



## Postgraduate Diploma

### Real Estate Operations

» Modality: online

» Duration: 6 months

» Certificate: TECH Technological University

» Dedication: 16h/week

» Schedule: at your own pace

» Exams: online

Target Group: University Graduates who have previously completed. Any of the degrees in the fields of Social and Legal Sciences, Administrative and Business Sciences

Website: www.techtitute.com/pk/school-of-business/postgraduate-diploma/postgraduate-diploma-real-estate-operations

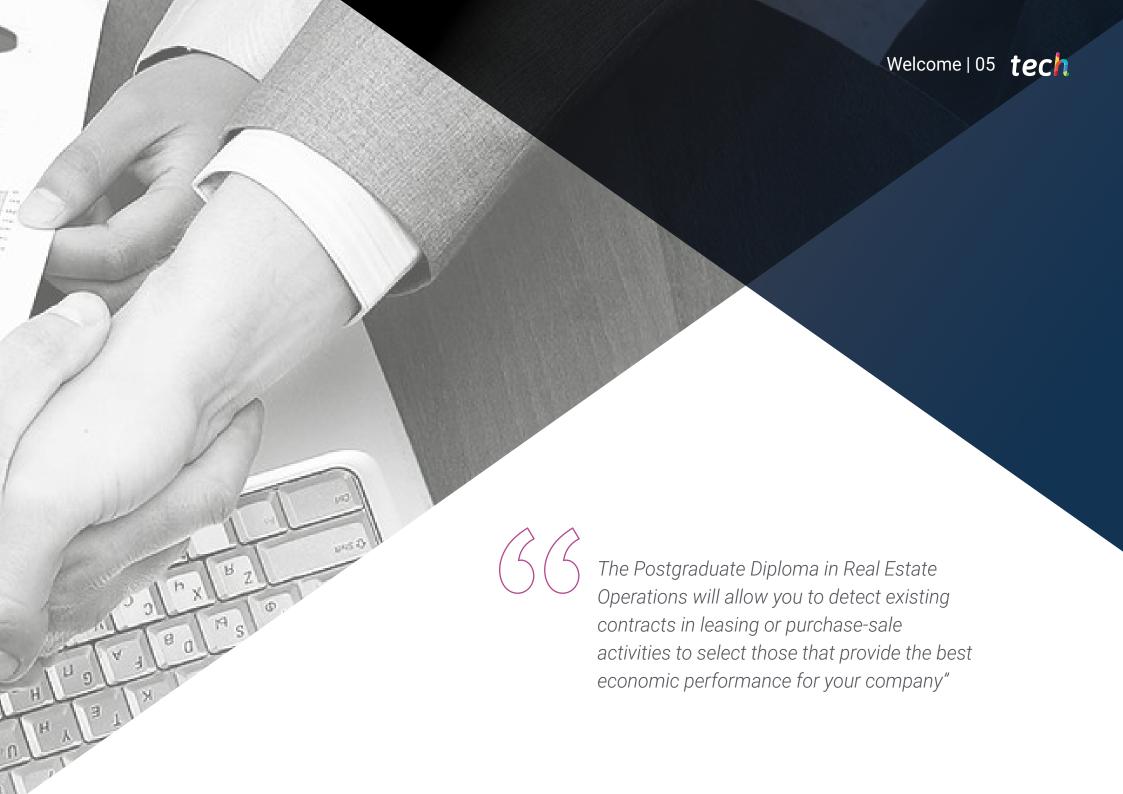
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# 01 **Welcome**

Housing, established as a basic good in society, offers excellent economic prospects in terms of investment and carrying out purchase, sale or lease operations. In this line, more and more companies are committed to carrying out this type of activity, requiring directors highly trained in their management. Due to this, TECH has created this program, with which the student will hone their leadership skills in Real Estate Operations to boost their chances of obtaining a long-awaited professional promotion. Throughout it, it will manage the current regulations in this matter to comply with the legality in investments or detect the different types of existing contracts. In addition, you will enjoy 100% online learning, compatible with your work and personal tasks.









### tech 08 | Why Study at TECH?

#### At TECH Technological University



#### **Innovation**

The university offers an online learning model that balances the latest educational technology with the most rigorous teaching methods. A unique method with the highest international recognition that will provide students with the keys to develop in a rapidly-evolving world, where innovation must be every entrepreneur's focus.

"Microsoft Europe Success Story", for integrating the innovative, interactive multi-video system.



#### The Highest Standards

Admissions criteria at TECH are not economic. Students don't need to make a large investment to study at this university. However, in order to obtain a qualification from TECH, the student's intelligence and ability will be tested to their limits. The institution's academic standards are exceptionally high...

95%

of TECH students successfully complete their studies



### Networking

Professionals from countries all over the world attend TECH, allowing students to establish a large network of contacts that may prove useful to them in the future.

+100000

+200

executives prepared each year

different nationalities



#### **Empowerment**

Students will grow hand in hand with the best companies and highly regarded and influential professionals. TECH has developed strategic partnerships and a valuable network of contacts with major economic players in 7 continents.

+500

collaborative agreements with leading companies



#### **Talent**

This program is a unique initiative to allow students to showcase their talent in the business world. An opportunity that will allow them to voice their concerns and share their business vision.

After completing this program, TECH helps students show the world their talent.



#### **Multicultural Context**

While studying at TECH, students will enjoy a unique experience. Study in a multicultural context. In a program with a global vision, through which students can learn about the operating methods in different parts of the world, and gather the latest information that best adapts to their business idea.

TECH students represent more than 200 different nationalities.



#### Learn with the best

In the classroom, TECH's teaching staff discuss how they have achieved success in their companies, working in a real, lively, and dynamic context. Teachers who are fully committed to offering a quality specialization that will allow students to advance in their career and stand out in the business world.

Teachers representing 20 different nationalities.



At TECH, you will have access to the most rigorous and up-to-date case analyses in academia"

### Why Study at TECH? | 09 tech

TECH strives for excellence and, to this end, boasts a series of characteristics that make this university unique:



#### **Analysis**

TECH explores the student's critical side, their ability to question things, their problem-solving skills, as well as their interpersonal skills.



#### **Academic Excellence**

TECH offers students the best online learning methodology. The university combines the *Relearning* methodology (the most internationally recognized postgraduate learning methodology) with Harvard Business School case studies. A complex balance of traditional and state-of-the-art methods, within the most demanding academic framework.



#### **Economy of Scale**

TECH is the world's largest online university. It currently boasts a portfolio of more than 10,000 university postgraduate programs. And in today's new economy, **volume + technology = a ground-breaking price**. This way, TECH ensures that studying is not as expensive for students as it would be at another university.



It is a challenge that demands effort and dedication, but it opens the door to a promising future. Students will learn from the best teaching staff and with the most flexible and innovative educational methodology.



### tech 12 | Why Our Program?

This program will provide you with a multitude of professional and personal advantages, among which we highlight the following:



#### A Strong Boost to Your Career

By studying at TECH, students will be able to take control of their future and develop their full potential. By completing this program, students will acquire the skills required to make a positive change in their career in a short period of time.

70% of students achieve positive career development in less than 2 years.



# Develop a strategic and global vision of the company

TECH offers an in-depth overview of general management to understand how each decision affects each of the company's different functional fields.

Our global vision of companies will improve your strategic vision.



### Consolidate the student's senior management skills

Studying at TECH means opening the doors to a wide range of professional opportunities for students to position themselves as senior executives, with a broad vision of the international environment.

You will work on more than 100 real senior management cases.



### You will take on new responsibilities

The program will cover the latest trends, advances and strategies, so that students can carry out their professional work in a changing environment.

45% of graduates are promoted internally.



#### Access to a powerful network of contacts

TECH connects its students to maximize opportunities. Students with the same concerns and desire to grow. Therefore, partnerships, customers or suppliers can be shared.

You will find a network of contacts that will be instrumental for professional development.



#### Thoroughly develop business projects

Students will acquire a deep strategic vision that will help them develop their own project, taking into account the different fields in companies.

20% of our students develop their own business idea.



#### Improve soft skills and management skills

TECH helps students apply and develop the knowledge they have acquired, while improving their interpersonal skills in order to become leaders who make a difference.

Improve your communication and leadership skills and enhance your career.



#### You will be part of an exclusive community

Students will be part of a community of elite executives, large companies, renowned institutions, and qualified teachers from the most prestigious universities in the world: the TECH Technological University community.

We give you the opportunity to study with a team of world-renowned teachers.





### tech 16 | Objectives

TECH makes the goals of their students their own goals too. Working together to achieve them.

This Postgraduate Diploma in Real Estate Operations will enable students to:



Know the operation of the property registry and the registry procedure in its entirety



Identify the different types of sales contracts and their obligations and implications



Delve into the concept of VAT, its facts and tax bases, as well as its exemptions and deductions at a national and international level





Manage the rights and obligations of buyers and sellers



Delve into the regulatory standards of the different types of lease contracts



Establish the different types of valuation to be able to choose the most convenient one at all times



08. Master the structure of an appraisal report and the elements of which it is composed



09

Obtain the necessary knowledge to carry out an initial assessment of the project and see its viability at an economic, technical and regulatory level



Know the different valuation methodologies and what are the uses of each of them



Detect the key points in the design process to know how to act against possible inconveniences



Be aware of the necessary documentation to be able to present a project and carry it out



Analyze the differences between the types of existing returns and their causes and benefits. Delve into guidelines to minimize financial risk



Have a global idea at an economic and technical level of foundations, structures and facilities most used today

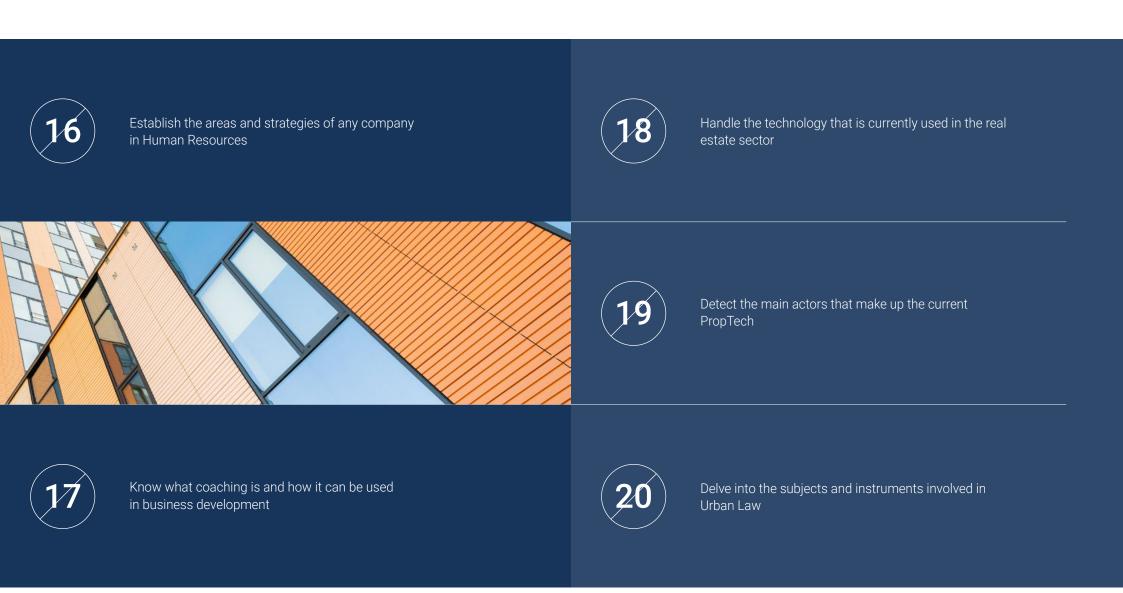


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Know what the methodology is when it comes to monetizing in the world of construction



Define the main taxes that tax profitability in the financial sector







### tech 22 | Structure and Content

#### **Syllabus**

The study plan of this Postgraduate Diploma is made up of 3 modules through which the Real Estate Operations expert will acquire a series of knowledge that will prepare him to cope with solvency in the face of the new challenges that his profession presents.

The contents of this program are designed with the idea of promoting the development of managerial skills that allow optimizing decision-making with greater rigor in uncertain environments.

Throughout 450 hours of intensive learning, the student will analyze a large number of practical cases through individual and team work.

It is, therefore, a true immersion in real business situations.

The Postgraduate Diploma in Real Estate Operations will delve into aspects such as International Real Estate Law and taxation in activities of this nature or in the management of both the sale and lease, offering the student a very complete vision of this field.

Through this program, completely adapted to the personal and academic needs of the students and providing cutting-edge teaching materials prepared by experts in the field, they will increase their skills to direct the highest caliber Real Estate Operations.

This Postgraduate Diploma takes place over 6 months and is divided into 3 modules:

Module 1. International Real Estate Law and taxation in Real Estate Operations

Module 2. Management of estate Operations: The sale

Module 3. Management of Real Estate Operations: leasing



#### Where, When and How is it Taught?

TECH offers the possibility of developing this Postgraduate Diploma in Real Estate Operations completely online. Throughout the 6 months of the educational program, you will be able to access all the contents of this program at any time, allowing you to self-manage your study time.

Enjoy completely enjoyable and individualized learning through educational formats such as explanatory video or interactive summary.

### tech 24 | Structure and Content

2.5.1. Definition and Types of Deposit Contracts2.5.2. Confirmatory Earnest Money2.5.3. Penitentiary Earnest Money

2.5.4. Criminal Earnest Money

Modale 1. International Near Estate Ea	w and taxation in Real Estate Operation		
<ul> <li>1.1. Introduction to Common Real Estate Law</li> <li>1.1.1. General Aspects of Estate Law</li> <li>1.1.2. Registry Security</li> <li>1.1.3. Characteristics of Common Real Estate Law</li> <li>1.1.4. International Law Estate</li> </ul>	<ul> <li>1.2. Common Property Rights</li> <li>1.2.1. Definition and concept</li> <li>1.2.2. Communication Property Rights</li> <li>1.2.3. Usufruct</li> <li>1.2.4. Easement and Domain Limitations</li> </ul>	<ul> <li>1.3. The Farm and the Registration</li> <li>1.3.1. Definition and Basic Concepts</li> <li>1.3.2. Types and Description of Farms</li> <li>1.3.3. Relationship between Cadastre and Registry</li> <li>1.3.4. Registration</li> <li>1.3.5. Domain File</li> </ul>	<ul><li>1.4. Property Registration</li><li>1.4.1. General Aspects of Records</li><li>1.4.2. The Registered Owner</li><li>1.4.3. Registry Entries</li><li>1.4.4. Registry Advertising</li></ul>
<ul> <li>1.5. Registration Procedure</li> <li>1.5.1. The Presentation Seat</li> <li>1.5.2. The Registration Qualification</li> <li>1.5.3. Registration in the Land Registry</li> <li>1.5.4. Preventive Annotations</li> <li>1.5.5. Other Registry Entries</li> </ul>	<ul><li>1.6. Horizontal Property</li><li>1.6.1. Definition and Basic Appearance</li><li>1.6.2. Constitutions</li><li>1.6.3. Extinction</li><li>1.6.4. Other Registry Entries</li></ul>	<ul> <li>1.7. Common Collateral Rights: the Mortgage</li> <li>1.7.1. Guarantee of Common Property Rights</li> <li>1.7.2. The Real Estate Mortgage</li> <li>1.7.3. The Object and the Obligation of Didactics</li> <li>1.7.4. The Extinction of the Mortgage</li> </ul>	<ul> <li>1.8. Introduction to Common Real Estate Taxation</li> <li>1.8.1. Definition and concept</li> <li>1.8.2. General Aspects of Estate Law</li> <li>1.8.3. Obligations and Common Rights of the Intervening Subjects</li> <li>1.8.4. Taxes and Tax Obligations</li> </ul>
<ul> <li>1.9. Value Added Tax</li> <li>1.9.1. Definition and concept</li> <li>1.9.2. Taxable Transaction</li> <li>1.9.3. Exemptions and Deductions</li> <li>1.9.4. International Acquisitions</li> <li>1.9.5. Taxable Income</li> </ul>	1.10. Other Taxes 1.10.1. Tax from Patrimonial Transfers and Documented Legal Acts 1.10.2. Estate Tax 1.10.3. Inheritance and Gift Tax 1.10.4. Other Common Taxes		
Module 2. Management of estate Op	perations: The sale		
<ul> <li>2.1. Wallet Operation Introduction</li> <li>2.1.1. Definition and concept</li> <li>2.1.2. Requisite and Object</li> <li>2.1.3. General Aspects of the Sale</li> <li>2.1.4. Cost and Price</li> </ul>	<ul> <li>2.2. Faculties of the Intervening Subjects</li> <li>2.2.1. Ability and Incapacitation</li> <li>2.2.2. Prohibitions on Buying and Disposing</li> <li>2.2.3. Limitations on the Sale</li> <li>2.2.4. Purchase and Sale of Encumbered and/or Leased Property</li> </ul>	<ul> <li>2.3. Procedures prior to the Sale</li> <li>2.3.1. Procedures prior to the Sale</li> <li>2.3.2. Letter of Intent</li> <li>2.3.3. Pre-contract and Promise of Sale</li> <li>2.3.4. Purchase Options</li> </ul>	<ul><li>2.4. Real Estate Due Diligence</li><li>2.4.1. Definition and Issues to Consider</li><li>2.4.2. Information Sources</li><li>2.4.3. Due diligence procedure</li><li>2.4.4. Report</li></ul>
2.5. Earnest Money Contract	2.6. Salepurchase Agreement	2.7. Obligations of the Seller	2.8. Obligations of the Buyer

2.7.1. Delivery of the property2.7.2. Conservation and Custody

2.7.4. Expenses and Taxes

2.7.3. Sanitation.

2.6.1. Definition and General Aspects2.6.2. Concept and Characteristics of Contract

2.6.3. Contract Perfectioning

2.6.4. Formalizing the Contract

2.8.1. Price Payment
2.8.2. Payment Methods
2.8.3. Sale with Deferred Payment and Guarantees

2.8.4. Expenses and Taxes

#### 2.9. Termination of **Employment Contract** 2.9.1. Definition and General Aspects 2.9.2. The Termination of the Contract and its

- Causes 2.9.3. Common Right of First Refusal and
- Retraction 2.9.4. Unilateral Withdrawal

#### 2.10. Models of Sales Contracts

- 2.10.1. Letter of Intent
- 2.10.2. Promise of Sale
- 2.10.3. Earnest Money Contract
- 2.10.4. Purchase Option Contract

#### Module 3. Management of Real Estate Operations: Leasing

### 3.1. Introduction to Leasing

- 3.1.1. Lease Definition
- 3.1.2. Cotract Characteristics
- 3.1.3. Scope of Application
- 3.1.4. Common Regulatory Standards

#### 3.2. Leasing Contract

- 3.2.1. Concept and Characteristics
- 3.2.2. Elements of the Lease
- 3.2.3. Common Rights and Duties of the Leases 3.2.4. Common Rights and Duties of the Employer

#### 3.3. Rental Lease Contract

- 3.3.1. Normative Nature
- Subletting and Assignment of Lease
- 3.3.3. Duration and Object of the Contract
- 3.3.4. Rent

#### 3.4. Leasing Contract for Use other than Housing

- 3.4.1. Normative Nature
- 3.4.2. Subletting and Assignment of Lease
- 3.4.3. Duration and Object of the Contract
- 3.4.4. Rent

#### 3.5. Leasing Contract for Use Tourist

- 3.5.1. Definition and General Aspects
- 3.5.2. Scope of Application
- 3.5.3. Regulatory Regulations and Particular Characteristics
- 3.5.4. Change of Use of Premises for Rental for Tourist Use

#### 3.6. Finances

- 3.6.1. Definition and General Aspects
- 3.6.2. Finance Update
- 3.6.3. Finance Restitution
- 3.6.4. Complementary Guarantees

#### 3.7. Formalization of the Lease

- 3.7.1. Formalizing the Contract
- **Document Requirements**
- 3.7.3. Purpose and Types of Contract
- 3.7.4. Contract Models

#### 3.8. Resolution of the Lease

- 3.8.1. Definition and Causes: Suspension, Resolution and Extinction
- 3.8.2. House Habitability
- 3.8.3. Breach of Obligations
- 3.8.4. Termination of the Lease

#### 3.9. Compulsory Termination of the Lease

- 3.9.1. Definition and General Aspects
- 3.9.2. Eviction Trial
- 3.9.3. Legal Procedure in Case of Non-payment
- 3.9.4. Other Causes of Forced Termination of the Lease

#### 3.10. Leasing as an Investment Business Model

- 3.10.1. Rental Lease Contract

- 3.10.2. Definition and Concept of Rental for Tourist
- 3.10.3. Leasing Profitability Use Tourist
- 3.10.4. Leasing Taxation



This academic program offers students a different way of learning. Our methodology uses a cyclical learning approach: **Relearning.** 

This teaching system is used, for example, in the most prestigious medical schools in the world, and major publications such as the **New England Journal of Medicine** have considered it to be one of the most effective.





### tech 28 | Methodology

# TECH Business School uses the Case Study to contextualize all content

Our program offers a revolutionary approach to developing skills and knowledge. Our goal is to strengthen skills in a changing, competitive, and highly demanding environment.





This program prepares you to face business challenges in uncertain environments and achieve business success.



Our program prepares you to face new challenges in uncertain environments and achieve success in your career.

#### A learning method that is different and innovative

This TECH program is an intensive educational program, created from scratch to present executives with challenges and business decisions at the highest level, whether at the national or international level. This methodology promotes personal and professional growth, representing a significant step towards success. The case method, a technique that lays the foundation for this content, ensures that the most current economic, social and business reality is taken into account.



You will learn, through collaborative activities and real cases, how to solve complex situations in real business environments"

The case method has been the most widely used learning system among the world's leading business schools for as long as they have existed. The case method was developed in 1912 so that law students would not only learn the law based on theoretical content. It consisted of presenting students with real-life, complex situations for them to make informed decisions and value judgments on how to resolve them. In 1924, Harvard adopted it as a standard teaching method.

What should a professional do in a given situation? This is the question we face in the case method, an action-oriented learning method. Throughout the program, the studies will be presented with multiple real cases. They must integrate all their knowledge, research, argue and defend their ideas and decisions.

### tech 30 | Methodology

### Relearning Methodology

TECH effectively combines the Case Study methodology with a 100% online learning system based on repetition, which combines different teaching elements in each lesson.

We enhance the Case Study with the best 100% online teaching method: Relearning.

Our online system will allow you to organize your time and learning pace, adapting it to your schedule. You will be able to access the contents from any device with an internet connection.

At TECH you will learn using a cutting-edge methodology designed to train the executives of the future. This method, at the forefront of international teaching, is called Relearning.

Our online business school is the only one in the world licensed to incorporate this successful method. In 2019, we managed to improve our students' overall satisfaction levels (teaching quality, quality of materials, course structure, objectives...) based on the best online university indicators.



### Methodology | 31 tech

In our program, learning is not a linear process, but rather a spiral (learn, unlearn, forget, and re-learn). Therefore, we combine each of these elements concentrically. With this methodology we have trained more than 650,000 university graduates with unprecedented success in fields as diverse as biochemistry, genetics, surgery, international law, management skills, sports science, philosophy, law, engineering, journalism, history, markets, and financial instruments. All this in a highly demanding environment, where the students have a strong socio-economic profile and an average age of 43.5 years.

Relearning will allow you to learn with less effort and better performance, involving you more in your specialization, developing a critical mindset, defending arguments, and contrasting opinions: a direct equation to success.

From the latest scientific evidence in the field of neuroscience, not only do we know how to organize information, ideas, images and memories, but we know that the place and context where we have learned something is fundamental for us to be able to remember it and store it in the hippocampus, to retain it in our long-term memory.

In this way, and in what is called neurocognitive context-dependent e-learning, the different elements in our program are connected to the context where the individual carries out their professional activity.

This program offers the best educational material, prepared with professionals in mind:



#### **Study Material**

All teaching material is produced by the specialists who teach the course, specifically for the course, so that the teaching content is highly specific and precise.

These contents are then applied to the audiovisual format, to create the TECH online working method. All this, with the latest techniques that offer high quality pieces in each and every one of the materials that are made available to the student.



#### **Classes**

There is scientific evidence suggesting that observing third-party experts can be useful.

Learning from an Expert strengthens knowledge and memory, and generates confidence in future difficult decisions.



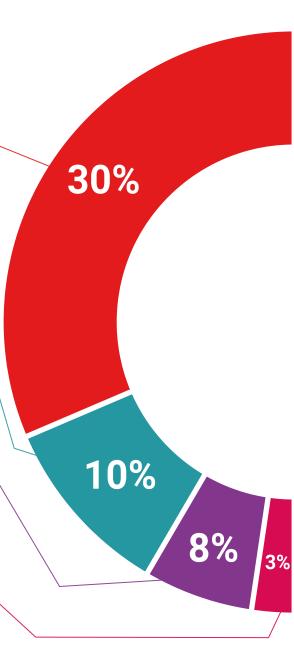
#### **Management Skills Exercises**

They will carry out activities to develop specific executive competencies in each thematic area. Practices and dynamics to acquire and develop the skills and abilities that a high-level manager needs to develop in the context of the globalization we live in.



#### **Additional Reading**

Recent articles, consensus documents and international guidelines, among others. In TECH's virtual library, students will have access to everything they need to complete their course.





Students will complete a selection of the best case studies chosen specifically for this program. Cases that are presented, analyzed, and supervised by the best senior management specialists in the world.



#### **Interactive Summaries**

The TECH team presents the contents attractively and dynamically in multimedia lessons that include audio, videos, images, diagrams, and concept maps in order to reinforce knowledge.

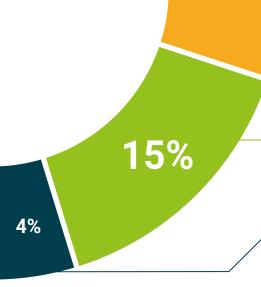


This exclusive educational system for presenting multimedia content was awarded by Microsoft as a "European Success Story".

#### **Testing & Retesting**

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We periodically evaluate and re-evaluate students' knowledge throughout the program, through assessment and self-assessment activities and exercises, so that they can see how they are achieving their goals.

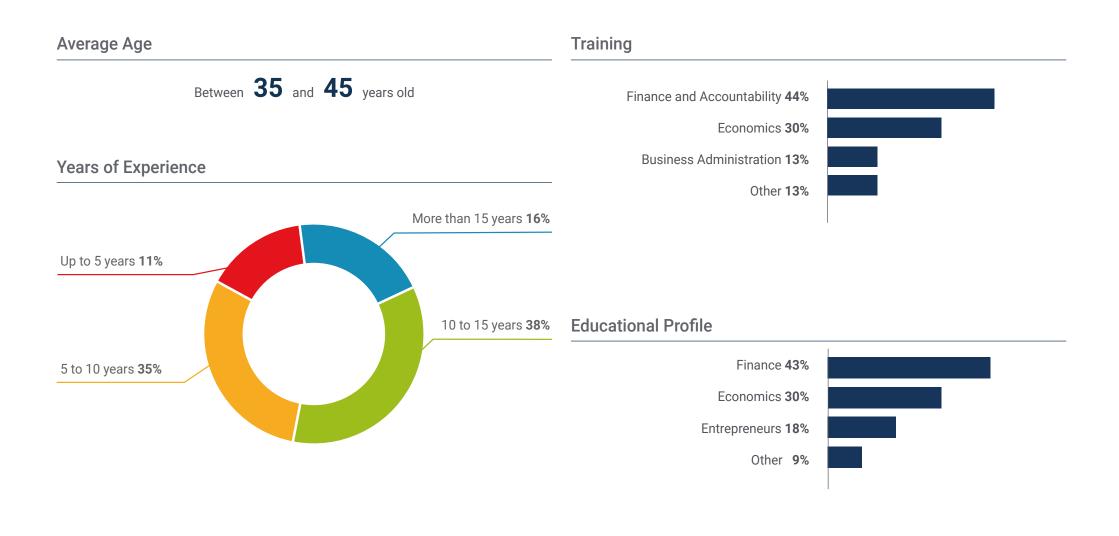


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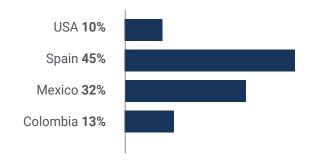




### tech 36 | Our Students' Profiles



### **Geographical Distribution**





# **Julian Exposito Yanes**

Investor specialized in the purchase and sale of housing

"I was pleasantly surprised with this degree, especially with the oratorical capacity of the teachers, the applicability of the knowledge transmitted and with the possibility of adapting the study to my personal needs. An experience that, without a doubt, I would recommend to anyone interested in the real estate sector"





## tech 40 | Course Management

## Management



## D. Loras González, Diego

- CEO and founder of Loan Financial Solutions
- Commercial Director at Homes Agents
- Area Manager at Tecnocasa
- Degree in Law from the Complutense University of Madrid



## Course Management | 41 tech

#### **Professors**

#### D. Martínez Monte, Raúl

- Commercial and Financial Director at Homes.AG
- Rental management coordinator at Solfinc SL
- Graduated in Economics from Pompeu Fabra University
- Postgraduate in Financial Markets from the University of Alicante





Get the opportunity to progress in your own company or to be part of more powerful companies by completing this Postgraduate Diploma.

# Are you ready to take the leap? Excellent professional development awaits you

TECH's Postgraduate Diploma in Real Estate Operations is an intensive program that prepares you to face challenges and business decisions in the real estate field. The main objective is to promote your personal and professional growth. Helping you achieve success.

If you want to improve yourself, make a positive change at a professional level, and network with the best, then this is the place for you.

Do not miss the possibility that TECH offers you to enrich your performance and your professional perspectives.

#### **Time of Change**

During the program 7%

During the first year 4fter 2 years 28%

#### Type of Change



## Salary Increase

This program represents a salary increase of more than 26% for our students

\$51,000

A salary increase of

**26**%

\$64,260





## tech 48 | Benefits for Your Company

Developing and retaining talent in companies is the best long-term investment.



#### Growth of talent and intellectual capital

The professional will introduce the company to new concepts, strategies, and perspectives that can bring about significant changes in the organization.



# Retaining high-potential executives to avoid talent drain

This program strengthens the link between the company and the professional and opens new avenues for professional growth within the company.



### **Building agents of change**

You will be able to make decisions in times of uncertainty and crisis, helping the organization overcome obstacles.



### Increased international expansion possibilities

Thanks to this program, the company will come into contact with the main markets in the world economy.





## **Project Development**

The professional can work on a real project or develop new projects in the field of R & D or business development of your company.



### Increased competitiveness

This program will equip students with the skills to take on new challenges and drive the organization forward.





## tech 52 | Certificate

This **Postgraduate Diploma in Real Estate Operations** contains the most complete and up-to-date program on the market.

After the student has passed the assessments, they will receive their corresponding **Postgraduate Diploma** issued by **TECH Technological University** via tracked delivery\*.

The certificate issued by **TECH Technological University** will reflect the qualification obtained in the Postgraduate Diploma, and meets the requirements commonly demanded by labor exchanges, competitive examinations, and professional career evaluation committees.

Title: **Postgraduate Diploma in Real Estate Operations**Official N° of Hours: **450 h.** 



<sup>\*</sup>Apostille Convention. In the event that the student wishes to have their paper certificate issued with an apostille, TECH EDUCATION will make the necessary arrangements to obtain it, at an additional cost.



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