

**VIRGINIA REAL ESTATE BOARD  
EDUCATION COMMITTEE MEETING REPORT**

December 4, 2006

The Real Estate Board Education Committee met on Wednesday, September 13, 2006 at the Department of Professional and Occupational Regulation, Richmond, Virginia.

Committee Members present:           Byrl Taylor  
  Judith Childress  
  Scott Gaeser  
  R. Schaefer Oglesby

Staff Members present:               Chris Olson, Administrative Assistant

The meeting was called to order at 3:06 p.m.

Motion was made and seconded to approve the agenda.

The following actions were taken:

**A.     4 new proprietary school applications were approved:**

1.     Lawyers Title Insurance Corporation, Richmond, VA  
       Contact Person: Lisa Tully
2.     Master Institute, McLean, VA  
       Contact Person: Joseph Lee
3.     Ace Professional Development, Fairfax, VA  
       Contact Person: Heecheol Kang
4.     Law Seminars International, Seattle, WA  
       Contact Person: Denise Aldrich

**1 new proprietary school application was not approved due to a lack of evidence of financial responsibility**

1.     Training Learning Certification, Inc., Falls Church, VA  
       Contact Person: Mark Dewey

**B.     116 continuing education course applications were approved, of these courses:**

9 previously approved courses offered by approved schools were approved.

1. 52501 Appraising the Oddball  
4 hours Real Estate Related  
**McKissock, LP**
2. 50001 Ethics and Real Estate (CRP)  
6 hours Real Estate Related  
**Dearborn Financial**
3. 52556 ABR Elective: Innovative Marketing Techniques for Buyer Representatives  
6 hours Real Estate Related  
**The Real Estate School of the Richmond Association of Realtors (RAR)**
4. 53544 Fair Housing (Fair Housing: Practices to Improve Your Business and Keep You and Your Clients Out of Trouble)  
3 hours Residential Real Estate Mandatory Topics  
**Virginia Association of Realtors (VAR) (review of instructor)**
5. 53909 Fair Housing: Practices to Improve Your Business and Keep You and Your Clients Out of Trouble  
3 hours Fair Housing  
**VAR (review of instructor)**
6. 54697 Fair Housing: The Law and You  
3 hours Fair Housing  
**VAR (review of instructor)**
7. 54698 Other Real Estate Related (Fair Housing: The Law and You)  
1 hour Residential Real Estate Elective Topics  
**VAR (review of instructor)**
8. 55935 Harnessing the Power: Performance Based Skills Management  
7 hours Real Estate Related  
**Dulles Area Real Estate School (review of instructor)**
9. 56061 Real Estate Investment Fundamentals (CRP)  
4 hours Real Estate Related  
**Dulles Area Real Estate School (review of instructor)**

99 applications for courses offered by approved schools were approved.

1. 55747 Real Estate Market Review and Forecast  
2 hour Real Estate Related, **Old Dominion University**
2. 55895 Maximize Property Value and Assist Motivated Sellers  
3 hours Real Estate Related, **Coaching Institute**
3. 55896 Law of Easements: Legal Issues and Practical Considerations, 7 hours Real Estate Related  
**Lorman Business Center**
4. 55897 Selling Process  
3 hours Real Estate Related  
**Fairfax Realty Training Academy**
5. 55899 Fair Housing, 3 hours Fair Housing  
**Fairfax Realty Training Academy**

6. 55901 Eight Hours Mandatory Course for Virginia  
3 hours Fair Housing, 2 hours Ethics & Standards of Conduct,  
1 hour Legal Updates, 2 hours Real Estate Agency, **Fairfax  
Realty Training Academy**
7. 55908 Real Estate Investment Analysis and 1031 Exchanges  
8 hours Real Estate Related, **Lorman Business Center, Inc.**
8. 55909 2006 SIOR Fall Professional Conference  
9 hours Real Estate Related, **Society of Industrial and Office  
Realtors**
9. 55910 Fair Housing - Shared Neighborhoods, Equal Opportunities  
3 hours Fair Housing, **Coldwell Banker Residential Brokerage  
School of Real Estate**
10. 55912 Client Recovery: How To Save A Possible Lost Client  
3 hours Real Estate Related, **Class Act Real Estate Education  
Center (Class Act)**
11. 55914 Fast Blast: A Jump Start To Your Real Estate Career  
4 hours Real Estate Related, **Class Act**
12. 55916 A Guide To Working With Buyers  
1 hour Real Estate Agency, **Class Act**
13. 55918 Fair Housing for Brokers  
2 hours Fair Housing, **Richmond Association of Realtors**
14. 55921 Advanced 1031 Exchanges, 4 hours Real Estate Related,  
**Moseley Flint Schools of Real Estate**
15. 55923 Continuing Ed for License Renewal, 3 hours Fair Housing,  
3 hours Ethics & Standards of Conduct, 1 hour Legal Updates, 2  
hours Real Estate Agency, 1 hour Real Estate Contracts, 6  
hours Real Estate Related, **Coldwell Banker**
16. 55924 Changes in the New Sales Contract, 3 hours Real Estate  
Contracts, **Prince William Association of Realtors Real Estate  
School (PWAR)**
17. 55928 Limited Service Agency, 2 hours Limited Service Agency,  
**The Chuck & Buddy Group LTD**
18. 55932 Virginia Limited Service Agency (CRP), 2 hours Limited  
Service Agency, **McKissock, LP**
19. 55933 Fundamentals of Real Estate Investment, 4 hours Real  
Estate Related, **Moseley Flint**
20. 55943 Better Real Estate Practices, 3 hours Real Estate  
Related, **Long & Foster Institute of Real Estate**
21. 55945 All Things Environmental, 3 hours Real Estate Related,  
**PWAR**
22. 55947 What's Going On In Your Backyard?, 2 hours Real Estate  
Related, **PWAR**
23. 55948 Digital Cameras & MLS Photography, 1 hour Real Estate  
Related, **RAR**
24. 55950 Virginia Legal Update, Emerging Trends, & Ethics (CRP),  
2 hours Legal Updates and 2 hours Ethics, **McKissock, LP**
25. 55951 Made In America: Appraising Factory Built Housing (CRP),  
4 hours Real Estate Related, **McKissock, LP**
26. 55952 Do We Really Love Our Sellers?, 1 hour Real Estate  
Agency, **PWAR**
27. 55954 Do We Really Love Our Buyers?, 1 hour Real Estate  
Agency, **PWAR**
28. 55956 Community Ethics (CRP), 3 hours Real Estate Related,  
**Americas Best**
29. 55957 Contracts (CRP), 3 hours Real Estate Contracts,  
**Americas Best**

30. 55958 Energy Resources (CRP), 3 hours Real Estate Related,  
**Americas Best**
31. 55959 Environmental Basics (CRP), 6 hours Real Estate Related,  
**Americas Best**
32. 55960 Home Inspection (CRP), 6 hours Real Estate Related,  
**Americas Best**
33. 55961 Human Land Use (CRP), 4 hours Real Estate Related,  
**Americas Best**
34. 55962 Meth Madness (CRP), 3 hours Real Estate Related,  
**Americas Best**
35. 55963 Pricing Property(CRP), 4 hours Real Estate Related,  
**Americas Best**
36. 55964 Real Estate Ethics (CRP), 3 hours Real Estate Ethics,  
**Americas Best**
37. 55965 Real Estate Math (CRP), 6 hours Real Estate Related,  
**Americas Best**
38. 55966 Tax Strategies for the Independent Contractor (CRP), 6  
hours Real Estate Related, **Americas Best**
39. 55967 Water Resources (CRP), 3 hours Real Estate Related,  
**Americas Best**
40. 55968 3 Hour Renovation Finance, 3 hours Real Estate Related,  
**Alpha College of Real Estate (Alpha)**
41. 55970 4 Hour Renovation Finance, 4 hours Real Estate Related,  
**Alpha**
42. 55972 1 Hour Renovation Finance, 1 hour Real Estate Related,  
**Alpha**
43. 55974 2 Hour Renovation Finance, 2 hours Real Estate Related,  
**Alpha**
44. 55976 Building the Business I, 4 hours Real Estate Related,  
**Fairfax Realty Training Center**
45. 55978 The Listing Process, 4 hours Real Estate Related,  
**Fairfax Realty**
46. 55980 Building the Business II, 4 hours Real Estate Related,  
**Fairfax Realty**
47. 55982 Real Estate Auctions, 3 hours Real Estate Related,  
**Coldwell Banker**
48. 55984 2 Hour Credit Challenged Buyers, 2 hours Real Estate  
Related, **Alpha**
49. 55986 Risk Reduction, 2 hours Real Estate Related,  
**Moseley Dickinson Academy**
50. 55988 Concentration CMA (MLX), 4 hours Real Estate Related,  
**Real Estate Information Network, Inc.**
51. 55991 2 Hour Limited Service Agency (CRP), 2 hours Limited  
Service Agency, **Alpha**
52. 55993 2 Hour Limited Service Agency Classroom Course, 2 hours  
Limited Service Agency, **Alpha**
53. 55995 Build Your Financial House: Manage Money and Create  
Wealth Like A Bank, 2 hours Real Estate Related,  
**Central Virginia School of Real Estate**
54. 55996 Use Staging To Successfully Sell Your Listing, 3 hours  
Real Estate Related, **PWAR**
55. 55998 Projection 2007 & Beyond, 3 hours Real Estate Related,  
**PWAR**
56. 56000 Look Before You Leap: Professional Pre-nuptials For  
Partnerships, Teams, LLCs and Franchises; 3 hours Legal  
Updates, **PWAR**

57. 56002 Minimizing The Legal Surprises, 3 hours Legal Updates, **PWAR**
58. 56004 Limited Service Agency, 1 hour Ethics & Standards of Conduct, 2 hours Limited Service Agency, **PWAR**
59. 56010 How To Survive A Changing Market, 3 hours Real Estate Related, **PWAR**
60. 56012 What's Developing in Richmond?, 1 hour Real Estate Related, **RAR**
61. 56016 Radon in Real Estate, 4 hours Real Estate Related, **RAR**
62. 56018 Fair Housing Laws & Practice - Federal and State, 3 hours Fair Housing, **Real Estate III School of Real Estate**
63. 56020 Examining and Resolving Title Issues, 1 hour Ethics and Standards of Conduct, 6 hours Legal Updates, **NBI, Inc.**
64. 56021 5 - Secrets of Financially Secure Realtors Part I, 6 hours Real Estate Related, **NVAR**
65. 56023 5 Secrets of Financially Secure Realtors/Broker, 6 hours Real Estate Related, **NVAR**
66. 56030 Exceptional Listing Presentations for Realtors, 7 hours Real Estate Related, **RAR**
67. 56033 Advanced 1031 Exchanges, 4 hours Real Estate Related, **Dulles Area Real Estate School**
68. 56035 Damp Basements, 1 hour Real Estate Related, **MRCPA Corporation dba Pillar To Post**
69. 56037 Hot Water Heat, 1 hour Real Estate Related, **MRCPA Corporation**
70. 56039 Affordable Housing Programs: What Realtors Need to Know, 2 hours Real Estate Related, **Central Virginia School of Real Estate**
71. 56041 15 Hour Home Construction and Inspection, 8 hours Real Estate Related, **NVAR**
72. 56042 About Cultural Diversity and Real Estate (CRP), 4 hours Real Estate Related, **Institute for Continuing Education (ICE)**
73. 56044 A Breakdown of the New Appraisal & Financing Contingencies, 1 hour Real Estate Related, **MBH Settlement Group, L.C.**
74. 56046 Offer To Purchase Revision 1, 3 hours Real Estate Contracts, **Long & Foster**
75. 56048 Home From Work - Employer Assisted Housing, 3 hours Real Estate Related, **NVAR**
76. 56049 Conservation Easement Tax Benefits, 4 hours Real Estate Related, **Central Virginia School of Real Estate**
77. 56051 Flat Roof Systems, 1 hour Real Estate Related, **MRCPA Corporation**
78. 56053 Fireplaces, 1 hour Real Estate Related, **MRCPA Corporation**
79. 56056 ADA Fair Housing (CRP), 3 hours Real Estate Related, **Americas Best**
80. 56058 Code of Ethics (CRP), 6 hours Ethics and Standards of Conduct, **360 Training dba Agentcampus.com**
81. 56059 About Limited Service Agency, 2 hours Limited Service Agency and 2 hours Real Estate Related, **ICE**
82. 56075 Understanding the RVAR Purchase Contract, 4 hours Real Estate Contracts, **The Real Estate School, Inc.**
83. 56080 Are We Really Committed to Our Buyers?, 2 hours Agency, **VAR**
84. 56082 Are We Really Committed to Our Buyers?, 1 Hour Agency, **VAR**

85. 56084 Broker Workshop: Reducing Risks (and Headaches), 3 hours Legal Updates, **VAR**
86. 56086 Broker Workshop: Reducing Risks (and Headaches), 2 hours Legal Updates, **VAR**
87. 56088 Do We Really Love Our Sellers?, 2 hours Agency, **VAR**
88. 56090 Do We Really Love Our Sellers?, 1 hour Agency, **VAR**
89. 56092 Getting Home: A Roadmap To Creating More Opportunities for Homeownership, 2 hours Real Estate Related, **VAR**
90. 56095 Getting Home: A Roadmap To Creating More Opportunities for Homeownership, 4 hours Real Estate Related, **VAR**
91. 56097 Getting Home: A Roadmap To Creating More Opportunities for Homeownership, 6 hours Real Estate Related, **VAR**
92. 56099 Reservation SAILS Training 2006, 2 hours Real Estate Related, **VAR**
93. 56101 The World of Warranties, 3 hours Real Estate Related, **VAR**
94. 56103 Three Contingencies: Avoiding the Traps That Lurk, 3 hours Real Estate Contracts, **VAR**
95. 56105 Three Contingencies: Avoiding the Traps That Lurk, 2 hours Real Estate Contracts, **VAR**
96. 56109 Credit Scoring, 2 hours Real Estate Related, **Moseley Flint**
97. 56111 Real Estate Medley (CRP), 2 hours Fair Housing, 2 hours Ethics & Standards of Conduct, 2 hours Legal Updates, 1 hour Agency, 1 hour Contracts, 8 hours Real Estate Related; **Moseley Flint**
98. 56112 Virginia Continuing Education Mandatory Topics (CRP), 2 hours Fair Housing, 2 hours Ethics & Standards of Conduct, 2 hours Legal Updates, 1 hour Agency, 1 hour Contracts; **Moseley Flint**
99. 56113 Virginia Continuing Education Elective Topics (CRP), 8 hours Real Estate Related, **Moseley Flint**

1 original application for a course offered by an approved school was approved pending additional clock minutes.

1. 56077 Professional Courtesies to Service Your Customer/Client, 2 hours Real Estate Related, **Williamsburg Real Estate School**

3 original applications for a course offered by an approved school were approved pending submission of additional information

1. 56006 How To Network, 3 hours Real Estate Related, **PWAR**
2. 56008 Fair Housing, 3 hours Fair Housing, **PWAR**
3. 56057 VA Rules and Regulations (CRP), 2 hours Legal Updates, **360 Training dba Agentcampus.com**

2 applications were approved for schools with pending applications.

1. 55894 Deed Warranties, Tenancies and Decedents' Estates, 1 hour Real Estate Related, **Lawyers Title Insurance Corporation**
2. 56079 Advanced Commercial Real Estate Leases, 8 hours Real Estate Contracts, 2 hours Real Estate Related, **Law Seminars Intl**

2 previously approved courses were approved for schools with pending applications

1. 56071 Understanding the Home Inspection, 2 hours Real Estate Related, Training Learning Certification, Inc. (review of instructor)
2. 56073 Environmental Inspections, 2 hours Real Estate Related, Training Learning Certification, Inc. (review of instructor)

C. 90 post license education courses were reviewed, of these courses:

16 previously approved courses offered by approved schools were approved:

1. 52557 Selling Process (ABR Elective: Innovative Marketing Techniques for Buyer Representatives), 3 hours Residential Real Estate Elective Topics, RAR
2. 55936 Business Planning (Harnessing the Power: Performance Based Skills Management), 3 hours Residential Real Estate Elective Topics, Dulles Area Real Estate School (review of instructor)
3. 55937 Other Real Estate Related (Harnessing the Power: Performance Based Skills Management), 4 hours Residential Real Estate Elective Topics, Dulles Area Real Estate School (review of instructor)
4. 55938 Land (Land & Land Development (CRP)), 3 hours, Commercial Real Estate Elective Topics, Dulles Area Real Estate School (review of instructor)
5. 55939 Development (Development (CRP)), 1 hour Commercial Real Estate Elective Topics, Dulles Area Real Estate School (review of instructor)
6. 55940 Government Relations/Government Programs (Government Relations/Government Programs (CRP)), 1 hour Commercial Real Estate Elective Topics, Dulles Area Real Estate School (review of instructor)
7. 56060 Virginia Residential Landlord/Tenant Act and Fair Housing (CRP), 4 hours Property Management Mandatory Topics, Dulles Area Real Estate School
8. 56062 Board Regulations & Statutes, Escrow Management, Accounting & Ethics (CRP); 4hours Property Management Mandatory Topics, Dulles Area Real Estate School (review of instructor)
9. 56063 Appraisals/Structures & Construction Process; Uniform State Building Code (CRP), 4 hours Property Management Mandatory Topics, Dulles Area Real Estate School (review of instructor)
10. 56064 Contract Writing and Agency (CRP), 4 hours Property Management Mandatory Topics, Dulles Area Real Estate School (review of instructor)
11. 56065 Risk Management (CRP), 4 hours Property Management Mandatory Topics, Dulles Area Real Estate School (review of instructor)

12. 56066 Contractor/Maintenance Employee Relationships (CRP), 2 hours Property Management Elective Topics, Dulles Area Real Estate School (review of instructor)
13. 56067 Current Industry Issues and Trends (CRP), 2 hours Property Management Elective Topics, Dulles Area Real Estate School (review of instructor)
14. 56068 Rental Marketing (CRP), 2 hours Property Management Elective Topics, Dulles Area Real Estate School (review of instructor)
15. 56069 Tenant/Landlord Relationships (CRP), 2 hours Property Management Elective Topics, Dulles Area Real Estate School (review of instructor)
16. 56070 Understanding Property Owners' and Condominium Associations (CRP), 2 hours Property Management Elective Topics, Dulles Area Real Estate School (review of instructor)

69 original applications for courses offered by approved schools were approved:

1. 55898 Selling Process (Selling Process), 3 hours Residential Real Estate Elective Topics, Fairfax Realty Training Academy
2. 55900 Fair Housing (Fair Housing), 3 hours Residential Real Estate Mandatory Topics, Fairfax Realty Training Academy
3. 55911 Fair Housing - Shared Neighborhoods, Equal Opportunities (Fair Housing), 3 hours Residential Real Estate Mandatory Topics, Coldwell Banker Residential Brokerage School of Real Estate
4. 55913 Selling Process (Client Recovery: How To Save A Possible Lost Client), 3 hours Residential Real Estate Elective Topics, Class Act
5. 55915 Business Planning (Fast Blast: A Jump Start To Your Real Estate Career), 4 hours Residential Real Estate Elective Topics, Class Act Real Estate Education Center
6. 55917 Selling Process (A Guide To Working With Buyers), 3 hours Residential Real Estate Elective Topics, Class Act
7. 55922 Other Real Estate Related (Advanced 1031 Exchanges - Post Licensing), 4 hours Residential Real Estate Elective Topics, Moseley Flint
8. 55925 Other Real Estate Related (Changes in the New Sales Contract), 3 hours Residential Real Estate Elective Topics, PWAR
9. 55929 Other Real Estate Related (Limited Service Agency), 2 hours Commercial Real Estate Elective Topics, The Chuck & Buddy Group, LTD
10. 55930 Other Real Estate Related (Limited Service Agency), 2 hours Property Management Elective Topics, The Chuck & Buddy Group, LTD
11. 55931 Other Real Estate Related (Limited Service Agency), 2 hours Residential Real Estate Elective Topics, The Chuck & Buddy Group, LTD
12. 55934 Other Real Estate Related (Fundamentals of Real Estate Investment), 4 hours Residential Real Estate Elective Topics, Moseley Flint

13. 55944 Other Real Estate Related (Better Real Estate Practices), 3 hours Residential Real Estate Elective Topics, **Long & Foster**
14. 55946 Selling Process (All Things Environmental), 3 hours Residential Real Estate Elective Topics, **PWAR**
15. 55949 Technology (Digital Cameras & MLS Photography), 1 hour Residential Real Estate Elective Topics, **RAR**
16. 55953 Selling Process (Do We Really Love Our Sellers?), 1 hour Residential Real Estate Elective Topics, **PWAR**
17. 55955 Selling Process (Do We Really Love Our Buyers?), 1 hour Residential Real Estate Elective Topics, **PWAR**
18. 55969 Other Real Estate Related (3 Hour Renovation Finance), 3 hours Residential Real Estate Elective Topics, **Alpha**
19. 55971 Other Real Estate Related (4 Hour Renovation Finance), 4 hours Residential Real Estate Elective Topics, **Alpha**
20. 55973 Other Real Estate Related (1 Hour Renovation Finance), 1 hour Residential Real Estate Elective Topics, **Alpha**
21. 55975 Other Real Estate Related (2 hour Renovation Finance) 2 hours Residential Real Estate Elective Topics), **Alpha**
22. 55977 Other Real Estate Related (Building the Business I), 4 hours Residential Real Estate Elective Topics, **Fairfax Realty Training Center**
23. 55979 Other Real Estate Related (The Listing Process), 4 hours Residential Real Estate Elective Topics, **Fairfax Realty**
24. 55981 Other Real Estate Related (Building the Business II), 4 hours Residential Real Estate Elective Topics, **Fairfax Realty Training Center**
25. 55983 Other Real Estate Related (Real Estate Auctions, 3 hours Residential Real Estate Elective Topics, **Coldwell Banker**
26. 55985 Finance (2 Hour Credit Challenged Buyers) 2 hours Residential Real Estate Elective Topic, **Alpha**
27. 55987 Other Real Estate Related (Risk Reduction) 2 hours Residential Real Estate Elective Topic, **Moseley Dickinson Academy**
28. 55989 Technology (Concentration CMA (MLX), 4 hours Residential Real Estate Elective Topic, **Real Estate Information Network**
29. 55992 Limited Service Agency (2 hour Limited Service Agency (CRP), 2 hours Residential Real Estate Mandatory Topic, **Alpha College of Real Estate**
30. 55994 Limited Service Agency (2 hour Limited Service Agency Classroom Course), 2 hour Residential Real Estate Mandatory Topic, **Alpha**
31. 55997 Selling Process (Use Staging to Successfully Sell Your Listing), 3 hour Residential Real Estate Elective Topic, **PWAR**
32. 55999 Other Real Estate Related (Projection 2007 & Beyond), 3 hours Residential Real Estate Elective Topics, **PWAR**
33. 56001 Real Estate Law (Look Before You Leap: Professional Pre-nuptials for Partnerships, Teams, LLCs, and Franchises), 3 hours Residential Real Estate Mandatory Topics, **PWAR**
34. 56003 Real Estate Law (Minimizing the Legal Surprises), 3 hours Residential Real Estate Mandatory Topics, **PWAR**
35. 56005 Limited Service Agency, 3 hours Residential Real Estate Mandatory Topics, **PWAR**
36. 56011 Business Planning (How To Survive A Changing Market), 3 hours Residential Real Estate Elective Topics, **PWAR**
37. 56013 Development (What's Developing in Richmond), 1 hour Commercial Real Estate Elective Topics, **RAR**

38. 556017 Land Use Issues (Radon in Real Estate), 4 hours Residential Real Estate Elective Topics, **RAR**
39. 56019 Fair Housing (Fair Housing Laws & Practice - Federal & State), 3 hours Residential Real Estate Mandatory Topics, **Real Estate III School of Real Estate**
40. 56022 Other Real Estate Related (5 - Secrets of Financially Secure Realtors - Part I, 4 hours Residential Real Estate Elective Topics, **NVAR**
41. 56024 Other Real Estate Related (5 - Secrets of Financially Secure Realtor - Part II, 4 hours Real Estate Residential Elective Topics, **NVAR**
42. 56031 Selling Process (Exceptional Listing Presentations for Realtors), 4 hours Residential Real Estate Elective Topics, **RAR**
43. 56032 Other Real Estate Related (Exceptional Listing Presentations for Realtors), 3 hours Residential Real Estate Elective Topics, **RAR**
44. 56034 Other Real Estate Related (Advanced 1031 Exchanges), 4 hours Residential Real Estate Elective Topics, **Dulles Area Real Estate School**
45. 56036 Other Real Estate Related (Damp Basements) 1 hour Residential Real Estate Elective Topics, **MRCPA Corporation**
46. 56038 Other Real Estate Related (Hot Water Heat) 1 hour Residential Real Estate Elective Topics, **MRCPA Corporation**
47. 56040 Other Real Estate Related (Affordable Housing Programs: What Realtors Need To Know), 2 hours Residential Real Estate Elective Topics, **Central Virginia School of Real Estate**
48. 56043 Other Real Estate Related (Deed Warranties, Tenancies and Decedents' Estates), 1 hour Residential Real Estate Elective Topics, **Lawyers Title Insurance Corporation**
49. 56045 Other Real Estate Related (A Breakdown of the New Appraisal & Financing Contingencies), 1 hour Residential Real Estate Related Elective Topics, **MBH Settlement Group, L.C.**
50. 56047 Offer To Purchase (Offer To Purchase Revision 1), 3 hours Residential Real Estate Mandatory Topics, **Long & Foster**
51. 56050 Other Real Estate Related (Conservation Easement Tax Benefits), 4 hours Residential Real Estate Elective Topics, **Central Virginia School of Real Estate**
52. 56052 Other Real Estate Related (Flat Roof Systems), 1 hour Residential Real Estate Elective Topics, **MRCPA Corporation dba Pillar To Post**
53. 56054 Other Real Estate Related (Fireplaces), 1 hour Residential Real Estate Elective Topics, **MRCPA Corporation**
54. 56076 Offer to Purchase (Understanding the RVAR Purchase Contract), 3 hours Residential Real Estate Mandatory Topics, **The Real Estate School, Inc.**
55. 56081 Other Real Estate Related (Are We Really Committed To Our Buyers?), 2 hours Residential Real Estate Elective Topics, **VAR**
56. 56083 Other Real Estate Related (Are We Really Committed To Our Buyers?), 1 hour Residential Real Estate Elective Topics, **VAR**
57. 56085 Other Real Estate Related (Broker Workshop: Reducing Risks (and Headaches), 3 hours Residential Real Estate Elective Topics, **VAR**

- 58. 56087 Other Real Estate Related (Broker Workshop: Reducing Risks (and Headaches), 2 hours Residential Real Estate Elective Topics, **VAR**
- 59. 56089 Other Real Estate Related (Do We Really Love Our Sellers?), 2 hours Residential Real Estate Elective Topics, **VAR**
- 60. 56091 Other Real Estate Related (Do We Really Love Our Sellers?), 1 hour Residential Real Estate Elective Topics, **VAR**
- 61. 56093 Finance (Getting Home: A Roadmap To Creating More Opportunities For Home Ownership), 2 hours Residential Real Estate Elective Topics, **VAR**
- 62. 56094 Other Real Estate Related (Getting Home: A Roadmap To Creating More Opportunities For Home Ownership), 2 hours Residential Real Estate Elective Topics, **VAR**
- 63. 56096 Finance (Getting Home: A Roadmap To Creating More Opportunities for Homeownership, 4 hours Residential Real Estate Elective Topics, **VAR**
- 64. 56098 Finance (Getting Home: A Roadmap To Creating More Opportunities for Homeownership), 4 hours Residential Real Estate Elective Topics, **VAR**
- 65. 56100 Rental Marketing (Reservation SAILS Training 2006), 2 hours Property Management Elective Topics, **VAR**
- 66. 56102 Other Real Estate Related (The World of Warranties), 3 hours Residential Real Estate Elective Topics, **VAR**
- 67. 56104 Offer To Purchase (Three Contingencies: Avoiding the Traps That Lurk), 3 hours Residential Real Estate Mandatory Topics, **VAR**
- 68. 56106 Other Real Estate Related (Three Contingencies: Avoiding the Traps That Lurk), 2 hours Residential Real Estate Elective Topics, **VAR**
- 69. 56110 Other Real Estate Related (Credit Scoring), 2 hours Residential Real Estate Elective Topics, **Moseley Flint**

1 original application for a course offered by an approved school was approved pending submission of additional clock minutes.

- 1. 56078 Other Real Estate Related (Professional Courtesies to Service Your Customer/Client), 2 hours Residential Real Estate Elective Topics, **Williamsburg Real Estate School**

2 original applications for a course offered by an approved school were approved pending submission of additional information.

- 1. 56007 Selling Process (How To Network), 3 hours Residential Real Estate Elective Topics, **PWAR**
- 2. 56009 Fair Housing (Fair Housing), 3 hours Residential Real Estate Mandatory Topics, **PWAR**

2 previously approved courses were approved for schools with pending applications.

1. 56072 Other Real Estate Related (Understanding the Home Inspection), 2 hours Residential Real Estate Elective Topics, **Training Learning Certification, Inc. (review of instructor)**
2. 56074 Other Real Estate Related (Environmental Inspections), 2 hours Residential Real Estate Elective Topics, **Training Learning Certification, Inc. (review of instructor)**

D. 3 original pre-licensing courses offered by approved schools were approved.

1. Principles and Practices of Real Estate, (60 hour salesperson), **Americas Best**
2. Principles and Practices of Real Estate, (60 hour salesperson), **GSH Training Company**
3. Principles and Practices of Real Estate (CRP), (60 hour salesperson), **Dulles Area Association of Realtors**

2 original pre-licensing courses were approved for schools with pending applications

1. Principles and Practices of Real Estate, (60 hour salesperson), **Master Institute**
2. Principles and Practices of Real Estate, (60 hour salesperson), **Ace Professional Development**

E. 9 pre-licensing instructor applications were approved.

1. Moon Suk Oh
2. Carey Norrish Williams
3. Amy Lynn White
4. Todd Lewis
5. Rajiv Vashist
6. Robert Lewis Donaldson
7. Paul Vance Hartke
8. Dale C. Gardner
9. Daniel C. Freire

3 pre-licensing instructor applications were not approved, as follows:

1. **(Jessica) Huey Jiun Huang (expert)** - expertise is in California Real Estate not Virginia Real Estate
2. **Matthew Vaughn Rathbun** - lacked five years of discipline free active experience in Virginia
3. **William J. Taylor** - falsely answered no to the question "have you ever been subject to disciplinary action"

F. 39 continuing education instructors were approved for a previously approved course.

1. **Keith Barrett** - 00300 Unconventional Transactions, 08599 Home Inspection & The Settlement Process, 52768 Changes & Revisions to the New Regional Sales Contract, 55833 Introduction to the New Regional Sales Contract, 55834 Offer to Purchase (Introduction to the New Regional Sales Contract, **NVAR**)
2. **Lisa Bosse** - 00300 Unconventional Transactions, 08599 Home Inspection & The Settlement Process, 52768 Changes & Revisions to the New Regional Sales Contract, 55833 Introduction to the New Regional Sales Contract, 55834 Offer to Purchase (Introduction to the New Regional Sales Contract, **NVAR**)
3. **Janet Boyd** - 00300 Unconventional Transactions, 08599 Home Inspection & The Settlement Process, 52768 Changes & Revisions to the New Sales Contract, 55833 Introduction to the New Regional Sales Contract, 55834 Offer to Purchase (Introduction to the New Regional Sales Contract, **NVAR**)
4. **Todd Condron** - 00300 Unconventional Transactions, 08599 Home Inspection & The Settlement Process, 52768 Changes & Revisions to the New Regional Sales Contract, 55833 Introduction to the New Regional Sales Contract, 55834 Offer to Purchase (Introduction to the New Regional Sales Contract **NVAR**)
5. **David Field** - 00300 Unconventional Transactions, 08599 Home Inspection & the Settlement Process, 52768 Changes & Revision to the New Regional Sales Contract, 55833 Introduction to the New Regional Sales Contract, 55834 Offer to Purchase (Introduction to the New Regional Sales Contract) **NVAR**
6. **Michele Freemyers** - 00300 Unconventional Transactions, 08599 Home Inspection & the Settlement Process, 52768 Changes & Revisions to the New Regional Sales Contract, 55833 Introduction to the New Regional Sales Contract, 55834 Offer to Purchase (Introduction to the New Regional Sales Contract) **NVAR**
7. **Catherine Gillman** - 00300 Unconventional Transactions, 08599 Home Inspection & Settlement Process, 52768 Changes & Revisions to the New Regional Sales Contract, 55833 Introduction to the New Regional Sales Contract, 55834 Offer to Purchase (Introduction to the New Regional Sales Contract) **NVAR**
8. **Arthur Grace** - 00300 Unconventional Transactions, 08599 Home Inspection & The Settlement Process, 52768 Changes & Revisions to the New Regional Sales Contract, 55833 Introduction to the New Regional Sales Contract, 55834 Offer to Purchase (Introduction to the New Regional Sales Contract) **NVAR**

9. **Grace Lee** - 00300 Unconventional Transactions, 08599 Home Inspection & The Settlement Process, 52768 Changes & Revisions to the New Regional Sales Contract, 55833 Introduction to the New Regional Sales Contract, 55834 Offer to Purchase (Introduction to the New Regional Sales Contract) **NVAR**
10. **E. Sheldon Leggett** - 00300 Unconventional Transactions, 08599 Home Inspection & The Settlement Process, 52768 Changes Inspection & The Settlement Process, 55833 Introduction to the New Regional Sales Contract, 55834 Offer to Purchase (Introduction to the New Regional Sales Contract) **NVAR**
11. **Jane Leiphart** - 00300 Unconventional Transactions, 08599 Home Inspection & The Settlement Process, 52768 Changes & Revisions to the New Regional Sales Contract, 55833 Introduction to the New Regional Sales Contract, 55834 Offer to Purchase (Introduction to the New Regional Sales Contract) **NVAR**
12. **Elizabeth Joyce** - 00300 Unconventional Transactions, 08599 Home Inspection & The Settlement Process, 52768 Changes & Revisions to the New Regional Sales Contract, 55833 Introduction to the New Regional Sales Contract, 55834 Offer to Purchase (Introduction to the New Regional Sales Contract) **NVAR**
13. **Jon Lyon** - 00300 Unconventional Transactions, 08599 Home Inspection & The Settlement Process, 52768 Changes & Revisions to the New Regional Sales Contract, 55833 Introduction to the New Regional Sales Contract, 55834 Offer to Purchase (Introduction to the New Regional Sales Contract) **NVAR**
14. **Michael May** - 00300 Unconventional Transactions, 08599 Home Inspection & The Settlement Process, 52768 Changes & Revisions to the New Regional Sales Contract, 55833 Introduction to the New Regional Sales Contract, 55834 Offer to Purchase (Introduction to the New Regional Sales Contract) **NVAR**
15. **Matt Medaries** - 00300 Unconventional Transactions, 08599 Home Inspection & The Settlement Process, 52768 Changes & Revisions to the New Regional Sales Contract, 55833 Introduction to the New Regional Sales Contract, 55834 Offer to Purchase (Introduction to the New Regional Sales Contract) **NVAR**
16. **Jeff Nowak** - 00300 Unconventional Transactions, 08599 Home Inspection & The Settlement Process, 52768 Changes & Revisions to the New Regional Sales Contract, 55833 Introduction to the New Regional Sales Contract, 55834 Offer to Purchase (Introduction to the New Regional Sales Contract) **NVAR**
17. **Jim Pope** - 00300 Unconventional Transactions, 08599 Home Inspection & The Settlement Process, 52768 Changes & Revisions to the New Regional Sales Contract, 55833 Introduction to the New Regional Sales Contract, 55834 Offer to Purchase (Introduction to the New Regional Sales Contract) **NVAR**
18. **David Robertson** - 00300 Unconventional Transactions, 08599 Home Inspection & The Settlement Process, 52768 Changes & Revisions to the New Regional Sales Contract, 55833 Introduction to the New Regional Sales Contract, 55834 Offer to Purchase (Introduction to the New Regional Sales Contract) **NVAR**
19. **Sara Rodriguez** - 00300 Unconventional Transactions, 08599 Home Inspection & The Settlement Process, 52768 Changes & Revisions to the New Regional Sales Contract, 55833 Introduction to the New Regional Sales Contract, 55834 Offer to Purchase (Introduction to the New Regional Sales Contract) **NVAR**

20. **Marcus Simon** - 00300 Unconventional Transactions, 08599 Home Inspection & The Settlement Process, 52768 Changes & Revisions to the New Regional Sales Contract, 55833 Introduction to the New Regional Sales Contract, 55834 Offer to Purchase (Introduction to the New Regional Sales Contract) **NVAR**
21. **Ryan Stuart** - 00300 Unconventional Transactions, 08599 Home Inspection & The settlement Process, 52768 Changes & Revisions to the New Regional Sales Contract, 55833 Introduction to the New Regional Sales Contract, 55834 Offer to Purchase (Introduction to the New Regional Sales Contract) **NVAR**
22. **Valasie August** - 52805 - 8hr Mandated CE Course, 52574/52575 - Ethics. New Member Orientation; 54707 - Ethics and Standards of Conduct/Current Industry Issues and Trends (Post Licensing Day 1) **NVAR**
23. **John Lynch** - 54538 Identifying Deficiencies, 54778 Other Real Estate Related (Identifying Deficiencies), 54561 Electrical Service Size, 54780 Other Real Estate Related (Electrical Service Size), 54562 Air Conditioning for Older Homes, 54777 Other Real Estate Related (Air Conditioning for Older Homes, 54575 Identifying Furnace Deficiencies, 54772 Other Real Estate Related (Identifying Furnace Deficiencies, 54576 Older Homes, 54774 Other Real Estate Related (Older Homes), 54577 Plumbing, 54779 Other Real Estate Related (Plumbing), 54583 Septic Tanks and wells, 54776 Other Real Estate Related (Septic Tanks and Wells), 54584 The Unsick House, 54773 Other Real Estate Related (The Unsick House), 54586 Understanding Newer Homes, 54775 Other Real Estate Related (Understanding Newer Homes), 54983 Termites-Where are They?, 54984 Other Real Estate Related (Termites-Where are They?) **MRCPA Corp.**
24. **Tim Spaulding** - 54538 Identifying Deficiencies, 54778 Other Real Estate Related (Identifying Deficiencies), 54561 Electrical Service Size, 54780 Other Real Estate Related (Electrical Service Size), 54562 Air Conditioning for Older Homes, 54777 Other Real Estate Related (Air Conditioning for Older Homes, 54575 Identifying Furnace Deficiencies, 54772 Other Real Estate Related (Identifying Furnace Deficiencies, 54576 Older Homes, 54774 Other Real Estate Related (Older Homes), 54577 Plumbing, 54779 Other Real Estate Related (Plumbing), 54583 Septic Tanks and wells, 54776 Other Real Estate Related (Septic Tanks and Wells), 54584 The Unsick House, 54773 Other Real Estate Related (The Unsick House), 54586 Understanding Newer Homes, 54775 Other Real Estate Related (Understanding Newer Homes), 54983 Termites-Where are They?, 54984 Other Real Estate Related (Termites-Where are They?) **MRCPA Corp.**
25. **John Handloser** - 54538 Identifying Deficiencies, 54778 Other Real Estate Related (Identifying Deficiencies), 54561 Electrical Service Size, 54780 Other Real Estate Related (Electrical Service Size), 54562 Air Conditioning for Older Homes, 54777 Other Real Estate Related (Air Conditioning for Older Homes, 54575 Identifying Furnace Deficiencies, 54772 Other Real Estate Related (Identifying Furnace Deficiencies, 54576 Older Homes, 54774 Other Real Estate Related (Older Homes), 54577 Plumbing, 54779 Other Real Estate Related (Plumbing), 54583 Septic Tanks and wells, 54776 Other Real Estate Related (Septic Tanks and Wells), 54584 The Unsick House, 54773 Other Real Estate Related (The Unsick House),

- 54586 Understanding Newer Homes, 54775 Other Real Estate Related (Understanding Newer Homes), 54983 Termites-Where are They?, 54984 Other Real Estate Related (Termites-Where are They?) **MRCPA Corp.**
26. **Jamie Cook** - 54825, 54826, 1 hour Home Warranty Contract Disclosure Residential post licensing elective and continuing education related credit, 54827, 54828 - 3 Home Warranty Contract Disclosure residential post licensing elective and continuing education related credit, **Alpha College of Real Estate**
  27. **Allen Crostic Jr.** - 54825, 54826 1 hour home Warranty Contract Disclosure Residential Post Licensing Elective and Continuing Education related Credit, 54827, 54828 - 3 hour Home Warranty contract Disclosure residential post licensing elective and continuing education related credit, **Alpha College of Real Estate**
  28. **Anthony R. Devol** - 55816/55817, Contracts for Real Estate Professionals: 55823/55824 Agency Law, 55835/55836 Tax Matters in Real Estate Sales: 55884/55885, Fair Housing, 55628/55629, Introduction to Contracts, 55630/55631, VA R.E.Law/Instruments of R.E. Finance. **RGS Title**
  29. **Whetstone Hutton** - 55816/55817, Contracts for Real Estate Professionals: 55823/55824 Agency Law, 55835/55836 Tax Matters in Real Estate Sales: 55884/55885, Fair Housing, 55628/55629, Introduction to Contracts, 55630/55631, VA R.E.Law/Instruments of R.E. Finance. **RGS Title**
  30. **Julia Kumphier May** - 55816/55817, Contracts for Real Estate Professionals: 55823/55824 Agency Law, 55835/55836 Tax Matters in Real Estate Sales: 55884/55885, Fair Housing, 55628/55629, Introduction to Contracts, 55630/55631, VA R.E.Law/Instruments of R.E. Finance. **RGS Title**
  31. **Kelly M. Lively** - 55816/55817, Contracts for Real Estate Professionals: 55823/55824 Agency Law, 55835/55836 Tax Matters in Real Estate Sales: 55884/55885, Fair Housing, 55628/55629, Introduction to Contracts, 55630/55631, VA R.E.Law/Instruments of R.E. Finance. **RGS Title**
  32. **Jennifer L. Hutcherson** - 55816/55817, Contracts for Real Estate Professionals: 55823/55824 Agency Law, 55835/55836 Tax Matters in Real Estate Sales: 55884/55885, Fair Housing, 55628/55629, Introduction to Contracts, 55630/55631, VA R.E.Law/Instruments of R.E. Finance. **RGS Title**
  33. **Christopher Joseph Patt** - 55816/55817, Contracts for Real Estate Professionals: 55823/55824 Agency Law, 55835/55836 Tax Matters in Real Estate Sales: 55884/55885, Fair Housing, 55628/55629, Introduction to Contracts, 55630/55631, VA R.E.Law/Instruments of R.E. Finance. **RGS Title**
  34. **Suzanne I. Cytryn** - 55816/55817, Contracts for Real Estate Professionals: 55823/55824 Agency Law, 55835/55836 Tax Matters in Real Estate Sales: 55884/55885, Fair Housing, 55628/55629, Introduction to Contracts, 55630/55631, VA R.E.Law/Instruments of R.E. Finance. **RGS Title**
  35. **Angela Duncan** - 52306 The Realtor Code of Ethics-New Member Orientation, 52307 Ethics and Standards of Conduct/Current Industry Issues and Trends (The Realtor Code of Ethics-New Member Orientation, **Blue Ridge Real Estate School**
  36. **Karen Ramey** - 55704 Essentials of Section 1031 Exchanges, **NBI, Inc.**

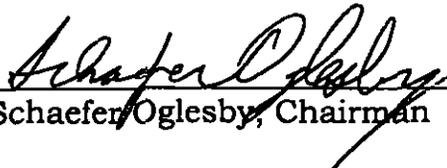
37. **Kristopher R. Sleeth** - 51851 Contact to Commission, **Ticor Title Insurance**
38. **Stephen H. Lee** - 51851 Contact to Commission, **Ticor Title Insurance**
39. **Robert L. Chenery** - 54697 Fair Housing: The Law and You, 54698 Other Real Estate Related (Fair Housing: The Law and You), 53909 Fair Housing. Practices to Improve Your Business and Keep You and Your Clients Out of Trouble, 53544 Fair Housing (Fair Housing: Practices to Improve Your Business and Keep You and Your Clients Out of Trouble), **VAR**

**G. Other Business**

The committee reviewed a request from *The Chuck & Buddy Group, Ltd.* to change the course name for the 3 hour course titled "Win The Contract - Everytime" to "Getting a PAYCHECK on Every Deal - Everytime". The committee agreed without dissent to approve the name change.

The committee requested that a memorandum be created concerning the Limited Service Agency requirement and how it can be approved for continuing education and post-license education.

There being no further business nor public comment, the meeting adjourned at 5:25 p.m.

  
Schaefer Oglesby, Chairman

  
Jay W. DeBoer, Secretary