

The following are home study booklet courses available through the Quad City Area REALTOR® Association for Iowa Continuing Education hours.

### 8-Hr Iowa Law Update

**8 hours—Iowa Real Estate CE (Meets 8 Hour Mandatory Requirement) - Cost \$ 50**

After completing this course you will be more familiar with the Iowa License Law. The course will provide you with fundamental information about real estate law and practice required by the State of Iowa. The information is laid out in a convenient question and answer format. You will learn about the Iowa Real Estate Commission, licensee duties and responsibilities, operating a real estate business in Iowa, fair housing, antitrust, agency disclosure, brokerage agreements, contracts and closings, license law enforcement, forms of ownership, rules on property tax and encumbrances.

### Ethics In Today's Real Estate World

**4 hours - Iowa Real Estate CE (Meets 4 Hour Mandatory Ethics Requirement) – Cost \$ 30**

Ethics In Today's Real Estate World approaches ethical challenges by asking students to apply ethical principles to a variety of situations they might encounter in their real estate practice. While difficult to define ethics in concrete terms, the course explores the origins of ethics and the diversity therein that accounts for different approaches to what is ethical. The REALTOR® Code of Ethics is discussed and established as both a reference and a set of guidelines for students to use in their real estate practice.

### Buyer Representation In Real Estate

**6 hours - Iowa Real Estate CE Elective – Cost \$ 40**

Buyer Representation In Real Estate delivers a solid course on how to act as a buyer's agent, or complete a transaction with one. This course explains the differences between the customer and client relationship. This course also features information on: 1) Foundations of buyer agency 2) Implementing buyer agency 3) Incorporating buyer agency into existing real estate practice 4) Technologies that are available to aid in buyer agency

### Diversity and Doing Business

**6 hours - Iowa Real Estate CE Elective – Cost \$ 40**

Diversity and Doing Business discusses diversity and cultural differences. Students will consider how personal and cultural perceptions shape our relationships and interactions with others. This course includes a discussion of fair housing laws, affirmative action, and illegal discriminatory practices. This course also features information on: 1) Diversity and consumer - agent rapport 2) Thinking styles and feelings, decision making and negotiating

### Environmental Issues In Your Real Estate Practice

**6 hours - Iowa Real Estate CE Elective – Cost \$ 40**

To sell to today's more safety-conscious consumers, real estate agents must be able to recognize hidden environmental hazards and advise their clients about how best to deal with hazardous conditions.

### Fair Housing

**6 hours - Iowa Real Estate CE Elective – Cost \$ 40**

Recent fair housing legislation has been aimed at dramatically strengthening the enforcement mechanisms and remedies enacted in 1968. Agents today must be careful to deliver "equal professional service" to avoid legal trouble. This course helps students provide the consistency, objectivity, and documentation of service that the law requires.

### Introduction To Commercial Real Estate Sales

**6 hours - Iowa Real Estate CE Elective – Cost \$ 40**

Commercial real estate can be especially lucrative for both agents and investors. This course provides blueprint for commercial real estate transactions and is written by a successful expert who has "been there". This course also features information on: 1) Essential elements of commercial investment real estate 2) Establishing market value & return for the real estate investment 3) Listing & marketing the real estate investment

### Property Disclosures: The Real Estate Professionals Guide To Reducing Risk

**6 hours - Iowa Real Estate CE Elective – Cost \$ 40**

This course covers the basics of property disclosures. The text examines legal liability issues facing real estate professionals, including misrepresentation, active and passive fraud, negligent misrepresentation, negligent nondisclosure and negligent advice. Property Disclosures also discusses the latest information on key liability topics areas, including mold, lead-based paint, stigmatized property and Megan's Law.

### Property Management and Managing Risks

**6 hours - Iowa Real Estate CE Elective – Cost \$ 40**

This course is designed to help property managers successfully navigate owner and tenant relations, and state and federal regulations. It will help real estate professionals manage liability while spreading their efforts between sales and property management. This course also features information on:

1) Managing Owner and Tenant Relations 2) Managing Leases and Residential Property 3) Managing Life Safety and Environmental Issues

### Real Estate & Taxes - What Every Agent Should Know

**6 hours - Iowa Real Estate CE Elective – Cost \$ 40**

Tax issues can have a dramatic impact on a real estate transaction. Real estate practitioners should know how tax law changes can effect their client's and their own real estate investments. This course also features information on: 1) Home mortgage interest deduction 2) Taxation of profit - how gains and losses are computed 3) Applying the passive loss rules to real estate professionals and home-office rules 3) Web sites for tax information

### Red Flags: Property Inspection Guide

**3 hours - Iowa Real Estate CE Elective – Cost \$ 25**

Recent legislation has increased the role that agents play in inspecting property for potential defects or safety hazards. This course will guide you through as non-experts in detecting "red flags" in and around the home.

You must complete each home study course including the final exam within a 6-month time frame. The six months will start with the date the course is purchased. A 90-percent pass rate on the final exam is required on all home study courses. You may re-take the final examination as many times as you need until the required pass rate is met. **A maximum of 18 hours during a renewal period may be taken by home study (booklet or online) for Iowa real estate continuing education.**

**STEP 1:** Read and complete the course booklet

**STEP 2:** Return all completed end-of-chapter quizzes and/or review questions

**STEP 3:** Return completed final exam

**STEP 4:** Fill out, sign and return the Student Verification Form received with the course

Once final exam is graded and passed the student should receive Completion Certificate within 5 business days.

To order your course, please call (563) 355-6655 or stop by the Association Office at:  
1900 State Street, #1, Bettendorf, IA 52722

