

## PRE-LICENSE GENERAL INFORMATION PAGE

To be provided to the participant prior to registration/enrollment.

PRE-LICENSE SCHOOL NAME <b>NOBLE FIELDS SCHOOL OF REAL ESTATE, LLC</b>		WEB SITE ADDRESS <b>WWW.NOBLEFIELDS.COM</b>
CalBRE PRE-LICENSE SCHOOL ID # <b>S0170</b>	PHONE NUMBER <b>( 415) 608-1388</b>	EMAIL ADDRESS <b>NOBLEFIELDS6@GMAIL.COM</b>
ADDRESS (STREET, CITY, STATE, ZIP CODE) <b>6121 MISSION STREET, DALY CITY, CA 94015</b>		
COURSE NAME <b>PROPERTY MANAGEMENT</b>		
BRIEF COURSE DESCRIPTION THIS COURSE WILL GIVE THE STUDENT A BETTER UNDERSTANDING OF THE RESIDENTIAL, COMMERCIAL, OFFICE AND INDUSTRIAL PROPERTY MANAGEMENT. THE COURSE WILL ALSO COVER SPECIAL MANAGEMENT SITUATIONS, LIABILITY AND RISK MANAGEMENT, FAIR HOUSING AND LEASES, AMONGST OTHERS. ADDITIONAL TOPICS INCLUDE RECORDS AND CONTROLS, PROMOTION AND ADVERTISING, AND TENANT AND OWNER RELATIONS IN CONNECTION WITH PROPERTY MANAGMENT. THE STUDENT WILL ALSO REVIEW THE THREE BASIC REAL ESTATE APPRAISAL TECHIQUES TO VALUING INCOME-PRODUCING PROPERTIES: COMPARISON (MARKET DATA) APPROACH, COST (REPLACEMENT) APPROACH AND CAPITALIZATION (INCOME) APPROACH.		
METHOD OF COURSE PRESENTATION (LIVE LECTURE OR CORRESPONDENCE/INDEPENDENT STUDY/INTERNET) <b>LIVE LECTURE</b>		COURSE HOURS <b>45</b>
COURSE DATES AND LOCATION (FOR LIVE LECTURES)  Every April and September, Tuesdays, Thursdays and Fridays 6:00 pm – 10:00 pm at 6121 Mission St., Daly City, CA 94015.		
COURSE FEES (INLCUDE ANY SHIPPING AND HANDLING FEES, COURSE GROUP PACKAGE FEES, DISCOUNTS ETC.) <b>\$125.00 (BOOKS INCLUDED)</b>		
TEXTBOOK, WORKBOOK, OR OUTLINE INFORMATION Title: PROPERTY MANAGEMENT Author(s): WALTER HUBER, ARLETTE LYONS, CRS, GRI, SRI, WILLIAM PIVAR, JD Copyright Date: 2014 Pages: 532 Edition ( <i>if applicable</i> ): 6th		
REFUND/CANCELLATION POLICY THIS SCHOOL HAS AND MAINTAINS A POLICY FOR THE REFUNDING OF MONIES PAID, FOR THE UNUSED PORTION OF TUITION AND FEES IN THE EVENT THE STUDENT WITHDRAWS/DISCONTINUES AT ANY TIME PRIOR TO THE COMPLETION OF THE COURSE ENROLLED. THE AMOUNT CHARGED WILL NOT EXCEED A PRORATED BASIS OF THE TOTAL CHARGES INCURRED. AN ENROLLEE MAY CANCEL THE ENROLLMENT WITHIN THREE BUSINESS DAYS OF ENROLLMENT AND RECEIVE A FULL REFUND OF ALL MONIES PAID IF ALL MATERIALS ARE RETURNED UNDAMAGED; OTHERWISE A \$45 NON-REFUNDABLE ADMINISTRATION FEE MAY BE RETAINED.		
FINAL EXAMINATION CRITERIA NUMBER OF QUESTIONS <b>100</b>	TYPES OF QUESTIONS <b>MULTIPLE CHOICE</b>	TIME <b>2 Hours (120 mins.)</b>
HOW MANY DIFFERENT FINAL EXAMS ARE OFFERED FOR THIS COURSE (ONE OR TWO)? <b>2</b>		MINIMUM PASSING PERCENTAGE <b>70%</b>

STUDENTS ARE REQUESTED TO ATTEND THE FIRST CLASS OF ANY COURSE PRIOR TO REGISTRATION AND ENROLLMENT. AFTER REVIEWING THIS GENERAL INFORMATION PAGE AND ATTENDANCE AT THE FIRST CLASS THE STUDENT CAN THEN REGISTER AND PAY FOR THE COURSE. STUDENTS MUST SIGN THE ATTENDANCE SHEET THE FIRST CLASS AS IT IS INCLUDED IN THE TOTAL COURSE TIME REQUIRED IF THE STUDENT CHOSE TO PROCEED IN THE COURSE.

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### **DRE Disclaimer Statement**

This course is approved for pre-license education credit by the California Department of Real Estate. However, this approval does not constitute an endorsement of the views or opinions which are expressed by the course sponsor, instructors, authors, or lecturers.

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### **Attendance Policy**

*For live courses, students must attend a minimum of 90% of the approved course hours to be eligible to receive DRE pre-license course credit*

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### **Live Course Identification Statement**

*Participants shall present one of the following forms of identification below immediately before admittance to a live presentation of an offering:*

- A. A current California driver's license.*
  - B. A current identification card described in Section 13000 of the California Vehicle Code*
  - C. Any identification of the participant issued by a governmental agency or a recognized real estate related trade organization within the immediately preceding five years which bears a photograph, signature and identification number of the participant.*
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### **Correspondence Course Identification Statement**

*Participants shall present one of the following forms of identification immediately before the administration of the final examination:*

- A. A current California driver's license.*
  - B. A current identification card described in Section 13000 of the California Vehicle Code*
  - C. Any identification of the participant issued by a governmental agency or a recognized real estate related trade organization within the immediately preceding five years which bears a photograph, signature and identification number of the participant.*
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### **Online Evaluation Statement**

A course and instructor evaluation is available on the California Department of Real Estate (DRE) website at [www.dre.ca.gov](http://www.dre.ca.gov). Access this form by typing in "RE 318A" in the search box located in the upper right corner of the home page.

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### **Course Provider Complaint Statement**

A course provider complaint form is available on the California Department of Real Estate (DRE) website at [www.dre.ca.gov](http://www.dre.ca.gov). Access this form by typing in "RE 340" in the search box located in the upper right corner of the home page. An informational form regarding course provider complaints, "RE 340A" is also available.

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