

ADMISSION REQUIREMENTS

A minimum of five (5) CXC passes, (General Proficiency) Grades I and II (Grade III accepted from June 1998 onwards) or five GCE O' Level passes, Grades A, B and C (or equivalent) including English Language and Mathematics.

Students may also be considered on the basis of work experience, training and educational background, as deemed relevant by ROYTEC and may also be subject to an interview.

HOW TO APPLY

The following is required on submission of each completed Application Form:

- The original and a copy of CXC/GCE O'Level and CAPE/GCE A-Level certificates.
- Non-refundable application fee of \$100.00 (Linx, manager's cheque or credit card only, no cash or personal cheques).
- One (1) passport-sized photograph.
- The original and a copy of one (1) of the following forms of National Identification: National ID card, Birth Certificate or Passport.
- The original and a copy of your Marriage Certificate/ Affidavit. (This is applicable if the name on the certificate is different from the name on the application form).

Applicants who have misplaced their original certificates/ transcripts are required to request a letter/certified copy from the Ministry of Education or awarding institution.

Applications should be addressed to:

The Manager, Registry Services

UWI School of Business and Applied Studies Limited
(trading as ROYTEC)
#136-138 Henry Street
Port-of-Spain

UWI School of Business and Applied Studies Limited
trading as

ROYTEC

ROYTEC offers undergraduate and postgraduate degree programmes in business administration, teacher education, information technology, and financial planning. All of our Transnational Degree Programmes have successfully been evaluated and awarded full recognition status by the Accreditation Council of Trinidad and Tobago (ACTT). ROYTEC also offers corporate training and development programmes in supervision, customer service, project management, human resource management, real estate management, and marketing.

Please see us at www.roytec.edu for a detailed description of study options.

NORTH CAMPUS

136-138 Henry Street
Port of Spain
Trinidad
Tel: (868) 627-2192/8553
Fax: (868) 623-7338

SOUTH CAMPUS

Naparima College
San Fernando
Trinidad
Tel: (868) 657-0597
Fax: (868) 652 -7847

E-mail: marketing@roytec.uwi.tt

Website: www.roytec.edu



Find and follow us on:
ROYTEC



UWI School of Business and Applied Studies Limited
trading as

ROYTEC

in association with



Association of Real Estate Agents

Real Estate Management

PRINCIPLES OF REAL ESTATE SALES

COURSE OVERVIEW

This programme in Real Estate Sales offers a unique combination of theory and practice that aims to develop the professional competencies of practitioners in the real estate industry. The programme will certify individuals who have attained the requisite academic and technical knowledge, and possess the professional standards of conduct appropriate for certification as a real estate sales agent.

WHO SHOULD ATTEND: Persons interested in Real Estate Sales

DURATION: 14 Weeks

REQUIREMENTS: 5 O'Levels including Mathematics and English
OR
Persons employed with a Real Estate Agency

This course does not qualify persons to open their own agency

COURSE CONTENT

- Appraisals/ Principles of Estimating Value
- Broker Operating Procedure
- Details of Building Construction
- Marketing the Listing
- Mortgages
- Real Estate Investment
- Renting and Leasing of Properties
- Sales Techniques
- The Laws of Trinidad & Tobago affecting Real Estate
- The Real Estate Industry

INTRODUCTION TO REAL ESTATE VALUATION

COURSE OVERVIEW

This course provides a practical introduction to real estate valuation. It will assist real estate sales practitioners, valuation and appraisal technicians, and other industry practitioners such as bankers and insurance personnel, in understanding and applying the basic principles and techniques of real property valuation. Upon completion, the graduate will have a working knowledge about valuation and appraisal theory, the real estate environment and markets and the services customers expect from real estate valuers and appraisers. It covers the major decisions and considerations when performing the function of real estate valuation and explains the economic and financial principles on which the discipline is based. Participants will be exposed to the various step-by-step processes that influence the value of real property and the preparation and interpretation of valuation reports.

WHO SHOULD ATTEND: Persons interested in Real Estate Valuation

DURATION: 14 Weeks

REQUIREMENTS: 5 O'Levels including Mathematics and English
OR
Persons employed with a Real Estate Agency

COURSE CONTENT

- The Appraisal Process
- Appraisal Principles: Purpose and Use
- Building Inspection and Description
- Market Conditions: Impact on Value
- Neighbourhood Analysis
- Reconciliation & Preparation of Report
- Real Estate Mathematics & Legal Aspects of Real Estate
- Site Inspection and Description
- Time Value of Money
- The three (3) classical approaches to Valuation
- Valuation Methodology

This course does not qualify persons as valuers. Candidates will be required to use HP 12C calculator.



THE REAL ESTATE INDUSTRY

The real estate industry is rapidly growing in Trinidad and Tobago and the wider Caribbean, and clients will continue to depend more on the advice of real estate sales agents. Clients would also place a considerable amount of trust in agents who act as legitimate consumer representatives. Therefore, from a stakeholder perspective, the real estate industry would be well served by a pool of knowledgeable career professionals who are appropriately qualified to practice.

