



## Promulgated Contract Forms Syllabus

**Course Hours:** 30

### Instructional Mode

Distance Education

### Textbooks / Learning Resources

- *Texas Promulgated Contract Forms*, online text
- *Texas Contract Forms*

### Contact Information

**Help Ticket:** [alliedschools.com/support](http://alliedschools.com/support)

**Instructional Support Toll Free:** 888-751-2303

**Student Services Toll Free:** 888-925-4282

**International:** 949-707-5044

**Fax:** 800-898-9188

**Hours:** Monday - Friday, 7:00 a.m. to 6:00 p.m. PST

### Course Description

The Texas Real Estate Commission (TREC) charges real estate license holders with the knowledge and use of the most recent edition of the Texas promulgated contract forms. Therefore, this practical course is designed to help you better understand the workings of the current promulgated contract forms.

Specific attention has been given to those subjects that will enable you to practice real estate brokerage in a lawful and knowledgeable way. Topics surveyed include the essential elements of contracts, requirements and usage of the promulgated contract forms, the Seller's Disclosure of Property Condition, and an overview of all the promulgated forms and addenda.

This course is unique in that each promulgated contract form is presented and discussed in order to familiarize you with its appropriate use for a given real estate transaction. You will demonstrate working knowledge of the residential contracts by successfully completing the promulgated contract forms based on case studies that are included in the course.

### Course Objectives

After completing this course, you will be able to:

1. Recall elements that comprise valid contracts and how they are interpreted, performed, and discharged.
2. Apply the rules and regulations pertinent to promulgated contract forms.
3. Specify the paragraphs of Sections 1-4 of the 1-4 Family Residential Contract and the Addenda used with those sections.
4. Recall Sections 5-8 of the 1-4 Family Residential Contract and specify the Notices and Disclosures that must be provided to buyers regarding the earnest money, title policy, survey, and condition of the property.
5. Recall Sections 9-24 of the 1-4 Family Residential Contract regarding closing, possession, escrow, prorations, and other contract details that must be satisfied in order to complete the transaction.
6. Recognize the various Texas promulgated Purchase Contract Forms and their application.
7. Differentiate among the various addenda and notices used for short sales, back-up contracts, sale of buyer's other property, and amending or terminating contracts, oil and gas reservations, properties subject to POAs, and properties located by the coast or the Intracoastal Waterway.
8. Typify federal and state laws regarding fair housing, state regulations concerning compensation, varieties of real estate fraud, and disclosures required of agents and sellers.
9. Based on the Case Study provided, select the appropriate promulgated contract forms and complete them according to TREC guidelines.



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## Grading/Evaluation Policy

Performance is measured by successful completion of online exercises, quizzes, and examinations. To successfully complete this course, students must complete: 8 units including all reading and exercises, and successfully pass 8 Unit Exams, 5 Case Studies, and a Final Exam. A minimum passing score of 100% is required on all unit exams and case studies, and a minimum of 70% or better is required on all other assignments. Assignments with scores below the required minimum must be retaken until the score meets or exceeds the requirement. If you do not pass the final exam, you are allowed to retake it.

## Course Outline and Grading Criteria

| <b>Unit Title</b>   | <b>Minutes</b> | <b>Assignment Title</b> | <b>Points Possible</b> | <b>Required to Pass</b> |
|---|----------------|-------------------------|------------------------|-------------------------|
| 1: Contract Law Overview  | 155            | Unit Exam               | 24                     | 24                      |
| 2: Laws, Rules, and Regulations   | 150            | Unit Exam               | 21                     | 21                      |
| 3: 1-4 Residential Contract (Resale) - Parties, Property, Sales Price, and License Holder Disclosure - Sections 1-4         | 155            | Unit Exam               | 18                     | 18                      |
| 4: 1-4 Residential Contract (Resale) - Covenants, Commitments, and Notices - Sections 5-8                                   | 160            | Unit Exam               | 27                     | 27                      |
| 5: 1-4 Residential Contract (Resale) - Closing, Possession, Prorations, Escrow, and Other Contract Details - Sections 9-End | 220            | Unit Exam               | 24                     | 24                      |
| 6: Overview of Promulgated Purchase Contracts   | 205            | Unit Exam<br>Case Study | 18<br>20               | 18<br>20                |
| 7: Promulgated Addenda, Notices, and Other Forms  | 205            | Unit Exam<br>Case Study | 27<br>20               | 27<br>20                |
| 8: Other Real Estate Matters  | 115            | Unit Exam               | 15                     | 15                      |
| 9: Practice Makes Perfect   | 135            | Case Study              | 114                    | 114                     |
| Final Exam  |                | Multiple-Choice         | 60                     | 42                      |
| <b>Total</b>  | <b>1500</b>    | <b>Total</b>            | <b>388</b>             | <b>370</b>              |

## Student Integrity and Academic Honesty Policy

Allied Schools strives to encourage a spirit of honesty and integrity. This policy was created to foster a climate that promotes the most stringent academic standards. Violations of this policy will be dealt with using fair and consistent methods. Committing one or more of the following actions is considered unacceptable and constitutes a violation of this policy:

- Intentionally using or attempting to use unauthorized materials in any academic exercise;
- Intentionally aiding or attempting to aid another student to commit any act of academic dishonesty;
- Bribing or attempting to bribe, or making threats against any individual, with the intention of affecting a grade or an evaluation of academic performance;
- Falsifying any documents;
- Accessing the institution's computer systems or files without proper authorization.