



FRANCES ALVAREZ SCHOOL OF REAL ESTATE

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PALACE REALTY LICENSING SCHOOL OF

○ **MASSACHUSETTS - LICENSE #1445**

Salesperson Enrollment Agreement

65 James St #3 Worcester, MA 01603

Frances Alvarez School of Real Estate provides students with the required 40 hours of Real Estate instructions as required by the State of Massachusetts.

After attending all 40 hours you will get an "Attendant Certificate". This certificate can be sent to PSI with your exam application. The total cost for the classes is **\$390**. This will include two e-books. In case you, also, want paper books, there will be an additional cost for \$90. A School Application, Disclosures Agreement and full Registration Fee must be completed before you can start taking the classes. A minimum of 10 students per class is required.

Students must sign in and out of each class for attendance records. Use back of this Agreement as the Attendance Records Form" as a passport to enter the class. Also use it to keep track of your class hours. Classes will not be repeated. If you miss some hours, you will not get your certificate at the end of the month. Arrangements can be done to cover the missed classes, and it will cost you an additional fee of \$20 per missed class-hour. Any sessions that are longer than 3 hours will allow for a 15 minute break as needed. Please feel free to bring drinks and snacks, because sessions can be found to be very long. The instructor signature will acknowledge, and guarantee you to complete the 40 hours class.

Student Name: _____

Work experience _____ Years

Interested on Selling RE _____ on Investing in RE _____

Student Signature: _____

Address: _____ City: _____ State: _____

Zip: _____

Phone: _____ Email: _____

Instructor signature: _____

Attendance Records

GENERAL PORTION

(REAL ESTATE PRINCIPLES AND PRACTICES)

1. PROPERTY OWNERSHIP
2. LAND USE CONTROLS AND REGULATIONS
3. VALUATION AND MARKET ANALYSIS
4. FINANCINGS
5. GENERAL PRINCIPLES OF AGENCY

6. PROPERTY DISCLOSURES
7. CONTRACTS
8. LEASING AND PROPERTY MANAGEMENT
9. TRANSFER OF TITLE
10. PRACTICE OF REAL ESTATE
11. REAL ESTATE CALCULATIONS

STATE PORTION:

(MASSACHUSETTS REAL ESTATE LAWS AND REAL ESTATE BOARDS RULES)

1. DUTIES AND POWERS OF THE BOARD OF REGISTRATION OF REAL ESTATE BROKERS AND SALESPERSONS.
2. LICENSING REQUIREMENTS FOR SALES PERSONS
3. REQUIREMENTS COVERING LICENSEES
4. CONTRACTS
5. CONSUMERS PROTECTION LAWS
6. ENVIRONMENTAL ISSUES AND HAZARDOUS MATERIALS
7. MASSACHUSETTS FAIR HOUSING LAWS
8. LANDLORD TENANT LAW
9. ADDITIONAL TOPICS

SAMPLE QUESTIONS FOR SALESPERSON EXAM