



## **Basic Register of Deeds School for Experienced Personnel**

**January 9-12, 2023**

Remote Program

The University of North Carolina at Chapel Hill

Faculty Leader: Professor Charles Szypszak

### **Monday, January 9**

9:00 - 9:10	<b>Introduction</b>
9:10 - 10:00	<b>Local Government, Laws, and Rules in North Carolina</b>
10:00 - 10:15	Break
10:15 - 11:00	<b>Register of Deeds Responsibilities and Ethics</b>
11:00 - 12:00	<b>Using the Guidebook Exercise</b>

### **Tuesday, January 10**

1:30 - 2:30	<b>Public and Vital Records</b>
2:30 - 2:45	Break
2:45 - 4:00	<b>Real Estate Instruments</b>
4:00 - 4:30	<b>Streets and Easements</b>

### **Wednesday, January 11**

9:00 - 9:30	<b>Marriage Licenses</b>
9:30 - 10:00	<b>Assumed Business Names</b>
10:00 - 10:15	Break
10:15 - 12:00	<b>Real Estate Instrument Registration</b>

### **Thursday, January 12**

1:30 - 2:30	<b>Real Estate Instrument Indexing</b>
2:30 - 2:45	Break
2:45 - 3:30	<b>Indexing Exercises</b>
3:30 - 4:30	<b>Best Practices Small Group Discussions</b>