

**REAL ESTATE TRANSACTIONS PRACTICUM
SPRING 2018 CLASS SYLLABUS
LAW 6930**

Kathryn J. Tancig, Esquire
Kathryntancig@gmail.com

1. COURSE OBJECTIVES AND LEARNING OUTCOMES:

This one (1) credit hour practicum tracks Professor Jeffrey R. Dollinger's Real Estate Transactions course. Students will synthesize and apply course materials by participating in and conducting mock real estate transactions throughout the course. Students will complete drafting assignments due at the beginning of each class in preparation for participating in simulated real estate negotiations and transactions during class. Students will gain practical experience negotiating contracts for the sale and purchase of real property, preparing legal instruments for real estate transactions, and conducting closings.

2. REQUIRED TEXTBOOK AND COURSE MATERIALS:

Students should read and review all materials assigned for Real Estate Transactions. Students must also complete all drafting assignments prior to class, and be prepared to participate in simulated real estate activities during class. Students should also read any supplemental materials distributed through TWEN. Class assignments may be changed or added as the semester progresses.

TEXT: Nelson, Whitman, Burkhart and Freyermuth, *Real Estate Transfer, Finance and Development* (9th Edition 2015), ISBN # 978-0-314-28860-8, West Publishing Co. (Required for Real Estate Transactions).

SUPPLEMENTAL MATERIALS: This course will include supplemental materials accessible through TWEN and students should review those materials as part of class preparation. Students are encouraged to consult additional, outside resources and forms when drafting assignments or preparing for class.

3. METHOD OF EVALUATING STUDENTS AND DETERMINING GRADES:

Final grades comprise of legal drafting assignments due at the beginning of each class (50%), and classroom participation and/or work product (50%).

DRAFTING ASSIGNMENTS: Drafting assignments should take approximately 3-5 hours to prepare. These assignments are designed to help students synthesize and apply the corresponding Real Estate Transactions course material. Students should also research and consult outside resources or forms as needed. Drafting assignments constitute 50% of the course grade.

CLASSROOM PARTICIPATION: During class, students will participate in various simulated transactions or portions of a transaction designed to hone their real estate negotiation, drafting, and professional problem-solving skills. Classroom participation, work product, and performance will constitute the remaining 50% of the course grade.

GRADES: Grades will be assigned based upon the standard required by the law school. The UF Fredric G. Levin College of Law grading policy is located at <http://www.law.ufl.edu/student-affairs/current-students/academic-policies#9>.

4. WEEKLY SCHEDULE OF TOPICS AND ASSIGNMENTS: (Proposed, subject to change)

**ROOM HOL 355A
Wednesday Evenings
5:00 PM - 6:20 PM**

<u>CLASS DATE</u>	<u>TEXT PAGES</u>	<u>DRAFTING ASSIGNMENT</u>	<u>TOPIC</u>
Jan. 17	1 st Class reading assignment and Text Pages 1-24	1. Draft Brokerage/Listing Agreement.	Use of Brokers and other Agents in the Real Estate Transaction
Jan. 31	Text Pages 24-83	1. Complete a Residential Contract for Sale and Purchase; AND 2. Draft a timeline with all deadlines included in the Contract for Sale. (Calendar all deadlines).	Statute of Frauds Real Estate Contracts and Remedies Time for Performance and Tender
Feb. 7	Text Pages 83-129	1. Draft a Contract for Deed; AND 2. A Corrective Deed.	Title Conveyed Equitable Conversion Introduction to Mortgages Conditions in the Contract Complete Chapter 1 Introduction of Chapter 2
Feb. 28	Text Pages 131-161	1. Draft three (3) separate deeds with the following types of legal descriptions: A. Platted; B. Metes and Bounds; AND C. Public Lands Survey System.	Deeds Land Descriptions Water and Land Boundaries
March 7	NA	NA	NO CLASS – SPRING BREAK
March 14	Text Pages 183-208 and Reading assignment	1. Draft warranty language to be included as an addendum into a Contract for Sale and Purchase.	Warranties of Quality of Improvements Economic Loss Rule
March 28	Text Pages 222-275	1. Conduct a computer search of the Alachua County Official Records for the contracted parcel(s); 2. Mark-up a Title Commitment and Policy; AND	Title Assurance Title Insurance

		3. Draft Owner's Affidavit and any necessary LLC resolutions.	
April 4	Reading assignment	1. Draft a Cohabitation Agreement.	Tenancies & Cohabitation
April 11	Text Pages 275-281 and Reading assignment	1. Draft Settlement Statement/Closing Disclosure form; AND 2. Compile a Good-Faith Estimate.	RESPA and The Closing of the Transaction
April 18 (FINAL CLASS)	Text Pages 275-281 and Reading assignment	1. Prepare Closing Package and all required legal documents.	RESPA and The Closing of the Transaction (CONTINUED)

5. CLASS ATTENDANCE:

Class attendance is required. Student requirements for class attendance, make-up assignments, and other work in this course are consistent with university policies located at <https://www.law.ufl.edu/life-at-uf-law/office-of-student-affairs/current-students/uf-law-student-handbook>.

6. CLASSROOM DEMEANOR, COMPUTER USE, AND CELL PHONE USE:

Classroom participation is required. Students may use their computer during class for class related work only. Students should turn off their cell phones and all other electronic devices prior to the start of class, and refrain from using them during class. When participating in or communicating about classroom activities, students should act according to professional and ethical standards governing Florida attorneys.

7. OFFICE HOURS:

Before and after class, as announced during class, and as set by appointment.

8. ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES:

The University of Florida is committed to providing equal educational access to students with disabilities. Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, www.dso.ufl.edu/drc/) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodations. Students with disabilities should follow this procedure as early as possible in the semester. Please contact the Disability Resource Center at 352-392-8565 or at accessuf@dso.ufl.edu if you have any questions.

9. COURSE EVALUATIONS:

Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary of the results of these assessments are available to students at <https://evaluations.ufl.edu/results/>.

10. HONOR POLICY:

All UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment. The Honor Code (<http://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the professor.

11. ADDITIONAL RESOURCES:

Please contact the Counseling and Wellness Center at (352) 392-1575 or <http://www.counseling.ufl.edu/cwc/Default.aspx>.

Sexual Assault Recovery Services (SARS)
Student Health Care Center (352) 392-1161

Contact the University Police Department at (352) 392-1111 or <http://www.police.ufl.edu>. Call 911 for emergencies.

Technical issues may be resolved by contacting <http://helpdesk.ufl.edu>.

12. ETC:

This syllabus is subject to change as the need arises throughout the semester.