



## Suggested Schedule for Certificate in Real Estate

This pathway meets requirements for the Certificate in Real Estate Property Management. This sample schedule assumes a fall start. If you wish to take alternate courses not listed below please meet with a North advisor to confirm you're still meeting your academic goals.

### Before You Start

- If needed, [Pre-College Math](#) or ABE Adult Basic Education.
- If needed, [Pre-College English](#), ABE Adult Basic Education or [ESL English as a Second Language](#).

### To Do

- Explore residential and commercial real estate with program faculty.
- Explore placement options: take the math and English placement tests if needed.
- Transfer previous college credits to [North](#).
- Attend New Student Orientation.
- Apply for financial aid and follow up on application with the financial aid office.
- Visit [startnextquarter.org](http://startnextquarter.org) to find out if Workforce Education funding is available for you.
- Explore Prior Learning Assessment (PLA) options if you have significant professional industry training.

### Year One

#### Credits

#### Quarter 1

- RES 100 Real Estate Fundamentals.....5
- BUS 169 Using Computers in Business I .....5

#### Quarter 2

- RES 140 Real Estate Sales & Practice .....3
- RES 106 Real Estate Fraud .....1
- RES 130 Green Real Estate or  
RES 217 Real Estate Development and Sustainability\* .....3

#### Quarter 3

- RES 170 Real Estate Law .....3
- RES 130 Green Real Estate or  
RES 217 Real Estate Development and Sustainability\* .....3

**Total Credits Required: 91**

#### Quarter 1

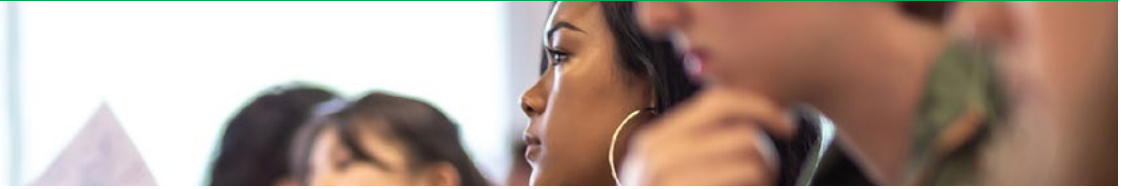
- Schedule an appointment with your assigned advisor in [Starfish](#) to meet and discuss your goals.
- Drop by the [Library](#) to get help with research; check out resources; access computers and study space; and create media projects.
- Visit the Student Learning Center to learn about tutoring services offered in-person and online.
- Check out campus life: student clubs, Equity & Welcome Center, Fitness Center, etc.
- Attend the Real Estate Career Fair to learn about job opportunities.
- If continuing to the AAS-T degree in Real Estate, apply for financial aid and follow up with the financial aid office.

#### Quarter 2

- Create an educational Plan with your assigned advisor.
- Attend an "Exploring Careers and Majors Workshop" or meet with a counselor
- Visit Career Services office in the OCE&E building to learn about career/job exploration, resources including LinkedIn
- Attend the career fair on campus in March.
- Apply for graduation for the Certificate in Real Estate.
- \*Take RES 130 in the winter or RES 217 in the spring.
- Ensure all Academic Exception paperwork is submitted (such as course substitutions, transfer credit, and PLA) as needed.

#### Quarter 3

- Conduct informational interviews and job shadow at various real estate firms.
- Attend a resume workshop in the OCE&E building and create a resume.
- Order cap and gown for commencement and join alumni association.
- Attend on-campus graduation fair and commencement ceremony.
- Explore professional organization memberships and attend meetings.
- Add your classmates on LinkedIn to grow your network and keep in touch.



## About the Map

This pathway meets requirements for the Certificate in Real Estate. Completion of this certificate forms the core of the real estate education pathway by providing a strong broad background in real estate. As a stand-alone certificate this certificate program includes the required licensing classes, as well as a core curriculum required class, and a cutting-edge class on sustainable building. This certificate prepares students for work in residential and commercial sales positions. Courses in the program apply toward the Real Estate AAS-T degree and other real estate certificates. The classes are approved as continuing education clock hours for real estate brokers, property managers and appraisers by the Washington Department of Licensing.

## Career Opportunities

- Real Estate Broker
- Property Manager
- Transaction Coordinator
- Real Estate Associate
- Sales Agent
- Entry level positions in Title and Escrow

A Real Estate Broker's license or bachelor's degree or higher may be required for some careers listed above. For current employment and wage estimates, please visit and search at [www.bls.gov/oes](http://www.bls.gov/oes).

## Approximate Costs Each Quarter

Tuition & fees for:

WA state residents.....	\$1283
Books, supplies, and miscellaneous fees .....	\$475

**\*Please note that these costs are estimates and may vary.**

## Apply for Financial Aid and Other Funding

All students in need should apply for financial aid – do not assume you are not eligible! Visit <https://northseattle.edu/financial-aid> to learn more about the application steps and types of financial aid available, including grants and scholarships you don't have to pay back. You do not need to be a full-time student to receive financial aid funds.

Some students may be eligible for Workforce Education tuition assistance programs depending on program of study, family income and family size, DSHS assistance, unemployment/employment status of self or spouse, or veteran status. Take this short survey to find out if you pre-qualify for funding at: [www.StartNextQuarter.org](http://www.StartNextQuarter.org).

## Which quarter can I begin?

Any.

## Length of Program

20 credits = 3 quarters if you follow this part-time pathway

## Class Times/Delivery Format?

North offers courses on-campus in the day, evenings, online, or hybrid (part on-campus, part online), and occasional Saturdays. Check the class schedule for the latest offerings.

## Find Out More

Visit [northseattle.edu/programs/realestate](http://northseattle.edu/programs/realestate) to learn more about this pathway, or contact the Program Coordinator, Mark Potter at [mark.potter@seattlecolleges.edu](mailto:mark.potter@seattlecolleges.edu) or 206-934-3725 or the Business and Accounting advisor at [northseattle.edu/advising/contact](http://northseattle.edu/advising/contact) or 206-934-3658.

## Future Education Opportunities

- A Certificate of Property Management
- An Associate of Applied Science-Transfer (AAS-T) in Real Estate
- A Bachelor of Applied Science (BAS) degree in Residential and Commercial Property Management or International Business at North Seattle College
- A Bachelor of Applied Science (BAS) degree in another area at a Washington State Community and Technical Colleges
- Degree programs offered at The Evergreen State College or Western Governor's University.

Program and admissions requirements vary from college-to-college. Contact an advisor to create an educational plan tailored to transfer to the institution of your choice.