

**PRACTICE OF RESIDENTIAL REAL ESTATE (PRRE)
2025 COMPETENCY EXAM BLUEPRINT**

| SUBJECT LEARNING OUTCOME | | SUBJECT L.O. BLOOM'S LEVEL | SPECIFIC LEARNING OUTCOME | | SPECIFIC L.O. BLOOM'S LEVEL | WEIGHT |
|---|--|-------------------------------|---------------------------|--|--------------------------------|--------|
| DOMAIN: 1. PROFESSIONAL RELATIONSHIPS AND CONDUCT | | | | | | 29% |
| COMPETENCY 1.1 PROFESSIONAL RESPONSIBILITIES | | | | | | 15% |
| 1.1.1 | Assess residential real estate practice foundations. | Evaluate | 1.1.1.1 | Explain the impact of the brokerage system on residential real estate trade and licensee practice. | Analyse | |
| | | | 1.1.1.2 | Distinguish proactive licensee behaviours to practice within scope of license. | Analyse | |
| | | | 1.1.1.3 | Determine the <u>obligations</u> , responsibilities, limitations, rights, and powers the <u>Act</u> and Rules impose on licensees, RECA, clients, customers, and the <u>public</u> . | Evaluate | |
| | | | 1.1.1.4 | Describe licensee Consumer Relationship Guide timing, provision, and explanation <u>obligations</u> . | Understand | |
| | | | 1.1.1.5 | Describe the services a licensee may provide customers in a non-representation <u>relationship</u> . | Understand | |
| | | | 1.1.1.6 | Choose <u>appropriate</u> ways to use <u>competitive advantage</u> in diverse <u>contexts</u> . | Apply | |
| 1.1.2 | Assess how property ownership <u>details</u> impact <u>clients</u> . | Evaluate | 1.1.2.1 | Explain potential fee simple property <u>issues</u> that prospective buyers should consider. | Analyse | |
| | | | 1.1.2.2 | Explain what prospective buyers should understand about homes in a community with an <u>HOA</u> . | Understand | |
| | | | 1.1.2.3 | Compare and contrast the different <u>forms of ownership</u> and the implications for <u>clients</u> . | Analyse | |
| | | | 1.1.2.4 | Compare and contrast the different types of <u>communal living</u> . | Analyse | |
| | | | 1.1.2.5 | Compare and contrast different residential property types and styles, including <u>condominium styles</u> . | Analyse | |
| 1.1.3 | Determine service agreement responsibilities and requirements. | Evaluate | 1.1.3.1 | Compare and contrast how different types of service agreements affect brokerages, licensees, clients, and customers (designated agency, common law <u>agency</u> , non-representation, exclusive). | Analyse | |
| | | | 1.1.3.2 | Explain service agreement terms, conditions, or <u>clauses</u> that mitigate and resolve disputes. | Understand | |
| | | | 1.1.3.3 | Explain <u>guaranteed sales</u> requirements. | Understand | |
| COMPETENCY 1.2 LAWS AND REGULATIONS | | | | | | 10% |
| 1.2.1 | Determine legal and regulatory requirement impact on transactions and licensees. | Evaluate | 1.2.1.1 | Determine licensee options when a buyer wishes to use a nominee or corporation for a transaction. | Evaluate | |
| | | | 1.2.1.2 | Explain how the Alberta <i>Law of Property Act</i> impacts sellers who allow buyers to assume their mortgage. | Analyse | |
| | | | 1.2.1.3 | Explain the mortgage registration requirements associated under the <i>Land Titles Act of Alberta</i> . | Understand | |
| | | | 1.2.1.4 | Explain the <i>Dower Act's</i> impact on property sales and mortgages. | Understand | |
| | | | 1.2.1.5 | Explain who may sell a mobile home or land with an attached mobile home under the <i>Consumer Protection Act</i> . | Understand | |
| | | | 1.2.1.6 | Describe the impact of the <i>Alberta Water Act</i> on rural residential property transactions. | Understand | |
| | | | 1.2.1.7 | Explain the <i>Weed Control Act's</i> impact on rural residential property purchases. | Understand | |
| | | | 1.2.1.8 | Determine the impact of the RTA in diverse <u>contexts</u> . | Evaluate | |
| | | | 1.2.1.9 | Determine property advertising <u>legislative obligations</u> and <u>standards of practice</u> . | Evaluate | |

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| COMPETENCY 1.3 DISCLOSURE OBLIGATIONS | | | | | | 2% |
| 1.3.1 | Assess legislated disclosure <u>obligations</u> that impact residential real estate practice. | Evaluate | 1.3.1.1 | Determine licensee and prospective seller disclosure requirements in diverse <u>contexts</u> . | Evaluate | |
| | | | 1.3.1.2 | Describe conditions, unrelated to property defects, that may impact buyer decisions. | Understand | |
| | | | 1.3.1.3 | Explain non-representation <u>relationship</u> disclosure requirements. | Understand | |
| | | | 1.3.1.4 | Assess conflict of interest disclosure scenarios. | Evaluate | |
| COMPETENCY 1.4 HEALTH AND SAFETY | | | | | | 2% |
| 1.4.1 | Determine <u>risks</u> in diverse <u>contexts</u> . | Evaluate | 1.4.1.1 | Identify common residential real estate <u>risks</u> . | Remember | |
| | | | 1.4.1.2 | Determine health and safety best practices in diverse real estate situations. | Evaluate | |
| | | | 1.4.1.3 | Determine when you must speak to your broker about safety and <u>risks</u> . | Evaluate | |
| DOMAIN: 2. COMMUNICATION AND COLLABORATION | | | | | | 4% |
| COMPETENCY 2.1 COMMUNICATION | | | | | | 4% |
| 2.1.1 | Assess communication requirements in diverse <u>contexts</u> . | Evaluate | 2.1.1.1 | Clarify client <u>goals</u> , needs, and <u>issues</u> (including <u>financial position</u> , budget, financing, conditions, accessibility). | Understand | |
| | | | 2.1.1.2 | Explain the market dynamics affecting mortgages. | Understand | |
| | | | 2.1.1.3 | Explain tenant selection factors (e.g., credit check, confirmation of employment, pet ownership, etc.). | Understand | |
| | | | 2.1.1.4 | Explain tenant motivation factors. | Understand | |
| | | | 2.1.1.5 | Describe the different types of mortgages available, including potential impact for <u>clients</u> . | Analyse | |
| | | | 2.1.1.6 | Determine appropriate conflict resolution option for diverse situations. | Evaluate | |
| DOMAIN: 3. PROSPECTING AND MARKETING | | | | | | 5% |
| COMPETENCY 3.1 MARKETING | | | | | | 5% |
| 3.1.1 | Assess <u>marketing</u> . | Evaluate | 3.1.1.1 | Determine an <u>appropriate marketing plan</u> for diverse <u>contexts</u> . | Evaluate | |
| | | | 3.1.1.2 | Determine listing, market, and personal data documentation requirements. | Evaluate | |
| | | | 3.1.1.3 | Compare and contrast different ways to generate and follow-up on leads or prospects in diverse <u>contexts</u> . | Analyse | |
| | | | 3.1.1.4 | Determine appropriate <u>marketing techniques</u> , tools, <u>strategies</u> , and dissemination practices (including targeted <u>promotional activities</u>). | Evaluate | |
| | | | 3.1.1.5 | Determine <u>marketing</u> practices that demonstrate due care, accuracy, clarity, and thoroughness (including outsourcing requirements). | Evaluate | |
| | | | 3.1.1.6 | Determine <u>marketing</u> effectiveness (includes best practices, tools, and <u>techniques</u>). | Evaluate | |
| DOMAIN: 4. RESEARCH AND ANALYSIS | | | | | | 31% |
| COMPETENCY 4.1 RESEARCH | | | | | | 10% |
| 4.1.1 | Determine research needs and essential areas of expertise. | Evaluate | 4.1.1.1 | Determine the best potential sources of information (including sources beyond online databases). | Evaluate | |
| | | | 4.1.1.2 | Describe common research methods used to gather, verify and analyse information. | Understand | |
| | | | 4.1.1.3 | Determine how to resolve common property information or reliability <u>issues</u> . | Evaluate | |
| | | | 4.1.1.4 | Determine research target for <u>commercial sector</u> . | Evaluate | |
| | | | 4.1.1.5 | Determine the <u>nature of the transaction</u> . | Evaluate | |

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| | | | 4.1.1.6 | Determine how to best present findings in diverse <u>contexts</u> . | Evaluate | |
| | | | 4.1.1.7 | Compare and contrast different property type advantages, disadvantages, and considerations from a buyer's and a seller's perspective. | Analyse | |
| 4.1.2 | Assess <u>real estate attributes</u> for property analysis purposes. | Evaluate | 4.1.2.1 | Explain the impact of property neighbourhood <u>features</u> (Ex: community, amenities, infrastructure, walkability, crime rates, schools, sport facilities, parks, etc.). | Evaluate | |
| | | | 4.1.2.2 | Determine the impact of <u>property attributes</u> . | Understand | |
| | | | 4.1.2.3 | Explain defect, flaw, and drawback alternatives. | Understand | |
| | | | 4.1.2.4 | Describe characteristics that indicate a property may have been used as a grow-op or drug lab. | Evaluate | |
| | | | 4.1.2.5 | Compare and contrast residential <u>construction</u> types, methods, and concepts (<u>foundation</u> , roof, materials, green, design, drainage, <u>load-bearing</u>). | Analyse | |
| | | | 4.1.2.6 | Determine the potential impact of residential construction and design on transactions. | Evaluate | |
| | | | 4.1.2.7 | Describe energy conservation components and their advantages and disadvantages. | Understand | |
| | | | 4.1.2.8 | Outline the impact of the <u>four types of service systems</u> and their components on transactions. | Analyse | |
| | | | 4.1.2.9 | Determine the potential impact of residential parking and storage arrangements on transactions, including <u>condominiums</u> . | Evaluate | |
| | | | 4.1.2.10 | Compare and contrast types of residential construction permits, their purpose, and legal implications. | Analyse | |
| | | | 4.1.2.11 | Explain when property renovations may require a building permit. | Evaluate | |
| | | | 4.1.2.12 | Determine building permit impact on transactions. | Evaluate | |
| | | | 4.1.2.13 | Determine the impact of wall, flooring, ceiling, and window attributes on transactions. | Evaluate | |
| | | | 4.1.2.14 | Compare and contrast the more common fireplace styles in residential properties. | Analyse | |
| 4.1.3 | Assess rural residential <u>property attributes</u> . | Evaluate | 4.1.3.1 | Assess rural residential due diligence requirements (includes environmental, water, private sewage, services, etc.). | Evaluate | |
| | | | 4.1.3.2 | Determine potential rural water concerns and related tests to discuss with clients. | Evaluate | |
| | | | 4.1.3.3 | Explain the various water treatment devices that may be included in real estate transactions. | Understand | |
| | | | 4.1.3.4 | Describe the types of municipalities in rural areas. | Understand | |
| | | | 4.1.3.5 | Describe a utility cooperative and the types of services they may provide. | Understand | |
| | | | 4.1.3.6 | Outline rural residential hazards and environmental stewardship due diligence requirements. | Analyse | |
| | | | 4.1.3.7 | Describe wildlife considerations related to rural living. | Understand | |
| | | | 4.1.3.8 | Explain domestic pet considerations relate to rural living. | Understand | |
| | | | 4.1.3.9 | Explain surface and mineral rights in rural residential transactions. | Understand | |
| | | | 4.1.3.10 | Describe rural residential property transaction GST due diligence. | Understand | |

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| 4.1.4 | Determine residential property measurement requirements in diverse <u>contexts</u> . | Evaluate | 4.1.4.1 | Outline the Residential Measurement Standard. | Analyse | |
| | | | 4.1.4.2 | Summarize RMS liability risk reduction practices. | Understand | |
| | | | 4.1.4.3 | Describe the <u>concerns</u> the Residential Measurement Standard addresses. | Understand | |
| | | | 4.1.4.4 | Explain the correlation between property size and asking/selling price. | Understand | |
| | | | 4.1.4.5 | Determine when each of the two RMS compliant methods should be applied. | Evaluate | |
| | | | 4.1.4.6 | Explain the difference between a <u>condominium unit's</u> RMS area and its registered size. | Understand | |
| | | | 4.1.4.7 | Determine the area of residential properties using the Residential Measurement Standard. | Evaluate | |
| | | | 4.1.4.8 | Explain how grading impacts residential property area calculation. | Understand | |
| | | | 4.1.4.9 | Explain the due diligence activities when hiring a property measurement service. | Understand | |
| | | | 4.1.4.10 | Explain potential consequences of Residential Measurement Standards' breaches. | Understand | |
| COMPETENCY 4.2 PROPERTY QUALITY AND ELEMENTS | | | | | | 6% |
| 4.2.1 | Assess property <u>quality</u> and <u>elements</u> . | Evaluate | 4.2.1.1 | Assess property <u>external factors</u> . | Evaluate | |
| | | | 4.2.1.2 | Describe defect and remediation due diligence practices. | Understand | |
| | | | 4.2.1.3 | Determine potential property problem areas or <u>issues</u> , including property history and <u>material facts</u> . | Evaluate | |
| | | | 4.2.1.4 | Determine when different types of inspections or an environmental assessment is advisable. | Understand | |
| | | | 4.2.1.5 | Describe home inspector requirements under the Consumer Protection Act Regulations. | Understand | |
| | | | 4.2.1.6 | Outline <u>flood hazard due diligence</u> requirements. | Analyse | |
| | | | 4.2.1.7 | Determine how municipal land-use classification, district system, and municipal compliance requirements impact development and use. | Evaluate | |
| | | | 4.2.1.8 | Explain legal secondary suite land-use, building code standards, and building code requirements. | Understand | |
| | | | 4.2.1.9 | Describe the Plan, Block, and Lot system, and the Plan and <u>Unit</u> System. | Understand | |
| | | | 4.2.1.10 | Describe secondary suite due diligence requirements. | Understand | |
| | | | 4.2.1.11 | Differentiate illegal from non-conforming secondary suites. | Analyse | |
| | | | 4.2.1.12 | Choose appropriate property inspection and environmental assessment conditions for an offer to purchase. | Apply | |
| 4.2.2 | Assess land titles in diverse transactions. | Evaluate | 4.2.2.1 | Explain the purpose of title insurance. | Understand | |
| | | | 4.2.2.2 | Explain how to verify the land use classification or district for a particular property. | Analyse | |
| | | | 4.2.2.3 | Determine how land titles and registration impact transactions, fiduciary duties, and commissions. | Evaluate | |
| | | | 4.2.2.4 | Determine property <u>location</u> by legal land description. | Evaluate | |
| | | | 4.2.2.5 | Explain the role of a land surveyor. | Understand | |
| | | | 4.2.2.6 | Explain the purpose of a Real Property Report. | Understand | |
| 4.2.3 | Explain the impact of the <i>Municipal Government Act</i> on residential real estate. | Understand | 4.2.3.1 | Summarize how property assessment informs property tax calculation. | Understand | |
| | | | 4.2.3.2 | Differentiate between assessed value and current market value. | Understand | |
| | | | 4.2.3.3 | Explain when a development or building permit is required. | Understand | |
| | | | 4.2.3.4 | Describe illegal and non-conforming use. | Understand | |

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| COMPETENCY 4.3 COMPARATIVE MARKET ANALYSIS | | | | | | 14% |
| 4.3.1 | Check property and market information against relevant sources and <u>comparables</u> . | Evaluate | 4.3.1.1 | Determine <u>comparable</u> properties. | Evaluate | |
| | | | 4.3.1.2 | Outline property and market information verification best practices. | Analyse | |
| | | | 4.3.1.3 | Explain a licensee’s due diligence <u>obligation</u> to <u>communicate</u> market changes to their clients. | Understand | |
| | | | 4.3.1.4 | Compare and contrast property assessments, appraisals, and comparative market analyses. | Analyse | |
| | | | 4.3.1.5 | Outline requirements that ensure a comparative market analysis is not mistaken for a real estate appraisal. | Analyse | |
| | | | 4.3.1.6 | Outline comparative market analysis presentation best practices that foster client understanding. | Analyse | |
| 4.3.2 | Determine the estimated market value of a property. | Evaluate | 4.3.2.1 | Determine highest and best use criteria. | Evaluate | |
| | | | 4.3.2.2 | Determine areas of competitive advantage that may maintain or increase value for <u>clients</u> and prospects. | Evaluate | |
| | | | 4.3.2.3 | Reconcile value indications and adjust for differences. | Apply | |
| | | | 4.3.2.4 | Estimate market value of a property. | Evaluate | |
| | | | 4.3.2.5 | Explain <u>assumptions</u> that underlie market value. | Understand | |
| | | | 4.3.2.6 | Outline the principles of value and their impact on property valuation. | Analyse | |
| | | | 4.3.2.7 | Outline property asking / purchase price advice due diligence. | Analyse | |
| | | | 4.3.2.8 | Compare and contrast value concepts and characteristics. | Analyse | |
| | | | 4.3.2.9 | Compare and contrast cost, asking price, market price, and market value. | Analyse | |
| | | | 4.3.2.10 | Determine how supply and demand impacts real estate values. | Evaluate | |
| | | | 4.3.2.11 | Explain the relationship between the principle of highest and best use and land use. | Analyse | |
| | | | 4.3.2.12 | Describe the impact of the principle of substitution on real estate buyers. | Analyse | |
| | | | 4.3.2.13 | Describe the impact of the principle of conformity on property. | Analyse | |
| | | | 4.3.2.14 | Compare and contrast property valuations from different types of property valuation professionals. | Analyse | |
| | | | 4.3.2.15 | Outline property valuation limitations and cautions for licensees. | Analyse | |
| | | | 4.3.2.16 | Outline property valuation report written <u>disclosure</u> requirements. | Analyse | |
| | | | 4.3.2.17 | Describe the principles of progression and regression. | Understand | |
| 4.3.3 | Explain the relationship between a property appraisal and a comparative market analysis. | Evaluate | 4.3.3.1 | Describe a typical appraisal process. | Understand | |
| | | | 4.3.3.2 | Explain the three approaches that may be used in an appraisal. | Understand | |
| | | | 4.3.3.3 | Explain the reasons real estate appraisers follow an established appraisal process. | Understand | |
| COMPETENCY 4.4 FINANCIAL ANALYSIS (Commercial) | | | | | | 1% |
| 4.4.1 | Assess investment property financial elements. | Evaluate | 4.4.1.1 | Determine property costs, land-use, and demand. | Evaluate | |
| | | | 4.4.1.2 | Determine the impact of tenant covenant on property value. | Evaluate | |

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| DOMAIN: 5. NEGOTIATING AND CLOSING | | | | | | 31% |
| COMPETENCY 5.1 DOCUMENT MANAGEMENT | | | | | | 15% |
| 5.1.1 | Plan and modify contract <u>documents</u> to manage transactions. | Create | 5.1.1.1 | Distinguish contracts that a licensee may enter into on behalf of a client. | Analyse | |
| | | | 5.1.1.2 | Determine contract adaptations based on <u>client</u> objectives. | Evaluate | |
| | | | 5.1.1.3 | Compare and contrast the different types of residential <u>real estate documents</u> and their purpose. | Analyse | |
| | | | 5.1.1.4 | Determine the sources of residential <u>real estate documents</u> . | Evaluate | |
| | | | 5.1.1.5 | Explain licensee purchase contract review practices. | Understand | |
| | | | 5.1.1.6 | Determine document and contract structure for an offer or counter-offer. | Evaluate | |
| | | | 5.1.1.7 | Modify <u>documents</u> for <u>intended use</u> as required. | Apply | |
| | | | 5.1.1.8 | Select contract notification compliant amendments, condition fulfilment notices, and waivers. | Apply | |
| | | | 5.1.1.9 | Check documents for legal enforceability. | Evaluate | |
| 5.1.2 | Outline the property listing process. | Analyse | 5.1.2.1 | Outline how to enter into a seller service agreement. | Analyse | |
| | | | 5.1.2.2 | Explain <u>techniques</u> to determine, clarify, and confirm a seller's showing directions and protocols. | Understand | |
| | | | 5.1.2.3 | Identify potential listing presentation information. | Remember | |
| | | | 5.1.2.4 | Explain licensee remuneration to clients. | Understand | |
| | | | 5.1.2.5 | Explain key property <u>marketing</u> and showing activities. | Understand | |
| | | | 5.1.2.6 | Predict likely buyer questions to provide effective responses. | Analyse | |
| COMPETENCY 5.2 FINANCIAL IMPLICATIONS (Commercial) | | | | | | 5% |
| 5.2.1 | Assess transaction financial implications. | Evaluate | 5.2.1.1 | Calculate the financial implications of the transaction. | Apply | |
| | | | 5.2.1.2 | Use <u>real estate taxation methodologies</u> appropriately. | Apply | |
| | | | 5.2.1.3 | Determine when to advise <u>clients</u> to seek legal or accounting professional services regarding taxation. | Evaluate | |
| | | | 5.2.1.4 | Interpret financial statements. | Evaluate | |
| COMPETENCY 5.3 NEGOTIATION | | | | | | 5% |
| 5.3.1 | Assess offers and counter-offers for compliance requirements and potential issues. | Evaluate | 5.3.1.1 | Determine confidentiality requirements in diverse <u>contexts</u> . | Evaluate | |
| | | | 5.3.1.2 | Determine how to manage offers and counter-offers. | Evaluate | |
| | | | 5.3.1.3 | Determine how to present offers or counter-offers to ensure clients understand their rights and <u>obligations</u> . | Evaluate | |
| 5.3.2 | Determine negotiation <u>strategies</u> and conflict resolution <u>techniques</u> in diverse situations. | Evaluate | 5.3.2.1 | Determine a <u>client's</u> negotiation options, advantages, and disadvantages in diverse <u>contexts</u> . | Evaluate | |
| | | | 5.3.2.2 | Determine how to carry out client negotiation directions in diverse <u>contexts</u> , including multiple offers. | Evaluate | |
| | | | 5.3.2.3 | Explain <u>details</u> of a deal to a <u>client</u> with clarifications as needed. | Analyse | |
| | | | 5.3.2.4 | Explain the value of information and how it affects a client's best interest when negotiating. | Understand | |
| | | | 5.3.2.5 | Compare and contrast negotiation options in a multiple offer situation. | Analyse | |

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| COMPETENCY 5.4 TRANSACTIONS | | | | | | 6% |
| 5.4.1 | Determine <u>techniques</u> that facilitate closing a transaction. | Evaluate | 5.4.1.1 | Determine the best <u>techniques</u> to complete a transaction in diverse <u>contexts</u> . | Evaluate | |
| | | | 5.4.1.2 | Determine the documents required to close a transaction. | Evaluate | |
| | | | 5.4.1.3 | Determine <u>condition precedents</u> that prevent and manage transaction completion <u>issues</u> . | Evaluate | |
| | | | 5.4.1.4 | Determine how to facilitate removal or satisfaction of condition precedents. | Evaluate | |
| | | | 5.4.1.5 | Determine how to <u>communicate</u> to facilitate transaction completion. | Evaluate | |
| TOTAL | | | | | | 100% |
| | Approved on: 27 May 2025 | | | | | |
| | Effective as of: 1 December 2025 | | | | | |

CLARIFICATIONS

The clarifications below only relate to specific underlined terms within the document and are not intended as general definition.

| Terms | Clarifications |
|------------------------------------|---|
| Agency | Legal agreement between a client and licensee and brokerage to act on behalf of (represent) to sell or buy a property. |
| Appropriate | Fits the needs or requirements of a situation while being compliant with legislation and regulation. |
| Clauses | The parts of text, including standard or specific articles, in a legal document. |
| Client | The represented party in a real estate transaction; someone who has entered into a contractual agreement with a brokerage. |
| Commercial Sector | Retail, office, industrial, investment, institutional or multi-family properties intended to be used to generate income. |
| Communal Living | Lifestyle in which individuals share a common space and resources with a focus on cooperation. Applies to condominiums, cooperatives, and community association developments. |
| Communicate | To share or exchange information, news or ideas, to pass on. Communication can be formal or informal, includes spoken (face-to-face, phone, virtual), written (including email, chat), body language, space and how it is used, facial expressions, appearance, voice, touch, speed, tone and volume. |
| Comparable (Properties) | Property characteristics that affect real estate prices and reflect the variance between two or more properties related to lot size, square footage, style, quality, etc. |
| Comparative Market Analysis | Research into similar properties that can be compared to a property being listed for sale/purchase - typically includes neighbourhood, number of bedrooms, number of bathrooms, and core features. |
| Competitive Advantage | Condition or circumstance that puts a company in a favourable or superior business condition. |
| Concerns | Issues or matters for consideration raised by client or licensee in relation to a property or transaction. |
| Condominium Documents | Documents related to a condominium corporation includes certificate of title, reserves study, management agreement, bylaws, estoppel certificate, financial documents, etc. |
| Condominium Style | Design style most commonly associated privately owned units in high-rise buildings, also includes low-rise, town homes and detached homes in a private complex. |
| Construction Methods | The techniques used to construct buildings including light-framed, masonry, timber-framed and steel-framed. |
| Context(S) | Set of facts surrounding a situation that clarifies and adds to understanding; used to refer to a particular client, property type, area or circumstance affecting a property. |

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| Details | Features, facts, and items related to a property or within a client contract agreement; includes specifics related to legal requirements, price, closing date, terms, conditions, down payment, inclusions, exclusions, and commissions paid. |
| Environmental Due Diligence (Hazard) | Due diligence related to the environment, typically could include soil, groundwater, underground structures, emissions, etc that may pose hazards. |
| External Factors | Curb appeal of a property that includes building style, lot size, landscaping, physical condition and colour scheme. |
| Features | The act of revealing knowledge or information that could influence a client's decision regarding representation or a property transaction. |
| Financial Position | An individual's financial assets, liabilities, and equity. |
| Flood Hazard Due Diligence | Obligations of licensee to confirm if a property is in a flood zone and to discuss flood risk with buyer or selling client. Use FLOOD HAZARD AREAS DUE DILIGENCE CHECKLIST. |
| Forms of Ownership | Sole ownership refers to a single owner on title, joint tenancy reflects two owners on title where one will inherit upon death of the other, and tenancy in common reflects two or more owners without the right of survivorship. |
| Foundation (Types) | Below grade structural materials that support a building, specifically: poured concrete, crawl space, wood, stone, pre-poured concrete, concrete masonry units, concrete panels or below-grade IFC walls. |
| Goals | The objective towards which one's effort is directed. |
| Guaranteed Sale | A brokerage's promise to purchase a property if not sold to an arms-length buyer before the end of the contract. |
| HOA | A Home Owners' Association is a not-for-profit run with oversight from a volunteer board that collects fees from and maintains the community for residents. Also known as Residents' Association. |
| Intended Use | The planned purpose of a document or property. |
| Issues | Concerns that may arise in representation or in a transaction, information to follow up on with others. |
| Key Concepts in Construction | Design concepts and considerations in residential construction, as well as consideration related to building residential properties. e.g. smart, green, pre-fabricated, concept design, building information modelling. |
| Laws | The Acts, Statutes and regulations that provide the framework for real property rights and contracts; also includes related legislation that may impact transactions. One example is Fulfil Proceeds of Crime - Money Laundering - and Terrorist Financing Act requirements and the need for licensees to confirm the identification of a client. |
| Legislative Obligations And Standards Of Practice | Industry requirements for licensees and brokerages, set out in law, governing contracts with clients, and administered by RECA. |
| Load-Bearing | Supporting the weight of building above, typically a wall or other structure. |
| Location | Includes range, township, meridian, municipality, subdivision, and parcel. |

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| Manage | Administration, operation and oversight of transactions, including related documents or the actual property itself. |
| Marketing | Activities or outputs related to the pricing and promotion of a property listed for sale or lease. Successful marketing considers the 4 Ps - product (property), price, place (location), and promotion. |
| Marketing Plan | Plan for promotion of a product/property which includes objectives, action items, and success indicators used for sales. The marketing plan is part of the Listing package. |
| Material Facts | Information that could cause a buyer to make a different decision about a contract or property if it were known. |
| Types of Mortgages, Impact | Types of mortgages includes a variety of financing options offered to mortgage consumers (e.g. open, closed, variable, assumable); Impact refers to affordability guidelines, downpayments, pre-approvals, etc. |
| Municipalities - Types | Type of municipalities, specifically rural, also Alberta Township System (ATS) - includes villages, summer villages, towns, cities, counties and municipal districts, hamlets, and "improvement districts", Metis settlements, and First Nation Reserves. |
| Nature Of The Transaction | Type of transaction for which a client contracts with a licensee, property purchase or sale, investment or leasing. |
| Obligations | Duties, responsibilities, and commitments arising from contracts, laws and regulations that must be fulfilled. In the case where client insists on withholding disclosures, sever agency relationship. |
| Promotional Activities | Techniques to increase awareness of brand, product, or services that helps to inform and persuade consumers; includes, for example, advertising, personal selling, sales promotion, public relations, and sponsorships. |
| Property Attributes | Elements that distinguish a property from others, including lot and building size, layout, age and condition, used to establish market value. (includes finishes, styles and features, and defects, flaws, and drawbacks). |
| Public | Individuals outside the industry, including the general public or customers; used in reference to protection of public interest and related to integrity and obligations. |
| Quality | Performs to expectations and fit for function, in real estate relates to physical condition and materials used. |
| Real Estate Attributes | Relating to the real estate market rather than an individual property, reflects tangible and intangible elements associated with market factors, location and area characteristics, and zoning and land use, as well as potential but common differences between urban and rural properties. |
| Real Estate Documents | Documentation used in real estate transactions including contracts, disclosures, letters and offers/agreements. |
| Real Estate Taxation Methodologies | Methods used to calculate taxes on real estate or on transactions that includes but is not limited to the property taxes owing/due on the property at time of sale (if pre-paid by seller), also tax instalments, GST, and calculations associated with depreciation, income and capital gains. |

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| Regulatory (Compliance) | Policies and practices that meet federal, provincial and municipal, and industry-related legislation, regulations, and standards. |
| Relationship | Basis for interaction between a licensee and client formed when a representation agreement is signed; also refers to collaboration between colleagues or other professionals. |
| Risks | Potential for perils or circumstances that may give rise to injury or loss for a person or organization, including oneself, clients, customers, neighbours, and third parties. Includes risks of events, environment (radon), intentional or not, accidental or incidental. |
| Roof (Construction) | Considerations include roof slope and drainage, material standards, insulation requirements, ventilation, fire safety, and wind and snow loads. |
| Service Systems | 4 types of service systems - electrical, heating/cooling, air, and plumbing. |
| Strategies | Plans of action to achieve an overall aim; refers to approaches to manage communication, risk, negotiation techniques to be used, or how a licensee pursues professional development. |
| Techniques | The ways in which a licensee conducts activities related to time management, communication, negotiation, etc. |
| Unit | Individually owned space within a property; also refers to "priced measurement", as in cost per square foot. |

REVISED BLOOM'S TAXONOMY

| Bloom's Level | Learners will be able to: |
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| 1 REMEMBER | Recall facts or basic concepts. |
| 2 UNDERSTAND | Explain ideas or concepts in a descriptive or factual manner. |
| 3 APPLY | Use information in a new situation. |
| 4 ANALYSE | See connections among ideas, concepts, or parts of whole. |
| 5 EVALUATE | Justify a stand or make a definitive decision based on informed judgement. |
| 6 CREATE | Produce a new or original work. |
| <p><i>Adapted from:</i> Anderson, L.W. (Ed.), Krathwohl, D.R. (Ed.), Airasian, P.W., Cruikshank, K.A., Mayer, R.E., Pintrich, P.R., Raths, J., & Wittrock, M.C. (2001). A Taxonomy for Learning, Teaching, and Assessing: A revision of Bloom's Taxonomy of Educational Objectives (complete edition). New York: Longman.</p> | |