

**Tompkins Cortland Community College**  
**Master Course Syllabus**

**Course Discipline and Number: PARA 210**  
**Course Title: Real Estate/Property Law**

**Year: 2018-2019**  
**Credit Hours: 3**

**Attendance Policy:** *To maintain good grades, regular attendance in class is necessary. Absence from class is considered a serious matter and absence never excuses a student from class work. It is the responsibility of all instructors to distribute reasonable attendance policies in writing during the first week of class. Students are required to comply with the attendance policy set by each of their instructors. Students are not penalized if they are unable to attend classes or participate in exams on particular days because of religious beliefs, in accordance with Chapter 161, Section 224-a of the Education Law of the State of New York. Students who plan to be absent from classroom activity for religious reasons should discuss the absence in advance with their instructors. See college catalog for more information.*

**Services for Students with Disabilities:** *It is the College's policy to provide, on an individual basis, appropriate academic adjustments for students with disabilities, which may affect their ability to fully participate in program or course activities or to meet course requirements. Students with disabilities should contact the Coordinator of Access and Equity Services, to discuss their particular need for accommodations. All course materials are available in alternate formats upon request.*

### **Course Description**

Students develop an understanding of real estate and property law in general and with respect to the paralegal's function. Topics include terminology, contracts, title to property, deeds, estates in land, foreclosure, mortgages, landlord-tenant, tax issues, ethics, and real estate closings. In particular, students become familiar with deeds, abstracts, survey maps, and closing statements. The primary focus is on the laws of New York with comparisons to the laws of other jurisdictions. Prerequisites: MATH 090 and RDNG 116 if required by placement testing; ENGL 101; C or better grade in BUAD 201, PARA101, and PARA 130. 3 Cr. (3 Lec.) Fall and spring semesters.

### **Course Context/Audience**

This course is a required course for the Paralegal Certificate. It is generally taken in the third or fourth semester in the sequence of paralegal classes, after completion of PARA101 Introduction to Paralegalism, PARA 130 Legal Research and Drafting and BUAD 201 Business Law I.

This course teaches the theory and practice of procedure deemed necessary for a paralegal in a law office, real estate office or other law environment.

Further, this course may be of interest to anyone with an interest in real estate law and practice including pre-law students, real estate agents, title companies, employees of banks and mortgage companies, court clerks, county clerks, and the like.

### **Basic Skills/Entry Level Expectations**

**Writing:** WC College level writing skills are required. See course co-requisites or pre-requisites.

**Math:** M2 Completed MATH 090 (if needed) - Course requires only the use of basic mathematical skills.

**Reading:** R4 Before taking this course, students must satisfactorily complete RDNG 116 or have assessment indicating that no reading course was required.

### **Course Goals**

In reaching these objectives the student should develop an ability to research a real estate issue from start to finish, draft property documents, complete and record all closing documents, make a preliminary title review, and become knowledgeable in all areas common to a real estate law practice. In addition, each student should develop an ability to recognize legal problems, distinguish between relevant and irrelevant information in legal problem situations, apply legal

concepts and rules to unfamiliar as well as familiar situations, communicate legal concepts and procedures in written and practical form and critically analyze other legal information.

**Course Objectives/Topics**

<b>Objective/Topic</b>	<b>% Course</b>
Introduction to Real Property, Terminology	4%
Freehold Estates, Leasehold Estates and Future Interest	6%
Concurrent Ownership	2%
Surveys and Land Descriptions	8%
Recording, Clerk's Office	6%
Leases, Landlord Tenant	5%
Encumbrances	5%
Easements and Licenses	6%
Deeds	8%
Closing Statements	8%
Contracts, Real Estate Contracts	6%
Abstracts, Real Estate Title	8%
Recording Statutes	2%
Title Insurance	2%
Financing	2%
Mortgages	2%
Real Estate Tax Issues	4%
Foreclosure	2%
Ethics	6%

**General Education Goals - Critical Thinking & Social/Global Awareness**

<b>CRITICAL THINKING OUTCOMES</b>	<b>HOW DOES THE COURSE ADDRESS THE OUTCOMES</b> (Include required or recommended instructional resources, strategies, learning activities, assignments, etc., that must or could be used to address the goal/outcomes)
<p>Students will be able to</p> <ul style="list-style-type: none"> <li>➤ develop meaningful questions to address problems or issues.</li> <li>➤ gather, interpret, and evaluate relevant sources of information.</li> <li>➤ reach informed conclusions and solutions.</li> <li>➤ consider analytically the viewpoints of self and others.</li> </ul>	<p>Students will learn to critically read and digest legal information from various legal authority and secondary materials, and will develop understanding about issues regarding ownership and transfer of real and personal property.</p> <p>Twenty-one writing, drafting and research assignments, and three exams, each graded for form and content, each returned to the student with a great deal of written feedback in order for the student to learn from mistakes and to improve in subsequent submissions, and a field trip to the county clerk's office.</p>

<b>SOCIAL/GLOBAL AWARENESS OUTCOMES</b>	<b>HOW DOES THE COURSE ADDRESS THE OUTCOMES</b> (Include required or recommended instructional resources, strategies, learning activities, assignments, etc., that must or could be used to address the goal/outcomes)
<ul style="list-style-type: none"> <li>➤ Students will begin to understand how their lives are shaped by the complex world in which they live.</li>   <li>➤ Students will understand that their actions have social, economic and environmental consequences.</li> </ul>	<p>Students will become more aware of social issues by reviewing legal issues while conducting legal research throughout the semester, in particular those relating to property rights and transfer.</p> <p>Twenty-one writing, drafting and research assignments, and three exams, each graded for form and content, each returned to the student with a great deal of written feedback in order for the student to learn from mistakes and to improve in subsequent submissions, and a field trip to the county clerk's office.</p>

**Instructional Methods**

Methods to teach this class include written lecture, reading assignments, which include reading materials in the class, from the text and from outside sources, and weekly assignments and periodic exams.

Assignments include general assignments from the text, legal research and drafting assignments, closing statements, abstract of title assignments and deed drafting.

Weekly discussions are conducted throughout the semester.

**Methods of Assessment/Evaluation**

<b>Method</b>	<b>% Course Grade</b>
Weekly assignments (typically best 17 of 21) (about half are from the modules and text, the remainder are drafting deeds, closing statements, legal research, reviewing title of abstract, etc.)	65%
Participation in module discussions, Current Events discussions, asking questions, and other Web interaction	5%
Three Exams	30%

**Text(s)**

Practical Real Estate , Hinkel, 5th Edition, © 2008 West Publications.

**Bibliography**

The Law of Real Property, Kearns, Latest Edition, © 1995 Delmar Publications.

Lank, Modern Real Estate Practice in New York Dearborn Press

Siedel, Real Estate Law, West

Harwood, New York Real Estate Reston Press

Ihde, How to Examine Title to Real Property in New York Professional Education Systems, Inc.

Statsky, Wernet, CASE ANALYSIS and FUNDAMENTALS of LEGAL WRITING, West

Brand, White, LEGAL WRITING, The STRATEGY OF PERSUASION, St. Marin's Press

Block, EFFECTIVE LEGAL WRITING, Foundation Press

Charrow and Erhardt, CLEAR and EFFECTIVE LEGAL WRITING, Little and Brown

**Other Learning Resources**

**Audiovisual**

No resources specified

**Electronic**

No resources specified

**Other**

Internet, Westlaw and LEXIS