(BATCH 1) 7th October 2015 to 23rd October 2015 (10 am to 5 pm)

- 10 am to 1 pm (First Half)
- 1 pm to 2 pm (Lunch Break)
- 2 pm to 5 pm (Second Half)

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Bench Wark RealPro Pte Ltd



REAL ESTATE AGENCY COURSE (PAPER 1) PAPER 1 - LEGAL FRAMEWORK OF REAL ESTATE **TOPICS** DATE / DAY LSN UNIT 7TH OCTOBER (WED) 1 1.1 Law of Real Property - Land Law Concepts 2 1.1.26 Mortgages 8[™] OCTOBER (THURS) 3 1.1.62 Goods and Services Tax 4 1.2 Law of Agency 5 1.2.16 9[™] OCTOBER (FRI) Regulation of Estate Agencies 1.2.41 Practice Guidelines on Use of Prescribed Estate Agency Agreement Forms 1-8 6 (Ends on page 249) Compliance With CEA's Code of Ethics and Professional Client Care 12TH OCTOBER (MON) 7 1.2.44 (Continue from page 250 paragraph 3 - Professional Service Manual) 1.3 Law of Contract and Contract for Sale/Lease of Land 8 13TH OCTOBER (TUES) 9 1.3.8 Landlord and Tenant Law **REAL ESTATE AGENCY COURSE (PAPER 2)** PAPER 2 - ESTATE AGENCY WORK AND RELEVANT REAL ESTATE KNOWLEDGE 13[™] OCTOBER (TUES) 10 2.1 Real Estate Markets and Submarkets 14TH OCTOBER (WED) 11 2.3 Sale of HDB Flats 2.3.23 12 Resale Checklist for Buyers 15TH OCTOBER (THURS) 13 2.3.33 **Buying HDB Flats** 14 2.6 Sale of Uncompleted Private Properties 16[™] OCTOBER (FRI) 15 2.7 Sale of Commercial Properties Act and Rules 2.17 16 Collective Sale of Property - Land Title (Strata) Act 19TH OCTOBER (MON) 17 2.32 Law on Divorce 2.42 18 Purpose and Basis of Property Valuation **REAL ESTATE AGENCY COURSE (PAPER 3)** PAPER 3 - GOVERNANCE, MANAGEMENT AND OPERATIONS OF ESTATE AGENCY BUSINESS 20[™] OCTOBER (TUES) 19 3.1 Estate Agent Organisation and Licensing 20 3.3 Management of Salespersons 21ST OCTOBER (WED) 21 3.4 Governance, Management and Operations 22 3.4.23 Office Organisation 22ND OCTOBER (THURS) 23 3.5 Service Quality and Dispute Resolution **REVISION** 22ND OCTOBER (THURS) 24 Paper 1 - Legal Framework Of Real Estate 23RD OCTOBER (FRI) 25 Paper 2 - Estate Agency Work And Relevant Real Estate Knowledge 26 Paper 3 - Governance, Management And Operations Of Estate Agency Business