PROPERTY MANAGEMENT PROGRAM

This program includes the following 2 courses. However, intermediate knowledge of Microsoft Excel is required. Please sign up for the Microsoft Excel course if needed.

1. Math For Real Estate

CSA 350: 8 weeks; Wed 6:00 PM - 8:00 PM; Cost: $160

This course is designed for students who wish to master the math skills necessary to succeed in the real estate and property management industries. Topics include: land description and measurement, real estate tax computation, prorations, and various real estate problems and solutions.

2. Apartment Management

CSA140: Tues: 6:00 PM - 8:00 PM; 10 weeks; Cost: $250

This course has been developed to familiarize students with the many facets of apartment management. Topics of discussion will include types of properties, establishing policy, environment, maintain your computer with Vista utilities, get on the internet, and manage some of the media enhancements Vista includes. Gain an early advantage with Windows Vista by enrolling in this course.