

Education Achievement Award

What it is and how to apply for it

Note: Escrow I is waived with a CEO Professional Designation and Escrow I and II are waived with a CSEO Professional Designation.

Q. What is CEA’s Education Achievement Award?

A. It is a certificate mounted on a plaque, signed by the CEA President, which is issued to applicants who have successfully completed required courses.

Q. What are the benefits of the Education Achievement Award?

A. The award signifies to employers, peers and the general public that the individual has received training in escrow procedures and principles and has a concern for professionalism in his/her work.

Q. Must I be a CEA member to receive an Education Achievement Award?

A. An Applicant for the Award must be an active member in good standing with CEA at the time the application is submitted.

Q. What are the requirements?

A. A transcript from any California community college and/or CEA documented courses covering eight courses or 24 units of the following required and elective courses with a grade of 2.0 (C) or better (or copy of CEA Certificate) for every course necessary.

REQUIRED COURSES:	18
UNITS	
Escrow I, Introduction*	3**
Escrow II, Intermediate	3**
Escrow III, Advanced	3**
Real Estate Principles*	3
Legal Aspects of Real Estate	3
Real Estate Finance	3

**Escrow I and Real Estate Principles may be bypassed if the College Coordinator furnishes CEA with a letter stating, in effect, “At the recommendation of the Counselor and the approval of the Instructor of Escrow II, Escrow I may be bypassed” etc. PROVIDED, however, equivalent units are completed in additional courses from the of restricted electives.*

**Or CEA Completion Certificates

ELECTIVES: 6 UNITS

Real Estate Appraisal	3
Business Communications	3
Business Mathematics	3
Real Estate Economics	3
Business Law	3
Real Estate Practice	3
Small Business Management	3
General Insurance	3
Accounting (1A)	3
Accounting (1B)	3
Real Estate Investments	3
Personnel Management	3
Real Estate Tax Aspects/Exchanges	3
Human Relations	3
Intro to Data/Computers	3
Title Insurance Principles	3

CEA Credentialed Courses

Escrow I, Introduction (Basic)

Minimum 12 hours or 3 units
Teaches function, principles, and methods of escrows, involving title to real and personal property. An introduction to escrow terminology, forms and practices.

Escrow II, Practices (Intermediate)

Minimum 12 hours or 3 units
An intermediate course in principles and methods of handling escrows involving the transfer of title to real and personal property to their completion or cancellation. Emphasizes the drawing of escrow instructions and documents, including Buyer’s and Seller’s closing statements.

Escrow III, Specialties (Advanced)

Minimum of 12 hours or 3 units
Teaches more difficult transactions and unusual types of escrows. Creative financing (including All Inclusive loans and Land Contracts), Probates, Subdivision, Exchanges, Commercial, Bulk Sale and Mobile homes are all covered.

Q. Is there a time period in which the courses must be taken?

A. No.

Q. If a student passes the final exam for Escrow I and Escrow II is the instructor obligated to waive the course?

A. No. Waiving of Escrow I must be approved by the college coordinator on recommendation of the instructor. Escrow I is waived, the student must substitute an approved elective for the waived class.

Q. Must all of the courses be taken at a college?

A. Not necessarily. All required courses must be taken at a California Community College or through a course approved by CEA which has been presented in accordance with the outlines previously established by CEA.

Q. Will a CEA member receive an Education Achievement Award automatically when he or she receives an Escrow Certificate from a California Community College?

A. No. It is necessary to apply for the Award.

Q. How can I apply for an Education Achievement Award?

A. Applications are available from the Regional Presidents or Education Chairs or from CEA Headquarters. The completed application should be submitted to the Education Chair in your region, the Regional President or CEA headquarters directly at: 2520 Venture Oaks Way, Suite 150, Sacramento, CA 95833. The application should be accompanied by a sealed transcript of credits from a California Community College (signed by the college representative) or copy of CEA Completion Certificate. An application fee must accompany the request.

Q. Will I receive credit for my Education Achievement Award if I apply for a CEA Professional Designation?

A. CEA's Education Achievement Award is considered the equivalent of two years of escrow experience when applying for Certified Escrow Officer or Certified Senior Escrow Officer.

Approved Colleges:

Any college, community college or university accredited by the State of California is considered to be an approved college for the administration of courses in escrow. An instructor properly credentialed to instruct in the fields of escrow is considered to be qualified for such purpose.

Available Classes:

Inquiries should be made with the office of instruction of the community college(s) in your area to determine whether the college offers programs in escrow and other real estate related subjects. Read a catalog description of the course to determine if the class meets your education requirements. If you are unable to determine that the classes are available in your area for continuing education in the escrow field, contact CEA headquarters. In any event, membership in your local escrow association provides a unique form of educational networking not available from any other source.