Instructor Information

<table>
<thead>
<tr>
<th>Name</th>
<th>Professor Shicara Hollie</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preferred Email Address</td>
<td><a href="mailto:hollierealty@gmail.com">hollierealty@gmail.com</a></td>
</tr>
<tr>
<td>Primary Telephone Contact</td>
<td>972-891-8052 (No texting to this number)</td>
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Course Information

<table>
<thead>
<tr>
<th>Insert Course Title</th>
<th>Real Estate Investments</th>
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<tbody>
<tr>
<td>Course Number</td>
<td>RELE 1307</td>
</tr>
<tr>
<td>Class Meeting Time and Location</td>
<td>Online</td>
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<tr>
<td>Office Location and Hours</td>
<td>B-217 Please Call for Appointment</td>
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Course Description

This is a WECM Course Number. Course Description: Equip the student with a theoretical and practical understanding of investing in real estate. Students successfully completing this course should know how to 1) identify, 2) analyze, 3) finance, and 4) acquire an investment property on their own. Practical tools, with an underlying theoretical foundation, are provided the student.

Another primary purpose of this course is for licensed agents/brokers to be able to proficiently advise clients on the advisability of investing in real estate. This course contains the theoretical understanding and practical tools to assist in advising clients on real estate investments.

Required Materials Including Textbooks (include ISBN)

Note: A minimum of 9 hours per week should be devoted to course material outside of class time

Required

Required: Essentials of Real Estate Investments, by David Sirota, 10th Edition, Dearborn Real Estate Education

Course Prerequisites

None

Required

Required: Essentials of Real Estate Investments, by David Sirota, 10th Edition, Dearborn Real Estate Education

Course Prerequisites

None

Disclaimer –

The instructor reserves the right to amend this syllabus as necessary.

Texas Core Objectives for Student Learning

The College defines essential knowledge and skills that students need to develop during their college experience. These general education competencies parallel the Texas Core Objectives for Student Learning. In this Real Estate Program of Study, the following skills are in focus.

1. Critical Thinking Skills - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
2. Communication Skills - to include effective development, interpretation and expression of ideas through written, oral and visual communication
3. Empirical and Quantitative Skills - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions
4. Personal Responsibility - to include the ability to connect choices, actions and consequences to ethical decision-making
5. **Social Responsibility**: to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities

**Student Learning Outcomes**

| 1. Compute financial projections using cash flow analysis and internal rates of return. |
| 2. Estimate appreciation. |
| 3. Determine the advantages and disadvantages of commercial investments. |
| 4. Utilize the different tax rates in calculating ad valorem taxes. |
| 1. Compute financial projections using cash flow analysis and internal rates of return. |

Principles of Sustainability are discussed in a YouTube link provided to students where the three (3) components of Sustainability are introduced and discussed.

**CVC Learning Signature**

CVC’s Learning *Signature* is *One College Transforming Lives*. Cedar Valley College establishes clear *expectations* for students through *engagement* and *empowerment* leading to *excellence*.

**CVC Faculty and Staff expect students to:**
- take responsibility for their own learning
- commit to achieving high academic performance
- be meaningfully engaged in the campus community

**CVC Faculty and Staff expect to:**
- provide students a clear pathway of instruction
- establish clear learning outcomes
- serve as role models and mentors for students

**Course Outline**

For maximum success in this course you should spend a *minimum* of 9 hours per week working on course material.

This is an online course, entirely self-paced. See Course Information page of this online course for One Month schedule and One Week schedule.
Evaluation Procedures
Your Final Course Grade is based on earning a maximum of 1000 points. Up to 130 points come from each of the three Quizzes plus the I-SUSTAIN Quiz worth 60 points. Maximum total points available from the Quizzes is 450. Each SLP is worth a maximum of 100-150 points. The 4 SLP’s are worth a maximum total of 550 points.

130 points - Quiz I-1
130 points - Quiz I-2
130 points - Quiz I-3
60 points – Quiz I-SUSTAIN
150 points - SLP I-1
150 points - SLP I-2
100 points - SLP I-3
150 points - SLP I-4

1,000 Max. Pts. Available to Student

The grading scale for the course is given below:

A - 900 to 1000 points
B - 800 to 899 points
C - 700 to 799 points
D - 600 to 699 points
F - less than 600 points

Exams and Assignments:

Your grade for this course consists of a composite score from three Quizzes and four individual projects called SLP’s (Session Long Project) which you will turn in to the Professor for grading.

* Quiz I-1 will cover Assignments 1-3 and is to be taken after reading Assignment 3.
* Quiz I-2 covers Assignments 7-9 and is taken after Assignment 9.
* Quiz I-3 covers Assignments 10-12 and is taken after Assignment 12.

Each Quiz contains 26 multiple choice questions worth 5 points each. Therefore your best grade on each Quiz would be 130 points.

Once you begin taking a quiz, you must complete it.

* Quiz I-SUSTAIN covers the online course video on Green Cord/Sustainability. There are 5 multiple choice questions in this quiz worth 12 points each. Your best grade on this quiz would be 60 points.

You may use your text and notes as resources when taking a quiz.

Please do not consult anyone while you are taking a quiz. If you do not test alone, you are cheating yourself, because if you ever decide to invest in real estate, you’ll find integrity pays; dishonesty fails. Take this as FACT from someone who has purchased dozens of properties over the past 25 years. * Periodically, throughout your course, you will be building a case for/against a specific Real Estate Investment, though a series of Session Long Projects (SLP’s) to be turned in sequentially throughout your course. Each SLP is worth 100-150 points, depending on the SLP The 4 SLP’s together will be worth a maximum of 550 points toward your final grade for the course (4 SLP’s at 100-150 points per SLP).

DO NOT WAIT AND SUBMIT ALL YOUR SLP’S AT THE END OF THE COURSE. SUBMIT THEM AS YOU COMPLETE THEM SEQUENTIALLY THROUGHOUT THE COURSE. All work must be submitted before the course end date. (Extreme situations will need prior approval from professor but will endure major penalty. If you have NOT contacted the professor and received approval prior to the course end date you will not be given any points for late work...NO EXCEPTIONS!!!
Exams may be taken over as many times as you want to improve your score. Each time you retake the exam, your previous score will be deleted.

Service Learning

NO SERVICE LEARNING CREDIT IS OFFERED FOR THIS COURSE.

Stop Before you Drop

Under a Texas law (TEC Section 51.907), if you drop too many classes without having an acceptable reason, your GPA could be affected. Be sure you understand how this law may affect you before you drop a class.

The law applies to students who enroll in a Texas public institution of higher education (including the colleges of DCCCD) for the first time in fall 2007 or later. Under this law, you may not drop more than six classes without an acceptable reason during your entire undergraduate career without penalty. For more information, please see our catalog or read Facts About Dropping Classes.

If you drop or withdraw before the official drop/withdrawal deadline, you will receive a grade of W (Withdraw) in each class dropped until the seventh unacceptable drop. You will earn a grade of WF for the seventh unacceptable drop, and each unacceptable drop after that. A grade of WF will be calculated in your GPA as an F.

The deadline for receiving a W is indicated on the academic calendar and the current class schedule.

For more information, you may access:

http://www.dcccd.edu/Why/Reg/Registration/Pages/DropWithdraw.aspx

The Dallas County Community Colleges will charge additional tuition to students registering the third or subsequent time for a course. This class may not be repeated for the third or subsequent time without paying the additional tuition. Third attempts include courses taken at any of the Dallas County Community Colleges since the fall 2002 semester. More information is available at:

http://www.dcccd.edu/PC/Cost/3rdCrseAttmpt/Pages/default.aspx

Attendance Policy

Students are required to take the Online Orientation Quiz or email the instructor within the FIRST THREE DAYS of the course in order to be certified for this course for Financial Aid purposes.

Otherwise, this course is entirely self-paced.

Classroom Policies

None. This is an online course.

Tutoring Services

All tutoring is available on a "drop in" basis; however, if you would like to make an appointment for a specific time, please call 972-
860-2974. We encourage you to make an appointment for all written assignments. During each visit to the center, you will use your student ID# to sign in and out on our computer at the front desk. More information is available at: [http://www.cedarvalleycollege.edu/FutureStudents/StudentServices/TutoringServices/default.aspx](http://www.cedarvalleycollege.edu/FutureStudents/StudentServices/TutoringServices/default.aspx)

QUALITY ENHANCEMENT PLAN
Cedar Valley College's Quality Enhancement Plan is designed to improve student learning in mathematics. Read more about our QEP at: [http://www.cedarvalleycollege.edu/QEP/default.aspx](http://www.cedarvalleycollege.edu/QEP/default.aspx)

INSTITUTIONAL POLICIES

Academic Advising
Academic Advising is a collaborative educational process whereby students and their advisors are partners in meeting the students' academic, personal, and career goals. This partnership is a process that is built over the student’s entire educational career at Cedar Valley College.

Educational planning is available to all students. First time in college students must meet with academic advisors prior to enrolling in classes; however, continuing students may choose to see faculty advisors, faculty counselors, and/or program coordinators after classes begin. All parties have clear responsibilities for ensuring a successful partnership. For more information, you may access: [https://www.cedarvalleycollege.edu/FutureStudents/StudentServices/AcademicAdvising/Pictures/AdvisingSyllabus.pdf](https://www.cedarvalleycollege.edu/FutureStudents/StudentServices/AcademicAdvising/Pictures/AdvisingSyllabus.pdf)

Academic Honesty
Academic honesty is expected, and integrity is valued in the Dallas County Community Colleges. Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion. See Also Student Code of Conduct. [https://www1.dcccd.edu/catalog/ss/code.cfm?loc=CVC](https://www1.dcccd.edu/catalog/ss/code.cfm?loc=CVC)

**Student dishonesty in any form is not tolerated and will result in a student’s failing grade for either the respective Assignment/Quiz/Exam or for the course or both.**
ADA Statement If you are a student with a disability and/or special needs who requires accommodations, please contact the college Disability Services Office at 972-860-8119.

Emergency Alert Sign up for DCCCD Emergency Alerts to receive a text-message, e-mail and/or phone call when there is an unscheduled evacuation or closure of a DCCCD campus or office because of weather closures, utility outages, police or other emergencies. Subscribing is free, but standard text message charges from your cell phone provider will apply. Please refer to: http://www.dcccd.edu/SS/OnlineSvs/EmergAlerts/Pages/default.aspx

Financial Aid Students who are receiving any form of financial aid should check with the Financial Aid Office prior to withdrawing from classes. Withdrawals may affect your eligibility to receive further aid and could cause you to be in a position of repayment for the current semester. Students who fail to attend or participate after the drop date are also subject to this policy.

Health Center Services Basic first aid for minor cuts, scrapes, insect stings, and heat, etc.

- Over-the-counter medications for headaches, fever, seasonal allergies, and colds
- Over-the-counter medications for mild allergic reactions
- Emergency sanitary pads
- Blood Pressure check
- Coordination with outside health agencies such as Carter Blood Care; Dallas County Health Dept. (HIV/STD testing--free, twice a semester); UT Southwestern mobile mammography; Immunizations once a month for children <19 y.o. from the DCDHHS; Agape Massage; and Employee Wellness Screening
- Rest area for stress relief, migraine headaches, post seizure activity
- AED (Automatic External Defibrillator) for CPR
- Confidential "talks"
- Assists with health related club activities when asked and time permits

Religious Holidays Absences for observance of a religious holy day are excused. A student whose absence is excused to observe a religious holy day is allowed to take a make-up examination or complete an assignment within a reasonable time after the absence.
DCCCD OIE Faculty Syllabi Statement- FALL 2016

The Office of Institutional Equity, in coordination with DCCCD colleges, has the primary responsibility for reviewing, updating and implementing compliance policies and procedures. The Institutional Equity and Compliance Officer and the Office of Institutional Equity will ensure compliance with College District policies, federal and state laws related to sexual assault, Title IX, Title II (Americans with Disabilities Act) and the Military Veterans Full Employment Act to support diversity and inclusion.

Students with Disabilities:
If you are a student with a disability and/or special needs, or if you think you may have a disability, please contact the college Disability Services Office (DSO). Please note that all communication with DSO is confidential. If you are eligible for accommodations, please provide or request that the DSO send your accommodation letter to me as soon as possible (students are encouraged to contact DSO at the beginning of the semester). For more information regarding the College Disability Services Office, please visit the Student Services website: dcccd.edu/DSO Offices or contact DCCCD Office of Institutional Equity at (214) 378-1633.

College Disability Services Offices

Brookhaven 972-860-4673
Cedar Valley 972-860-8119
Eastfield 972-860-8348
El Centro 214-860-2411
Mountain View 214-860-8677
North Lake 972-273-3165
Richland 972-238-6180

A Note on Harassment, Discrimination and Sexual Misconduct

We are committed to assure all community members learn and work in a welcoming and inclusive environment. Title VII, Title IX and DCCCD policy prohibit harassment, discrimination and sexual misconduct. If you encounter harassment, sexual misconduct (sexual harassment, sexual assault, stalking, relationship violence, stalking), retaliation or discrimination based on race, color, religion, age, national origin, disability, sex, sexual orientation, gender identity, and/or gender expression, please contact your College Title IX Coordinator or the Office of Institutional Equity. We treat this information with the greatest degree of confidentiality possible while also ensuring student welfare and college safety.

We are concerned about the well-being and development of our students, and are available to discuss any concerns. There are both confidential and non-confidential resources and reporting options available to you. If students wish to keep the information confidential, please contact the college Counseling or Student Health Services. As required by DCCCD policy, incidents of discrimination and/or sexual misconduct shared with faculty will be reported to the College Title IX Coordinator or District Title IX Coordinator. The Title IX Coordinator will contact the student and determine if further investigation is needed. For more information about policies,
resources or reporting options, please contact your college Title IX Coordinator or visit www.dcccd.edu/titleIX.

## College Title IX Coordinators

<table>
<thead>
<tr>
<th>College</th>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brookhaven</td>
<td>Terri Edrich</td>
<td><a href="mailto:TitleIX-BHC@dcccd.edu">TitleIX-BHC@dcccd.edu</a></td>
<td>972-860-4825</td>
</tr>
<tr>
<td>Cedar Valley</td>
<td>Grenna Rollings</td>
<td><a href="mailto:TitleIX-CVC@dcccd.edu">TitleIX-CVC@dcccd.edu</a></td>
<td>972-860-8181</td>
</tr>
<tr>
<td>Eastfield</td>
<td>Rachel Wolf</td>
<td><a href="mailto:TitleIX-EFC@dcccd.edu">TitleIX-EFC@dcccd.edu</a></td>
<td>972-860-7358</td>
</tr>
<tr>
<td>El Centro</td>
<td>Shanee’ Moore</td>
<td><a href="mailto:TitleIX-ECC@dcccd.edu">TitleIX-ECC@dcccd.edu</a></td>
<td>214-860-2138</td>
</tr>
<tr>
<td>Mountain View</td>
<td>Regina Garner</td>
<td><a href="mailto:TitleIX-MVC@dcccd.edu">TitleIX-MVC@dcccd.edu</a></td>
<td>214-860-8561</td>
</tr>
<tr>
<td>North Lake</td>
<td>Rosemary Meredith(acting)</td>
<td><a href="mailto:TitleIX-NLC@dcccd.edu">TitleIX-NLC@dcccd.edu</a></td>
<td>972-860-3992</td>
</tr>
<tr>
<td>Richland</td>
<td>Bill Dial</td>
<td><a href="mailto:TitleIX-RLC@dcccd.edu">TitleIX-RLC@dcccd.edu</a></td>
<td>972-238-6386</td>
</tr>
<tr>
<td>Dallas Colleges Online</td>
<td>Le’Kendra Higgs</td>
<td><a href="mailto:TitleIX-LEC@dcccd.edu">TitleIX-LEC@dcccd.edu</a></td>
<td>972-669-6672</td>
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## District Title IX Coordinator

<table>
<thead>
<tr>
<th>Office of Institutional Equity</th>
<th>LaShawn Grant</th>
<th><a href="mailto:TitleIX-District@dcccd.edu">TitleIX-District@dcccd.edu</a></th>
<th>Phone</th>
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