

# Real Estate Agent Certification

Name \_\_\_\_\_

Address \_\_\_\_\_

City

State

Zip

Phone (\_\_\_\_) \_\_\_\_\_

Email \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City

State

Zip

Phone (\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_

I am taking all three courses non-credit (Fee \$999)

I am taking the real estate course indicated below:

Real Estate Principle and Practice (\$399) \_\_\_\_\_

Real Estate Law (\$399) \_\_\_\_\_

Real Estate Finance and Appraisal (\$399) \_\_\_\_\_

VISA/MC/Discover

# \_\_\_\_\_ Exp. Date \_\_\_\_\_

Signature \_\_\_\_\_

Return this form to:

Brenda Covert  
Shawnee State University  
940 Second Street  
Portsmouth, OH 45662

*Deadline for Registration: August 15, 2008*

## Shawnee State University

940 Second Street

Portsmouth, OH 45662

Business & Industry Education 35-2432

NONPROFIT ORG.  
BULK RATE  
**U.S. POSTAGE  
PAID**  
Permit No. 93  
Portsmouth, Ohio 45662



Become a licensed

# Real Estate Agent

## Shawnee State University

### Business & Industry Training

940 Second St. \* Portsmouth, OH 45662

740.351.3304

### Complete courses in 10 weeks!



Become a

# Real Estate Agent

## A Series of Three Courses

10 Week Courses:

### Real Estate Principles and Practices

Aug. 26—Sept. 25, 2008 (Tuesday and Thursday)

5:30 pm - 9:50 pm

*Introduction to real estate economics and administration. Includes elementary physical, legal, locational, and economic characteristics of real estate; real estate markets; and national, regional, and local economic influences on real estate values.*

### Real Estate Law

Sept. 29—Oct. 29, 2008 (Monday & Wednesday)

5:30 pm - 9:50 pm

*Includes the law of agency as applied to real estate brokers and salesmen, law of fixtures, estates (including leases), conveyancing of real estate, real estate managers, license laws of Ohio, zoning, cooperatives, and condominiums.*

### Real Estate Finance & Appraisal

Sept. 30—Oct. 30, 2008 (Tuesday and Thursday)

5:30 pm - 9:50 pm

*Analysis of real estate financing, including lending policies and problems in financing transactions in residential, apartment, commercial, and special purpose properties. And an introduction to the fundamentals of appraising real estate. Focusing on the appraising process, neighborhood and site analysis, building costs, depreciation, capitalization and appraisal reports.*

## Registration

To Register or for More Information:

**Phone:** 740.351.3171 or 866.672.8778

**Fax:** 740.351.3591

**Email:** bcovert@shawnee.edu

**Mail:** Brenda Covert  
Shawnee State University  
940 Second Street  
Portsmouth, OH 45662



**Shawnee State University**

940 Second Street • Portsmouth, Ohio

Selling real estate is, first and foremost, a customer service business. Buying or selling a home is one of the largest transactions most people make in their lifetime, and in many cases, you are making someone's dream come true.

## Licensing Requirements

In order to obtain a real estate sales associate license in the state of Ohio you must:

- Be honest, truthful, and of good reputation
- Be at least 18 years of age.
- Have a high school diploma or equivalent.
- Not have been convicted of a felony or crime of moral turpitude or violated any civil rights laws regarding real estate within the past two years. If the student has any questions regarding this requirement, they should directly contact the Ohio Division of Real Estate at 614.466.4100, or visit their website at [www.com.state.oh.us/real](http://www.com.state.oh.us/real).
- Complete the following classroom hours
  - 40 hours Principles and Practices of Real Estate
  - 40 hours in Real Estate Law
  - 40 hours in Real Estate Finance and Appraisal
- Obtain sponsorship from an Ohio broker or real estate company by the time you file your test application with the Ohio Division of Real Estate.
- Successfully pass the real estate sales licensee exam. Licensing exams are given once a month in Columbus and Cleveland.

**After successfully passing the state exam, you will receive your real estate sales associate license. Within one year of licensure, you must complete the 10-hour sales post licensing course.**

## Cost

The non-credit fee is \$399 per course. If you register for all three courses, the non-credit fee is only \$999\*.

\* Fees must be paid by August 15, 2008. Late fee of \$50 applies if paid after August 15, 2008.

### Refund Policy

Full refunds are given when a class is cancelled. Students withdrawing from a class at least three full business days before the start date of a class will receive a full refund minus a 10% processing fee. No other refunds will be granted.