals of writing contracts, using the GAR agreement forms. Topics include presenting offers, legal descriptions, suggested wording for the method of payment section, earnest money, special stipulations and problems to avoid.  |               |                            |                |             |

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\*Advanced Topics for New Agents      \*\*Finance and Settlement Procedures

## 9, 24, AND 60-HOUR COURSES

| Course Title / Description  | Format        | Vendor                     | Credit Hours    | Cost        |
|---|---------------|----------------------------|-----------------|-------------|
| <b>UNDERSTANDING CLOSING STATEMENTS</b>   | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>9 HOURS</b>  | <b>\$75</b> |
| This course covers the Department of Housing and Urban Development (HUD) Settlement Statement form and the various calculations necessary to complete the form. |               |                            |                 |             |
| <b>GREAT VALUE! ENRICH YOUR GEORGIA REAL ESTATE BUSINESS</b>  | <b>ONLINE</b> | <b>AMERICAS BEST</b>       | <b>24 HOURS</b> | <b>\$99</b> |

This course covers the specific topics necessary to build a successful career in residential real estate sales. Topics include: prospecting and marketing, seller and buyer agency, CMA vs. appraisal, handling earnest money, mortgage fraud, and the Georgia contracts and amendments including changes to the GAR Purchase and Sale Agreement F20. Course includes references and real-world examples authored by Greg Dunn who is a longtime member of the GAR Forms Committee and holds both the GRI and ABR designations.

|   |               |                            |                 |              |
|---|---------------|----------------------------|-----------------|--------------|
| <b>BROKER PRELICENSE (60-HOUR COURSE)</b> | <b>ONLINE</b> | <b>CENGAGE COMPUTAUGHT</b> | <b>24 HOURS</b> | <b>\$275</b> |
|---|---------------|----------------------------|-----------------|--------------|

A great way to meet your educational requirements! Start anytime, study at your home or office. The 2-Day Cram course is included. Completion of this course will satisfy the 24-hour continuing education renewal requirement. (You must have maintained a salesperson's license in **active** status for at least three of the five years immediately preceding the filing of an application to become a broker (*effective 07/01/07*). The time a license is on inactive or lapsed status does not count toward this three-year requirement.) **Proctored Exam Required.**

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\*Advanced Topics for New Agents      \*\*Finance and Settlement Procedures

*Additional 18 and 24-hour packages can be ordered online at  
[www.GeorgiaRealEstateSchool.com](http://www.GeorgiaRealEstateSchool.com)*

### MINIMUM SYSTEM REQUIREMENTS:

- IBM PC Compatible Computer (450 MHz Intel Pentium II processor, or equivalent, and later)
- 128 megabytes (MB) of RAM
- Super VGA (800 x 600) or higher-resolution video adapter and monitor
- Internet connection (minimum 56Kbps required, high speed recommended)
- Printer (for course documentation and Student Affidavit)
- Microsoft Internet Explorer 5.5 or greater\*, Adobe Acrobat Reader 5.0 or greater\*, Flash Player plug-in\* (\*Free download available with course)



**GAMLS Corporate**  
1414 Montreal Road  
Tucker, Georgia 30084  
**770-493-9000**  
**770-621-2211 Fax**  
**Toll Free 1-800-289-1214**

**GAMLS Center South**  
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**GAMLS Center North**  
4450 Nelson Brogdon Blvd.  
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**[www.GeorgiaRealEstateSchool.com](http://www.GeorgiaRealEstateSchool.com)**

# GEORGIA REAL ESTATE CONTINUING EDUCATION

Please make your course selection(s) below.

| COURSE TITLE   | COST | COURSE TITLE   | COST  |
|--|------|--|-------|
| <b>Three-Hour Courses:</b>   |      | <b>Six-Hour Courses:</b>   |       |
| <input type="checkbox"/> ADA & Fair Housing                              | \$30 | <input type="checkbox"/> Commercial Finance and Investment Analysis                                    | \$40  |
| <input type="checkbox"/> Amendments and Exhibits                         | \$30 | <input type="checkbox"/> Commercial Leases   | \$40  |
| <input type="checkbox"/> Check it Out: Home Inspection                   | \$30 | <input type="checkbox"/> Commercial Sales and Exchanges  | \$40  |
| <input type="checkbox"/> CMA vs. Appraisal                               | \$30 | <input type="checkbox"/> Current Developments in Agency  | \$40  |
| <input type="checkbox"/> Consensual Dual Agency                          | \$30 | <input type="checkbox"/> FHA and VA Appraisal Basics   | \$40  |
| <input type="checkbox"/> Demystifying Real Estate Short Sales            | \$30 | <input type="checkbox"/> Georgia Basic Real Estate Finance   | \$50  |
| <input type="checkbox"/> Environmental Issues                            | \$30 | <input type="checkbox"/> Georgia License Law and Rules   | \$40  |
| <input type="checkbox"/> Ethics in Real Estate                           | \$30 | <input type="checkbox"/> Georgia Real Estate Brokerage and Trust Accounts*                             | \$35  |
| <input type="checkbox"/> Federal Law and Commercial Real Estate          | \$30 | <i>*For a limited time, buy this course for only \$35 (retail \$50).</i>                               |       |
| <input type="checkbox"/> Foreclosures                                    | \$30 | <input type="checkbox"/> Legal Issues for Agents   | \$40  |
| <input type="checkbox"/> Georgia Contracts                               | \$30 | <input type="checkbox"/> Legal Issues in a Brokerage Office  | \$40  |
| <input type="checkbox"/> Handling Earnest Money                          | \$30 | <input type="checkbox"/> Licensees as Principal  | \$40  |
| <input type="checkbox"/> Introduction to Commercial Real Estate          | \$30 | <input type="checkbox"/> Management in a Brokerage Office  | \$40  |
| <input type="checkbox"/> Introduction to Real Estate Ethics              | \$30 | <input type="checkbox"/> Methods of Residential Financing  | \$50  |
| <input type="checkbox"/> Listing the Buyer                               | \$30 | <input type="checkbox"/> Mortgage Fraud: A Dangerous Business  | \$40  |
| <input type="checkbox"/> Listing the Seller                              | \$30 | <input type="checkbox"/> Pricing Property to Sell  | \$50  |
| <input type="checkbox"/> Making FHA Loans                                | \$30 | <input type="checkbox"/> Property Management   | \$40  |
| <input type="checkbox"/> Maximize Your Buyer's Borrowing Power           | \$30 | <input type="checkbox"/> Structuring Ownership in Commercial Real Estate                               | \$40  |
| <input type="checkbox"/> Mortgage Fraud                                  | \$30 | <input type="checkbox"/> Tax Advantages of Home Ownership  | \$40  |
| <input type="checkbox"/> Principles of Commercial Real Estate            | \$30 | <input type="checkbox"/> Understanding Net to Seller Forms   | \$40  |
| <input type="checkbox"/> Property Law                                    | \$30 | <input type="checkbox"/> Writing Contracts   | \$40  |
| <input type="checkbox"/> Prospecting and Marketing                       | \$30 | <b>9, 24 and 60-Hour Courses:</b>  |       |
| <input type="checkbox"/> Real Estate at Auction                          | \$30 | <input type="checkbox"/> Understanding Closing Statements (9)  | \$75  |
| <input type="checkbox"/> Real Estate Math                                | \$30 | <input type="checkbox"/> Enrich Your Georgia Real Estate Business (24)                                 | \$99  |
| <input type="checkbox"/> Tax Free Exchanges                              | \$30 | <input type="checkbox"/> Broker Prelicense <b>Proctored Exam Required</b> (60)                         | \$275 |
| <input type="checkbox"/> Truth or Consequences                           | \$30 | <i>Additional 18 and 24-hour packages can be ordered online at<br/>www.GeorgiaRealEstateSchool.com</i> |       |
| <input type="checkbox"/> Understanding Title Insurance                   | \$30 |  |       |
| <input type="checkbox"/> Using the Internet in Your Real Estate Practice | \$30 |  |       |

**PLEASE NOTE:**

- Internet access required for course completion.
- If required, your password will default to the last four digits of your S.S.N.

**PAYMENT TOTAL** \_\_\_\_\_

## REGISTRATION FORM

Date of Birth \_\_\_\_\_ Last Four of S.S.N. # \_\_\_\_\_ Email Address \_\_\_\_\_

Name \_\_\_\_\_ R.E. License # \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

County \_\_\_\_\_ Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

## PAYMENT INFORMATION

Please Make a Selection • Payment must accompany application

Cash \_\_\_\_\_ Check \_\_\_\_\_ MasterCard \_\_\_\_\_ Visa \_\_\_\_\_

**REFUND POLICY**  
Continuing education computer-based courses are non-refundable and non-transferable. Courses must be completed within 180 days from the date of purchase.

Cardholder Name \_\_\_\_\_

Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_

Signature Required \_\_\_\_\_ Date \_\_\_\_\_

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