

El Paso Community College
Syllabus
Part II
Official Course Description

SUBJECT AREA	<u>Paralegal</u>
COURSE RUBRIC AND NUMBER	<u>LGLA 2309</u>
COURSE TITLE	<u>Real Property</u>
COURSE CREDIT HOURS	<u>3 3 : 0</u> Credits Lec Lab

I. Catalog Description

Presents fundamental concepts of real property law including the nature of real property, title rights, preparation of documents, and duties of ownership, land use, voluntary and involuntary conveyances, and the recording of and searching for real estate documents emphasizing the paralegal's role in real property law. **(3:0)**.

II. Course Objectives

Upon satisfactory completion of this course, the student will be able to:

- A. Unit I. Introduction to the Law of Real Property
1. Identify the role and ethical considerations of the paralegal regarding real property transactions.
 2. Distinguish between real and personal property.
 3. Discuss the legal concept of property ownership.
 4. List and discuss the various types of title, i.e., single ownership, concurrent ownership and marital estates.
 5. Demonstrate use of the Texas Property Code.
 6. Discuss the specific "billable" tasks associated with real property law.
- B. Unit II. Review and Preparation of Real Estate Contracts
1. List and discuss the requirements of a valid real estate contract.
 2. List and discuss the remedies available for default of a real estate contract.
 3. Review a real estate contract for the sale or purchase of a residence and describe its contents.
 4. Prepare a real estate contract for the sale or purchase of a home.
 5. List and discuss the legal terminology associated with contract and real estate law.
- C. Unit III. Deeds
1. Discuss the historical development of deeds.
 2. List and discuss the various types of deeds that exist.
 3. List and discuss the basic requirements of a valid deed.
 4. Draft a deed and a deed of trust.

- D. Unit IV. Financing Sources in Real Estate Transactions
 1. Identify the various sources of mortgage loans.
 2. Describe the difference between a conventional loan and an insured loan.
 3. List and discuss the roles of FHA and VA in real estate financing.
 4. Explain the purpose of FNMA, GNMA, and FHLMC.
 5. Identify and discuss the various forms of mortgage loan payment plans.
 6. Describe the process for securing and reviewing appraisals.

- E. Unit V. Legal Aspects of Real Estate Finance
 1. List and discuss the basic provisions contained in a promissory note.
 2. Draft a promissory note.
 3. List and discuss the basic provisions contained in a guaranty.
 4. List and discuss the legal requirements for a mortgage deed of trust.
 5. Identify the various legal remedies available to both the borrower and the lender in the event of a default on a mortgage loan.

- F. Unit VI. Title Examinations and Title Insurance
 1. Recognize the importance of a title examination.
 2. List and discuss the various types of recording statutes.
 3. List and discuss the process and procedure involved in conducting a title examination.
 4. Conduct a title examination.
 5. Organize and analyze a title examination report.
 6. Identify and solve potential title problems.
 7. Recognize the importance of title insurance.
 8. Prepare a title insurance commitment.
 9. Identify the title problems that are not insured by a title insurance policy.

- G. Unit VII. Real Estate Closings
 1. Analyze a real estate contract and prepare a closing checklist for both the purchaser and the seller.
 2. Analyze a mortgage loan commitment and prepare a closing checklist for the borrower.
 3. Explain the legal procedures required for the closing of a sale of real property.
 4. Explain the legal procedures required for the closing of a mortgage loan.
 5. Discuss and prepare various real estate closing documents such as deeds, assignments of leases, and contracts.
 4. Discuss the documentation involved in the closing of a residential sale and loan transaction.

III. THECB Learning Outcomes (WECM)

1. Use terminology relating to real property law.
2. Analyze sources relating to real property law.
3. Draft documents used in real property transactions.
4. Analyze the ethical considerations of the paralegal regarding real property law.

IV. Evaluation

- A. Remediation procedure: It will be the responsibility of the student to make arrangements for the taking of any exam which is missed by the student for any reason. Failure to make such arrangements will result in a grade of F being given for the missed exam.

Grading Scale:

90-100	=	A
80-89	=	B
70-79	=	C
60-69	=	D
Below 60	=	F
Incomplete	=	I
Withdrew or Withdrawn	=	W

V. Disability Statement (Americans with Disabilities Act [ADA])

EPCC offers a variety of services to persons with documented sensory, mental, physical, or temporary disabling conditions to promote success in classes. If you have a disability and believe you may need services, you are encouraged to contact the Center for Students with Disabilities to discuss your needs with a counselor. All discussions and documentation are kept confidential. Offices located: VV Rm C-112 (831-2426); TM Rm 1400 (831-5808); RG Rm B-201 (831-4198); NWC Rm M-54 (831-8815); and MDP Rm A-125 (831-7024).

VI. 6 Drop Rule

Students who began attending Texas public institutions of higher education for the first time during the Fall 2007 semester or later are subject to a 6-Drop limit for all undergraduate classes. Developmental, ESL, Dual Credit and Early College High School classes are exempt from this rule. All students should consult with their instructor before dropping a class. Academic assistance is available. Students are encouraged to see Counseling Services if dropping because exemptions may apply. Refer to the EPCC catalog and website for additional information.