



Plan2Pass

2023 BROKER COURSE syllabus

Session #1 1/26 - 3/9 **Session #2** 4/17 - 6/5 **Session #3** 6/29 - 8/10

Maryland Broker Course is 135 hours. Each Session is 45 hours = 135 hours

Session #1 6/29 - 8/10 Mondays & Thursdays 9am-2pm

Session #1 January 26, January 30, February 2, February 6, February 13, February 16 February 23, February 27, March 6, March 9

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DAY 1 Jan 26th

Topic
Instructor

AM 9am - 12noon

Business Blueprint
Mary Chieppa

Afternoon 12:30-2pm

Buyer Consultation *
Mary Chieppa

DAY 2 Jan 30th

Topic
Instructor

AM 9am - 12noon

Prospecting & Promoting
Mary Chieppa

Afternoon 12:30-2pm

Buyer Consultation cont'd*
Mary Chieppa

DAY 3 Feb 2nd

Topic
Instructor

AM 9am - 12noon

Brokerage Relationships*
Susan Parks

Afternoon 12:30-2pm

Seller Consultation*
Mary Chieppa

DAY 4 Feb 6th

Topic
Instructor

AM 9am - 12noon

MD Ethics*
Alison Wisnom

Afternoon 12:30-2pm

Seller Consultation cont'd*
Melissa Kesner

DAY 5 Feb 13th

Topic
Instructor

AM 9am - 12noon

MD Legal Update*
Mary Chieppa

Afternoon 12:30-2pm

Employment & Brokerage
Melissa Kesner

DAY 6 Feb 16th

Instructor
Topic

AM 9am - 12noon

Pricing Property*
Mary Chieppa

Afternoon 12:30-2pm

Employment & Brokerage cont'd
Melissa Kesner

4.5-hour daytime course (1) 3-hour morning class and (1) 1.5-hour afternoon class
(*) indicates possible CE hours which would require on-time arrival and CE compliance





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DAY 7 Feb 23rd

Topic
Instructor

AM 9am - 12noon

MD REALTORS Contract*
Melissa Kesner

Afternoon 12:30-2pm

Property Ownership
Susan Parks

DAY 8 Feb 27th

Topic
Instructor

AM 9am - 12noon

Tech to Get Business
Brenda Kasuva

Afternoon 12:30-2pm

Property Ownership cont'd
Susan Parks

DAY 9 March 6th

Topic
Instructor

AM 9am - 12noon

Fair Housing & Diversity*
Brenda Kasuva

Afternoon 12:30-2pm

Math Review
Susan Parks

DAY 10 March 9th

Topic
Instructor

AM 9am - 12noon

National Review
Susan Parks

Afternoon 12:30-2pm

MD Law Review
Susan Parks

4.5-hour daytime course (1) 3-hour morning class and (1) 1.5-hour afternoon class
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Session #2 4/17 - 6/5 Mondays & Thursdays 9am-2pm

Session #2 April 17, April 24, April 27, May 1, May 4, May 8, May 18, May 22, June 1, June 5

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DAY 1 April 17th

Topic
Instructor

AM 9am - 12noon

Contract Addenda*
Melissa Kesner

Afternoon 12:30-2pm

Appraisal
Susan Parks

DAY 2 April 24th

Topic
Instructor

AM 9am - 12noon

Government Controls
Susan Parks

Afternoon 12:30-2pm

Appraisal cont'd
Susan Parks/Annette Beale

DAY 3 April 27th

Topic
Instructor

AM 9am - 12noon

Employment & Brokerage
Melissa Kesner

Afternoon 12:30-2pm

Distressed Properties
Melissa Kesner

DAY 4 May 1st

Topic
Instructor

AM 9am - 12noon

Inspection Essentials*
Rose Buckley

Afternoon 12:30-2pm

Title 09
Mary Chieppa

DAY 5 May 4th

Topic
Instructor

AM 9am - 12noon

Basics of Commercial*
Ashleigh Kiggans

Afternoon 12:30-2pm

Communication & Negotiations
Mary Chieppa

DAY 6 May 8th

Instructor
Topic

AM 9am - 12noon

Financing Process*
Mike Fagan

Afternoon 12:30-2pm

Communication & Negotiations cont'd
Mary Chieppa

4.5-hour daytime course (1) 3-hour morning class and (1) 1.5-hour afternoon class
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Session #2 syllabus cont'd

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DAY 7 May 18th

Topic
Instructor

AM 9am - 12noon

Teams & Assistants
Alison Wisnom

Afternoon 12:30-2pm

Niche Markets
Alison Wisnom

DAY 8 May 22nd

Topic
Instructor

AM 9am - 12noon

Tech to Handle Business
Brenda Kasuva

Afternoon 12:30-2pm

Niche Markets cont'd
Mary Chieppa

DAY 9 June 1st

Topic
Instructor

AM 9am - 12noon

New Homes 101*
Mary Chieppa

Afternoon 12:30-2pm

Math review
Susan Parks

DAY 10 June 5th

Topic
Instructor

AM 9am - 12noon

National Review
Mary Chieppa

Afternoon 12:30-2pm

MD Law Review
Mary Chieppa

4.5-hour daytime course (1) 3-hour morning class and (1) 1.5-hour afternoon class
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Session #3 6/29 - 8/10 Mondays & Thursdays 9am-2pm

Session #3 June 29, July 6, July 10, July 13, July 17, July 20, July 24, August 3, August 7, August 10

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DAY 1 June 29th

Topic
Instructor

AM 9am - 12noon

NAR Ethics
Alison Wisnom

Afternoon 12:30-2pm

Putting a Plan in Place
Alison Wisnom

DAY 2 July 6th

Topic
Instructor

AM 9am - 12noon

Residential Rentals*
Brenda Kasuva

Afternoon 12:30-2pm

Real Estate Taxes & Closings
Susan Parks

DAY 3 July 10th

Topic
Instructor

AM 9am - 12noon

Transaction Management
Nicole Antonazzo

Afternoon 12:30-2pm

Closings & Legal Description
Susan Parks

DAY 4 July 13th

Topic
Instructor

AM 9am - 12noon

Property Disclosures
Melissa Kesner

Afternoon 12:30-2pm

Local Gov't Controls
Melissa Kesner

DAY 5 July 17th

Topic
Instructor

AM 9am - 12noon

Advertising, Antitrust & Arbitration*
Thom Brockett

Afternoon 12:30-2pm

Putting a Plan in Place
Mary Chieppa

DAY 6 July 20th

Instructor
Topic

AM 9am - 12noon

MREC Supervision*
Kathie Connelly

Afternoon 12:30-2pm

Leasing & Prop Management
Susan Parks

4.5-hour daytime course (1) 3-hour morning class and (1) 1.5-hour afternoon class
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Session #3 syllabus cont'd

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DAY 7 July 24th

Topic
Instructor

AM 9am - 12noon

Office Management
Thom Brockett

Afternoon 12:30-2pm

Math Review
Susan Parks

DAY 8 Aug 3rd

Topic
Instructor

AM 9am - 12noon

MD Programs
Brenda Kasuva

Afternoon 12:30-2pm

MD Law Review
Brenda Kasuva

DAY 9 Aug 7th

Topic
Instructor

AM 9am - 12noon

ABCs of Environmental*
Mary Chieppa

Afternoon 12:30-2pm

Title 17
Mary Chieppa

DAY 10 Aug 10th

Topic
Instructor

AM 9am - 12noon

Final Review
Mary Chieppa

Afternoon 12:30-2pm

National Review
Mary Chieppa

4.5-hour daytime course (1) 3-hour morning class and (1) 1.5-hour afternoon class
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