

COURSE OUTLINE**Real Estate 195  
Common Interest Developments  
(Homeowners Associations Management)****I. Catalog Statement**

Real Estate 195 covers the basics of managing, purchasing and selling of common interest developments (CIDs) that are governed by homeowner associations (HOA) including condominiums. All applicable laws will be included in the course.

Units - 3.0

Lecture Hours - 3.0

Recommended Preparation: Real Estate 101.

**II. Course Entry Expectations**

Skill Level Ranges: Reading 5; Writing 4; Listening/Speaking 4; Math 3.

**III. Course Exit Standards**

Upon successful completion of the required coursework, the student will be able to:

1. discuss the benefits and pitfalls of condominium sales and ownership;
2. identify skills necessary to work with HOA board members;
3. identify and discuss applicable laws;
4. discuss the process to initiate changes to the Covenants, Conditions, and Restrictions (CC&Rs) of Association.

**IV. Course Content**

A. Introduction to Common Interest Developments	3 hours
1. Condominiums	
2. Stock cooperatives	
3. Community apartment projects	
4. Planned developments	
B. Board of Directors	4 hours
C. Community Association Management	3 hours
D. Association Meetings	3 hours
E. Community Association Restrictions	6 hours
F. Enforcement of Covenants and Restrictions (State Laws)	3 hours
G. Over-The-Air Reception Devices Rule (Federal Laws)	4 hours
H. Alternative Dispute Resolutions	4 hours
I. Implementing and Changing Rules and Regulations	3 hours
J. Law and the Courts	3 hours
K. Financial Management	3 hours
L. Assessments and Fees	3 hours
M. Sales and Leases, Fair Housing and Insurance	3 hours

N. Agency and Contracting With Others

3 hours

**V. Methods of Presentation**

The following instructional methodologies may be used in the course:

1. lecture;
2. interactive discussion;
3. hands-on activities.

**VI. Assignments and Methods of Evaluation**

1. Chapter Quizzes
2. Midterm Examination
3. Final Examination

**VII. Textbook**

Huber, W., Tyler, K., HOA Management,  
Covina, CA: Educational Textbook Company, 2005.  
10<sup>th</sup> Grade Textbook Reading Level. ISBN: 0-916772-46-2