



California General Information Page:

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Pre-Licensing Sponsor Number: S0673
CE Sponsor Number: 6314

General Course Information

- All of The CE Shop California courses are delivered via the internet, therefore there are no physical textbooks. Students can print all course materials as needed.
- Courses must be completed within 1 (one) year of the registration/enrollment date.
- There are no prerequisites to any of the continuing education courses The CE Shop offers online.
- **The California Department of Real Estate (DRE) does not confer or recognize any specialty licenses, designations, or certifications.**

Course Fees:

- 2 hour courses = \$19.00 *
- 3 hour courses = \$29.00 *
- 4 hour courses = \$35.00 *
- 6 hour courses = \$49.00*
- 9 hour courses = \$59.00*
- 45 hour qualifying courses = \$115.00*

*All prices are subject to change. All prices include all fees & taxes.

CA DRE Disclaimer Statement:

This course is approved for continuing education/prelicensing education credit by the California Department of Real Estate. However, this approval does not constitute an endorsement of the views or opinions which are expressed by the course sponsor, instructors, authors, or lecturers.

Course Provider Complaint Statement

A course provider complaint form is available on the California Department of Real Estate (DRE) website at www.dre.ca.gov. Access this form by typing in "RE 340" in the search box located in the upper right corner of the home page. An informational form regarding course provider complaints, "RE 340A" is also available.

Course Descriptions

Real Estate Principles Course—45 Hours; Copyright The CE Shop 2019

To apply for your California Real Estate Salesperson's license, you first need to complete 135 credit hours of required education: Real Estate Principles (45 hours), Real Estate Practice (45 hours), and one additional California Department of Real Estate (DRE) state approved course (45 hours). This 45-hr course covers principles of real estate in California. The course prepares you for the California licensing exam, as well as provides the foundation knowledge necessary to be a successful real estate salesperson. Number of pages: 1740; final exam questions: 100

Real Estate Practice Course—45 Hours; CA 45 Hour Real Estate Practice, Copyright The CE Shop 2023



To apply for your California Real Estate Salesperson's license, you first need to complete 135 credit hours of required education: Real Estate Principles (45 hours), Real Estate Practice (45 hours), and one additional California Department of Real Estate approved course (45 hours).

This 45-hour course covers the practice of real estate in California. The course prepares you for the California licensing exam, as well as provides the foundational knowledge necessary to be a successful real estate salesperson.

Note: This course is compliant with SB 1495, which requires an interactive participatory component on federal and state fair housing and a component on implicit bias.

The following sections are covered in this course:

- Your career in real estate
- Disclosing agency relationships and interests
- Agent responsibilities to buyers
- Advertising and technology
- Taxation and assessment
- Antitrust
- Agent responsibilities to sellers
- Listing and buyer representation contracts
- Fair housing and implicit bias
- Property condition and required CA disclosures
- Purchase agreements and option contracts
- Escrow and closing
- Property management
- Trust funds
- Closing costs and special processes
- Commercial, investment, and specialty areas
- Ethics and laws affecting California real estate

Number of pages: 1194; final exam questions: 100

Real Estate Finance Course—45 Hours; Copyright The CE Shop 2019

To apply for a California Real Estate Salesperson's license, you need to complete three courses (135 credit hours): Real Estate Principles (45 hours), Real Estate Practice (45 hours), and one additional California Department of Real Estate approved course (45 hours). The courses prepare you for the California licensing exam, as well as provides the foundation necessary to be a successful real estate salesperson. This 45-hour Real Estate Finance course satisfies the additional course requirement. Number of pages: 1438; final exam questions: 100

A Brief Introduction to Real Estate Finance – 2 Consumer Protection Hours; Copyright The CE Shop Rev. 2025

Most buyers of real estate will require a loan. In fact, the financing of a home is as integral to real estate transactions as finding the home itself; if the buyer cannot obtain financing, the transaction will ultimately fail. To provide the best service to consumers, it is essential for licensees to have a clear understanding of the financing process, from initial loan application through funding at closing. The Financing course provides licensees with the must-know financing issues to enable them to better serve their clients who require financing for real estate purchases. This course was written and developed by The CE Shop team of developers and the content is all original, company (The CE Shop) owned content. Number of pages: 62; final exam questions: 20

Advocating for Short Sale Clients – 3 Consumer Protection Hours; Copyright The CE Shop Rev. 2025

Tactics that work with motivated, excited sellers don't always translate well when working with short



sale sellers and short sale buyers. Toss lender approvals, junior lien holders, and inflexible timelines into the mix, and you end up with a whole new ball game. In a short sale transaction, the motivation for each party is different than the standard transaction, and as the professional in the scene, you need to adjust accordingly. This course speaks to your interaction with short sale sellers, and how you can help them through a tough process while diligently advocating on their behalf. We cover how to figure out an appropriate listing price, negotiate with the lender's representative, sort through debt settlement terminology, and carry the deal through to closing. We also look at the process from a buyer's agent perspective. Additional cautions, considerations, and fraud prevention tactics are required when advocating on behalf of these deal-seeking buyers. This course was written and developed by The CE Shop team of developers and the content is all original, company (The CE Shop) owned content. Number of pages: 60; final exam questions: 20

Assistance Animals and Fair Housing – 4 Consumer Protection Hours; Copyright The CE Shop Rev.2025

Emotional support animals, service animals, and reasonable accommodation. How does the concept of reasonable accommodation play out in property management? Must a property manager accept a tenant's emotional support animal, and under what conditions? What proof can a property manager or landlord require of a tenant who claims a need for an emotional support animal? What about homeowners associations—must accommodation be made in these communities? With some airlines accepting miniature horses on board as service animals, can Apartment 3B be far behind? How does the Fair Housing Act apply, and where does it all stop? This is a topic that sparks questions around what the laws are and how and when they apply in cases of individuals with assistance animals.

This four-hour course explores the issues and options for landlords and property managers surrounding assistance animals, helping real estate professionals recognize scenarios in which the fair housing and disabilities laws apply and helping to ensure that individuals with disabilities have equal access to housing. Number of pages: 69, final exam questions: 20

California Agency – 3 Agency Hours; Copyright The CE Shop Rev. 2025

The process of buying, selling, and leasing real estate is more challenging today than ever. People need the help of trained experts to guide them through the process and represent their interests during negotiations. Your assistance makes the process more comfortable and successful for both buyers and sellers. In California, “agency” refers to the type of relationship between a buyer or seller and a real estate licensee. Buyers and sellers can enlist the assistance of a real estate professional to represent their interests and direct transactions on their behalf. As a knowledgeable expert, you can guide clients through the process and help them resolve problems and challenges along the way. The real estate industry operates within the concept of “agency.” This course will help you understand how real estate firms operate in the state of California so you can best serve your clients while acting within the law. This course was written and developed by The CE Shop team of developers and the content is all original, company (The CE Shop) owned content. Number of pages: 42; final exam questions: 20

California Ethical and Effective Online Advertising – 3 Consumer Service Hours; Copyright The CE Shop Rev. 2025

Because the Internet is a wide-reaching medium with a very low cost of entry and nearly instantaneous feedback, it provides both increased visibility—and increased risk. This course will demonstrate how to maximize online visibility while decreasing online risk. This course was written and developed by The CE Shop team of developers and the content is all original, company (The CE Shop) owned content. Number of pages: 47; final exam questions: 20

California Ethics – 3 Ethics Hours; Copyright The CE Shop Rev. 2025

Today's real estate marketplace is in greater turmoil than ever. Professional and ethical real estate professionals who adhere to a high set of standards will be the foundation for restoring confidence and stability in an already unsure marketplace. The National Association of REALTORS® (NAR) relies on its Code



of Ethics to ensure that all REALTORS® are conducting business in an honest manner and with the highest degree of integrity. You will learn the Code of Ethics in depth, explore its various applications and relate it to your daily practice. You will also learn about the California Business and Professions Code that guides ethical business practices within the state of California. As part of your real estate continuing education, this course will provide you state licensing continuing education credits as well as fulfill the requirement for Ethics training mandated by the National Association of REALTORS®. This course was written and developed by The CE Shop team of developers and the content is all original, company (The CE Shop) owned content. Number of pages: 82; final exam questions: 20

Reminder: State law may be in conflict with segments of the Code of Ethics and in those instances, state law will prevail.

California Fair Housing – 3 Fair Housing Hours; Copyright The CE Shop Rev. 2024

As a real estate agent or broker, you serve as diverse a population as exists anywhere in the United States. Your customers will vary widely as to race, culture, and even gender orientation. Pursuing correct Fair Housing practices makes good business sense. Real Estate professionals who understand and strictly comply with California Fair Housing Laws serve clients and customers with confidence and integrity and ensure that every person is treated fairly. This Fair Housing course will assist you to identify important concepts to improve your customer service and help you to avoid common legal and cultural pitfalls. You will learn about both federal Fair Housing laws and laws unique to the state of California. This course was written and developed by The CE Shop team of developers and the content is all original, company (The CE Shop) owned content. Number of pages: 51; final exam questions: 20

California Implicit Bias Training – 2 Implicit Bias Hours; Copyright The CE Shop Rev. 2024

Most buyers of real estate will require a loan. In fact, the financing of a home is as integral to real estate transactions as finding the home itself; if the buyer cannot obtain financing, the transaction will ultimately fail. To provide the best service to consumers, it is essential for licensees to have a clear understanding of the financing process, from initial loan application through funding at closing. The Financing course provides licensees with the must-know financing issues to enable them to better serve their clients who require financing for real estate purchases. This course was written and developed by The CE Shop team of developers and the content is all original, company (The CE Shop) owned content. Number of pages: 39; final exam questions: 20

California Risk Management – 3 Risk Management Hours; Copyright The CE Shop Rev. 2019

The balancing of risk and profitability is central to every real estate professional. Licensees face hundreds of business decisions and actions. If these decisions are actions are not managed properly, they could expose licensees to potential lawsuits and violations of federal and California state law. This course will discuss risk and the potential for loss in relation to the real estate industry in the state of California. This course will discuss risk in six key areas: property disclosure, agency law, contracts, compensation, anti-trust and fair housing. The more knowledge you have regarding potential risks, the greater ability you have to effectively manage those risks and minimize exposure. This course was written and developed by The CE Shop team of developers and the content is all original, company (The CE Shop) owned content. Number of pages: 55; final exam questions: 20

California Trust Fund Handling – 3 Trust Funds Hours; Copyright The CE Shop Rev. 2019

At the foundation of any real estate transaction, purchase or rental, is the transfer of funds from one party to another. Real estate professionals act as intermediaries in the process, commonly handling funds entrusted to them from one party as part of the transaction. These funds, called trust funds, can involve earnest money deposits, security deposits, rent payments and much more. The proper handling of these funds is a fiduciary duty of real estate professionals and must be done with care and integrity. In this course, you will learn the processes involved in managing and accounting for trust funds. You will learn the requirements involved in trust accounts, what you are required to do with funds entrusted to you, and how



to ensure the funds are handled properly. At the conclusion of the course, you will learn how to reconcile these accounts and understand the auditing processes. This course was written and developed by The CE Shop team of developers and the content is all original, company (The CE Shop) owned content. Number of pages: 52; final exam questions: 20

California Salesperson and Broker Survey – 9 Survey Course Hours; Copyright The CE Shop Rev. 2022

This nine-hour survey course covers all seven of the mandatory subjects of agency, ethics, trust fund handling, fair housing, implicit bias, risk management, and management and supervision in a single course. Number of pages: 255; Final Exam Questions: 25

California Management and Supervision – 3 Management and Supervision Hours; Copyright The CE Shop Rev. 2023

Along with the risk, opportunity, and benefits of being a broker comes a grave responsibility: supervising licensees who work independent and out of sight of the broker as they guide clients through the ups and downs of a real estate transaction. This three-hour course is designed to help brokers meet that responsibility with professionalism, aplomb, and reduced risk to their license. Responsibilities include supervising, documenting, and managing the real estate activities of their firm. This course offers several ways to minimize the risk exposure for the broker, their licensees, and their firm. Number of pages: 73; Final Exam Questions: 20

Check Your Bias and Fair Housing Practices – 3 Fair Housing Hours; Copyright The CE Shop 2024

In this course, you'll learn about the history of housing discrimination and its lasting impact in order to better understand why fair housing laws are necessary. You'll review the federal laws that provide protection against housing discrimination and what actions are prohibited and required by these laws in the business of real estate. This will include reviewing the personal characteristics—race, color, religion, national origin, sex, familial status, and disability--that federal law protects from discrimination in housing. Besides these federal protections, there are state and local government fair housing laws that protect additional personal characteristics from discrimination in housing and you'll find out where to get more fair housing information for your clients.

You'll also learn some best practices for fair housing marketing and some strategies to avoid steering and making assumptions based on stereotypes. You'll role play some scenarios to practice interrupting any implicit biases so that consumers are treated with equal concern, respect, and fairness. By allowing consumers to choose which communities/neighborhoods they want to live in, you can do your part to uphold fair housing laws and end housing discrimination. This course fulfills the National Association of REALTORS® Fair Housing education requirement. Number of pages: 87; Final Exam Questions: 20

Conducting Open Houses and Developing a Safety Plan – 2 Consumer Protection Hours; Copyright The CE Shop Rev. 2025

Open houses have been a standard practice in seller representation for decades; however, not all open houses are successful. By carefully selecting which listings are suitable for an open house, then preparing the sellers for the event, you set yourself up for a productive afternoon. This course walks you through the steps involved in planning for and hosting a successful open house. Open houses pose some security risks, but they are not the only safety threat that real estate professionals face. The second half of this course looks at safety from multiple angles, and offers practical ways to protect yourself while working with clients, at the office, and when you are at home. This course was written and developed by The CE Shop team of developers and the content is all original, company (The CE Shop) owned content. Number of pages: 35; Final Exam Questions: 20

Did You Serve? Identifying Homebuying Advantages for Veterans – 3 Consumer Service Hours; Copyright The CE Shop Rev. 2023

With more than 20 million Veterans living in the United States today, real estate professionals can have a



powerful and profound impact for those who served all while expanding their business in a patriotic way to an underserved market. Better serving our nation's Veterans and military families purchase a home starts with one simple question. Real estate professionals who ask "Did You Serve?" to every client can easily identify Veterans and service members. By doing so, they can open the doors of homeownership for Veterans and service members who may not have been able to purchase a home through other financing. The *Did You Serve? Identifying Homebuying Advantages for Veterans* course is designed to empower real estate professionals to provide valuable support to Veterans and military families by providing them with the knowledge and skills around understanding the VA home loan program and application process, and tools and strategies for finding and purchasing the perfect home for Veterans. This course was written and developed by The CE Shop team of developers and the content is all original, company (The CE Shop) owned content. Number of pages: 55; Final Exam Questions: 20

Ethics at Work in California – 3 Ethics Hours; Copyright The CE Shop Rev. 2022

There's a reason real estate agents often rank among the least trusted professionals in the U.S. But what can you do to improve the public's perception? And what should you do when you run into an ethical dilemma or into a licensee who's not behaving ethically? As a California real estate professional, you can help raise the bar and improve the reputation of the industry. You can lead by example.

This course will empower you to recognize and respond to ethical dilemmas, inspiring consumer confidence. For answers to ethical dilemmas, we'll look to several articles of the National Association of REALTORS® Code of Ethics, discuss applicable state laws and regulations from the California Business and Professions Code and Regulations of the Real Estate Commissioner, and draw from real-life ethical scenarios. This course was written and developed by The CE Shop team of developers and the content is all original, company (The CE Shop) owned content. Number of pages: 157; Final Exam Questions: 20

Fair Share: Protecting California Consumers and Your Business from Unfair Practices; - 3 Consumer Protection Hours; Copyright The CE Shop Rev. 2022

Real estate professionals wear many hats: expert communicator, attentive listener, trustworthy confidant, obedient servant, loyal advocate, and knowledgeable educator, to name just a few. To juggle these roles effectively—and within the lines of the law—licensees must remain informed. Real estate professionals are in a position to provide an invaluable level of consumer protection as they support consumers through their real estate transactions.

This course explores licensees' role as advocate and educator, and how they can protect consumers and their business from the threats of antitrust and fair housing violations and predatory lending. We'll start by looking at what federal protections are in place to combat these unfair practices, then identify state-specific legislation. We'll also provide the steps you can proactively take to protect the consumers you work with day in and day out and the business you've worked so hard to create. Number of pages: 86; final exam questions: 20

Foundations of Real Estate Finance – 6 Consumer Protection Hours; Copyright The CE Shop 2019

There have been many financial changes in the United States in the past decade, the results of which have impacted the real estate mortgage process, as well as other areas. The financing of a home is as integral to real estate transactions as finding the home itself, and it is beneficial for you to have a clear understanding of the financing process. Through this course, you will gain a better understanding of the changes the mortgage market has experienced over the years. You will also gain knowledge of qualifications and requirements of several popular lending options, which will help you guide your clients to properties that fit within their loan's requirements. Please be aware that the publishers of this course encourage all real estate professionals to stay attuned to market changes and refer to trusted advisors during all steps of the mortgage process. This course was written and developed by The CE Shop team of developers and the content is all original, company (The CE Shop) owned content. Number of pages: 95;



final exam questions: 20

Growing Green: Environmental Awareness and Your Real Estate Practice (CA) – 3 Consumer Protection Hours; Copyright The CE Shop 2022

Whether you're representing a seller who's listing a high-efficiency home or working with a buyer to find one, it's important to be able to recognize a home's green features and the value they bring to the property. This means understanding the benefit of big-ticket green items such as solar panels, wind turbines, geothermal heating and cooling systems, solar water heaters, or even energy-efficient windows, as well as knowing the value in quick-and-easy updates like low-flow faucets, LED lighting, and smart thermostats. It also means knowing the difference between HERS and HES and SEER and LEED. Of course, greening up a home isn't cheap. Letting your clients know about available federal and state programs and incentives is another way you can ensure your clients are getting the best service around. Number of pages: 129; final exam questions: 20

Lead Awareness and Compliance – 3 Consumer Protection Hours; Copyright The CE Shop 2025

Lead hazards aren't just a concern for homeowners—they're also a big deal for real estate professionals. If you're listing a home built before 1978 or guiding buyers through disclosures, understanding the risks of lead exposure isn't just helpful—it's essential. Federal laws require specific disclosures and safety measures and skipping them can lead to hefty fines and legal trouble.

This course helps you recognize where lead hazards lurk, stay on top of your legal responsibilities, and follow safe practices help protect you, your clients, and your transactions. But beyond compliance, having a strong grasp of lead safety makes you a trusted advisor. When clients see that you take their health and safety seriously, it strengthens your reputation and sets you apart as a knowledgeable, reliable real estate professional. Ultimately, keeping people safe, reducing risk, and staying compliant aren't just obligations—they're smart business moves supporting long-term success.

Number of pages: 52; final exam questions: 20

Marketing, Advertising, and Social Media Compliance – 3 Consumer Service Hours; Copyright The CE Shop 2023

The Internet is rich with promotional opportunities. Whether it's a post on Facebook or a tweet linking to your new listing, whether it's a status update on LinkedIn, a virtual home tour on YouTube, or photo collage on Pinterest, there are plenty of different ways to promote your professionalism, highlight your expertise, increase your connections, and showcase your listings.

This course looks at how you can use the unique advertising and marketing opportunities now available through social media to better serve your clients and customers, and further promote your own brand.

Course highlights include:

- An overview of how consumers—and agents and agencies—are using social media and how this is impacting the real estate industry.
- A detailed discussion of how to use various social media platforms—including Twitter, Facebook, LinkedIn, YouTube, and Pinterest—to promote your business and better serve your clients and customers.
- A look at how various social media platforms differ and how to select the ones that are best for you and your needs.
- Tips for creating an online marketing strategy.
- A review of legal and ethical issues surrounding online marketing.
- A discussion of copyright law, trademarks, and public domain content.
- Tips for avoiding common social media missteps.
- Activities and examples to illustrate the practical application of the new information and frame it in



everyday context.

Number of pages: 76; final exam questions: 20

Preparing A Market Analysis – Best Practices – 3 Consumer Service Hours; Copyright The CE Shop 2017

Perhaps no task is more important than preparing a professional comparative market analysis. Whether for a buyer or seller, the CMA, properly done, can mean thousands of dollars in their pockets, and can make the difference between a sale and a sale fail. But because it's such a well-worn tool, it's tempting for a licensee to get complacent with the CMA, and "phone it in." Don't be that licensee.

This three-hour course covers the how-tos of a professionally researched and presented comparative market analysis.

Course highlights include:

- The three-step approach to market analyses: the market, the property, the numbers
- Sources for subject property data and market data
- Using expired and active listings to inform pricing strategy
- How to prioritize criteria when selecting comparables
- How to adjust and homogenize selected comparables
- How to weight selected comparables when selecting a list price range

Number of pages: 63; final exam questions: 20

Residential Property Management Essentials - 3 Consumer Service Hours; Copyright The CE Shop 2025

For many real estate professionals, property management is a natural extension of their expertise.

Whether you're thinking about taking on your first property or looking to grow your property management business, there are a number of important matters to keep in mind.

Residential Property Management Essentials provides real estate licensees with a solid understanding of pertinent property management issues by exploring the role of the property manager, common tenant issues you're likely to encounter, and crucial federal laws that every property manager needs to understand. This course was written and developed by The CE Shop team of developers and the content is all original, company (The CE Shop) owned content. Number of pages: 59; final exam questions: 20

Roadmap to Success: Business Planning for Real Estate Professionals – 3 Consumer Service Hours; Copyright The CE Shop 2010

First and foremost, you, as a real estate professional, are an entrepreneur. Even if you are working as an agent with an established broker, you are still responsible for the success or failure of your business. All profitable business owners rely heavily on a written business plan to guide and direct every aspect of their business. A business plan is a roadmap and key to your success. This planning, however, requires you to have a clear vision of what you want to accomplish and how you will accomplish it. This course guides you through proven methods to assist you in developing a successful, workable business plan. You will learn about creating a vision for your business and the tools necessary to achieve that vision. This course was written and developed by The CE Shop team of developers and the content is all original, company (The CE Shop) owned content. Number of pages: 110; final exam questions: 20

Sex and Real Estate: Sexual Harassment, Sexual Discrimination, and Fair Housing – 3 Consumer Protection Hours; Copyright The CE Shop Rev. 2025

In the age of movements such as #MeToo and Time's Up, sexual harassment and sexual discrimination have moved to the forefront of the national conversation. Allegations, investigations, firings, resignations, and even arrests have rippled across major industries and affected high-profile individuals in entertainment, media, politics, and business. In short: workplace behavior is under a microscope like never before. The real estate industry is no exception, and some areas leave clients and licensees highly vulnerable.

This three-hour course helps protect clients and customers from harassment by brokers, licensees, lenders, property managers, and others in the housing industry and provides guidance on how to file complaints when



individuals do encounter harassment. Number of Pages: 69; final exam questions: 20

Technology Tools, Trends, and Risk Management – 3 Consumer Service Hours; Copyright The CE Shop Rev. 2023

Technology Tools, Trends, and Risk Management - Real estate is a relationship-based business, right?

1. **Technology is a tool.** Used wisely, it can free up time usually spent on mundane tasks to allow you to work at a higher (and higher touch) level of client service. Used poorly, it can alienate your clients, and even put them—and your reputation—at risk.
2. **Your clients and prospective clients are using it, and you want to be where they are.** They expect you to be tech-savvy on their behalf.
3. **Your competition is using it.** According to a 2017 National Association of REALTORS® real estate report, staying up to date on new platforms and systems will be one of the biggest challenges for brokers in the coming years. The industry is changing, and technology is a big driver of that change. You have to stay ahead of the curve, because you don't want to be left behind.

Here's what you'll find in this course:

- How to use technology to get to “Yes” on buyer representation agreements
- To the MLS and Beyond: how to use this powerful tool in more powerful ways
- How to use Big Data to make Big Connections and stay out of Big Trouble
- Why 60% of small businesses that fall victim to data es are out of business within six months, and how to avoid being a victim
- Virtual reality: what it is, does it want your job, and where it's headed next
- Smart uses for artificial intelligence
- How to become videostream, Snapchat, and drone savvy
- Tips for managing social media so it doesn't manage you

Number of pages: 53; final exam questions: 20

The Fundamentals of Commercial Real Estate – 3 Consumer Protection Hours; Copyright The CE Shop 2019

The Fundamentals of Commercial Real Estate provides a solid foundation for your understanding of commercial real estate. The course covers the need-to-know information on a broad range of commercial topics. If you're an experienced residential licensee, a few of the fundamentals of commercial real estate will be familiar to you—the importance of location, for example. In many other regards, commercial differs sharply from residential real estate. You'll be working with executives, investors, and business owners in commercial real estate, individuals whose focus is squarely on the bottom line. Equipped with the information and advice found in this course, you'll be well-prepared to grasp the more complex aspects of commercial real estate as you gain more experience in the industry. This course was written and developed by The CE Shop team of developers and the content is all original, company (The CE Shop) owned content. Number of pages: 92; final exam questions: 20

Upholding Fair Housing Laws – 2 Consumer Protection Hours; Copyright The CE Shop 2024

Fair housing law stands as a cornerstone of civil rights legislation, aiming to eliminate discrimination in housing markets and ensure equal opportunities for all individuals regardless of race, color, religion, sex, national origin, familial status, disability, or any other protected characteristic. By understanding the importance of fair housing law, licensees recognize its pivotal role in fostering inclusive communities and combating systemic inequalities. This course explores the historical context, key provisions, and practical applications of fair housing law, equipping licensees with the knowledge and tools necessary to uphold these principles in their professional endeavors.

Real estate licensees play a vital role in upholding fair housing principles and safeguarding the rights of all individuals in the housing market. As gatekeepers of property transactions, licensees must stay abreast of fair housing laws and practices to ensure ethical and nondiscriminatory conduct. Beyond legal compliance, embracing fair housing principles fosters trust, promotes diversity, and enhances business



success in an increasingly diverse marketplace. This course will empower licensees to navigate complex fair housing issues with confidence, fostering a culture of inclusivity and advancing the vision of fair and equitable housing for all. This two-hour course fulfills the National Association of REALTORS® Fair Housing education requirement. This course was written and developed by The CE Shop team of developers and the content is all original, company (The CE Shop) owned content. Number of pages: 49; final exam questions: 20

Using the Code to Solve Ethical Dilemmas – 3 Ethics Hours; Copyright The CE Shop 2023

It's the nature of real estate that every transaction is unique, and in facing those unique circumstances, real estate licensees often find themselves also facing ethical gray areas. Some real estate professionals simply don't understand how to handle complex issues in the most ethical manner, and others are tempted to bend the rules in an effort to save their transaction. This three-hour course helps licensees deepen their knowledge—and practice—of ethical rules of conduct according to the National Association of REALTORS® Code of Ethics and Standards of Practice. The code isn't applicable to REALTORS® only, who are duty-bound to uphold the code as a privilege of membership. The code's guidance serves anyone possessing a real estate license, and licensees who heed the code's various articles and standards of practice can do the greatest good of all: protecting consumers while also bolstering the reputation of all the industry's professionals. Number of pages: 80; final exam questions: 20

Wholesaling in Today's Market – 3 Consumer Protection Hours; Copyright The CE Shop 2025

Real estate wholesaling is not a new concept. However, the practice, regulation, and public perception of wholesaling have changed significantly in recent years. For real estate professionals navigating a market where wholesaling is becoming more popular and increasingly problematic, understanding its legal, ethical, and professional implications is more important than ever. This three-hour course provides a straightforward examination of wholesaling: how it operates, when it crosses legal and ethical boundaries, and why it faces greater scrutiny from lawmakers and the public. You'll examine how some investors use wholesaling as a legitimate and transparent strategy to build wealth, while others exploit it to bypass licensing requirements, mislead sellers and buyers, and disrupt housing stability, particularly in vulnerable communities. Number of pages: 58; final exam questions: 20

Working With Real Estate Investors: Understanding Investor Strategies – 3 Consumer Service Hours; Copyright The CE Shop 2019

Unlike traditional homebuyers, real estate investors enter the market to make money. By understanding the trends that influence the investment market and taking the time to learn about individual motivators and criteria, you'll be in a better position to help your clients navigate this unique and dynamic market.

Working with Real Estate Investors will examine key investment strategies and look at how those strategies shape short- and long-term investment objectives. The course also will review the distinct liabilities and rewards you may encounter when working with investor clients. Course highlights include:

- A detailed discussion of the pros and cons of working with investor clients
- An overview of various short- and long-term acquisition strategies investors may utilize
- A Criteria Worksheet handout to help you better understand your investor clients and their objectives
- A look at common networking and lead generation strategies employed by investors
- Tips to help you identify and reduce your exposure to risk when working with investor clients
- A review of the duties and responsibilities you owe to real estate investor clients
- Advice for becoming a real estate investor yourself, including legal landmines to guard against
- Activities and examples to seal in the new information and frame it in everyday context

Number of pages: 52; final exam questions: 20

The CE Shop Guarantee (Refund Policy)

The CE Shop is committed to student satisfaction. Courses that have been more than 50% complete are



not eligible for refunds or course hour credits. Refund requests made within 30 days of purchase that are not more than 50% completed are eligible for a full refund. Requests made after 30 days from the date of purchase will receive a credit in the form of course hour credits equal to those purchased. NOTE: Our system does not allow for refunds on promotional codes not applied. In order to obtain any promotional discount, the promotional code must be applied at the time of purchase. You must enter in the promotional code in the box under your total at the checkout, and click the "Apply Discount" button, which will show your discount from the total. Please contact our office at 1-888-827-0777 for refund requests. Partial credit is not given for any course. *This refund policy is for all states except for Colorado (CO) and Arkansas (AR). Please see below for the CO and AR refund policies: Colorado Refund Policy Students not accepted to the school are entitled to all moneys paid. Students who cancel this contract by notifying the school within three (3) business days are entitled to a full refund of all tuition and fees paid.

Students who withdraw after three (3) business days, but before commencement of classes (commencement is the date the course was started by student), are entitled to a full refund of all tuition and fees paid except the maximum cancellation charge of \$150.00 or 25% of the contract price, whichever is less. In the case of students withdrawing after commencement of classes (commencement is the date the course was started by student), the school will retain the cancellation charge plus a percentage of tuition and fees, which is based on the percentage of contact hours attended in the Program/Stand Alone Course, as described in the table below. The refund is based on the official date of termination or withdrawal. The CE Shop is committed to our student's satisfaction. Refunds will be processed within 30 days of request. Student is entitled to upon withdrawal/termination>Within first 10% of program=90% less cancellation charge >After 10% but within first 25% of program=75% less cancellation charge >After 25% but within first 50% of program=50% less cancellation charge >After 50% but within first 75% of program=25% less cancellation charge >After 75% (if paid in full, cancellation charge is not applicable= NO Refund *The amount of lessons varies per course; refund will be based on percentage of lessons within that particular course. 1. The student may cancel this contract at any time prior to midnight of the third business day after signing this contract (agreeing to these terms and conditions at time of purchase by clicking on agree to terms and conditions checkbox on purchase page). 2. All refunds will be made within 30 days from the date of termination. The official date of termination or withdrawal of a student shall be determined in the following manner: a. The date on which the school receives written notice of the student's intention to discontinue the training program; or b. The date on which the student violates published school policy, which provides for termination. c. Should a student fail to return from an excused leave of absence, the effective date of termination for a student on an extended leave of absence or a leave of absence is the earlier of the date the school determines the student is not returning or the day following the expected return date. 3. The student will receive a full refund of tuition and fees paid if the school discontinues a "Stand Alone" course within a period of time a student could have reasonably completed it, except that this provision shall not apply in the event the school ceases operation. 4. The policy for granting credit for previous training shall not impact the refund policy. Arkansas Refund Policy Courses with fees less than \$100: The CE Shop is committed to student satisfaction. Courses that have been more than 50% complete are not eligible for refunds or course hour credits. Refund requests made within 30 days of purchase that are not more than 50% completed are eligible for a full refund. Requests made between 30 & 60 days of purchase that have not been more than 50% completed will receive a credit in the form of course hours equal to those purchased. Requests made after 60 days are not eligible for a refund. NOTE: Our system does not allow for refunds on promotional codes not applied. In order to obtain any promotional discount, the promotional code must be applied at the time of purchase. You must enter in the promotional code in the box under your total at the checkout, and click the "Apply Discount" button, which will show your discount from the total. Courses with fees more than \$100: The CE Shop is committed to student satisfaction. Per Arkansas State Board of Private Career Education regulations, at completion of less than twenty-five (25%) of the program, the refunds shall be made on a pro rata basis. At completion of 25% but less than 50% of the program, the student shall be refunded not less than 50% of the tuition. At completion of 50% but less than 75% of the program, the student shall be refunded not less than 25% of the tuition. At completion of 75% or more of the program no refund is due the student. NOTE: Our system does not allow for refunds on promotional codes not applied. In order to



obtain any promotional discount, the promotional code must be applied at the time of purchase. You must enter in the promotional code in the box under your total at the checkout, and click the "Apply Discount" button, which will show your discount from the total.

Attendance Policy

The CE Shop shall maintain a record of attendance of each participant, for a period of five years, sufficient to allow for the preparation of a duplicate certificate upon request by a participant. Students have access to the course content for a period of 12 months from time of enrollment and can return to the course delivery system to reference material at a future date. Many of our students enjoy being able to reference the material after the course is completed.

Online courses are delivered on a "self-paced" basis, meaning that students can complete the coursework on their time when it is convenient for them, anytime day or night from any computer connected to the Internet not to exceed more than 15 hours of final exams in a 24 hour period. Students are expected to spend the approved seat time in the course material and the course system shows how much time the student needs to spend in the course versus the time they have spent in the course at all times. They will not be able to receive credit for the course until that seat time is met and they have passed the final exam. Students can view the cumulative time they have spent in the course as well as how much time they are required to spend within the course navigation bars as well as see their progress.

Once courses are completed, students are prompted to securely "certify" that they were the student/licensee who completed the coursework. This is accomplished by entering the username and password that the student created at the time of enrollment. At this time a mandated course and instructor evaluation is presented to the student as well as directions on how to fill out the online survey on CA DRE's website (see below). Once certification has taken place, the student's certificate of completion is automatically emailed to them and entered into their online account and archived for a minimum of five years. These electronic versions are available to the student at any time and serve as a transcript.

Final Examinations

Once the course sections are completed, students will be prompted to take a **secure** closed book final examination. The student is required to log in to the course system via a secured website to access the final exam. Once they are logged into the course system, they are required to enter their unique login in order to access their final exam.

Agreement to the following statement is required of all students, prior to beginning the final exam:

"By entering in your CA driver's license, identification card described in Section 13000 of the California Vehicle Code, or alternate form of identification issued by a governmental agency or recognized real estate related trade organization below, you agree to the following statement:

I certify and ensure by written statement signed under penalty of perjury that the participant enrolled is the person completing the course and ensure the course cannot be completed in less time than the approved credit hours by controlling the participant's navigation through the course content."

Please NOTE: If you decline this statement you cannot take this final exam, do not continue; contact our Customer Service Department."

Exams are not available for downloading or printing to prevent cheating in the closed book exams. If any exam is taken with more than one internet window open with the course (therefore not constituting



“closed book”), exam results will not be stored and the student will have to close the additional window(s) and retake the exam. This is noted in all exam introduction/instruction slides in the courses.

Once all course sections are completed, students will be prompted to take a secure final exam consisting of one of the following minimum set of questions based on the course credit hours:

- Minimum 15 questions for a 3-5 credit hour course
- Minimum 20 questions for a 6-8 credit hour course
- Minimum 25 questions for a 9-11 credit hour course
- Minimum 30 questions for a 12-14 credit hour course
- Minimum 40 questions for a 15-18 credit hour course
- Minimum 100 questions for a 45 credit hour course

Students are allowed 1 minute per question on their final exams. The final examination is administered with a set of randomly chosen multiple choice questions pulled from a final examination question bank. The question difficulties vary from basic fact related questions to questions that require understanding and application of the knowledge imparted. The course system will advise the student of the total amount of time they have to spend in the final exam based on number of questions in the final exam. The system will track the time the student has to finish the final exam. Students will be automatically logged out of the exam when the allotted time has passed. Students will be warned as time approaches the point of being logged out. If the student does not complete the exam prior to being logged out, the system will grade the questions the student has answered to determine if a passing score has been achieved or not. The minimum passing score is 70%. All unanswered questions will be graded as “incorrect” and will count towards the final exam score. Should the student not pass the final examination, they are afforded one additional attempt at a different version of the final exam. If they do not pass the second time, they must re-purchase and re-take the course including all of the course material and exams. Exam reports are not available for downloading or printing to ensure the student is not simply memorizing questions and answers.

CA DRE Online Evaluation Statement

A course and instructor evaluation is available on the California Department of Real Estate (DRE) website at www.dre.ca.gov. Access this form by typing in “RE 318A” in the search box located in the upper right corner of the home page.