

**PSYC 103E Human Relations in Business V****Units:** .5 **Hours:** 3 Lecture**Advisory:** Eligible for English 250 and English 260.**Transferable:** CSU

An introduction to the field of industrial psychology through the study of six modules (nine hours each). This is the fifth module: Business Communications. Modules need not be taken in sequence. This course is also listed as PSYC 103E.

**PSYC 103F Human Relations in Business VI****Units:** .5 **Hours:** 3 Lecture**Advisory:** Eligible for English 250 and English 260.**Transferable:** CSU

An introduction to the field of industrial psychology through the study of six modules (nine hours each). This is the sixth module: Conflict Resolution at Work. Modules need not be taken in sequence. This course is also listed as MGMT 103F.

**PSYC 199 Assertiveness Techniques****Units:** 1 **Hours:** 1 Lecture**Transferable:** No

Learning to be assertive is a goal that requires education and practice. This course will focus on learning assertive behaviors and applying them to personal, work, and social situations. This is a pass/no pass course.

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**Public Speaking: see Communications**

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## REAL ESTATE

**RE 160 Real Estate Principles****Units:** 3 **Hours:** 3 Lecture**Advisory:** Eligible for English 250, English 260 and Mathematics 205.**Transferable:** CSU

The fundamental course covering an introduction to the field of real estate. Provides understanding, background and terminology necessary for advanced specialized courses. Will meet requirements for the Real Estate Sales License.

**RE 162 Real Estate Practice****Units:** 3 **Hours:** 3 Lecture**Advisory:** Real Estate 160**Transferable:** CSU

Introduction to the practice of real estate in California; emphasis on the practical application of listings, selling, advertising, financing, escrow, taxation, and valuation of real estate. This course meets a requirement for the California Broker's License.

**RE 163 Real Estate Finance****Units:** 3 **Hours:** 3 Lecture**Advisory:** Real Estate 160**Transferable:** CSU

This course covers an analysis of real estate financing transactions in residential, apartment, commercial, and special purpose properties. Various methods of financing properties are emphasized in the course. This course meets a requirement for the California Broker's License.

**RE 164 Real Estate Appraisal****Units:** 3 **Hours:** 3 Lecture**Advisory:** Real Estate 160**Transferable:** CSU

An introductory course covering the purpose of appraisals, the appraisal process, and the different approaches, methods and techniques used to estimate the value of various types of property, with a special emphasis on single-family residential properties. This course meets a requirement for the California Broker's License.

**RE 165 Legal Aspects of Real Estate****Units:** 3 **Hours:** 3 Lecture**Advisory:** Real Estate 160**Transferable:** CSU

A study of California real estate law, including rights incident to property ownership and management, agency contracts, transfer of interest, liens and their foreclosure, encumbrances, and recent legislation relating to the foregoing. This course meets a requirement for the California Broker's License.

**RE 166 Property Management****Units:** 3 **Hours:** 3 Lecture**Advisory:** Real Estate 160**Transferable:** CSU

A study of techniques and practices in the management of income property from acquisition to disposal. The course will cover neighborhood analysis, rent schedules, rental finance, collections, eviction, maintenance and rehabilitation, tax considerations, depreciation and the pitfalls in the purchase of income property. This course may be used for the California Broker's License.

**RE 167 Real Estate Economics****Units:** 3 **Hours:** 3 Lecture**Advisory:** Real Estate 160**Transferable:** CSU

An introduction to the causes and effects of value fluctuations in real estate, the nature of land economics and development of residential, commercial, industrial, recreational and special purpose properties. The student will study the principles of capitalism, community growth patterns, taxes, and other related economic concepts. This course may be used for the California Broker's License. This course has the option of a letter grade or pass/no pass. May be repeated three times for credit.

**RE 168 Real Estate Escrows****Units:** 3 **Hours:** 3 Lecture**Advisory:** Real Estate 160**Transferable:** CSU

This is an introductory course to escrow procedures and title insurance. The course will cover the general facets of escrow, title examination, preliminary report preparation and the factors upon which title insurance is based.

**RE 190 Occupational Work Experience/Real Estate****Units:** 1-4 **Hours:** 20 Laboratory**Required:** Declared vocational major. Concurrent enrollment in seven or more units (including CWE units, except for summer school. For summer school, enrollment in one other class is required). Minimum 2.00 G.P.A.**Transferable:** CSU

College credit for learning experience obtained on the job in accordance with a training plan developed cooperatively between the employer, college and student. 75 hours per semester per unit or 60 hours per semester for unpaid experience. This is a pass/no pass course. May be taken for a maximum of 16 work experience units.

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**Skin Care: see COS 220, 221**

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