

VIRGINIA REAL ESTATE BOARD EDUCATION COMMITTEE MEETING REPORT

The Real Estate Board Education Committee met on Wednesday, November 14, 2018, at 2:00 p.m., at the Department of Professional & Occupational Regulation in Richmond, Virginia.

Committee Members present: Lee Odems, Committee Chair
 Lynn Grimsley
 Libby Gatewood
 Steve Hoover, Board Chair

Department Staff Members present: Jay DeBoer, Director
 Jeffrey Williams, Board Administrator
 Mia Quimpo, Licensing Specialist
 Janice Toole, Licensing Specialist

Mr. Odems called the meeting to order at 2:03 p.m.

A motion was made to approve the agenda. The Committee approved it unanimously.

Public Comment

An applicant for a pre-license instructor, who was denied earlier this year, asked the Committee for guidance regarding what qualifications she could provide to show the Committee that she was qualified, although she also stated that she had no additional information. The Board Administrator encouraged the applicant to reapply once she gained more active real estate experience or teaching experience.

For courses, the “course completion date” is the date completion information is received by the Board.

There are several dates that licensees consider their “completion date” when it comes to post-license (PLE) and continuing education (CE). However, from the Board’s and Department’s standpoint, the methodology for determining a completion date must be consistent. Because schools have different protocols related to how course completion documentation is determined, the Board’s definition of “completion date” is the date a license completes all the requirements for a course, including the moment the licensee clicks on the final link for an online course, which triggers the school knowing the course is complete; the date the course completion affidavit is signed and submitted to the educational provider; or when the final requirement is fulfilled for a classroom course. According to the Board, the course completion date for a course is the completion date initially uploaded to the Board, and the completion date will not be adjusted.

The Committee will be mindful to seek provider input before changing a course name.

At a recent Committee meeting, the Committee approved a course but changed the title without input from the educational provider. The provider shared with the Board Administrator that the course was previously approved with the name under which it was originally submitted. The provider asked that the Committee not change the name of a course unless it is wrong. The provider requested that the Committee consult providers before changing the name on a course.

Broker supervision courses must meet all requirements set by the Board's regulations.

The Committee confirmed that a course must cover all the parts of 18VAC135-20-165 "Duties of Supervising Broker" in order to be approved as "Broker Supervision" CE.

Application numbers from 2013 to 2018.

Year	CE	Post	Pre	Grand Total
2013	657	571	30	1258
2014	479	321	44	844
2015	557	154	40	751
2016	480	131	37	648
2017	528	111	19	658
2018	618	244	74	936

Course completion information should only be resubmitted if a licensee's name appears on an error report or if specifically requested by Board staff.

Board staff reminded the education providers that course completion information should ONLY be resubmitted if a licensee's name appears on an error report or if Board staff requests course completion information be resubmitted. A few education providers stated that it would be helpful if an inactive licensee's education could be accessed viewed in License Lookup. The providers felt this would reduce the resubmission rate.

Education providers are encouraged to submit to Board staff their thoughts on critical components of a resume.

The Committee Chair asked the education providers what they consider the critical components of a resume. After some discussion, the chair asked that the providers send any thoughts they had on the matter to Board staff. Board staff will present a summary of the feedback at the next Committee meeting.

The Committee considered application process improvements.

Board staff asked the Committee if there is any bookmarking of the meeting agenda that could be eliminated. The Committee stated that all of the bookmarks are beneficial. The members did agree that it would be helpful to change the Additional Instructor Application so that it was a "one to many" (i.e., one instructor for many courses, one course to many instructors). Board staff stated that they would move forward with modifying the application. The Committee also agreed, along with the education providers present, that it would be beneficial to have a combined CE/PLE application. A combined application would reduce the

number of applications the Committee would need to review and the file size of the agenda documents. Board staff will explore this option.

A salesperson may complete a forty-five hour pre-license broker course and receive forty-five hours of pre-license education credit and up to eight hours of CE credit.

According to an education provider, in the past the Board has allowed individuals who completed certain pre-license broker courses to receive pre-license and continuing education credit. The Committee Chair and the Board Administrator reviewed all the accessible Committee minutes from 1996 to 2018, but did not find any information related to this topic. Since a provider submitted several pre-license courses for CE credit, the Chair asked for input on this topic. After discussing specific scenarios and the fact that a licensee can take the same course twice in the same licensure period and receive credit for each time, the Committee decided to allow a current salesperson to complete a forty-five hour pre-license broker course and receive forty-five hours of pre-license education credit and up to eight hours of CE credit.

Application Review.

The following applications were approved without stipulation unless noted otherwise:

IV. Proprietary School Applications

1. 0211001253 - SomeSixty, Inc. Stafford VA.
Contact Person: Michael Straley
2. 0211001254 - Mt Vernon Property Services, Alexandria, VA
Contact Person: Carl Craig
3. 0211001255 – Metropolitan Title, LLC, Gainesville, VA
Contact Person: Sonia R. Downard

V. Continuing Education Course Applications

A. Previously-approved Continuing Education Course Applications, Approved Schools **(Review for Instructor Only – Attachment 2):**

1. 0214023566 Virginia Mandatory Brokerage Management and Agent Supervision V1.0 (On-line), 6 hours Broker Management and 2 hours Broker Supervision, Brightwood College **(F.A. Dan Daniels)- (pending approval CE #3 0214023542)**
2. 0214023595 Foreclosure, Short Sales, REOs & Auctions V2.1 (On-line), 4 hours Real Estate Related, American Institute of Real Estate **(Abraham Michael Halaw)**
3. 0214023653 Environmental Issues (On-line), 4 hours Real Estate Related, Academy of Real Estate **(William B. Frost)**
4. 0214023716 Virginia Mandatory Broker and Agent Supervision v2.0 (On-line), 6 hours Broker Management, and 2 hours Broker Supervision, The

- Frederick Academy of Real Estate (**COLIN F. McGOWAN**) (pending approval CE #3 **0214023542**)
5. 0214023748 Real Estate and Taxes: What Every Agent Should Know V6.1 (On-line), 4 hours Real Estate Related, NVRE University (**Azmi Alkurd**)
 6. 0214023749 Environmental Issues in Your Real Estate Practice V5.1 (On-line), 4 hours Real Estate Related, NVRE University (**Azmi Alkurd**)
 7. 0214023750 Sustainable Housing and Building Green What Agents Should Know V2.0 (On-line), 4 hours Real Estate Related, NVRE University (**Azmi Alkurd**)
 8. 0214023751 Real Estate Market Pulse v1.0 (On-line), 4 hours Real Estate Related, NVRE University (**Azmi Alkurd**)
 9. 0214023752 Mortgage Fraud & Predatory lending V2.0 (On-line), 4 hours Real Estate Related, NVRE University (**Azmi Alkurd**)
 10. 0214023753 Selling HUD Homes Increase Your Clients Options V1.1 (On-line), 4 hours Real Estate Related, NVRE University (**Azmi Alkurd**)
 11. 0214023754 Virginia Mandatory Brokerage Management and Agent Supervision V1.0 (On-line), 6 hours Broker Management and 2 hours Broker Supervision, NVRE University (**Azmi Alkurd**) (pending approval CE #3 **0214023542**)
 12. 0214023756 Red Flags Property Inspection Guide V5.0 (On-line), 4 hours Real Estate Related, NVRE University (**Azmi Alkurd**)
 13. 0214023758 Foreclosures, short Sales, REOs and Auction (On-line), 4 hours Real Estate Related, NVRE University (**Azmi Alkurd**)
 14. 0214023766 Risk Management (On-line), 4 hours Real Estate Related, Refocus Real Estate School, LLC (**Frank M. Durnett, Wilson, Reed Ashley, Ronald Burnham and Romilda Smith**)
 15. 0214023767 Virginia Residential Standard Agency V1.0 (On-line), 3 hours Real Estate Agency, Refocus Real Estate School, LLC (**Frank M. Durnett, Wilson, Reed Ashley, Ronald Burnham and Romilda Smith**)
 16. 0214023769 Everyday Ethics in Real Estate V2.0 (On-line), 4 hours Ethics and Standards of Conduct), Refocus Real Estate School, LLC (**Frank M. Durnett, Wilson, Reed Ashley, Ronald Burnham and Romilda Smith**)
 17. 0214023771 Understanding 1031 Tax-Free Exchanges v3.0 (On-line), 4 hours Real Estate Related, Refocus Real Estate School, LLC (**Frank M. Durnett, Wilson,**

- Reed Ashley, Ronald Burnham and Romilda Smith)**
18. 0214023772 Real Estate and Taxes: What Every Agent Should Know v6.1 (On-line), 4 hours Real Estate Related, Refocus Real Estate School, LLC **(Frank M. Durnett, Wilson, Reed Ashley, Ronald Burnham and Romilda Smith)**
19. 0214023773 Red Flags Property Inspection Guide v5.0 (On-line) 4 hours Real Estate Related, Refocus Real Estate School, LLC **(Frank M. Durnett, Wilson, Reed Ashley, Ronald Burnham and Romilda Smith)**
20. 0214023774 Virginia Mandatory Broker and Agent Supervision (On-line) 6 hours Broker Management, 2 hours Broker Supervision, Academy of Real Estate **(William Frost) (pending approval CE #3 0214023542)**
Note: The secondary provider has referenced the incorrect version number, we recommend that this course be approved for 6 hours Broker Management and 2 hours Broker Supervision
21. 0214023819 Scams Scoundrels & Real Estate Stings V1.1 (On-Line) 4 hours Real Estate Related, American Institute of Real Estate **(Abraham Halaw)**
22. 0214023827 Virginia Mandatory Brokerage Management and Agent Supervision V1.0 (On-line), 6 hours Broker Management and 2 hours Broker Supervision, **Academy of Real Estate (William B Frost)- (pending approval CE #3 0214023542)**
Note: The secondary provider has referenced the incorrect version number, we recommend that this course be approved for 6 hours Broker Management and 2 hours Broker Supervision
23. 0214023780 Virginia Mandatory Brokerage Management and Agent Supervision V1.0 (On-line), 6 hours Broker Management and 2 hours Broker Supervision, Academy of Real Estate **(Frank M. Durnett, Wilson, Reed Ashley, Ronald Burnham and Romilda Smith)- (pending approval CE #3 0214023542)**
Note: The secondary provider has referenced the incorrect version number.

B. Original Continuing Education Course Applications,
 Approved schools:

1. 0214023537 Foreclosures, Short Sales, REOs, and Auctions, 4 hours Real Estate Related, NVRE University
2. 0214023538 The Truth About Mold, 4 hours Real Estate Related, NVRE University

3. 0214023542 VA Mandatory Brokerage Management & Agent Supervision, 6 hours Broker Management and 2 hours Broker Supervision, Dearborn Financial Publishing, Inc., d.b.a. REcampus.com
4. 0214023547 Escrow Requirement: Deposits and Trust Monies, 3 hours Real Estate Related, Alpha College of Real Estate **(duplicate PLE #1)**
5. 0214023549 Financing Basics, 2 hours Real Estate Related, FAAR **(duplicate PLE #2)**
6. 0214023551 Investors Class, 2 hours Real Estate Related, FAAR **(duplicate PLE #3)**
7. 0214023553 Credit 101, 2 hours Real Estate Related, FAAR **(duplicate PLE #4)**
8. 0214023555 The Broker's Toolkit: Duties of a Supervising Broker, 2 hours Broker Supervision, FAAR **(duplicate CE #9)**
9. 0214023556 The Broker's Toolkit: Advertising Regulations, 2 hours Broker Management, FAAR **(duplicate CE #8)**
10. 0214023557 Fundamentals Real Estate Investment, 3 hours Real Estate Related, Montague Miller Real Estate Academy
11. 0214023559 The Basics Of Real Property Valuation For Agents, 3 hours Real Estate Related, Virginia Realtors **(duplicate PLE #6)**
12. 0214023567 Fair Housing Questions and Answers, 3 hours Real Estate Related, FutureLaw Real Estate School, LLC
13. 0214023568 Art of Selling Foreclosures, 1 hour Real Estate Contracts, and 1 hour Real Estate Related, RAR **(duplicate CE #14 and PLE #8)**
14. 0214023569 Art of Selling Foreclosures, 2 hours Broker Management, RAR **(duplicate CE #13 and PLE #8)**
15. 0214023571 Concepts in Appraising Green Residential Buildings (On-line), 4 hours Real Estate Related, Oncourse Learning Corp. dba Oncourse Learning Real Estate
16. 0214023573 Ready for Renovation, 2 hours Real Estate Related, The Southside VA Association of Realtors **(duplicate PLE #9)**
17. 0214023578 The Importance of House Location Surveys, 1 hour Real Estate Related, Dominion Surveyors Incorporated
18. 0214023579 Commercial Landlord Representation (On-line), 3 hours Real Estate Related, The CE Shop, Inc.
19. 0214023582 The Broker's Toolkit: Broker Management Basics, 2 hours Broker Management, FAAR
20. 0214023584 Risk Management (Classroom), 3 hours Real Estate Related, Alpha College of Real Estate **(duplicate PLE #15)**

- 21. 0214023586 Risk Management (On-line), 3 hours Real Estate Related, Alpha College of Real Estate **(duplicate PLE #16)**
- 22. 0214023588 Fair Housing, 2 hours Fair Housing, Alpha College of Real Estate **(duplicate PLE #17)**
- *23. 0214023590 Key Coverages to Know When it Comes to Property Managers E&O, 1 hour Real Estate Related, Alpha College of Real Estate **(does this protect the public?)**
- 24. 0214023592 Senior Real Estate Specialist, 8 hours Real Estate Related, FAAR **(duplicate PLE #19)**
- 25. 0214023593 Commercial Negotiations, 3 hours Real Estate Related, FAAR
- 26. 0214023613 Mortgage Basics, 3 hours Real Estate Related, Moseley Flint Schools of Real Estate
- 27. 0214023614 8 hour Real Estate Elective, 8 hours Real Estate Related, Moseley Flint Schools of Real Estate
- 28. 0214023637 Broker Management and Supervision Complete Series (Correspondence), 6 hours Broker Management and 2 hours Broker Supervision, Moseley Real Estate Schools, Inc
- 29. 0214023638 Broker Management and Supervision Complete Series (On-line), 6 hours Broker Management and 2 hours Broker Supervision, Moseley Real Estate Schools, Inc
- 30. 0214023639 Broker Supervision Requirements (On-line), 2 hours Broker Supervision, Moseley Real Estate Schools, Inc
- 31. 0214023640 Cases in Advertising and Communication (On-line), 1 hour Broker Management, Moseley Real Estate Schools, Inc
- 32. 0214023641 Cases in Agency Initiation and Management (On-line), 1 hour Broker Management, Moseley Real Estate Schools, Inc
- 33. 0214023642 Cases in Agent Misconduct (On-line), 1 hour Broker Management, Moseley Real Estate Schools, Inc
- 34. 0214023643 Cases in Escrow Account Management (On-line), 1 hour Broker Management, Moseley Real Estate Schools, Inc
- 35. 0214023644 Cases in Improper Dealing and Financial Management (On-line), 1 hour Broker Management, Moseley Real Estate Schools, Inc
- 36. 0214023646 Cases in Improper Disclosure and Disclosure Management (On-line), 1 hour Broker Management, Moseley Real Estate Schools, Inc
- 37. 0214023647 Cases in Improper Listing, Leasing, and Commissions (On-line), 1 hour Broker Management, Moseley Real Estate Schools, Inc.

38. 0214023648 Cases in Personal Misconduct (On-line), 1 hour Broker Management, Moseley Real Estate Schools, Inc.
39. 0214023649 Virginia Broker Law Update (Correspondence), 2 hours Fair Housing, 3 hours Ethics & Standards of Conduct, 1 hour Legal Updates, 1 hour Real Estate Agency, 1 hour Real Estate Contracts, 6 hours Broker Management, 2 hours Broker Supervision, and 8 hours Real Estate Related, Moseley Real Estate Schools, Inc.
40. 0214023650 Virginia Broker Law Update (On-line), 2 hours Fair Housing, 3 hours Ethics & Standards of Conduct, 1 hour Legal Updates, 1 hour Real Estate Agency, 1 hour Real Estate Contracts, 6 hours Broker Management, 2 hours Broker Supervision, and 8 hours Real Estate Related, Moseley Real Estate Schools, Inc.
41. 0214023661 From Contract till Closing, 1 hour Legal Updates, 1 hour Real Estate Contracts, and 1 hour Real Estate Related, Action Real Estate, LLC
42. 0214023662 Hoarding for the Real Estate Agent & Property Manager (On-line), 2 hours Real Estate Related, Alpha College of Real Estate (**duplicate PLE #38**)
43. 0214023664 VA Home Loan, 1 hour Real Estate Related, Alltech Title dba ATG Title
44. 0214023665 Real Estate Contracts, 1 hour Real Estate Contracts, Alltech Title dba ATG Title
45. 0214023667 Explaining Credit to your Clients. 1 hour Real Estate Related, Long and Foster Institute of Real Estate
46. 0214023668 Mock Settlement, 2 hours Real Estate Related, Cindy Bishop Worldwide, LLC (**duplicate PLE #40**)
47. 0214023670 Rental Application & Pre-licensing Concerns, 1 hour Real Estate Contracts, DAAR
48. 0214023677 Ethics & Standards of Conduct (On-line), 3 hours Ethics and Standards of Conduct, Oncourse Learning Real Estate
49. 0214023678 Strategies in a Multiple Offer Market, 2 hours Real Estate Related, Long and Foster Institute of Real Estate (**duplicate PLE #47**)
50. 0214023683 Residential Agency in VA, 3 hours Real Estate Agency, FAAR
51. 0214023684 Contracts, 3 hours Real Estate Contracts, FAAR
52. 0214023685 Risk Management, 3 hours Real Estate Related, FAAR (**duplicate PLE#51**)
53. 0214023686 Addenda, 1 hour Legal Updates, and 2 hours Real Estate Contracts, FAAR
54. 0214023691 Broker Mandatory Topics (On-line), 6 hours Broker Management and 2 hours Broker Supervision, RealEstateCE.com

55. 0214023692 The Code of Ethics-Our Promise of Professionalism, 3 hours Ethics & Standards of Conduct, DAAR **(duplicate PLE #55)**
56. 0214023695 Real Estate Loan Process & Finance Options, 2 hours Real Estate Related, DAAR **(duplicate PLE #56)**
57. 0214023697 Brokerage Management (Correspondence), 6 hours Broker Management and 2 hours Broker Supervision, McKissock, LLC
58. 0214023698 Give Your Clients the Green Light-Simple Ways to Green, 2 hours Real Estate Related, McKissock, LLC
59. 0214023699 VA Mechanic's Liens & Construction Loans, 2 hours Real Estate Related, Title Resources Guaranty Company
60. 0214023700 1031 Exchanges, 1 hour Real Estate Related, Highland Ace, LLC
61. 0214023701 Listing Agreements, 1 hour Real Estate Related, McKissock, LLC
62. 0214023702 Representing Buyers in the Purchase of a New Production Built Home, 2 hours Real Estate Related, HHHunt Homes, LC
63. 0214023703 The REIN Contract, 2 hours Real Estate Contracts, Title Resources
64. 0214023704 Broker Management, 2 hours Broker Supervision, Kirks Institute
65. 0214023705 Home Innovation & Trends: What's Hot & What's Really Cool, 4 hours Real Estate Related, NVAR
66. 0214023706 Conquering Contracts, 6 hours Real Estate Contracts, NVAR **(duplicate PLE #58)**
67. 0214023714 Residential Standard Agency (Correspondence), 3 hours Real Estate Agency, McKissock, LLC
68. 0214023715 Duties of a Supervising Broker, 2 hours Broker Supervision, Cindy Bishop Worldwide, LLC
69. 0214023717 Duties of Real Estate Salesperson and Brokers, 2 hours Broker Management, Moseley-Dickinson Academy of Real Estate
70. 0214023719 Broker Pre-licensing Real Estate Brokerage (correspondence), 8 hours Real Estate Related, Alpha College of Real Estate
71. 0214023720 Risk Management & Compensation Issues, 1 hour Legal Updates, and 3 hours Real Estate Related, RAR
72. 0214023721 Finance, Disclosures and Termination, 1 hour Real Estate Contracts, and 3 hours Real Estate Related, RAR
73. 0214023722 Real Estate Loan Financing 101, 2 hours Real Estate Related, RAR **(duplicate PLE #66)**

74. 0214023724 203k Education for Renovation, 1 hour Real Estate Related, MBH Settlement Group, LC
75. 0214023725 Advanced Title Insurance Issues, 2 hours Real Estate Related, MBH Settlement Group, LC
(duplicate PLE #67)
76. 0214023727 Clearing Title to a Commission Check, 1 hour Real Estate Related, MBH Settlement Group, LC
77. 0214023728 Contracts with Escalators, 1 hour Real Estate Contracts, MBH Settlement Group, LC
(duplicate PLE # 68)
Four of the instructors listed in the application were not approved to teach this course.
78. 0214023730 Escrow Requirements, 2 hours Real Estate Related, MBH Settlement Group, LC **(duplicate PLE # 69)**
79. 0214023732 Foreclosures, REO's and Short Sales-A Primer, 2 hours Real Estate Related, MBH Settlement Group, LC **(duplicate PLE #70)**
80. 0214023734 Lien on Me, 2 hours Real Estate Related, MBH Settlement Group, LC **(duplicate PLE #71)**
81. 0214023737 The Power of Exchange 1031s, 2 hours Real Estate Related, MBH Settlement Group, LC **(duplicate PLE #72)**
82. 0214023739 Death, Divorce & Bankruptcy, 2 hours Real Estate Related, MBH Settlement Group, LC **(duplicate PLE #73)**
Four of the instructors listed in the application were not approved to teach this course.
83. 0214023741 Legal Updates and Emerging Trends with Flood Content, 2 hours Legal Updates, MBH Settlement Group, LC **(duplicate PLE #74)**
Four of the instructors listed in the application were not approved to teach this course.
84. 0214023743 Agency Demystified, 3 hours Real Estate Agency, MBH Settlement Group, LC **(duplicate PLE #75)**
Four of the instructors listed in the application were not approved to teach this course.
85. 0214023745 Property Condition Disclosure in Sale Transactions, 1 hour Real Estate Contracts, MBH Settlement Group, LC
Four of the instructors listed in the application were not approved to teach this course.
86. 0214023746 Transactional Red Flags-Authority to Sell, 1 hour Real Estate Related, MBH Settlement Group, LC
Four of the instructors listed in the application were not approved to teach this course.
87. 0214023747 Broker Management & Supervision, 6 hours Broker Management and 2 hours Broker Supervision, Shenandoah Valley Training Center

88. 0214023776 Broker Pre-licensing Real Estate Financing (Correspondence), 8 hours Real Estate Related, Alpha College of Real Estate
89. 0214023777 Broker Pre-licensing Real Estate Appraisal (Correspondence), 8 hours Real Estate Related, Alpha College of Real Estate
90. 0214023778 Broker Pre-licensing Real Estate Law (Correspondence), 8 hours Real Estate Related, Alpha College of Real Estate
91. 0214023779 Preparing A Listing Agreement-An In Depth Look (On-line), 2 hours Real Estate Related, McKissock
92. 0214023781 Broker Supervision Laws & Regulations – 2019 (On-line), 2 hours Broker Supervision, "1 ATTEMPT"
93. 0214023782 VA Real Estate Law (with flood content), 1 hour Legal Updates, and 5 hours Real Estate Related, Long and Foster Institute of Real Estate **(duplicate PLE #76)**
94. 0214023787 Duties of a Supervising Broker, 2 hours Broker Supervision, MAI Institute
95. 0214023790 Virginia Fair Housing Law Update, 2 hours Fair Housing, and 1 hour Real Estate Related, FutureLaw II, LLC **(duplicate CE # 96 & PLE #78)**
96. 0214023791 Virginia Fair Housing Law Update, 2 hours Fair Housing, FutureLaw II, LLC **(duplicate CE # 95 & PLE #78)**
97. 0214023792 Virginia Real Estate Law Combo, 2 hours Fair Housing, 1 hour Real Estate Agency, and 1 hour Real Estate Contract, McKissock, LLC
98. 0214023793 Buyer Beware and Disclosure Law in VA, 1 hour Legal Updates, The RGS Title RE Academy
99. 0214023794 Current Legal Issues & Ethical Pitfalls/Short Sales, 1 hour Real Estate Related, The RGS Title RE Academy
100. 0214023795 Deeds of Conveyance, 1 hour Real Estate Related, The RGS Title RE Academy
101. 0214023797 Preparing for Success - Keeping Issues from Becoming Problems 1 hour Real Estate Related, The RGS Title RE Academy
102. 0214023798 Handling Sales of Properties in Decedents Estates, 1 hour Real Estate Related, The RGS Title RE Academy
103. 0214023799 Special Contracts and Seller Financing, 2 hours Real Estate Contracts, The RGS Title RE Academy
104. 0214023801 Virginia Real Estate 24 hr Broker CE Course, 2 hours Fair Housing, 4 hours Ethics, 3 hours Legal Updates, 3 hours Real Estate Agency, 1 hour Real Estate Contracts, 6 hours Broker Management, 2 hours Broker Supervision, and 3 hours Real Estate Related, "1 ATTEMPT"

Approved pending receipt of Guidance Document

- 105. 0214023804 Full House: Hoarding, 5 hours Real Estate Related, Virginia Realtors **(duplicate PLE #80)**
Approved for 2 hours.
- 106. 0214023808 Helping Low Income Home Buyers Become Home Owners 2 hours Real Estate Related, Central Virginia School of Real Estate **(duplicate PLE #81)**
- 107. 0214023813 Virginia Agency Law, 3 hours Real Estate Agency, Central Virginia School of Real Estate **(duplicate PLE #83)**

C. Original Continuing Education Course Application, pending School application:

- 1. 0214023788 Managing the Home Inspection, 3 hours Real Estate Related, Mt Vernon Property Services Inc. **(pending school # 2 – 0211001254)**
Approved for 2 hours.
- 2. 0214023789 Home Inspection 101 for New Agents, 2 hours Real Estate Related, Mt Vernon Property Services Inc. **(pending school # 2 – 0211001254)**

D. Timed Course Outline review for updated Broker Supervision requirements

- 1. 0214020459 Risk Management-What are a Brokers Duties, 4 hours Broker Management, Montague Miller Real Estate Academy
- 2. 0214021727 Broker Supervision from A to Z, 8 hours Broker Management, Long and Foster Institute of Real Estate
- 3. 0214022221 Brokerage Management in VA, 8 hours Broker Management, Class Act Real Estate Education Center
- 4. 0214022509 Broker Supervision: Case Studies & Best Practices, 2 hours Broker Management, Virginia Realtors

D1. New Broker Supervision Courses:

VI. Post License Education Course Applications

A. Previously-approved Post License Education Course Applications, Approved Schools **(Review for Instructor Only – Attachment 2):**

- 1. 0214023654 VA Post Licensing: Ethics & Standards of Conduct (On-line), 3 hours Ethics & Standards of Conduct, Academy of Real Estate **(William B Frost)**

2. 0214023655 VA Post Licensing: Current Industry Issues & Trends (On-line), 2 hours Current Industry Issues & Trends, Academy of Real Estate **(William B Frost)**
3. 0214023656 VA Post Licensing: Contract Writing (On-line), 6 hours Contract Writing, Academy of Real Estate **(William B Frost)**
4. 0214023657 VA Post Licensing: Agency Law (On-line), 3 hours VA Agency Law, Academy of Real Estate **(William B Frost)**
5. 0214023658 VA Post Licensing: Risk Management (On-line), 3 hours Risk Management, Academy of Real Estate **(William B Frost)**
6. 0214023659 VA Post Licensing: Fair Housing (On-line), 2 hours Fair Housing, Academy of Real Estate **(William B Frost)**
7. 0214023660 VA Post Licensing: Escrow Requirements (On-line), 3 hours Escrow Requirements, Academy of Real Estate **(William B Frost)**
8. 0214023755 Real Estate Law & Board Regulations V2.0 (On-line), 6 hours Real Estate Law & Board Regulations, NVRE University **(Azmi Alkurd)**
9. 0214023757 Current industry Issues & Trends (On-line), 2 hours Current industry Issues & Trends, NVRE University **(Azmi Alkurd)**
10. 0214023759 Escrow Requirements (On-line), 3 hours Escrow Requirements, NVRE University **(Azmi Alkurd)**
11. 0214023760 Ethics and Standards of Conduct (On-line), 3 hours Ethics and Standards of Conduct, NVRE University **(Azmi Alkurd)**
12. 0214023761 Risk Management V2.0 (On-line), 3 hours Risk Management, NVRE University **(Azmi Alkurd)**
13. 0214023762 Fair Housing V2.0 (On-line), 2 hours Fair Housing, , NVRE University **(Azmi Alkurd)**
14. 0214023763 VA Agency Law V2.0 (On-line), 3 hours VA Agency Law, NVRE University **(Azmi Alkurd)**
15. 0214023764 Contract Writing (On-line), 6 hours Contract Writing, NVRE University **(Azmi Alkurd)**
16. 0214023818 Virginia Post-Licensing: Contract Writing (On-line), 6 hours Contract Writing, American Institute of Real Estate **(Abraham Halaw)**
17. 0214023820 Virginia Post-Licensing: Virginia Agency Law (On-line), 3 hours Virginia Agency Law, American Institute of Real Estate **(Abraham Halaw)**
18. 0214023821 Virginia Post-Licensing: Risk Management (On-line), 3 hours Risk Management, American Institute of Real Estate **(Abraham Halaw)**
19. 0214023822 Virginia Post-Licensing: Ethics and Standards of Conduct (On-line), 3 hours Ethics, American Institute of Real Estate **(Abraham Halaw)**

- 20. 0214023823 Virginia Post-Licensing: Escrow Requirements (On-line), 3 hours Escrow Requirements, American Institute of Real Estate **(Abraham Halaw)**
- 21. 0214023824 Virginia Post-Licensing: Fair Housing (On-line), 2 hours Fair Housing, American Institute of Real Estate **(Abraham Halaw)**
- 22. 0214023825 Virginia Post-Licensing: Current Industry Issues & Trends (On-line), 2 hours Current Industry Issues & Trends, American Institute of Real Estate **(Abraham Halaw)**

B. Original Post License Education Course Applications,
Approved Schools:

- 1. 0214023548 Escrow Requirement: Deposits and Trust Monies, 3 hours Escrow Requirements, Alpha College of Real Estate **(duplicate CE #4)**
- 2. 0214023550 Financing Basics, 2 hours Real Estate- Related Finance, FAAR **(duplicate CE #5)**
- 3. 0214023552 Investors Class, 2 hours Current Industry Issues & Trends, FAAR **(duplicate CE #6)**
- 4. 0214023554 Credit 101, 2 hours Current Industry Issues and Trends, FAAR **(duplicate CE #7)**
- 5. 0214023558 Basics of Finance, 2 hours Real Estate-Related Finance, Montague Miller Real Estate Academy
- 6. 0214023560 The Basics Of Real Property Valuation For Agents, 2 hours Current Industry Issues and Trends, Virginia Realtors **(duplicate CE #11)**
- 7. 0214023564 CMA vs Appraisals, 2 hours Current Industry Issues & Trends, FAAR
Not approved. Instructor not qualified.
- 8. 0214023570 Art of Selling Foreclosures, 2 hours Current Industry Issues and Trends, RAR **(duplicate CE # 13 & 14)**
- 9. 0214023572 Ready for Renovation, 2 hours Current Industry Issues and Trends, The Southside VA Association of Realtors **(duplicate CE #16)**
- 10. 0214023574 VA Agency Law (On-line), 3 hours VA Agency Law, ASREE
- 11. 0214023575 Escrow Requirements (On-line), 3 hours Escrow Requirements, ASREE
- 12. 0214023576 Fair Housing (On-line), 2 hours Fair Housing, ASREE
- 13. 0214023577 Risk Management (On-line), 3 hours Risk Management, ASREE
- 14. 0214023583 VA Post Licensing: Real Estate Law & Boards Regulations V2.1 (On-line), 6 hours Real Estate Law and Board Regulations, Dearborn Financial Publishing, Inc. d.b.a. REcampus.com

15. 0214023585 Risk Management (Classroom), 3 hours Risk Management, Alpha College of Real Estate **(duplicate CE #20)**
16. 0214023587 Risk Management (On-line), 3 hours Risk Management, Alpha College of Real Estate **(duplicate CE #21)**
17. 0214023589 Fair Housing, 2 hours Fair Housing, Alpha College of Real Estate **(duplicate CE #22)**
18. 0214023591 Code of Ethics, 3 hours Ethics and Standards of Conduct, Piedmont School of Real Estate
19. 0214023594 Senior Real Estate Specialist, 2 hours Current Industry Issues and Trends, FAAR **(duplicate CE #24)**
20. 0214023596 Contract Writing (Classroom), 6 hours Contract Writing, Moseley Flint Schools of Real Estate **(duplicate PLE #21)**
21. 0214023597 Contract Writing (Correspondence), 6 hours Contract Writing, Moseley Flint Schools of Real Estate **(duplicate PLE #20)**
22. 0214023598 Escrow Requirements (Classroom), 3 hours Escrow Requirements, Moseley Flint Schools of Real Estate **(duplicate PLE # 23)**
23. 0214023599 Escrow Requirements (Correspondence), 3 hours Escrow Requirements, Moseley Flint Schools of Real Estate **(duplicate PLE # 22)**
24. 0214023600 Ethics & Standards of Conduct (Classroom), 3 hours Ethics & Standards of Conduct, Moseley Flint Schools of Real Estate **(duplicate PLE #25)**
25. 0214023601 Ethics & Standards of Conduct (Correspondence), 3 hours Ethics & Standards of Conduct, Moseley Flint Schools of Real Estate **(duplicate PLE #24)**
26. 0214023602 Risk Management (Classroom), 3 hours Risk Management, Moseley Flint Schools of Real Estate **(duplicate PLE #27)**
27. 0214023603 Risk Management (Correspondence), 3 hours Risk Management, Moseley Flint Schools of Real Estate **(duplicate PLE #26)**
28. 0214023604 Virginia Agency Law (Classroom), 3 hours VA Agency Law, Moseley Flint Schools of Real Estate **(duplicate PLE #29)**
29. 0214023605 Virginia Agency Law (Correspondence), 3 hours VA Agency Law, Moseley Flint Schools of Real Estate **(duplicate PLE #28)**
30. 0214023606 Virginia Current Industry Issues (Classroom), 2 hours Current Industry Issues and Trends, Moseley Flint Schools of Real Estate **(duplicate PLE #31)**
31. 0214023607 Virginia Current Industry Issues (Correspondence), 2 hours Current Industry Issues and Trends, Moseley Flint Schools of Real Estate **(duplicate PLE #30)**

32. 0214023608 Fair Housing (Classroom), 2 hours Fair Housing, Moseley Flint Schools of Real Estate **(duplicate PLE #33)**
33. 0214023609 Fair Housing (Correspondence), 2 hours Fair Housing, Moseley Flint Schools of Real Estate **(duplicate PLE #32)**
34. 0214023611 Real Estate Law & Board Regulations (Correspondence), 6 hours Real Estate Law and Board Regulations, Moseley Flint Schools of Real Estate **(duplicate PLE #35)**
35. 0214023612 Real Estate Law & Board Regulations (Classroom), 6 hours Real Estate Law and Board Regulations, Moseley Flint Schools of Real Estate **(duplicate PLE #34)**
36. 0214023651 Real Estate Finance (Correspondence), 2 hours Real Estate-Related Finance, Moseley Real Estate Schools, Inc
37. 0214023652 Real Estate Law & Regulations (Correspondence), 6 hours Real Estate Law and Board Regulations, Moseley Real Estate Schools, Inc
38. 0214023663 Hoarding for the Real Estate Agent & Property Manager (On-line), 2 hours Current Industry Issues and Trends, Alpha College of Real Estate **(Please look at page 57 thru 59 for RE relevance) (duplicate CE #42)**
39. 0214023666 Mortgage Financing, 2 hours Real Estate Related Finance, Long and Foster Institute of Real Estate
40. 0214023668 Mock Settlement, 2 hours Current Industry Issues and Trends, Cindy Bishop Worldwide, LLC **(duplicate CE #46)**
41. 0214023669 Contract Writing, 6 hours Contract Writing, FAAR
42. 0214023672 Current Industry Issues & Trends (On-line), 2 hours Current Industry Issues & Trends, Oncourse Learning Real Estate
Not approved. Instructor no qualified.
43. 0214023673 Risk Management (On-line), 3 hours Risk Management, Oncourse Learning Real Estate
Not approved. Instructor no qualified.
44. 0214023674 Agency Law (On-line), 3 hours VA Agency Law, Oncourse Learning Real Estate
Not approved. Instructor no qualified.
45. 0214023675 Contract Writing (On-line), 6 hours Contract Writing, Oncourse Learning Real Estate
Not approved. Instructor no qualified.
46. 0214023676 Escrow Requirements (On-line), 3 hours Escrow Requirements, Oncourse Learning Real Estate
Not approved. Instructor no qualified.

47. 0214023679 Strategies in a Multiple Offer Market, 2 hours
Current Industry Issues & Trends, Long and Foster
Institute of Real Estate **(duplicate CE #49)**
48. 0214023680 Real Estate Law & Regulations, 6 hours Real Estate
Law and Board Regulations, FAAR
49. 0214023681 Advertising Regulations, 2 hours Current Industry
Issues and Trends, FAAR
50. 0214023682 Residential Agency in Virginia, 3 hours VA Agency
Law, FAAR
51. 0214023686 Risk Management, 3 hours Risk Management,
FAAR **(duplicate CE #52)**
52. 0214023688 Ethics Training for Today's Real Estate Agent (On-
line), 3 hours Ethics and Standards of Conduct,
ASREE
53. 0214023689 Current Industry Issues & Trends (On-line), 2 hours
Current Industry Issues & Trends, ASREE
54. 0214023690 Real Estate Finance (On-line), 2 hours Real Estate-
Related Finance, ASREE
55. 0214023693 The Code of Ethics: Our Promise of Professionalism,
3 hours Ethics and Standards of Conduct, DAAR
(duplicate CE #55)
56. 0214023694 Real Estate Loan Process & Finance Options, 2
hours Real Estate-Related Finance, DAAR
(duplicate CE #56)
57. 0214023696 Contract Writing, 6 hours Contract Writing, WAAR
58. 0214023707 Conquering Contracts, 6 hours Contract Writing,
NVAR **(duplicate CE #66)**
59. 0214023708 VA Agency Law, 3 hours VA Agency Law, NVAR
60. 0214023709 Ethics: Know the Code, 3 hours Ethics & Standards
of Conduct, NVAR
61. 0214023710 Fair Housing Laws & the Real Estate Professional, 2
hours Fair Housing, NVAR
62. 0214023711 Current Industry Issues & Trends, 2 hours Current
Industry Issues & Trends, NVAR
63. 0214023712 Risk Management, 3 hours Risk Management,
NVAR
64. 0214023713 Real Estate Law & Board Regulations w/ Flood
Content, 6 hours Real Estate Law & Board
Regulations, NVAR
65. 0214023718 Virginia Agency Law, 3 hours VA Agency Law,
William E. Wood & Assoc. Real Estate Academy
66. 0214023723 Real Estate Loan Financing 101, 2 hours Real
Estate-Related Finance, RAR **(duplicate CE #73)**
67. 0214023726 Advanced Title Insurance Issues, 2 hours Current
Industry Issues & Trends, MBH Settlement Group,
LC **(duplicate CE #75)**
68. 0214023729 Contracts with Escalators, 6 hours Contract Writing,
MBH Settlement Group, LC **(duplicate CE # 77)**

Four of the instructors listed in the application were not approved to teach this course. Only approved for 2 hours.

69. 0214023731 Escrow Requirements, 3 hours Escrow Requirements, MBH Settlement Group, LC **(duplicate CE # 78)**
70. 0214023733 Foreclosures, REO's and Short Sales-A Primer, 2 hours Current Industry Issues & Trends, MBH Settlement Group, LC **(duplicate CE # 79)**
71. 0214023735 Lien on Me, 2 hours Current Industry Issues & Trends, MBH Settlement Group, LC **(duplicate CE # 80)**
72. 0214023738 The Power of Exchange 1031s, 2 hours Current Industry Issues & Trends, MBH Settlement Group, LC **(duplicate CE # 81)**
- Four of the instructors listed in the application were not approved to teach this course.**
73. 0214023740 Death, Divorce & Bankruptcy, 2 hours Current Industry Issues and Trends, MBH Settlement Group, LC **(duplicate CE # 82)**
- Four of the instructors listed in the application were not approved to teach this course.**
74. 0214023742 Legal Updates and Emerging Trends with Flood Content, 2 hours Current Industry Issues & Trends, MBH Settlement Group, LC **(duplicate CE #83)**
- Four of the instructors listed in the application were not approved to teach this course.**
75. 0214023744 Agency Demystified, 3 hours Virginia Agency Law, MBH Settlement Group, LC **(duplicate CE #84)**
- Four of the instructors listed in the application were not approved to teach this course.**
76. 0214023783 VA Real Estate Law (with flood content), 6 hours Real Estate Law and Board Regulations, Long and Foster Institute of Real Estate **(duplicate CE #93)**
- Four of the instructors listed in the application were not approved to teach this course.**
77. 0214023784 Know Before You Owe: The New Industry Forms, 2 hours Current Industry Issues and Trends, The RGS Title RE Academy
78. 0214023785 Virginia Fair Housing Law Update, 2 hours Fair Housing, FutureLaw II, LLC **(duplicate CE # 95 & 96)**
79. 0214023786 Residential Finance, 2 hours Real Estate-Related Finance, MAI Institute
80. 0214023806 Full House: Hoarding, 2 hours Current Industry Issues & Trends, Virginia Realtors **(duplicate CE #105) (is resume sufficient, is there enough course material)**

- 81. 0214023810 Helping Low Income Home Buyers Become Home Owners 2 hours Current Industry Issues & Trends, Central Virginia School of Real Estate **(duplicate CE #106)**
- 82. 0214023811 Tenant Representation in Commercial Lease Negotiation, 2 hours Current Industry Issues & Trends, Central Virginia School of Real Estate
- 83. 0214023815 VA Agency Law, 3 hours VA Agency Law, Central Virginia School of Real Estate **(duplicate CE #107)**

C. Original Post Licensing Education Course Application, Pending School application:

D. Timed Course Outline review for updated Real Estate Related – Finance:

- 1. 0214023831 Loan Underwriting Demystified, 2 hours Real Estate Related – Finance , RAR

VII. Pre-License Education Instructors

- 1. 0230001582 Steven Michael Johnson – Experience and Professional Designation (Principles, Appraisal, Finance, Brokerage, And Law)
- 2. 0230001555 Kenneth Raymond Thurman – waiver (Principles)
- 3. 0230001584 Austin Highfill – Education and Experience (Principles, Appraisal, Finance, Brokerage, and Law)
- 4. 0230001588 Janet Diane Allen, Education and Experience (Principles, Appraisal, Finance, Brokerage, and Law)
- 5. 0230001587 Amber McCulloch – Experience and Professional Designation (Principles, Appraisal, Finance, Brokerage, and Law)
- 6. 0230001586 William Hoen – waiver (Principles)
- 7. 0230001585 Kelly DeLucia - waiver (Principles)
Not approved. Not enough experience.
- 8. 0230001583 Kimberly Neaveill-Chamberlain - Experience and Professional Designation (Principles, Appraisal, Finance, Brokerage, and Law)
- 9. 0230001560 Kevin Burke – waiver (Principles, Appraisal, Finance, Brokerage, and Law)
- 10. 0230001546 Cynthia Cutlip - Experience and Professional Designation (Principles, Appraisal, Finance, Brokerage, and Law)
- 11. 0230001580 Tasha Nelson - Experience and Professional Designation (Principles, Appraisal, Finance, Brokerage, and Law)

VIII. Pre-License Education Courses

1. 0214023615 45-hours Broker Other Real Estate Related, Broker Business and Investment (Classroom), Moseley Flint Schools of Real Estate
2. 0214023616 45-hours Broker Other Real Estate Related, Broker Business and Investment (Correspondence), Moseley Flint Schools of Real Estate
3. 0214023617 60-hours Salesperson Principles and Practices of Real Estate (Classroom), Moseley Flint Schools of Real Estate
4. 0214023618 60-hours Salesperson Principles and Practices of Real Estate (Correspondence), Moseley Flint Schools of Real Estate
5. 0214023619 45-hours Broker Real Estate Brokerage (Classroom), Moseley Flint Schools of Real Estate
6. 0214023620 45-hours Broker Real Estate Brokerage (Correspondence), Moseley Flint Schools of Real Estate
7. 0214023621 45- hours Broker Real Estate Finance (Classroom), Moseley Flint Schools of Real Estate
8. 0214023622 45- hours Broker Real Estate Finance (Correspondence), Moseley Flint Schools of Real Estate
9. 0214023623 45- hours Broker Real Estate Law (Correspondence), Moseley Flint Schools of Real Estate
10. 0214023624 45- hours Broker Real Estate Law (Classroom), Moseley Flint Schools of Real Estate
11. 0214023634 60-hours Salesperson Principles and Practices of Real Estate (Classroom), Churchland Academy of Real Estate
12. 0214023635 45-hours Broker Other Real Estate Related, Real Estate Investment (Classroom), Moseley-Dickinson Academy of Real Estate
13. 0214023636 60-hours Salesperson Principles and Practices of Real Estate (Classroom), Michael J. Bond
14. 0214023765 60-hours Salesperson Principles and Practices of Real Estate (Virtual Classroom), Long and Foster Institute of Real Estate
15. 0214023774 45-hours Broker Real Estate Appraisal (Classroom), Advanced School of Real Estate
16. 0214023775 45-hours Broker Real Estate Finance (Classroom), Advanced School of Real Estate
17. 0214023796 45-hours Broker Real Estate Appraisal (Classroom), NVAR
18. 0214023800 45-hours Broker Real Estate Law (Virtual Classroom), Advanced School of Real Estate
19. 0214023802 45-hours Broker Real Estate Brokerage (Virtual Classroom), Advanced School of Real Estate
20. 0214023803 60-hours Salesperson Principles and Practices of Real Estate (Online), First Look Realty Inc.
21. 0214023805 60-hours Salesperson Principles and Practices of Real

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|-----|------------|--|
| 22. | 0214023807 | Estate (Classroom), reFocus Real Estate School LLC
60-hours Salesperson Principles and Practices of Real Estate (Virtual Classroom), reFocus Real Estate School LLC |
| 23. | 0214023809 | 60-hours Salesperson Principles and Practices of Real Estate (Correspondence), reFocus Real Estate School LLC |
| 24. | 0214023812 | 45-hours Broker Real Estate Finance (Classroom), reFocus Real Estate School LLC |
| 25. | 0214023814 | 45-hours Broker Real Estate Finance (Virtual Classroom), reFocus Real Estate School LLC |
| 26. | 0214023816 | 45-hours Broker Real Estate Finance (Correspondence), reFocus Real Estate School LLC |
| 27. | 0214023817 | 45-hours Broker Real Estate Brokerage (Correspondence), RAR |
| 28. | 0214023826 | 60-hours Salesperson Principles and Practices of Real Estate (Correspondence), Moseley-Dickinson Academy of Real Estate |

IX. Additional Continuing/Post License Education Instructors

1. **Priscilla Kilgore**
0214022619 - The Staging to Sell What Every Agent Should Know,
Real Estate Staging Association Inc.
2. **Jay Lynham**
0214022847- Commercial Inspections 101 for Real Estate Professionals
0214021051 - Understanding Older Homes
0214021050 - Home Inspection 101 for Real Estate Professionals
National Property Inspections Inc
3. **Molly Armstrong-Paschal**
0214018701 - VA Agency Law
0214020889 - Basic Real Estate Finance
0214019019 - Business Management In Re Office
0214018739 - Contract Writing
0214018703 - Current Industry Issues and Trends
0214018736 - Escrow Requirements
0214018696 - Ethics and Standards of Conduct
0214018762 - Ethics and Standards of Conduct
0214018698 - Fair Housing
0214020952 - Mandatory Topics
0214020887 - Methods of Residential Finance
0214019131 - Prequalifying Your Buyer in Today's Market
0214020886 - Pricing Property to Sell
0214019031 - Principles and Practices of Real Estate
0214019165 - Real Estate Appraisal
0214019449 - Real Estate Finance
0214020953 - Real Estate Law and Regulations
0214018700 - Risk Management
0214020885 - Tax Advantages of Home Ownership
0214020884 - Tax Free Exchanges

ONCOURSE LEARNING REAL ESTATE

Not approved. Not enough experience.

4. **Lynn Grimsley**

0214019086/ 0214019087/ 0214018465 - Virginia Escrow Requirements
0214019142/0214019141/0214019158 - Risk Management for Real Estate

WAAR

5. **Jessica Toone**

0214022972 - 2018 New Laws

021402138/021402139 - Advertising

0214021715/0214021716 - Advertising for Property Managers

0214023372/0214023373/0214021725 - Advertising for Property Managers

0214020560 - Advertising: Promoting Your Business the Right Way

0214023410/0214023411- Agency for Property Managers/Leasing Agents

0214021593/0214021594 - Agency: A Complicated Relationship

0214021825/0214021826 - Agency: A Complicated Relationship

0214020561/0214020595 - Broker Pitfalls and Resources

0214022509/0214022425 - Broker Supervision Case Studies and Best Practices

0214022423/0214022424 - Broker Supervision Requirements and Best Practices

0214021595/0214021596/23374 - Broker Supervision Requirements and Best Practices

0214020562/0214020563 - Commissions: Being Paid the Right Way

0214020576/0214020577 - Common Legal Hotline Q and A

0214020579/0214020578/0214020587 - Common Legal Hotline Q and A

0214023023/0214023025 - Common Legal Hotline Q and A for Property Managers

0214021562 - Critical Contract Issues

0214021563/0214021567 - Critical Contract Issues

0214020590/0214020596/0214021136 - Dilemmas Facing Real Estate Licensees

0214020565/0214020591 - Disclosure Shall Set You Free

0214020594/0214020589 - Earnest Money Deposits: Navigating Dangerous Waters

0214021467 - Good Intentions But Risky Results

0214020566/0214020582 - Good Intentions But Risky Results

0214023439 - Introduction to Teams and Business Entities

0214020568/0214020569/0214020584 - New Real Estate Board Regulations

0214021134/0214021135 - New Real Estate Board Regulations: Advertising

0214023315/0214023316 - Property Management Forms for Beginners

0214022568 - Property Management Forms: Tips, Tricks, and Loopholes

0214022566/0214022567 - Property Management Broker Office Policy Manual

0214023374 - Property Management Broker Supervision: Case Studies and Best Practices

0214020593/0214020597/0214020585 - Real Estate Laws You Need to Know!

0214021938/19778 - Scams: If It Sounds Too Good To Be True...

0214020571/0214020572 - Sneaky Regs – Little Known but Important Real Estate Board Regulations!

0214023375/ 0214023376 - VR Property Management Forms Update 2018

0214019779/0214019780 - VAR's Purchase Contract: The Ins & Outs
0214020570/0214020592 - VAR's Suggested Office Policy Manual

Virginia REALTORS®

Not approved. Not enough experience.

6. **Kevin Hull**

0214019289 – Renovation Lending

0214020146 – Appraisals Policies & Practices

Long and Foster Institute of Real Estate

7. **Shannon Minarik**

0214018647 - 203(K) Education for Renovation

Not approved.

0214020031/0214020039 - 2015 Residential Sales Contract (VA) Addenda

0214019089/0214019097 - A Mock Settlement

0214020797/0214020826 - Advanced Title Insurance Issues

0214017988- Agency Demystified

0214022898/0214022902 - Bankruptcy and Foreclosure

0214018663 - Clearing Title to A Commission Check

0214020035/0214020042 - Compulsory 2015 Contract Crash Course

0214019851 - Congratulations You Got The Listing!

0214020803/0214020824 - Contracts with Escalators

0214020798/0214020827 - Death, Divorce and Bankruptcy

0214020278 - Earnest Money Deposits

0214022897/0214022901 - Effective Real Estate Contracts

0214018768/0214018727 – Escrow Requirements

0214022894/0214022900 - Ethics for Real Estate Agents

0214020801 - Excellence in Profession

0214019466/0214019488 - Fair Housing

0214018684/0214018665 - Foreclosures, REOS and Short Sales-A Primer

0214021195/0214021209 – General Escrow

0214019829/0214019838 - HOA Restrictive Covenants & the VA Property Owners Association Act (2015 Contract)

0214020802 - Legal Updates and Emerging Trends with Flood Content

0214018965/0214018901 - Let's Inspect This A Little More Closely

0214018606/0214019094 - Lien on Me

0214020822 - Living the Dream-Simple Steps to Avoiding Problem Settlements

0214022896 - Practical Guide to FIRPTA and Foreign Sellers

0214018651 - Property Condition Disclosures in Sale Transactions

0214019679/0214019669 - Real Estate Disclosure Law in VA

0214020120/0214020137 - Real Estate Fraud

0214021199/0214021208 - Real Estate Law

0214018512/0214020034 - Risk Management

0214018766 - Ten Helpful Legal Cases

0214020116/0214020136 - The 2015 Loan Estimate and Closing

0214019815/0214019836 - The New 2015 Residential Sales Contract

0214018620/0214018640 - The Power of Exchange: 1031s

0214020040 - Title Insurance and Surveys

0214020622 - To Survey or Not To Survey

0214018653 - Transactional Red Flags-Authority to Sell

0214020805 - Transactional Involving FHA and VA Financing
 0214020648/0214020649 - TRID-ICULOUS (TILA-RESPA INTEGRATED DISCLOSURE)
 0214022912/0214022904 - Unconventional Transactions
 0214022053 - Understanding Agent Duties and Disclosure
 0214022049/0214022050 - Understanding Environmental Issues Which Impact Real Estate
 0214022047/0214022048 - Understanding the Loan Assumptions
 0214022899/0214022903 - Understanding the Conventional, FHA and VA Financing Addenda
 0214022895 - Understanding the Private Well and/or Septic Contingency Addendum
 0214020627/0214020629 - Understanding the Residential Sales Contract
 0214022045/0214022046 - Understanding the Sales Contract for Unimproved Land
 0214022051/0214022052 - Understanding Title Insurance and Surveys
 0214021199/0214021208 – VA Real Estate Law and Board Regulations
 0214020650 – Real Estate Law with Flood Content
 0214017614 - Why Didn't My Short Sale Close

MBH Settlement Group, L.C.

8. **Jennifer Ploutis**

0214023017/0214022284 - TITLE INSURANCE
 0214022283/0214022284 - TITLE ISSUE...NOW WHAT
 0214021865/0214021866/0214021867 - RISKY CLOSING CHOICES

Elizabeth Saman

0214023017/0214022284 - TITLE INSURANCE
 0214022283/0214022284 - TITLE ISSUE...NOW WHAT
 0214021865/0214021866/0214021867 - RISKY CLOSING CHOICES

Cindy Bishop Worldwide, LLC

9. **Jennifer Comer**

0214020482/0214020484 - CONTRACT WRITING BOOT CAMP
 0214020490 - ESSENTIALS COMPONENTS OF THE LISTING & PURCHASE AGREEMENTS

RAR

10. **Donna Procise**

0214019970/0214019977 - Professional Standards Seminar: Code Enforcement Done Right

Donna V. Austin

0214019970/0214019977 - Professional Standards Seminar: Code Enforcement Done Right

David Hamil

0214019970/0214019977 - Professional Standards Seminar: Code Enforcement Done Right

Libby Gatewood

0214019970/0214019977 - Professional Standards Seminar: Code Enforcement Done Right

Dave Snipes

0214019970/0214019977 - Professional Standards Seminar: Code Enforcement Done Right

Gary Duda

0214019970/0214019977 - Professional Standards Seminar: Code Enforcement Done Right

Susan Swink

0214019970/0214019977 - Professional Standards Seminar: Code Enforcement Done Right

RAR

11. **Janice Palleria (The applicant was ONLY approved to each the courses WITHOUT the strike-through)**

~~0214018647 - 203(K) Education for Renovation~~

~~0214020031/0214020039 - 2015 Residential Sales Contract (VA) Addenda~~

~~0214023465/0214023465 - 2018, A Year Review~~

~~0214019089/0214019097 - A Mock Settlement~~

0214020797/0214020826 - Advanced Title Insurance Issues

~~0214017988 - Agency Demystified~~

~~0214022898/0214022902 - Bankruptcy and Foreclosure~~

0214018663 - Clearing Title to A Commission Check

~~0214020035/0214020042 - Compulsory 2015 Contract Crash course~~

~~0214019851 - Congratulations You Got The Listing!~~

~~0214020803/0214020824 - Contracts with Escalators~~

~~0214020798/0214020827 - Death, Divorce and Bankruptcy~~

~~0214020278 - Earnest Money Deposits~~

~~0214022897/0214022901 - Effective Real Estate Contracts~~

~~0214018768/0214018727 - Escrow Requirements~~

~~0214022894/0214022900 - Ethics for Real Estate Agents~~

~~0214020801 - Excellence in Profession~~

~~0214019466/0214019488 - Fair Housing~~

~~0214018684/0214018665 - Foreclosures, REOS and Short Sales - A Primer~~

~~0214021195/0214021209 - General Escrow~~

~~0214019829/0214019838 - HOA Restrictive Covenants & the VA Property Owners Association Act (2015 Contract)~~

~~0214020802 - Legal Updates and Emerging Trends with Flood Content~~

~~0214018965/0214018901 - Let's Inspect This A Little More - Closely~~

0214018606/0214019094 - Lien on Me

0214020822 - Living the Dream-Simple Steps to Avoiding Problem Settlements

0214022896 - Practical Guide to FIRPTA and Foreign Sellers

~~0214018651 - Property Condition Disclosures in Sale Transactions~~

~~0214019679/0214019669 - Real Estate Disclosure Law in VA~~

~~0214020120/0214020137 - Real Estate Fraud~~

~~0214021199/0214021208 - Real Estate Law~~

~~0214018512/0214020034 - Risk Management~~

~~0214018766 - Ten Helpful Legal Cases~~

~~0214020116/0214020136 - The 2015 Loan Estimate and Closing~~

~~0214019815/0214019836 - The New 2015 Residential Sales Contract~~

~~0214018620/0214018640 - The Power of Exchange: 1031s~~

0214020040 - Title Insurance and Surveys

~~0214020622 - To Survey or Not To Survey~~

~~0214018653 - Transactional Red Flags - Authority to Sell~~

~~0214020805 - Transactional Involving FHA and VA Financing~~

- ~~0214020648/0214020649 - TRID-ICULOUS (TILA-RESPA INTEGRATED DISCLOSURE~~
- ~~0214022912/0214022904 - Unconventional Transactions~~
- ~~0214022053 - Understanding Agent Duties and Disclosure~~
- ~~0214022049/0214022050 - Understanding Environmental Issues Which Impact Real Estate~~
- ~~0214022047/0214022048 - Understanding the Loan Assumptions~~
- ~~0214022899/0214022903 - Understanding the Conventional, FHA and VA Financing Addenda~~
- ~~0214022895 - Understanding the Private Well and/or Septic Contingency Addendum~~
- ~~0214020627/0214020629 - Understanding the Residential Sales Contract~~
- ~~0214022045/0214022046 - Understanding the Sales Contract for Unimproved Land~~
- ~~0214022051/0214022052 - Understanding Title Insurance and Surveys~~
- ~~0214021199/0214021208 - VA Real Estate Law and Board Regulations~~
- ~~0214020650 - Real Estate Law with Flood Content~~
- ~~0214017614 - Why Didn't My Short Sale Close~~

MBH Settlement Group, L.C.

12. Deborah Goguen-Ellis (The applicant was ONLY approved to each the courses WITHOUT the strike-through)

- ~~0214018647 - 203(K) Education for Renovation~~
- ~~0214020031/0214020039 - 2015 Residential Sales Contract (VA) Addenda~~
- ~~0214023465/0214023465 - 2018, A Year Review~~
- ~~0214019089/0214019097 - A Mock Settlement~~
- ~~0214020797/0214020826 - Advanced Title Insurance Issues~~
- ~~0214017988 - Agency Demystified~~
- ~~0214022898/0214022902 - Bankruptcy and Foreclosure~~
- ~~0214018663 - Clearing Title to A Commission Check~~
- ~~0214020035/0214020042 - Compulsory 2015 Contract Crash course~~
- ~~0214019851 - Congratulations You Got The Listing!~~
- ~~0214020803/0214020824 - Contracts with Escalators~~
- ~~0214020798/0214020827 - Death, Divorce and Bankruptcy~~
- ~~0214020278 - Earnest Money Deposits~~
- ~~0214022897/0214022901 - Effective Real Estate Contracts~~
- ~~0214018768/0214018727 - Escrow Requirements~~
- ~~0214022894/0214022900 - Ethics for Real Estate Agents~~
- ~~0214020801 - Excellence in Profession~~
- ~~0214019466/0214019488 - Fair Housing~~
- ~~0214018684/0214018665 - Foreclosures, REOS and Short Sales A Primer~~
- ~~0214021195/0214021209 - General Escrow~~
- ~~0214019829/0214019838 - HOA Restrictive Covenants & the VA Property Owners Association Act (2015 Contract)~~
- ~~0214020802 - Legal Updates and Emerging Trends with Flood Content~~
- ~~0214018965/0214018901 - Let's Inspect This A Little More Closely~~
- ~~0214018606/0214019094 - Lien on Me~~
- ~~0214020822 - Living the Dream-Simple Steps to Avoiding Problem Settlements~~
- ~~0214022896 - Practical Guide to FIRPTA and Foreign Sellers~~
- ~~0214018651 - Property Condition Disclosures in Sale Transactions~~

- ~~0214019679/0214019669 - Real Estate Disclosure Law in VA~~
- ~~0214020120/0214020137 - Real Estate Fraud~~
- ~~0214021199/0214021208 - Real Estate Law~~
- ~~0214018512/0214020034 - Risk Management~~
- ~~0214018766 - Ten Helpful Legal Cases~~
- ~~0214020116/0214020136 - The 2015 Loan Estimate and Closing~~
- ~~0214019815/0214019836 - The New 2015 Residential Sales Contract~~
- ~~0214018620/0214018640 - The Power of Exchange: 1031s~~
- ~~0214020040 - Title Insurance and Surveys~~
- ~~0214020622 - To Survey or Not To Survey~~
- ~~0214018653 - Transactional Red Flags-Authority to Sell~~
- ~~0214020805 - Transactional Involving FHA and VA Financing~~
- ~~0214020648/0214020649 - TRID ICULOUS (TILA-RESPA INTEGRATED DISCLOSURE~~
- ~~0214022912/0214022904 - Unconventional Transactions~~
- ~~0214022053 - Understanding Agent Duties and Disclosure~~
- ~~0214022049/0214022050 - Understanding Environmental Issues Which Impact Real Estate~~
- ~~0214022047/0214022048 - Understanding the Loan Assumptions~~
- ~~0214022899/0214022903 - Understanding the Conventional, FHA and VA Financing Addenda~~
- ~~0214022895 - Understanding the Private Well and/or Septic Contingency Addendum~~
- ~~0214020627/0214020629 - Understanding the Residential Sales Contract~~
- ~~0214022045/0214022046 - Understanding the Sales Contract for Unimproved Land~~
- ~~0214022051/0214022052 - Understanding Title Insurance and Surveys~~
- ~~0214021199/0214021208 - VA Real Estate Law and Board Regulations~~
- ~~0214020650 - Real Estate Law with Flood Content~~
- ~~0214017614 - Why Didn't My Short Sale Close~~

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13. **Phillip Blake**

214022894/0214022900 - Ethics For Real Estate Agents: Current Issues & Trends

Not approved.

David Field

214022894/0214022900 - Ethics For Real Estate Agents: Current Issues & Trends

Adam Engel

214022894/0214022900 - Ethics For Real Estate Agents: Current Issues & Trends

D Scott Lee

214022894/0214022900 - Ethics For Real Estate Agents: Current Issues & Trends

Jennifer Lee

214022894/0214022900 - Ethics For Real Estate Agents: Current Issues & Trends

Todd Mitchell

214022894/0214022900 - Ethics For Real Estate Agents: Current Issues & Trends

Maureen Ruthman

214022894/0214022900 - Ethics For Real Estate Agents: Current Issues & Trends

Kathy Tate

214022894/0214022900 - Ethics For Real Estate Agents: Current Issues & Trends

Not approved.

Wing Tsang

214022894/0214022900 - Ethics For Real Estate Agents: Current Issues & Trends

Not approved.

Dan Withers

214022894/0214022900 - Ethics For Real Estate Agents: Current Issues & Trends

Janna Wolff

214022894/0214022900 - Ethics For Real Estate Agents: Current Issues & Trends

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14. **Wing Tsang (The applicant was ONLY approved to each the courses WITHOUT the strike-through)**

- ~~0214018647 - 203(K) Education for Renovation~~
- ~~0214020031/0214020039 - 2015 Residential Sales Contract (VA) Addenda~~
- ~~0214023465/0214023465 - 2018, A Year Review~~
- ~~0214017988 - Agency Demystified~~
- ~~0214022898/0214022902 - Bankruptcy and Foreclosure~~
- ~~0214020035/0214020042 - Compulsory 2015 Contract Crash course~~
- ~~0214020803/0214020824 - Contracts with Escalators~~
- ~~0214020798/0214020827 - Death, Divorce and Bankruptcy~~
- ~~0214022897/0214022901 - Effective Real Estate Contracts~~
- ~~0214018768/0214018727 - Escrow Requirements~~
- ~~0214022894/0214022900 - Ethics for Real Estate Agents~~
- ~~0214019466/0214019488 - Fair Housing~~
- ~~0214018684/0214018665 - Foreclosures, REOS and Short Sales-A Primer~~
- ~~0214021195/0214021209 - General Escrow~~
- ~~0214019829/0214019838 - HOA Restrictive Covenants & the VA Property Owners Association Act (2015 Contract)~~
- ~~0214020802 - Legal Updates and Emerging Trends with Flood Content~~
- ~~0214018965/0214018901 - Let's Inspect This A Little More - Closely~~
- ~~0214018651 - Property Condition Disclosures in Sale Transactions~~
- ~~0214019679/0214019669 - Real Estate Disclosure Law in VA~~
- ~~0214020120/0214020137 - Real Estate Fraud~~
- ~~0214021199/0214021208 - Real Estate Law~~
- ~~0214018512/0214020034 - Risk Management~~
- ~~0214018766 - Ten Helpful Legal Cases~~
- ~~0214020116/0214020136 - The 2015 Loan Estimate and Closing~~
- ~~0214019815/0214019836 - The New 2015 Residential Sales Contract~~

- ~~0214018620/0214018640 - The Power of Exchange: 1031s~~
- ~~0214020622 - To Survey or Not To Survey~~
- ~~0214018653 - Transactional Red Flags-Authority to Sell~~
- ~~0214020805 - Transactional Involving FHA and VA Financing~~
- ~~0214022912/0214022904 - Unconventional Transactions~~
- ~~0214022053 - Understanding Agent Duties and Disclosure~~
- ~~0214022049/0214022050 - Understanding Environmental Issues Which~~
- ~~Impact Real Estate~~
- ~~0214022047/0214022048 - Understanding the Loan Assumptions~~
- ~~0214022899/0214022903 - Understanding the Conventional, FHA and VA~~
- ~~Financing Addenda~~
- ~~0214022895 - Understanding the Private Well and/or Septic Contingency~~
- ~~Addendum~~
- ~~0214020627/0214020629 - Understanding the Residential Sales Contract~~
- ~~0214022045/0214022046 - Understanding the Sales Contract for Unimproved~~
- ~~Land~~
- ~~0214022051/0214022052 - Understanding Title Insurance and Surveys~~
- ~~0214021199/0214021208 - VA Real Estate Law and Board Regulations~~
- ~~0214017614 - Why Didn't My Short Sale Close~~

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15. **Dainan Gibson**

- 0214019765/0214019767/0214019768 - Understanding Hoarding & Biohazard Cleanup For Re Agents and Property Managers
- 0214021020 - The Mold Issue for Real Estate Licensees and Property Management
- 0214021021 - Property or Business Interruption Plans
- 0214021022 - Understanding the Lead Base Paint Rules
- 0214021063/0214021066 - Water Damage Restoration For Real Estate Licensees & Property Managers

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16. **Jon William Brodegard**

- 0214023027 - Describing Real Property
- 0214019135 - Foreclosures in VA.
- 0214019148 - Judgments & Liens
- 0214019842 - Who Owns It? Title & Ownership of Real Estate in Virginia
- 0214019841 - Title Insurance Basics – Claims
- 0214019843 - The Effect of Divorce and Bankruptcy
- 0214019844 - VAR Residential Purchase Contract: Part 1
- 0214019845 - VAR Residential Purchase Contract: Part 2 & 3
- 0214018124 - 10 Things Every Loan Officer Wished Ever Realtor Would Know
- 0214019149 - CFPB Combined Disclosures
- 0214019150 - ALTA's Best Practices
- 0214019146 - 1031 EXCHANGES
- 0214020242 - Title Insurance – Virginia History & Owner's Coverage
- 0214020251 - Virginia Real Estate Agents and the 2015 CFPB Rules
- 0214021088 - The Importance of House Location Surveys

Old Republic National Title Insurance Company

There was no new business.

The meeting adjourned at 4:58 p.m.