

VIRGINIA REAL ESTATE BOARD
EDUCATION COMMITTEE MEETING MINUTES

The Real Estate Board Education Committee met on Wednesday, November 16, 2011, at the Department of Professional & Occupational Regulation in Richmond.

Committee Member present: Sandra Ferebee, Acting Chair

Board Members present: Clifford Wells
Sharon Johnson

Staff Member present: Kevin Hoeft, Education Administrator

The meeting was called to order at 3:05 p.m.

A motion was made and approved unanimously to approve the agenda.

The following actions were taken:

A. Five Proprietary School applications were reviewed and approved:

1. Academy of Real Estate, LLC, Rockville, MD
Contact Person: Steven J. Weiler
2. Peninsula Housing & Builders Association, Inc.
Newport News, VA
Contact Person: David Schutte
3. Investment Property Exchange Services, Inc.,
St. Augustine, FL
Contact Person: John King
4. Earth Advantage, Inc., Portland, OR
Contact Person: Chris Mayou
5. Terry Green, LLC, Annandale, VA
Contact Person: Terry Green

B. One hundred and forty-one continuing education course applications were reviewed; of these courses:

Thirteen applications for previously-approved continuing education courses offered by approved schools were considered and approved. One hundred and twenty-seven original applications for continuing education courses offered by approved schools were considered. One hundred and thirteen of these course applications were approved. One application was approved with reduced hours. Three applications were denied because the course content does not qualify as real estate

continuing education. One application was denied because the course content does not qualify as broker management continuing education. One distance education course application was denied because the amount of course quiz and exam time exceeded 40% of total course time. Eight online distance education course applications were approved pending verification of the amount of course quiz and exam time reflected on the applications' Timed Course Outlines. One original continuing education course application with a pending school application, which was approved, was approved.

Previously-approved Continuing Education course applications, approved school:

1. *63648 Title Issues (Claims) that Delay Settlement - A Primer for Real Estate Agents, 1 hour Real Estate Related, Dominion Title Corp.
2. *63669 VA for Realtors: Transforming Homebuyers into Homeowners, 3 hours Real Estate Related, VAR
3. 63718 Real Estate Finance Today V5.0 (On-line), 4 hours Real Estate Related, Kaplan Real Estate Schools
4. 63719 Real Estate and Taxes! What Every Agent Should Know V4.0 (On-line), 4 hours Real Estate Related, Kaplan Real Estate Schools
5. 63722 Introduction to Commercial Real Estate Sales V3.0 (On-line), 4 hours Real Estate Related, Kaplan Real Estate Schools
6. 63723 Red Flags Property Inspection Guide V3.0 (On-line), 4 hours Real Estate Related, Kaplan Real Estate Schools
7. 63724 Property Management and Managing Risk V3.0 (On-line), 4 hours Real Estate Related, Kaplan Real Estate Schools
8. *63760 Bankruptcy and Foreclosure, 2 hours Real Estate Related, MAI Institute (**Wilt & Tomlinson**)
9. *63762 Title Insurance and Surveys, 2 hours Real Estate Related, MAI Institute (**Wilt**)
10. *63764 What is Delivery? 1 hour Real Estate Related, MAI Institute (**Wilt & Tomlinson**)
11. *63766 Unconventional Transactions, 3 hours Real Estate Related, MAI Institute (**Wilt**)
12. 63899 Red Flags Property Inspection Guide (On-line), 4 hours Real Estate Related, CBRB SRE
13. 63900 Fair Housing (On-line), 4 hours Fair

Housing, CBRB SRE

Original Continuing Education course applications, approved school:

1. *63646 Open Houses, 2 hours Real Estate Related, Towne Realty School of Real Estate
2. 63654 Sales Comparison Approach (On-line), 4 hours Real Estate Related, Career Webschool
3. 63655 Cost Approach Overview (On-line), 4 hours Real Estate Related, Career Webschool
4. 63656 Income Capitalization Overview (On-line), 4 hours Real Estate Related, Career Webschool
5. *63657 Today's Technology: Reality for Realtors, 1 hour Real Estate Related, Central Virginia School of Realtors
6. *63659 Financing Initiatives, 1 hour Real Estate Related, Central Virginia School of Realtors
7. 63661 Empowering Your Team, 2 hours Real Estate Related, VAR
8. 63662 Empowering Your Team, 2 hours Broker Management, VAR
9. *63663 Ninja Selling, 8 hours Real Estate Related, VAR
10. 63667 Live Webinar - Current Issues in Fair Housing (On-line), 3 hours Fair Housing, McKissock, LP (**Denied - amount of course quiz and exam time exceeded 40% of total course time**)
11. 63668 Broker Risk Management: Effective Team Management, 2 hours Broker Management, DAAR
12. *63671 Credit Scoring, 2 hours Real Estate Related, Moseley Flint Schools of Real Estate, Inc.
13. *63672 Night Court: Creative Financing & Questionable Practices: How to Avoid Jail Time! 2 hours Real Estate Related, Peninsula Real Estate School
14. *63674 Renovation Finance, 4 hours Real Estate Related, RAR
15. *63676 Landlord/Tenant Bankruptcy and Commercial Leases, 1 hour Real Estate Related, VAR
16. *63681 Raw Land - Purchase & Construction, 2 hours Real Estate Related, Provident School of Real Estate
17. *63683 ABR HAFA Short Sales, 3 hours Legal Updates, 1 hour Real Estate Agency, and 3

- hours Real Estate Related, RAR
18. *63685 The Risky Business of Real Estate Sales: Tricky Disclosures & Mortgage Fraud, 2 hours Real Estate Related, NVAR
 19. *63687 Business Planning 101, 3 hours Real Estate Related, NVAR
 20. 63689 Fair Housing V3.0 (On-line), 4 hours Fair Housing, Dearborn Financial Publishing, Inc.
 21. 63690 Property Management and Managing Risk V3.0 (On-line), 4 hours Real Estate Related, Dearborn Financial Publishing, Inc.
 22. 63691 Understanding 1031 Tax Free Exchanges V2.0, (On-line), 4 hours Real Estate Related, Dearborn Financial Publishing, Inc.
 23. *63692 Green 300: Greening Your Real Estate Business, 8 hours Real Estate Related, NVAR
 24. *63695 Introduction to Short Sales, 3 hours Real Estate Related, Moseley Flint Schools of Real Estate Inc.
 25. *63696 Advanced 1031 Exchanges, 4 hours Real Estate Related, Moseley Flint Schools of Real Estate Inc.
 26. *63698 Fundamentals of Real Estate Investment, 4 hours Real Estate Related, Moseley Flint Schools of Real Estate Inc.
 27. *63702 The Settlement Statement - Understanding the HUD1, 2 hours Real Estate Related, Provident School of Real Estate
 28. *63711 What Lies Beneath: The Facts on Underground Storage Tanks, 1 hour Real Estate Related, RAR
 29. *63713 What Lies Beneath: The Facts on Underground Storage Tanks, 2 hours Real Estate Related, RAR
 30. *63715 What Lies Beneath: The Facts on Underground Storage Tanks, 3 hours Real Estate Related, RAR
 31. 63717 Red Flags Property Inspection Guide V3. (On-line), 4 hours Real Estate Related, Dearborn Financial Publishing, Inc.
 32. *63720 Quad Ethics, 3 hours Ethics & Standards of Conduct, RAR
 33. *63725 Home Protection Program, 2 hours Real Estate Related, Alpha College of Real Estate
 34. *63727 Discussion of Home Warranty Plans and Claims, 1 hour Real Estate Related, Alpha

- College of Real Estate
35. *63729 ABR Elective: Generation Buy, 7 hours Real Estate Related, RAR
 36. *63731 ABR Elective: BPO's the Agent's Role in the Valuation Process, 8 hours Broker Management, RAR
 37. *63732 ABR Elective: BPO's the Agent's Role in the Valuation Process, 8 hours Real Estate Related, RAR
 38. 63734 Drawing Plats from Metes and Bounds Descriptions, 1 hour Real Estate Related, Old Dominion Real Estate Institute (**Denied - course content does not qualify as real estate continuing education**)
 39. *63737 Fair Housing, 2 hours Fair Housing, The RGS Title Real Estate Academy
 40. *63739 Fair Housing, 3 hours Fair Housing, The RGS Title Real Estate Academy
 41. 63741 MLS Rules & REGS: What Every Broker & Agent Needs to Know, 1 hour Ethics and Standards of Conduct, 1 hour Legal Updates, RAR
 42. *63743 Settlement Issues and Protocols, Keys to a Successful Closing, 3 hours Legal Updates, Old Dominion Settlement Inc.
 43. *63745 Highlights of the New Regional Sales Contract, 2 hours Real Estate Contracts, Vesta Settlements, LLC
 44. *63747 Offer to Purchase, 3 hours Real Estate Contracts, Long & Foster Institute of Real Estate
 45. *63749 Renters Insurance, 1 hour Real Estate Related, PWAR
 46. 63751 Harnessing Solar Energy, 1 hour Real Estate Related, Old Dominion Real Estate Institute (**Denied - course content does not qualify as real estate continuing education**)
 47. 63752 Components of Green Housing, 1 hour Real Estate Related, Old Dominion Real Estate Institute (**Denied - course content does not qualify real estate continuing education**)
 48. 63753 Brokerage Entity Choices, 2 hours Broker Management, Old Dominion Real Estate Institute
 49. *63758 Warranty Plans and Claim Scenarios, 1 hour Real Estate Related, WAAR
 50. *63770 Relocation Services & Servicing Internet Relocation Clients, 4 hours Real Estate Related, MAI Institute

- 51. *63772 Contract Review - A Tale of Two Contracts, 1 hour Real Estate Contracts, The RGS Title Real Estate Academy
- 52. *63774 Contracts for Real Estate Professionals, 3 Hours Real Estate Contracts, The RGS Title Real Estate Academy
- 53. *63776 Introduction to the 2012 NVAR Regional Contract Form, 1 hour Real Estate Contracts, The RGS Title Real Estate Academy
- 54. *63778 Surveys, Plats and Legal Descriptions, 2 hours Real Estate Related, Old Dominion Settlements Inc.
- 55. *63780 What You Need to Know about Limited Liability Companies, 2 hours Legal Updates, Old Dominion Settlement Inc.
- 56. 63782 Fair Housing (On-line), 4 hours Fair Housing, McKissock, LP
- 57. 63783 Rezoning Process and Obtaining Special Use Permits, 1 hour Real Estate Related, Old Dominion Real Estate Institute
- 58. 63784 Making the Most of Social Media, 1 hours Broker Management, Old Dominion Real Estate Institute **(Approved with reduced hours)**
- 59. 63785 This is not Your Mama's Fair Housing, 3 hours Broker Management, WAAR **(Denied - course content does not qualify real estate broker management continuing education)**
- 60. *63786 This is not Your Mama's Fair Housing, 3 hours Fair Housing, WAAR
- 61. *63788 Short Sales & Foreclosures: What Real Estate Professionals Need to Know, 2 hours Legal Updates, 3 hours Real Estate Contracts, 3 hours Real Estate Related, RAR
- 62. *63791 Rose & Womble Agency "Who Do I Represent?", 3 hours Real Estate Agency, Alpha College of Real Estate
- 63. *63794 2012 Regional Sales Contract, 2 hours Real Estate Contracts, Old Dominion Settlement Inc.
- 64. *63800 The REO Process, 1 hour Real Estate Related, WAAR
- 65. *63802 Tax Planning - Are We Having Fun Yet? 1 hour Real Estate Related, WAAR
- 66. *63804 Understanding Construction Issues for the Sales Professional, 3 hours Real Estate Related, WAAR
- 67. 63806 Understanding Construction Issues for the

- Sales Professional, 3 hours Broker Management, WAAR
68. *63807 Asphalt Shingles, 1 hour Real Estate Related, Home Inspection Pros, Inc.
69. *63809 Home Maintenance in Perspective, 1 hour Real Estate Related, Home Inspection Pros, Inc.
70. *63811 New Home Construction, 1 hour Real Estate Related, Home Inspection Pros, Inc.
71. *63813 New Technologies for Homes, 1 hour Real Estate Related, Home Inspection Pros, Inc.
72. *63815 Preparing for the Unexpected, 1 hour Real Estate Related, Home Inspection Pros, Inc.
73. 63817 Agent Duties & Disclosures, 1 hour Real Estate Agency, MBH Settlement Group, LC
74. 63818 Fair Housing, 2 hours Fair Housing, MBH Settlement Group, LC
75. *63819 2012 Regional Sales Contract and Virginia Jurisdiction Addendum Summary of Changes, 2 hours Real Estate Contracts, MBH Settlement Group, LC
76. *63821 Congratulations - You got the Listing! 1 hour Real Estate Contracts, MBH Settlement Group, LC
77. *63823 Clandestine Labs, 1 hour Real Estate Related, Home Inspection Pros, Inc.
78. *63825 Radon, 1 hour Real Estate Related, Home Inspection Pros, Inc.
79. *63827 Toxic Drywall, 1 hour Real Estate Related, Home Inspection Pros, Inc.
80. *63829 Swimming Pool Safety, 1 hour Real Estate Related, Home Inspection Pros, Inc.
81. *63831 Listing Property and Working with Sellers, 4 hours Real Estate Related, NVAR
82. *63833 Working with Buyers: From Interview to Settlement, 4 hours Real Estate Related, NVAR
83. 63835 Grievance Committee Annual Ethics Training, 3 hours Ethics and Standards of Conduct, 1 hour Real Estate Contracts, NVAR
84. 63836 Professional Standards & Arbitration Committees Annual Ethics Training and Orientation, 3 hours Ethics and Standards of Conduct, 1 hour Real Estate Contracts, NVAR
85. 63837 Virginia Agency Law, 3 hours Real Estate Agency, REOS.COM
86. 63838 Real Estate Law, 3 hours Legal Updates,

- REOS.COM
87. *63839 Business Planning, 3 hours Real Estate Related, REOS.COM
 88. *63841 Property Valuation/Listing Process, 3 hours Real Estate Related, REOS.COM
 89. *63843 Selling Process, 3 hours Real Estate Contracts, REOS.COM
 90. *63845 Spotlight on Decks, 1 hour Real Estate Related, Home Inspection Pros, Inc.
 91. *63847 Real Estate Agency, 3 hours Real Estate Agency, Carruthers Academy of Real Estate
 92. *63849 Broker Price Opinion Resource, 6 hours Real Estate Related, PWAR
 93. *63851 Rose & Womble Contract to Closing/Selling Process, 3 hours Real Estate Related, Alpha College of Real Estate
 94. *63853 Real Property Rights & Public Records, 2 hours Real Estate Related, CBRB SRE
 95. *63855 Residential Contracts, Addenda & Forms, 4 hours Real Estate Related, MAI Institute
 96. 63857 Offer to Purchase, 3 hours Real Estate Contracts, REOS.COM
 97. 63858 Finance, 3 hours Real Estate Related, REOS.COM
 98. 63859 Fair Housing, 3 hours Fair Housing, REOS.COM
 99. 63860 Ethics and Standards of Conduct, 3 hours Ethics and Standards of Conduct, REOS.COM
 100. *63861 Agency Law and Practice in Virginia, 3 hours Real Estate Agency, Real Estate III School of Real Estate
 101. *63863 Fair Housing Laws and Practice, 3 hours Fair Housing, Real Estate III School of Real Estate
 102. *63865 Offers, Contracts and Related Issues, 3 hours Real Estate Contracts, Real Estate III School of Real Estate
 103. 63867 Short Sales, 3 hours Real Estate Related, REOS.COM
 104. 63868 Navigating Complex Commercial Transactions, 4 hours Broker Management, Old Dominion Real Estate Institute
 105. *63869 Regional Sales Contract in Virginia, 3 hours Real Estate Contracts, Champion University
 106. *63871 Real Estate Finance Basics: Home Loans and the Regional Sales Contract, 2 hours Real Estate Related, Champion University

107. *63873 Case Studies on Inspection & Construction Issues, 2 hours Real Estate Related, WAAR
108. *63875 Real Estate Contracts Offer to Purchase, 3 hours Real Estate Contracts, Carruthers Academy of Real Estate
109. 63877 Contract Updates, 1 hour Real Estate Contracts, MAI Institute
110. *63878 Changes to the NVAR Regional Sales Contract, 1 hour Real Estate Contracts, Piedmont School of Real Estate
111. *63880 Understanding Virginia's Landlord-Tenant Laws, 1 hour Real Estate Related, CBRB SRE
112. 63882 Virginia Broker Management and Agent Supervision (On-line), 8 hours Broker Management, Institute for Continuing Education, Inc.
113. *63883 RESPA - The Real Estate Settlement Procedures Act, 1 hour Legal Updates, Real Estate III School of Real Estate
114. *63885 Title Insurance: A Primer, 1 hour Real Estate Related, VESTA Settlements, LLC
115. *63887 How Houses Work II (Structural Systems), 4 hours Real Estate Related, Alpha College of Real Estate
116. 63890 Virginia Mandatory Course - Agency, Legal Update, Contracts (On-line), 1 hour Legal Updates, 1 hours Real Estate Agency, 1 hour Real Estate Contracts, Institute for Continuing Education, Inc. **(Approved pending verification of the amount of course quiz and exam time reflected on the Timed Course Outline)**
117. 63891 Ethics (On-line), 3 hours Ethics & Standards of Conduct, Institute for Continuing Education, Inc. **(Approved pending verification of the amount of course quiz and exam time reflected on the Timed Course Outline)**
118. 63892 House Construction (On-line), 4 hours Real Estate Related, Institute for Continuing Education, Inc. **(Approved pending verification of the amount of course quiz and exam time reflected on the Timed Course Outline)**
119. 63893 Green Matters and the Environment (On-line), 4 hours Real Estate Related,

- Institute for Continuing Education, Inc.
(Approved pending verification of the amount of course quiz and exam time reflected on the Timed Course Outline)
120. 63894 Commercial Leasing (On-line), 4 hours Real Estate Related, Institute for Continuing Education, Inc. **(Approved pending verification of the amount of course quiz and exam time reflected on the Timed Course Outline)**
121. 63895 Disclosure (On-line), 4 hours Real Estate Related, Institute for Continuing Education, Inc. **(Approved pending verification of the amount of course quiz and exam time reflected on the Timed Course Outline)**
122. 63896 Home Inspections (On-line), 4 hours Real Estate Related, Institute for Continuing Education, Inc. **(Approved pending verification of the amount of course quiz and exam time reflected on the Timed Course Outline)**
123. *63897 Selected Issues in Agency Law in Virginia, 1 hour Real Estate Agency, The RGS Title Real Estate Academy
124. *63901 The New Regional Sales Contract, 2 hours Real Estate Related, CBRB SRE
125. *63903 The Code of Ethics, 3 hours Ethics and Standards of Conduct, GSH Training Co.
126. *63905 Managing Risk Effectively, 3 hours Real Estate Related, GSH Training, Co.
127. 63907 Fair Housing (On-line), 3 hours Fair Housing, Institute for Continuing Education, Inc. **(Approved pending verification of the amount of course quiz and exam time reflected on the Timed Course Outline)**

Original Continuing Education course application, pending school application:

1. 63889 Sustainability Training for Accredited Real Estate Professionals, 12 hours Real Estate Related, Earth Advantage, Inc.

C. Ninety-five post license education course applications were reviewed; of these courses:

Seven previously approved post license education course applications offered by approved schools were considered and approved. Eighty-eight original applications for post license education courses offered by approved schools were considered and approved.

Previously-approved Post License Education course applications, approved school:

1. *63649 Title Issues (Claims) that Delay Settlement - A Primer for Real Estate Agents (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Dominion Title Corp.
2. *63670 VA for Realtors: Transforming Homebuyers into Homeowners (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, VAR
3. *63761 Bankruptcy and Foreclosure (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, MAI Institute(**Wilt & Tomlinson**)
4. *63763 Title Insurance and Surveys (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, MAI Institute(**Wilt**)
5. *63765 What is Delivery? (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, MAI Institute(**Wilt & Tomlinson**)
6. *63767 Unconventional Transactions (Other Real Estate Related), 3 hours Residential Real Estate Elective, MAI Institute (**Wilt**)
7. 63793 VA Post Licensing - Technology Issues, V3.0 On-line (Technology), 3 hours Residential Real Estate Elective Topics, Act Web Real Estate School, Inc.

Original Post License Education course applications, approved school:

1. *63647 Open Houses (Selling Process), 2 hours Residential Real Estate Elective Topics, Towne Realty School of Real Estate
2. 63650 Finding and Working with Buyers (Selling Process), 4 hours Residential Real Estate Elective Topics, Weichert Real Estate School
3. 63652 Planning for Success (Business Planning), 4

- hours Residential Real Estate Elective Topics, Weichert Real Estate School
4. 63653 Pricing it Right & Practice Makes Perfect (Other Real Estate Related), 4 hours Residential Real Estate Elective Topics, Weichert Real Estate School
 5. *63658 Today's Technology: Reality for Realtors, 1 hour Real Estate Related (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Central Virginia School of Real Estate
 6. *63660 Financing Initiatives (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Central Virginia School of Real Estate
 7. *63664 Ninja Selling (Other Real Estate Related), 8 hours Residential Real Estate Elective Topics, VAR
 8. *63673 Night Court: Creative Financing & Questionable Practices: How to Avoid Jail Time! (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Peninsula Real Estate School
 9. *63675 Renovation Finance (Finance), 4 hours Residential Real Estate Elective Topics, RAR
 10. *63677 Landlord/Tenant Bankruptcy and Commercial Leases (Other Real Estate Related), 1 hours Residential Real Estate Elective Topics, VAR
 11. *63680 Introduction to Short Sales (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, Moseley Flint Schools of Real Estate
 12. *63682 Raw Land - Purchase & Construction (Land Use Issues), 2 hours Residential Real Estate Elective Topics, Provident School of Real Estate
 13. *63684 ABR HAFSA Short Sales (Real Estate Law), 3 hours Residential Real Estate Mandatory Topics, RAR
 14. *63686 The Risky Business of Real Estate Sales: Tricky Disclosures & Mortgage Fraud (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, NVAR
 15. *63688 Business Planning 101 (Business Planning), 3 hours Residential Real Estate Elective Topics, NVAR

16. *63693 Green 300: Greening Your Real Estate Business (Other Real Estate Related), 8 hours Residential Real Estate Elective Topics, NVAR
17. *63694 Credit Scoring (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Moseley Flint Schools of Real Estate
18. *63697 Advanced 1031 Exchanges (Other Real Estate Related), 4 hours Residential Real Estate Elective Topics, Moseley Flint Schools of Real Estate
19. *63699 Fundamentals of Real Estate Investment (Other Real Estate Related), 4 hours Residential Real Estate Elective Topics, Moseley Flint Schools of Real Estate
20. *63703 The Settlement Statement - Understanding the HUD1 (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Provident School of Real Estate
21. 63704 ABR HAFA Short Sales (Finance), 4 hours Residential Real Estate Elective Topics, RAR
22. *63712 What Lies Beneath: The Facts on Underground Storage Tanks (Land Use Issues), 1 hour Residential Real Estate Elective Topics, RAR
23. *63714 What Lies Beneath: The Facts on Underground Storage Tanks (Land Use Issues), 2 hours Residential Real Estate Elective Topics, RAR
24. *63716 What Lies Beneath: The Facts on Underground Storage Tanks (Land Use Issues), 3 hours Residential Real Estate Elective Topics, RAR
25. *63721 Quad Ethics (Ethics and Standards of Conduct/Current Industry Issues and Trends), 3 hours Residential Real Estate Mandatory Topics, RAR
26. *63726 Home Protection Program (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Alpha College of Real Estate
27. *63728 Discussion of Home Warranty Plans and Claims, (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Alpha College of Real Estate
28. *63730 ABR Elective: Generation Buy (Other Real

- Estate Related), 7 hours Residential Real Estate Elective Topics, RAR
29. *63733 ABR Elective: BPO's the Agent's Role in the Valuation Process (Selling Process), 8 hours Residential Real Estate Elective Topics, RAR
 30. *63738 Fair Housing (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, The RGS Title Real Estate Academy
 31. *63740 Fair Housing, 3 hours Residential Real Estate Mandatory Topics, The RGS Title Real Estate Academy
 32. *63744 Settlement Issues and Protocols, Keys to a Successful Closing (Real Estate Law), 3 hours Residential Real Estate Mandatory Topics, Old Dominion Settlements, Inc.
 33. *63746 Highlights of the New Regional Sales Contract (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Vesta Settlements, LLC
 34. *63748 Offer to Purchase, 3 hours Residential Real Estate Mandatory Topics, Long and Foster Institute of Real Estate
 35. *63750 Renters Insurance (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, PWAR
 36. *63759 Warranty Plans and Claim Scenarios (Finance), 1 hour Residential Real Estate Elective Topics, WAAR
 37. *63771 Relocation Services & Servicing Internet Relocation Clients (Other Real Estate Related), 4 hours Residential Real Estate Elective topics, MAI Institute
 38. *63773 Contract Review - A Tale of Two Contracts (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, The RGS Title Real Estate Academy
 39. *63775 Contracts for Real Estate Professionals (Offer to Purchase), 3 hours Residential Real Estate Mandatory Topics, The RGS Title Real Estate Academy
 40. *63777 Introduction to the 2012 NVAR Regional Contract Form (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, The RGS Title Real Estate Academy
 41. *63779 Surveys, Plats and Legal Descriptions (Other Real Estate Related), 2 hours

- Residential Real Estate Elective Topics,
Old Dominion Settlements Inc.
42. *63781 What You Need to Know about Limited Liability Companies (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Old Dominion Settlements Inc.
43. *63787 This is not Your Mama's Fair Housing (Fair Housing), 3 hours Residential Real Estate Mandatory Topics, WAAR
44. *63789 Short Sales & Foreclosures: What Real Estate Professionals Need to Know (Offer to Purchase), 3 hours Residential Real Estate Mandatory Topics, RAR
45. 63790 Short Sales & Foreclosures: What Real Estate Professionals Need to Know (Selling Process), 5 hours Residential Real Estate Elective Topics, RAR
46. *63792 Rose & Womble Agency "Who Do I Represent?", (Agency Law), 3 hours Residential Real Estate Mandatory Topics, Alpha College of Real Estate
47. *63795 2012 Regional Sales Contract (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Old Dominion Settlement, Inc.
48. *63801 The REO Process (Selling Process), 1 hour Residential Real Estate Elective Topics, WAAR
49. *63803 Tax Planning - Are We Having Fun Yet? (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, WAAR
50. *63805 Understanding Construction Issues for the Sales Professional (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, WAAR
51. *63808 Asphalt Shingles (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Home Inspection Pros, Inc.
52. *63810 Home Maintenance in Perspective (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Home Inspection Pros, Inc.
53. *63812 New Home Construction (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Home Inspection Pros, Inc.

- 54. *63814 New Technologies for Homes, (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Home Inspection Pros, Inc.
- 55. *63816 Preparing for the Unexpected (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Home Inspection Pros, Inc.
- 56. *63820 2012 Regional Sales Contract and Virginia Jurisdiction Addendum Summary of Changes (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, MBH Settlement Group, LC
- 57. *63822 Congratulations - You got the Listing! (Property Valuation/Listing Process), 1 hour Residential Real Estate Elective Topics, MBH Settlement Group, LC
- 58. *63824 Clandestine Labs (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Home Inspection Pros, Inc.
- 59. *63826 Radon (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Home Inspection Pros, Inc.
- 60. *63828 Toxic Drywall, (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Home Inspection Pros, Inc.
- 61. *63830 Swimming Pool Safety (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Home Inspection Pros, Inc.
- 62. *63832 Listing Property and Working with Sellers (Property Valuation/Listing Process), 4 hours Residential Real Estate Elective Topics, NVAR
- 63. *63834 Working with Buyers: From Interview to Settlement (Selling Process), 4 hours Residential Real Estate Elective Topics, NVAR
- 64. *63840 Business Planning, 3 hours Residential Real Estate Elective Topics, REOS.COM
- 65. *63842 Property Valuation/Listing Process, 3 hours Residential Real Estate Elective Topics, REOS.COM
- 66. *63844 Selling Process, 3 hours Residential Real Estate Elective Topics, REOS.COM
- 67. *63846 Spotlight on Decks (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Home Inspection Pros, Inc.

- 68. *63848 Real Estate Agency (Agency Law), 3 hours Residential Real Estate Mandatory Topics, Carruthers Academy of Real Estate
- 69. *63850 Broker Price Opinion Resource (Other Real Estate Related), 6 hours Residential Real Estate Elective Topics, PWAR
- 70. *63852 Rose & Womble Contract to Closing/Selling Process (Selling Process), 3 hours Residential Real Estate Elective Topics, Alpha College of Real Estate
- 71. *63854 Real Property Rights & Public Records (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, CBRB SRE
- 72. *63856 Residential Contracts, Addenda & Forms (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, MAI Institute
- 73. *63862 Agency Law and Practice in Virginia (Agency Law), 3 hours Residential Real Estate Mandatory Topics, Real Estate III School of Real Estate
- 74. *63864 Fair Housing Laws and Practice (Fair Housing), 3 hours Residential Real Estate Mandatory Topics, Real Estate III School of Real Estate
- 75. *63866 Offers, Contracts and Related Issues (Offer to Purchase), 3 hours Residential Real Estate Mandatory Topics, Real Estate III School of Real Estate
- 76. *63870 Regional Sales Contract in Virginia (Offer To Purchase), 3 hours Residential Real Estate Mandatory Topics, Champion University
- 77. *63872 Real Estate Finance Basics: Home Loans and the Regional Sales Contract (Finance), 2 hours Residential Real Estate Elective Topics, Champion University
- 78. *63874 Case Studies on Inspection & Construction Issues (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, WAAR
- 79. *63876 Real Estate Contracts Offer to Purchase (Offer to Purchase), 3 hours Residential Real Estate Mandatory Topics, Carruthers Academy of Real Estate
- 80. *63879 Changes to the NVAR Regional Sales Contract (Other Real Estate Related), 1

- 81. *63881 hour Residential Real Estate Elective Topics, Piedmont School of Real Estate Understanding Virginia's Landlord-Tenant Laws (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, CBRB SRE
- 82. *63884 RESPA - The Real Estate Settlement Procedures Act (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Real Estate III School of Real Estate
- 83. *63886 Title Insurance: A Primer (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, VESTA Settlements, LLC
- 84. *63888 How Houses Work II - Structural Systems (Other Real Estate Related), 4 hours Residential Real Estate Elective Topics, Alpha College of Real Estate
- 85. *63898 Selected Issues in Agency Law in Virginia (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, The RGS Title Real Estate Academy
- 86. *63902 The New Regional Sales Contract (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, CBRB SRE
- 87. *63904 The Code of Ethics (Ethics and Standards of Conduct/Current Industry Issues and Trends), 3 hours Residential Real Estate Mandatory Topics, GSH Training, CO.
- 88. *63906 Managing Risk Effectively (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, GSH Training, CO.

D. Three Residential Standard Agency Continuing Education course applications were reviewed and approved. One online distance education course application was approved pending receipt and review of ARELLO DEC Certification and course exam and quiz information. One online distance education course application was approved pending verification of the amount of course quiz and exam time reflected on the application's Timed Course Outline. These courses will not receive official Board approval and a course number will not be issued to education providers until DPOR Information Systems modifies the Real Estate Board's Education database to allow for this.

- 1. Residential Standard Agency (On-line), 3 hours, Alpha College of Real Estate (**Pending ARELLO-approval**)

2. Residential Standard Agency, 3 hours, VAR
 3. Residential Standard Agency (On-line), 3 hours, Institute for Continuing Education, Inc. (**Approved pending verification of the amount of course quiz and exam time reflected on the Timed Course Outline**)
- E. One Salesperson pre-license education course application was reviewed and approved.
1. 60-hour Salesperson Principles and Practices of Real Estate (Classroom), Southside Real Estate School, LLC
- F. Seven pre-licensing instructor applications were reviewed. Six applications were approved. One application was approved pending receipt and review of more information to verify expertise in principles and practices of real estate.
1. Ernesto I. Sorto
 2. Debra K. Irwin
 3. Kenneth M. Joyner, Jr.
 4. Michael Thomas Crosby
 5. Thomas L. Sklopan
 6. Terri W. Bolduc - **expert - Principles (Approved pending receipt and review of more information to verify expertise in principles and practices of real estate)**
 7. Victoria M. Baker - **expert - Principles**
- G. Nine continuing and post license education instructor applications to teach previously approved continuing and post license education courses were reviewed and approved.
1. **Norbert Prigge** - 63529/63530 (Deed Warranties, Tenancies and Decedents' Estates), 60709/60710 (Impact of the RESPA Rules on Settlement Agents), 57077/57078 (Foreclosure, Liens and Bankruptcy), 62927 (Legal Descriptions and Surveys), **Fidelity National Title Insurance Company**
 2. **Brian Lytle** - 55492/55493 (Legislative Update - 1 hr), 56869/56870 (Legislative Update - 3 hrs), **WAAR**
 3. **Ellen Smith Gajda** - 60346 (8 Hour Required Continuing Education), 60347 (3 Hour Ethics and Standards of Conduct/Current Industry Issues and Trends), **Alpha College of Real Estate**
 4. **Gary Duda** - 57748/57749/56592/56590/56591 (ABR Core), 56135/56136/56137 (ABR Foreclosure Opportunities), 61372/61373 (ABR Real Estate Marketing Reboot), **RAR**
 5. **Chris Boone** - 63633 (Short Sales), **REOS.COM Inc.**

6. **Gary Duda and K. Mark Joyner** -
60832/60833/60807/60808 (16 hr. CE Part 1),
60809/60810/60811/60812/60813 (16 hr, CE Part 2),
61386/57366/57367/57368/57369 (8 hr. Broker CE),
62544/62545 (Generational Buying),
60828/60829/60830/60831 (New Member Orientation),
56441/56442 (Contract Writing Revisions to the CVR
MLS Purchase Agreement), **RAR**
7. **Gwendolyn M. Walton** - 58978/58979 (Ethics & Standards
of Conduct), **PWAR**
8. **Ashley Blair Wilt & Brenda Heffernan** - 56405
(2007 New Agency Law in VA), 62538/62539 (A Mock
Settlement), 62679/62680 (Agency Demystified),
56403/56404 (Agency Law Demystified), 59617/59618
(An Introduction to Short Sales and the Short Sale
Addendum), 57203/57204 (Bankruptcy and Foreclosure)
62673/62674 (Closing Real Estate Sales in Virginia)
60553/60554 (Contracts with Escalators - An Elevator
to the Top Sales Price), 62597/62598 (Death, Divorce,
& Bankruptcy - The Ins and Outs of these
Unconventional Transactions), 59439/59440 (Earnest
Money Deposits), 62945/62946 (Effective Real Estate
Contracts in Northern Virginia), 62821/62822 (Ethics
for Real Estate Agents), 56402/56550 (Ethics for RE
Agents - The Basics), 62619/62620 (Excellence in
Profession), 62819/62820 (Fair Housing Laws),
57585/57586 (Foreclosure, REOs and Short Sales - A
Primer), 62817/62818 (Foreclosures, REO's and Short
Sales), 57239/57240 (Foreign Sellers and Buyers)
58406/58407 (Highlights of NVAR's 2006 Regional Sales
Contract), 57266/57267 (Home Inspections),
63370/63371 (Legal Updates and Emerging Trends),
56585/60075 (Limited Service Agency)
57256/57257 (Mold: A Growing Problem)
59435/59436 (Navigating the VA Jurisdictional
Addendum), 57578/57579 (New 2006 Regional Sales
Contract), 57921/57922 (New Forms for 2008),
57919/57920 (NVAR's 2007 Listing Agreement)
57923/57924 (NVAR's 2008 Contingencies/Clauses Add.
Sales Cont), 62530/62531 (Taxes for the Independent
Contractor), 59437/59438 (The Final RESPA Rule)
57497/57498 (New VA Residential Property Disclosure
Statement), 57499/57500 (Newest Appraisal & Financing
Contingencies), 62696/62697 (Title Insurance and
Surveys), 56593/56594 (Title Insurance - What is It?)
62815/62816 (Transactions Involving FHA/VA Financing)
62813/62814 (Unconventional Transactions),
62607/62608 (Understanding Deeds and Tenancy -

Effectively Transferring Title to Real Property)
56166/56167 (Understanding Your upcoming VA
Transaction, 57201/57202 (What is Delivery?)
62811/62812 (Why Didn't My Short Sale Close)
62809/62810 (Wills, Estates, and Title Issues)
**(Virginia Residential Standard Agency - pending), MBH
Settlement Group, LC**

9. **Jennifer Flanagan and Jane Leylegian** - 60250/60251
(RESPA Reform) 61151/61152 (Fair Housing),
60223/60224 (Short Sales & REO's), 61530/61531
(Deeds in Virginia), 61528/61529 (Uniform Power of
Attorney Act), 62559/62560 (Title Insurance 101:
What Every Real Estate Agent Should Know about Title
Insurance), 62536/62537 (Real Estate Finance 101:
Home Loans and the NVAR Contract), 62900/62901
(Financing Contingencies and Form 100 in the NVAR
Contract), 62902/62903 (Everything You Wanted to Know
About Title Insurance), 62904/62905 (Everything You
Wanted to Know About the RESPA HUD-1 and GFE)
62906/62907 (Everything You Wanted to Know About
Residential Finance), 63315/63316 (Property Owner's
Association and Condominium Disclosures), 63635/63636
(Legal Updates), 63454/63455 (2011 Ethics Seminar),
Champion University

H. Other Business

1. The Committee discussed whether to grant broker pre-
license education credit to broker licensees in the states
of Pennsylvania and Colorado who apply for a Virginia
broker license by reciprocity (See attached memo). The
Committee determined the broker pre-license education
completed by reciprocal applicants from Pennsylvania is
"comparable in content and duration and scope" to the
broker pre-license education required by the Board and
recommended that the Board accept the 240 hours of broker
pre-license education completed by broker license
reciprocal applicants from Pennsylvania as meeting the
Board's 180 classroom-hour broker pre-license education
requirement.

The Committee determined the broker pre-license education
completed by reciprocal applicants from Colorado is
"comparable in content and duration and scope" to the
broker pre-license education required by the Board and
recommended that the Board accept 120 hours of broker pre-
license education completed by broker license reciprocal
applicants from Colorado toward the Board's 180 classroom-

hour broker pre-license education requirement. Broker license reciprocal applicants from Colorado must make up the difference in hours by completing a Board-approved 45-hour Real Estate Brokerage pre-license education course and one other Board-approved 45-hour Broker Pre-license education course.

2. The Committee received comments from several Board-approved education providers concerning the proposed changes to the Board's post license education program as recommended by the Board's Advisory Council.

There being no further business or public comment, the meeting adjourned at 4:50 p.m.

*** Continuing Ed. Post License Ed. Course Companion Applications**