

GCAAR On the Go: Course Catalog 2024

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Maryland Required Courses

Maryland Code of Ethics & Pred Lending

Course Description: This class will provide you with a deeper understanding of NAR's Code of Ethics and Maryland's Ethics Laws and Regulations, as well as practical guidance to apply ethics guidelines to everyday situations. Predatory Lending and Flipping will be discussed. This class meets the NAR membership requirement.

Credit Hours: 3.0 REQUIRED hours for MD (Topic D) and 3 ELECTIVE hours for D.C. licensees.

Maryland Fair Housing

Course Description: This course will discuss federal, state and local fair housing laws. We will also cover the different protected classes and how to work with diverse buyers and sellers.

Credit Hours: 1.5 REQUIRED hours for MD (Topic C) and 1.5 ELECTIVE hours for D.C. licensees.

Maryland Legislative Update

Course Description: Every year, enacted legislation by federal, state and local legislatures profoundly affects the transfer of real property. REALTORS® must become and stay informed about these changes. This course is designed to break down the legislative process and detail recent enactments and court cases that impact the business of selling real estate in Maryland.

Credit Hours: 3.0 REQUIRED hours for MD (Topic A) and 3.0 ELECTIVE hours for D.C. licensees.

MREC Brokerage Relationships and Disclosures

Course Description: This class replaced MREC Agency – Residential as of October 1, 2019. This class covers the legislation that went into effect on October 1, 2019, which amended several portions of the Real Estate Brokers Act, including prohibiting licensees from disclosing confidential information obtained from prospective clients and altering the definitions of brokerage relationship and dual agency under Maryland law. The course will cover the law step-by-step and provide clear guidance, not just on how to comply, but on how to simplify your life and make compliance easier so you're more likely to pass any "test" that may come your way.

Credit Hours: 3.0 REQUIRED hours for MD (Topic H) and 3 ELECTIVE hours for D.C. licensees.

MREC Required Supervision

Course Description: Supervision is one of the largest responsibilities that gets placed on a broker, manager or team leader's plate. This course will breakdown all the components that are needed to meet this managerial obligation; a discussion of teams, assistants, sales meetings, training sessions and the setting of policies and procedures will be covered. Learn shortcuts to supporting your staff in a manner that will increase productivity and reduce possible liability.

Credit Hours: 3.0 REQUIRED hours for MD Brokers, Branch Office Managers and Team Leaders (Topic I) and 3.0 ELECTIVE hours for D.C. licensees.

THIS COURSE IS NOT A REQUIRED COURSE FOR MD SALESPERSONS AND ASSOCIATE BROKERS. THAT

COURSE IS MREC BROKERAGE RELATIONSHIPS & DISCLOSURES. MD SALESPERSONS AND ASSOCIATE BROKERS THAT TAKE THIS COURSE WILL BE ELIGIBLE FOR ELECTIVE CREDIT ONLY.

District of Columbia Required Courses

D.C. Broker Supervision

Course Description: Key concepts discussed in this course include the broker's supervisory obligations and licensure requirements, the powers of the Boards/Commission and the most common violations in practice as seen by DCREC, prohibited acts, agency, advertising and supervision, independent contractors and supervision, and document review.

Credit Hours: 3.0 REQUIRED hours for D.C. Broker licensees and 3.0 ELECTIVE hours for D.C. Salesperson licensees.

D.C. Ethics

Course Description: Comparable provisions of the D.C. Code of Ethics for Real Estate Brokers, Salespersons and Property Managers will be compared and contrasted with the NAR Code of Ethics. Both will be discussed as all licensees may use both systems and REALTORS® should be aware of the procedures and requirements associated with enforcement of the Code. This course meets the NAR membership requirement.

Credit Hours: 3.0 REQUIRED hours for DC licensees. NO ELECTIVE CREDITS.

D.C. Fair Housing & Predatory Lending

Course Description: This course will review federal, state and local fair housing laws in the District of Columbia and surrounding areas.

Credit Hours: 3.0 REQUIRED hours for DC licensees. NO ELECTIVE CREDITS.

PLEASE NOTE: For MD and VA licensees looking to earn their D.C. license, this is one of two classes you must take before sitting for the law portion of the D.C. exam. Please see our calendar for the second course, 3-hr D.C. Property Management.

D.C. Legislative Rent Control & Landlord Tenant-Housing Rights

Course Description: This course will review a number of laws governing the rights of landlords and tenants in the District of Columbia, including D.C. Residential Real Property Seller Disclosure Act, D.C. Licensure Law, D.C. Agency, Code of Ethics, Tenancy, Rental Housing Act, and the Tenant Opportunity to Purchase Act (TOPA).

Credit Hours: 3.0 REQUIRED hours for D.C. licensees. NO ELECTIVE CREDITS

D.C. Property Management

Course Description: During this course, key concepts discussed include the property manager's role and licensure requirements, the rights and responsibilities of landlords and tenants, the basics of managing a common interest community or community association, record keeping responsibilities, property-management-related laws, non-residential property management, technology and safety issues, DC sustainability initiatives, and historic preservation.

Credit Hours: 3.0 REQUIRED hours for D.C. Broker and D.C. Salesperson licensees. NO ELECTIVE CREDITS.

PLEASE NOTE: This course is NOT approved for D.C. Property Management (PM) licensees. D.C. PM licensees must take the six-hour course, which GCAAR does not offer. Please visit the CE Shop to complete this course: <https://gcaar.theceshop.com>

PLEASE NOTE: For MD and VA licensees looking to earn their D.C. license, this is one of two classes you must take before sitting for the law portion of the D.C. exam. Please see our calendar for the second course, three house D.C. Fair Housing.

Virginia Required Courses

Virginia Agency

Course Description: This class is a comprehensive review of the new Agency Law provisions in Virginia and how they affect all REALTORS®.

Credit Hours: 1.0 REQUIRED hours for VA and 1.0 ELECTIVE hours for D.C. licensees.

Virginia Ethics

Course Description: This course will cover the purpose, nature and history of real estate ethics. It will also review the most violated of the 17 articles of the code of ethics and discuss risk management and how to avoid issues. The class meets the NAR membership requirement.

Credit Hours: 3.0 REQUIRED hours for VA and 3.0 ELECTIVE hours for D.C. licensees.

Virginia Fair Housing

Course Description: Real estate professionals have a responsibility to know and understand the applicable fair housing and civil rights laws governing the workplace and personal conduct. The public expects and deserves competent actions based upon thorough knowledge. However, federal definitions of protected classes expand and change. You will learn about and review protected classes and fair housing laws throughout this course so that you are better equipped to act with honesty, competence and intelligence in serving clients and customers. Information includes case studies and a checklist to ensure your business practices comply.

Credit Hours: 2.0 REQUIRED hours for VA and 2.0 ELECTIVE hours for D.C. licensees.

Virginia Legal Update

Course Description: This course will identify changes and developing trends in real estate laws governing businesses. Topics include agency laws, appraisals, and agency and landlord-tenant laws. Flood insurance and flood plain will also be discussed.

Credit Hours: 1.0 REQUIRED hours for VA and 1.0 ELECTIVE hours for D.C. licensees.

Virginia Mandatory Contract Review

Course Description: The sales contract presents a number of challenges for residential real estate practitioners in the area. This class will focus on the VA jurisdictional addendum and a review of the Virginia sales contract to ensure all agents comply with the contract.

Credit Hours: 1.0 REQUIRED hours for VA and 1.0 ELECTIVE hours for D.C. licensees.

Elective Courses

Contracts

Comparison of Re Sales Contracts

Course Description: This course will include a review of the different provisions in the MAR Sales Contract, the GCAAR Sales Contract and the NVAR Residential Sales Contract. Attendees will understand the differences between the three contracts, when to use which one, the different addenda, disclosures and contingencies.

Credit Hours: 3.0 ELECTIVE hours for MD, D.C. and VA licensees.

Contract Basics

Course Description: By the completion of this class, you will have reviewed both the GCAAR and Maryland REALTORS® sales contracts and have the knowledge to understand what information they must provide to buyers and sellers, their parties obligations, possible pitfalls to avoid and how to avoid them, and timelines of contract fulfillment.

Credit Hours: 3.0 ELECTIVE hours for MD and D.C. licensees.

Contract Contingencies

Course Description: This class will define the difference between addenda and contingencies and then walk through the standard contract contingencies including inspection, financing and appraisal contingencies.

Credit Hours: 1.5 ELECTIVE hours for MD and D.C. licensees, and 1.0 ELECTIVE hour for VA licensees.

Contracts, Settlement Procedures & Disclosures

Course Description: This class will familiarize the agent with the appropriate contract forms, provisions and addenda - both available and required - and to discuss how each of these documents impacts on the settlement process. In addition, review settlement procedures and discuss issues that arise in the settlement process will be reviewed.

Credit Hours: 3.0 ELECTIVE hours for MD and D.C. licensees.

GCAAR Sales Contract Review

Course Description: This course provides a thorough, step-by-step walk through of the GCAAR Sales Contract, Form 1301. In addition, there will be a general discussion of addenda and disclosures/disclaimers needed in conjunction with the form.

Credit Hours: 3.0 ELECTIVE hours for MD and D.C. licensees.

Maryland REALTORS® Residential Contract of Sale

Course Description: This course provides a thorough walk through of each paragraph of the Maryland REALTORS® Residential Contract of Sale for a better understanding of its contents. It will discuss what should occur prior to the writing of an offer: initialing, signatures and dates will also be covered.

Credit Hours: 3.0 ELECTIVE hours for MD and D.C. licensees.

NVAR Sales Contract Review

Course Description: The course will go through each paragraph of the Virginia Residential Contract of Sale for a better understanding of its contents and will discuss what should occur prior to writing an offer, initialing, signatures and dates will be covered.

Credit Hours: 3.0 ELECTIVE hours for VA and D.C. licensees.

Review of Addenda: MR Residential Contract Sale

Course Description: Upon successfully completing this course, you will understand the numerous contract Addenda associated with the Maryland REALTORS® Residential Contract of Sale, which was recently updated on October 1, 2022, and will be able to apply such Addenda properly to the specifics of the transaction. This course complements the 3-hour Maryland REALTORS® Residential Contract of Sale course but is also valuable as a standalone course.

Credit Hours: 3.0 ELECTIVE hours for MD and D.C. licensees.

The Ins & Outs of Contracts

Course Description: This course will discuss sales contracts and all the addenda appropriate to the transactions in order to assure that realtors are familiar with the current contract and the provisions contained therein. In addition, it will review interpretations of certain provisions of the contract, strategies for use with the contract and a discussion of potential problem areas the realtor and his/her client may encounter.

Credit Hours: 1.5 ELECTIVE hours for MD and D.C. licensees.

Client Relations

Agency Disclosure in the Real World

Course Description: As the listing agent, you have information about a property and must decide whether to disclose it, knowing that your client may not like it. Or right after you get the listing, the seller asks: "Should I disclose or disclaim?" Imagine you're the buyer's agent and two months after closing the basement floods after the first heavy rain. Who knew? Who should have known? Upon completion, you will understand the real-life applications of agency disclosure.

Credit Hours: 1.5 ELECTIVE hours for MD and D.C. licensees; 2.0 ELECTIVE hours for VA licensees.

Dealing with Death, Who's the Client

Course Description: You will learn how real property interests transfer upon the death of an owner. The course provides practical tips for real estate licensees dealing with transactions where the real property was owned by deceased persons.

Credit Hours: 1.5 ELECTIVE hours for MD and D.C. licensees. 1.0 ELECTIVE hour for VA licensees.

Listing Presentations

Course Description: By the completion of this course, you will have a systematic plan for demonstrating to a prospective seller the advantages of working with them. The agent benefits include: better control of time, consistent presentation of unique service proposition, versatility and flexibility to respond to client needs and questions while ensuring that all critical information is covered.

Credit Hours: 3.0 ELECTIVE hours for MD, D.C. and VA licensees.

Presenting Multiple Offers

Course Description: This course will discuss the process of presenting written offers to purchase real property when there is more than one offer at a given time for a single property.

Credit Hours: 3.0 ELECTIVE hours for MD and D.C. licensees.

Representing the Seller

Course Description: This course will discuss federal, state and local fair housing laws. It also cover the different protected classes and how to work with diverse buyers and sellers.

Credit Hours: CREDITS: 1.5 REQUIRED hours for MD (Topic C) and 1.5 ELECTIVE hours for D.C. licensees.

Serving the First-time Homebuyer

Course Description: An educated customer is the best customer for you to represent. However, first-time homebuyers walk into the process with their eyes wide open and unaware of a great number of issues on what will in all likelihood be the biggest purchase of their lives. This class will describe the steps you need to take to educate your clients, build the level of trust between you and them and ensure that the relationship is mutually beneficial and rewarding.

Credit Hours: 3.0 ELECTIVE hours for MD, D.C. and VA licensees.

Solving Sellers Issues

Course Description: We have all represented the seller of a property. This class will outline some of the common issues that arise when representing a seller and how to solve those issues. Topics covered in the class include power of attorney, divorce, bankruptcy, estate & death, foreclosures and short sales.

Credit Hours: 3.0 ELECTIVE hours for MD and D.C. licensees.

Understanding your Clients Needs

Course Description: Interactive discourse involving both novice and experienced agents in discussions covering such topics as the necessary preparation required for conducting an effective open house, maximizing visitor turnout and understanding the rules of agency, specifically whom the open house agent can represent.

Credit Hours: 1.5 ELECTIVE hours for MD and D.C. licensees.

Working with Hoarders

Course Description: This class will help licensees understand the definition of hoarding and what it looks like versus chronic disorganization. Additionally, you will learn how to help your hoarding clients with a moving transition and understand the emotions of letting go. Finally, the class will provide guidance on selling a hoarder's home quicker.

Credit Hours: 1.5 ELECTIVE hours for MD and D.C. licensees.

Financing

Advanced FHA Financing

Course Description: You will learn the latest FHA guideline changes with the HRAP and DELRAP condominiums approval process, appraisals, and proposed changes to FHA underwriting. In addition, you will learn the pitfalls to avoid in credit management and how to creatively stretch your borrower's income and assets.

Credit Hours: 3.0 ELECTIVE hours for MD, D.C. and VA licensees.

Advanced Real Estate Finance

Course Description: This course goes beyond basic real estate finance to deal with financing in today's market. It will cover how to reach underserved markets, changes to loan guidelines, credit policy for borrowers, credit scoring and the latest developments in conventional and government loan products.

Credit Hours: 3.0 ELECTIVE hours for MD, D.C. and VA licensees.

Basics of Government Lending Programs

Course Description: Learn more about government lending programs, including FHA, VA and other government programs, and what agents need to know for contracts and successful closings.

Credit Hours: 3.0 ELECTIVE hours for MD and D.C. licensees.

Basics of Real Estate Bankruptcy

Course Description: Learn about the nature of bankruptcy proceedings and the effects that real estate bankruptcy estate sales have. The course will also discuss the effect on liens, tenant issues and exempt properties.

Credit Hours: 1.5 ELECTIVE hours for MD and D.C. licensees, and 1.0 ELECTIVE hours for VA licensees.

Credit Reporting and Scoring

Course Description: The purpose of this course is to offer a thorough understanding of the credit report process. It provides agents with the information they need to share with their clients about the importance of having, getting and maintaining good credit. Topics covered include: credit reporting, how to read credit reports, understanding credit scoring and the requirements a customer needs in their credit history to secure a mortgage.

Credit Hours: 2.0 ELECTIVE hours for MD, D.C. and VA licensees.

Demystifying Condos

Course Description: You will learn information on how condos, planned unit developments (PUDs) and co-ops affect mortgage guidelines so that they can set reasonable expectations from the buyer's or seller's side. This will help you identify the proper type of property to help consumers know up front what they are purchasing, in return saving consumers money. By knowing how the mortgage can be affected, you will learn how to make their transactions in these communities go much smoother and educate their client.

Credit Hours: 3.0 ELECTIVE hours for MD, D.C. and VA licensees.

FHA Financing

Course Description: Since the great credit crash, FHA financing has emerged as the mortgage financing frontrunner. Not only does FHA still permit low down payments and offer assumable fixed rates, FHA does not impose restrictive risk-based pricing or “declining market” stigmatization. This class will provide an in-depth understanding of FHA's unique underwriting guidelines and knowledge for structuring solid FHA contracts.

Credit Hours: 3.0 ELECTIVE hours for MD, D.C. and VA licensees.

Financing Issues Update

Course Description: This course will familiarize the agent with the appropriate contract forms, provisions and addenda - both available and required - and to discuss how each of these documents impacts the settlement process. In addition, the course review settlement procedures and discuss issues that arise in the settlement process.

Credit Hours: 3.0 ELECTIVE hours for MD and D.C. licensees.

First-Time Homebuyer Financing

Course Description: This course is designed for agents to understand the fundamentals of government homebuyer programs and their opportunities and limitations. It also provides insight into mortgage insurance and mortgage credit certificates so that the agent is well-equipped to aid their first-time homebuyer in navigating the purchasing process.

Credit Hours: 1.5 ELECTIVE hours for MD and D.C. licensees and 1.0 ELECTIVE hour for VA licensees.

Mortgage Basics

Course Description: In this course, you will learn about debt ratios, credit scores, automated underwriting and recent appraisal rules. It will also discuss the differences between different types of lenders, the latest condo rules, a proper pre-approval letter, loan limits and much more.

Credit Hours: 3.0 ELECTIVE hours for MD, D.C. and VA licensees.

Understanding Credit (Understanding Credit Reports, Scoring Models & Improve Your Credit Score)

Course Description: This course provides a comprehensive overview that will prepare you to understand and explain to your customers the importance of having, getting and maintaining good credit, understanding credit scoring and money management.

Credit Hours: 3.0 ELECTIVE hours for MD and D.C. licensees and 2.0 ELECTIVE hours for VA licensees.

Understanding the Mortgage Pre-Approval Process

Course Description: We know that the best way to work with your client is to understand how much house they can afford. This course will dig into what goes into getting your client pre-approved for a mortgage and how the process works.

Credit Hours: 1.5 ELECTIVE hours for MD and D.C. licensees, and 1.0 ELECTIVE hours for VA licensees.

Veterans Affairs (VA) Financing

Course Description: VA Financing has emerged as a viable mortgage financing alternative for borrowers because it offers low down payments and adjustable rates. This course will present a background of VA Financing, provide the latest VA guidelines. You will learn the challenges to avoid in credit management and have a deeper understanding of VA's guidelines and knowledge for structuring VA contracts.

Credit Hours: 3.0 ELECTIVE hours for MD, D.C. and VA licensees.

Legislative Issues

Comparison of Agency Laws

Course Description: This course is designed to highlight the significant differences and similarities in agency laws among the three jurisdictions (MD, D.C. and VA).

Credit Hours: 1.5 ELECTIVE hours for MD and DC licensees.

How the New Tax Laws Affect the Real Estate Professional

Course Description: 2020 was dynamic year in the tax world. Congress enacted several new tax bills that impacted self-employed individuals, such as real estate agents and real estate investors. You will learn how you are affected by these changes and how to prepare for them.

Credit Hours: 3.0 ELECTIVE hours for D.C. and VA licensees.

Maryland Smoke Alarm Law

Course Description: This class will enhance licensee understanding of Maryland's Smoke Alarm Law, including determining proper device type, required number and placement of devices and jurisdictional differences for one- and two-family residential buildings.

Credit Hours: 3.0 ELECTIVE hours for MD and D.C. licensees.

Tenant Opportunity To Purchase Act (TOPA)

Course Description: This course will review several laws governing the rights of landlords and tenants in the District of Columbia, including D.C. Residential Real Property Seller Disclosure Act, D.C. Licensure Law, D.C. Agency, Code of Ethics, Tenancy, Rental Housing Act and the Tenant Opportunity to Purchase Act (TOPA).

Credit Hours: 1.5 ELECTIVE hours for D.C. licensees.

Sales and Transactions

Avoiding Settlement Pitfalls

Course Description: This course will inform licensees on current information regarding settlement pitfalls and arm them with tools to identify and avoid issues and situations that could derail contracts and settlements. Additionally, it will provide licensees with important information on the differences in forms and practice between the local jurisdictions in order to help navigate the critical differences that are central to real estate transactions in each region. Finally, the course will provide a lengthy list of practical tips compiled over time by an attorney with extensive settlement experience to make small changes in their practices to streamline the process between contract and closing for the benefit of both their clients and their businesses.

Credit Hours: 1.5 ELECTIVE hours for MD and D.C. licensees, and 1.0 ELECTIVE hour for VA licensees.

Foreclosures

Course Description: In today's real estate marketplace, foreclosures and short sales are a part of the landscape. This course will help you to gain a clear understanding of the steps of the foreclosure process.

Credit Hours: 3.0 ELECTIVE hours for MD, D.C. and VA licensees.

Getting from Sale to Settlement

Course Description: The agent's job is not over once they receive an accepted contract. If agents know where the problems are, they can put plans in place to take care of them before they cause the deal to fall through. This course will what you can do to prepare your clients for the entire process.

Credit Hours: 2.0 ELECTIVE hours for MD and D.C. licensees.

How to Do a 1031 Like-kind Exchange

Course Description: Learn how to do a tax deferred exchange of rental, investment or business real estate using a Qualified Intermediary (QI).

Credit Hours: 3.0 ELECTIVE hours for MD, D.C. and VA licensees.

Negotiating In Today's Market

Course Description: At the completion of this course, participants will have an understanding and a toolkit of effective negotiation skills and strategies to create win-win solutions for real estate transactions.

Credit Hours: 3.0 ELECTIVE hours for MD, VA and D.C. licensees.

Negotiating Multiple Offers

Course Description: Dealing with multiple offers is not easy, but it is very much a part of what agents do. Working with your client can be challenging, but if you study and follow proven negotiation strategies, you will put your clients in a competitive situation and have a much better chance of closing the transaction.

Credit Hours: 2.0 ELECTIVE hours for MD, D.C. and VA licensees.

Negotiating the Best Contract

Course Description: This session will take an in-depth look at setting useful seller and buyer expectations long in advance of any offer, examine the two basic negotiating strategies employed by buyers and discuss several approaches currently used by outstanding sales associates.

Credit Hours: 3.0 ELECTIVE hours for MD, D.C. and VA licensees.

Selling Houses Using Lease Options

Course Description: In many scenarios, a house can't sell the traditional way due to situations such as there not being enough equity for a traditional sale, or the seller doesn't have enough money to fix up the house for a quick sale. In such cases, a lease option (often called a "rent-to-own") can offer a true win/win situation for everyone – the seller, the REALTOR® and the tenant/buyer. In this course, you will

learn the many advantages to lease options, how to structure lease options properly and how to avoid common mistakes.

Credit Hours: 3.0 ELECTIVE hours for MD, D.C. and VA licensees.

Short Sales

Course Description: In this course, you will learn how to complete a short sale transaction and ways to improve the process.

Credit Hours: 3.0 ELECTIVE hours for MD, D.C. and VA licensees.

When Price Meets Preparation

Course Description: Understanding the strategic use of CMAs, professional tools and a custom marketing plan

Credit Hours: 2.0 ELECTIVE hours for MD and D.C. licensees.

Property Knowledge

All About Radon

Course Description: Upon successfully completing this course, you will understand:

- the physical properties of radon gas
- commonly used test methods
- EPA radon zone maps for Maryland
- licensee and seller disclosure responsibilities pursuant to state law
- residential remediation methods
- MAR and GCAAR contract provisions and addenda
- dealing with radon contingencies, and
- Montgomery County Radon Law 40-13C requiring seller-performed radon testing, effective October 1, 2016

Credit Hours: 3.0 ELECTIVE hours for MD and D.C. licensees.

RADON Laws in MC (SHORT)--Radon Laws in Montgomery County (1.5hr)

Course Description: Upon successfully completing this 90-minute class, you will clearly understand the statutory provisions of both Montgomery County (MC), Maryland radon laws, including the appropriate implementation of such laws when preparing the GCAAR Sales Contract and Maryland REALTORS® Residential Contract of Sale. Montgomery County is the only jurisdiction in the U.S. that requires a radon test be performed prior to settlement of a residential real estate transaction.

Credit Hours: 1.5 ELECTIVE hours for MD licensees

RADON Laws in MC (LONG)--Radon Laws in Montgomery County (3.0hr)

Course Description: After successfully completing this 3-hour class, you will clearly understand the statutory provisions of both Montgomery County (MC), Maryland radon laws, including the appropriate implementation of such laws when preparing the GCAAR Sales Contract and Maryland REALTORS® Residential Contract of Sale. Montgomery County is the only jurisdiction in the U.S. that requires a radon test be performed prior to settlement of a residential real estate transaction.

Credit Hours: 3.0 ELECTIVE hours for MD and DC licensees

Residential Design & Inspection

Course Description: Learn the basics of structural engineering and design of residential construction, including analyzing loads, state and local building codes, permits, bearing walls, determining floor joist sizes, concrete and steel design, foundations and more. Other topics include basic residential construction and how to discuss with buyers and sellers items commonly identified during the home inspection process, including Maryland's new smoke alarm law.

Credit Hours: 3.0 ELECTIVE hours for MD and DC licensees.

Other Elective Courses

Advertising Compliance

Course Description: This course will provide you with an understanding of what constitutes advertising, including the basic requirements of advertising in emails, on the internet and in social media.

Credit Hours: 3.0 ELECTIVE hours for MD, D.C. and VA licensees.

Material Facts, Confidential Information and Latent Defects

Course Description: Upon completion of this course, you will have an in-depth understanding of material and confidential facts and the conditions for which such facts should be disclosed by licensees and/or sellers.

Credit Hours: 3.0 ELECTIVE hours for MD and D.C. licensees.

Material Vs. Confidential Facts

Course Description: Real estate transactions depend on the disclosure of information in order for buyers and sellers to make informed decisions. These disclosures are mandated by law to reveal all pertinent and relevant facts about the property, the principles and the agents who represent them. Sellers and buyers have specific rights and responsibilities when it concerns material information about the property one owns or is about to purchase. However, what is a material fact and what is confidential? This course will walk you through those disclosures and what is required of you, as a real estate professional, to ensure all disclosures are made according to the law.

Credit Hours: CREDITS: 1.5 ELECTIVE hours for MD and D.C. licensees and 1.0 ELECTIVE hour for VA licensees.

MD Residential Property Disclaimer/Disclosure

Course Description: Upon completion of this course, you will have an in-depth understanding of buyer's rights, seller's obligations and licensees responsibilities under Maryland's Single Family Residential Property Condition Disclosure Law (§10-702 of the Real Property Article of the Annotated Code of Maryland) and its application to the Maryland and GCAAR Residential Sales Contracts.

Credit Hours: 3.0 ELECTIVE hours for MD licensees.

Successful Open Houses

Course Description: This course features interactive discourse involving both novice and experienced agents in discussions covering such topics as the necessary preparation required for conducting an effective open house, maximizing visitor turnout and understanding the rules of agency, specifically whom the open house agent can represent.

Credit Hours: 1.5 ELECTIVE hours for MD and D.C. licensees, and 1.0 ELECTIVE hour for VA licensees.

Transfer & Recordation Taxes

Course Description: Learn the details of Maryland law regarding the proper contract treatment of Maryland's Transfer Tax, County Recordation Tax, and County Transfer Tax when working with first-time buyers in Maryland. Discussion includes the treatment of these taxes in both the GCAAR Sales Contract and the MR Residential Contract of Sales. Emphasis is placed on understanding the Montgomery County Recordation Tax and the owner-occupied exemption. Whether working with buyers or sellers, this class is a must for the licensee to maintain compliance with the law and avoid contractual issues.

Credit Hours: 1.5 ELECTIVE hours for MD and D.C. licensees.