

VIRGINIA REAL ESTATE BOARD

EDUCATION COMMITTEE MEETING MINUTES

September 5, 2012 Meeting

The Real Estate Board Education Committee met on Wednesday, September 5, 2012, at the Department of Professional & Occupational Regulation in Richmond.

Committee Members present: Joseph Funkhouser, II, Chair
Sandra Ferebee
Lynn Grimsley
Steve Hoover

Board Member present: Cliff Wells

Staff Members present: Kevin Hoeft, Education Administrator
Jeff Williams, Board Administrator

The meeting was called to order at 3:10 p.m.

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

The following actions were taken:

A. Three Proprietary School applications were considered and approved:

1. Realty Exchange Corporation, Gainesville, VA
Contact Person: William V. Horan
2. Allegiance Realty Partners, LLC, dba RE/MAX
Allegiance, Fairfax, VA
Contact Person: Melisa Chavez
3. Jams-01, Inc., dba Home Savings & Trust Mortgage
Fairfax, VA
Contact Person: Patrick Cunningham

B. One hundred and sixteen continuing education course applications were reviewed; of these courses,

Four previously-approved Continuing Education course applications offered by an approved school were approved:

1. 64810 Know the Code: Real Estate Ethics (Online),
4 hours Ethics & Standards of Conduct,
New Millennium University

2. *64930 Transaction Red Flags, 1 hour Real Estate Related, Alltech Title Group, Inc.
3. 64997 Know the Code: Real Estate Ethics (On-line), 4 hours Ethics and Standards of Conduct, Act Web Real Estate School, Inc.
4. 64998 VA 8-Hr Mandatory Topics CE V2.0 (Online), 2 hours Fair Housing, 3 hours Ethics and Standards of Conduct, 1 hour Legal Updates, 1 hour Real Estate Agency, and 1 hour Real Estate Contracts, Act Web Real Estate School, Inc.

One hundred and nine original applications for continuing education courses offered by approved schools were considered. Ninety-five of these course applications were approved. Six applications were approved with reduced hours. One course application was approved pending receipt and review of course materials. Two course applications were approved pending correction of minor errors. Three course applications were denied as the course content is not relevant to the performance of the duties of a real estate salesperson or real estate broker. One course application was denied due to erroneous content. One course application was withdrawn by a school.

1. *64743 Buyer, You're Mine, 2 hours Real Estate Agency, VAR
2. *64767 The Basics of Using LinkedIn for Real Estate, 1 hour Real Estate Related, Peninsula Real Estate School **(Reduced hours)**
3. *64769 Facebook for Realtors, 1 hour Real Estate Related, Peninsula Real Estate School **(Reduced hours)**
4. *64771 Video Internet Marketing, 2 hours Real Estate Related, VAR
5. *64773 Getting Found Online, 1 hour Real Estate Related, Peninsula Real Estate School **(Reduced hours)**
6. *64775 2012 VRLTA Update and Current Legislative Issues, 3 hours Legal Updates, VAR
7. 64777 Generation Buy (On-line), 6 hours Real Estate Related, The CE Shop, Inc.
8. 64787 Green 100: Real Estate for a Sustainable Future (On-line), 4 hours Real Estate Related, The CE Shop, Inc. **(Reduced hours)**

9. 64788 Green 200: The Science of Green Building (On-line), 4 hours Real Estate Related, The CE Shop, Inc. **(Reduced hours)**
10. 64789 Green 300: Greening Your Real Estate Business (On-line), 4 hours Real Estate Related, The CE Shop, Inc. **(Reduced hours)**
11. *64800 Legal Update 2012, 1 hour Legal Updates, WAAR
12. 64802 Legal Update 2012, 1 hour Broker Management, WAAR
13. *64803 CRS 201: Listing Strategies for the Residential Specialist, 8 hours Real Estate Related, Council of Residential Specialists
14. *64805 22nd Annual Real Estate Trends Conference, 4 hours Real Estate Related, VCU **(Need Course Materials)**
15. *64807 FHA 203K Rehab Financing Workshop, 1 hour Real Estate Related, VAR
16. 64809 Risk Reduction Strategies for Property Management Brokers, 1 hour Legal Updates, 1 hour Real Estate Related, VAR
17. *64848 VRLTA, 4 hours Real Estate Contracts, 4 hours Real Estate Related, Banks Property Management
18. *64851 Everyday Financial Management, 2 hours Real Estate Related, VAR
19. 64853 Everyday Financial Management, 2 hours Broker Management, VAR
20. *64855 Regulated Materials for Real Estate Professionals, 3 hours Real Estate Related, Blue Ridge Real Estate School
21. 64857 Creating a Brokerage Relationship between You & Client, 3 hours Broker Management, RAR
22. *64858 Creating a Brokerage Relationship between You & Client, 1 hour Legal Updates, and 2 hours Real Estate Contracts, RAR
23. *64860 Smartphones-Real Estate Apps that Work, 1 hour Real Estate Related, RAR
24. *64862 You be the Judge: Common Leasing & Property Management Mistakes, 1 hour Legal Updates, RAR
25. *64864 Selling HUD Homes, 1 hour Real Estate Related, RAR
26. *64866 Eminent Domain Law in Virginia: The Must-Know Basics, 2 hours Legal Updates, and 5

- hours Real Estate Related, VA Continuing Legal Education
27. *64868 Short Sales: Negotiating Secrets Revealed, 2 hours Real Estate Related, VAR
 28. *64870 Security Deposits and Bankruptcy Issues, 3 hours Legal Updates, VAR
 29. 64872 Security Deposits and Bankruptcy Issues, 3 hours Broker Management, VAR
 30. 64873 2012 SIOR Fall World Conference, 3 hours Real Estate Related, SIOR
 31. *64899 Realtors are the housing Markets Recovery Army: Realtors Start Marching, 2 hours Real Estate Related, MAI Institute
 32. *64901 The Risky Business of Real Estate Sales: Tricky Disclosures and Mortgage Fraud, 2 hours Real Estate Related, MAI Institute
 33. 64903 BBQ'ing Sacred Cows, 2 hours Real Estate Related, The Real Estate Group, LLC
 34. 64904 Virginia Agency Law Review, 1 hour Real Estate Agency, Montague Miller
 35. *64906 Say This Not That, 1 hour Real Estate Agency, RAR
 36. *64908 Procuring Cause, 2 hours Real Estate Contracts, Piedmont School of Real Estate
(Denied - Course content is not relevant to the duties of a real estate salesperson or real estate broker)
 37. *64910 Legally Speaking, 1 hour Legal Updates, RAR
 38. *64912 Deconstruction - The Green Alternative, 3 hours Real Estate Related, NVAR
 39. 64914 It's Their Money, But It's Your License!, 2 hours Legal Updates, VAR
 40. 64915 It's Their Money, But It's Your License!, 2 hours Broker Management, VAR
 41. 64916 Are Your Sales Meeting Sexy? Know What to Show & How to Show It! 1 hour Real Estate Related, VAR
 42. 64917 Are Your Sales Meeting Sexy? Know What to Show & How to Show It! 1 hour Broker Management, VAR
 43. *64918 Smoke Detector Inspections, 1 hour Real Estate Related, VAR
 44. *64920 Understanding the Virginia USBC, 1 hour Real Estate Related, VAR
 45. *64922 Title Insurance, 3 hours Real Estate Related, Piedmont School of Real Estate

- 46. 64924 Real Estate Management & Agent Supervision, 8 hours Broker Management, Alpha College of Real Estate
- 47. *64925 Contract Pitfalls, 2 hours Real Estate Contracts, Alpha College of Real Estate
- 48. 64927 Contract Pitfalls, 2 hours Broker Management, Alpha College of Real Estate
- 49. *64928 Commercial Property Inspections and Property Condition Assessments, 4 hours Real Estate Related, Alpha College of Real Estate
- 50. *64932 Show Me The Money - How Do Buyer Brokerage Agreements Effect Arbitration, 1 hour Legal Updates, RAR
- 51. *64934 Effective Ways of Engaging Clients, 1 hour Real Estate Related, Realtor Association of Prince William
- 52. *64936 Top 5 Things That Can Have You Arrested and Indicted, 2 hours Real Estate Related, WAAR
- 53. 64938 Top 5 Things That Can Have You Arrested and Indicted, 2 hours Broker Management, WAAR
- 54. *64939 Surviving or Thriving, 1 hour Real Estate Related, WAAR
- 55. *64941 CEO of Your Business, 2 hours Real Estate Related, WAAR
- 56. 64943 CEO of Your Business, 2 hours Broker Management, WAAR
- 57. *64944 JCC First-Time Homebuyer Program, 1 hour Real Estate Related, WAAR
- 58. *64946 Video Marketing, 1 hour Real Estate Related, WAAR
- 59. 64948 Virginia Mandatory - Agency Class, 1 hour Real Estate Agency, Monarch Title, Inc.
- 60. 64949 Regional Sales Contract and Objectives, 2 hours Real Estate Contracts, Long and Foster Institute of Real Estate
- 61. 64957 Virginia Mandatory - Ethics Class, 3 hours Ethics and Standards of Conduct, Monarch Title, Inc. **(Denied - Course content is not relevant to the duties of a real estate salesperson or real estate broker)**
- 62. *64958 Virginia Buyer Agent Process, 3 hours Real Estate Contracts, REOS.COM **(Denied due to erroneous content)**
- 63. *64960 Short Sales, 3 hours Real Estate Related, REOS.COM
- 64. *64962 Offer to Purchase, 3 hours Real Estate Contracts, REOS.COM

- 65. *64964 VA Real Estate Agency Law, 3 hours Real Estate Agency, REOS.COM
- 66. 64966 Broker Supervision and Related Legal Issues, 4 hours Legal Updates, RAR
- 67. 64967 Broker Supervision and Related Legal Issues, 4 hours Broker Management, RAR
- 68. *64968 High Tech-High Touch, 1 hour Real Estate Related, Realtor Association of Prince William
- 69. *64970 Building Recipes for Success, 1 hour Real Estate Related, WAAR
- 70. 64972 Buyer Representation in Real Estate (On-line), 4 hours Real Estate Related, Dearborn Financial Publishing, Inc
- 71. 64973 Insurance for Consumer Protection What Every Agent Should Know (On-line), 4 hours Real Estate Related, Dearborn Financial Publishing, Inc
- 72. 64974 Introduction to Commercial Real Estate Sales (On-line), 4 hours Real Estate Related, Dearborn Financial Publishing, Inc
- 73. 64975 Know the Code: Real Estate Ethics (On-line), 4 hours Ethics and Standards of Conduct, Dearborn Financial Publishing, Inc
- 74. 64976 Property Management and Managing Risk (On-line), 4 hours Real Estate Related, Dearborn Financial Publishing, Inc
- 75. 64977 Real Estate Finance Today (On-line), 4 hours Real Estate Related, Dearborn Financial Publishing, Inc
- 76. 64978 Red Flags Property Inspection Guide (On-line), 4 hours Real Estate Related, Dearborn Financial Publishing, Inc
- 77. 64979 Risk Management (On-line), 4 hours Real Estate Related, Dearborn Financial Publishing, Inc
- 78. 64980 Sustainable Housing and Building Green (On-line), 4 hours Real Estate Related, Dearborn Financial Publishing, Inc
- 79. 64982 2012 Legislative Update, 1 hour Broker Management, VAR
- 80. *64983 2012 Legislative Update, 1 hour Legal Updates, VAR
- 81. *64985 Property Maintenance, 2 hours Real Estate Related, VAR
- 82. *64987 Private Mortgage Insurance, 1 hour Real Estate Related, Piedmont School of Real Estate

- 83. *64989 Disclosure Law in Virginia, 2 hours Legal Updates, VESTA Settlements
- 84. *64991 Closing with a Twist, 2 hours Real Estate Related, Long and Foster Institute of Real Estate
- 85. *64993 Empowerment Through Negotiation, 2 hours Real Estate Related, Long and Foster Institute of Real Estate
- 86. *64995 Sustainability, 2 hours Real Estate Related, Peninsula Real Estate School
- 87. *64999 Settlement Company's Back Office, 1 hour Real Estate Related, Dominion Title Corporation
- 88. *65001 What Realtors Don't Know But Need To Know, 1 hour Real Estate Related, Dominion Title Corporation
- 89. *65003 Title Search for Realtors, 1 hour Real Estate Related, Dominion Title Corporation
- 90. *65007 Benefits of Being New Again, 3 hours Real Estate Related, TRSRE
- 91. 65009 Benefits of Being New Again, 3 hours Broker Management, TRSRE
- 92. *65010 The Impact of "As Is", 2 hours Real Estate Contracts, Realtor Association of Prince William
- 93. *65012 2012 - A Year of Change, 1 hour Legal Updates, Realtor Association of Prince William **(Approved pending correction of minor errors)**
- 94. *65014 Underwriting Today, 1 hour Real Estate Related, Realtor Association of Prince William
- 95. *65016 Ethics - Living The Code Daily, 3 hours Ethics and Standards of Conduct, Liz Moore University
- 96. *65018 Making Advertising and MLS Work for You! 2 hours Real Estate Related, Central Virginia School of Real Estate
- 97. 65021 The 12 Essential Relationships for Success, 2 hours Broker Management, VAR
- 98. 65022 The 12 Essential Relationships for Success, 2 hours Real Estate Related, VAR
- 99. *65023 2012 - A Year of Change, 1 hour Real Estate Agency, MBH Settlement Group, LC **(Approved pending correction of minor errors)**
- 100. *65025 Home Protection Programs and Risk Management, 2 hours Real Estate Related, Peninsula Real Estate School

- 101. *65027 Residential Standard Agency (On-line), 3 hours Real Estate Agency, Alpha College of Real Estate
- 102. *65029 Short Sales Made Simple, 1 hour Real Estate Related, Alpha College of Real Estate
- 103. *65031 ABR Core Course, 2 hours Fair Housing, 3 hours Ethics and Standards of Conduct, 2 hours Legal Updates, 3 hours Real Estate Agency, 1 hour Real Estate Contracts, 1 hour Real Estate Related, RAR **(Withdrawn)**
- 104. *65037 Describing Real Property, 1 hour Real Estate Related, Old Republic National Title Insurance Company
- 105. *65039 Purchase with VA, FHA or Conventional Loan Assumption, 2 hours Real Estate Related, Old Dominion Settlement Inc.
- 106. *65041 HECM Reverse Mortgage-Purchases, 2 hours Real Estate Related, Old Dominion Settlement Inc.
- 107. 65043 Fair Housing, 2 hours Fair Housing, Monarch Title, Inc.
- 108. 65044 Resolving Title Issues: From Surveys and Liens to Restrictions and Authority, 1 hour Legal Updates, 1 hour Real Estate Contracts, 5 hours Real Estate Related, NBI, Inc. **(Denied - Course content is not relevant to the duties of a real estate salesperson or real estate broker)**
- 109. 65045 Cracking the Code of Ethics (On-line), 3 hours Ethics and Standards of Conduct, The CE Shop, Inc.

Three original Continuing Education course applications from a school with a pending school application were reviewed. One application was approved and two applications were approved with reduced hours:

- 1. *64893 1031 Exchanges and Updates, 1 hour Real Estate Related, Realty Exchange Corporation
- 2. *64895 Advanced 1031 Exchanges, 3 hours Real Estate Related, Realty Exchange Corporation **(Reduced hours)**
- 3. *64897 How to do a 1031 Like-Kind Exchange, 3 hours Real Estate Related, Realty Exchange Corporation **(Reduced hours)**

C. Eighty post license education course applications were reviewed; of these courses:

One application for a previously-approved post license education course offered by an approved school was approved:

1. *64931 Transaction Red Flags (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Alltech Title Group, Inc.

Seventy-six original applications for post license education courses offered by approved schools were considered. Sixty-four of these applications were approved. Three applications were approved with reduced hours. One course application was approved pending receipt and review of course materials. Two course applications were approved pending correction of minor errors. One course application was denied as the course content is not relevant to the performance of the duties of a real estate salesperson or real estate broker. One course application was denied due to erroneous content. Four course applications were withdrawn by a school:

1. *64744 Buyer, You're Mine (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, VAR
2. *64768 The Basics of Using LinkedIn for Real Estate (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Peninsula Real Estate School **(Reduced hours)**
3. *64770 Facebook for Realtors (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Peninsula Real Estate School **(Reduced hours)**
4. *64772 Video Internet Marketing (Technology), 2 hours Residential Real Estate Elective Topics, VAR
5. *64774 Getting Found Online (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Peninsula Real Estate School **(Reduced hours)**
6. *64776 2012 VRLTA Update and Current Legislative Issues (Tenant/Landlord Relationships), 3 hours Property Management Elective Topics, VAR
7. *64801 Legal Update 2012 (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, WAAR
8. *64804 CRS 201: Listing Strategies for the Residential Specialist (Other Real Estate Related), 8 hours Residential Real Estate

- Elective Topics, Council of Residential Specialists
9. *64806 22nd Annual Real Estate Trends Conference (Other Real Estate Related), 4 hours Commercial Real Estate Elective Topics, VCU **(Need Course Materials)**
 10. *64808 FHA 203K Rehab Financing Workshop (Finance), 1 hour Residential Real Estate Elective Topics, VAR
 11. 64847 VRLTA (Tenant/Landlord Relationships), 4 hours Property Management Elective Topics, Banks Property Management
 12. *64849 VRLTA (Risk Management), 4 hours Property Management Mandatory Topics, Banks Property Management
 13. *64852 Everyday Financial Management (Rental Marketing), 2 hours Property Management Elective Topics, VAR
 14. *64856 Regulated Materials for Real Estate Professionals (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, Blue Ridge Real Estate School
 15. *64859 Creating a Brokerage Relationship between You & Client (Selling Process), 3 hours Residential Real Estate Elective Topics, RAR
 16. *64861 Smartphones-Real Estate Apps that Work (Technology), 1 hour Residential Real Estate Elective Topics, RAR
 17. *64863 You be the Judge: Common Leasing & Property Management Mistakes (Tenant/Landlord Relationships), 1 hour Property Management Elective Topics, RAR
 18. *64865 Selling HUD Homes (Property Valuation/Listing Process), 1 hour Residential Real Estate Electives Topics, RAR
 19. *64867 Eminent Domain Law in Virginia: The Must-Know Basics (Other Real Estate Related), 7 hours Commercial Real Estate Elective Topics, VA Continuing Legal Education
 20. *64869 Short Sales: Negotiating Secrets Revealed (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, VAR
 21. *64871 Security Deposits and Bankruptcy Issues (Other Real Estate Related), 3 hours Property Management Elective Topics, VAR

22. *64900 Realtors are the housing Markets Recovery Army: Realtors Start Marching (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, MAI Institute
23. *64902 The Risky Business of Real Estate Sales: Tricky Disclosures and Mortgage Fraud (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, MAI Institute
24. *64905 BBQ'ing Sacred Cows (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, The Real Estate Group, LLC
25. *64907 Say This Not That (Property Valuation/ Listing Process), 1 hour Residential Real Estate Elective Topics, RAR
26. *64909 Procuring Cause (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Piedmont School of Real Estate **(Denied - Course content is not relevant to the duties of a real estate salesperson or real estate broker)**
27. *64911 Legally Speaking (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, RAR
28. *64913 Deconstruction - The Green Alternative (Other Real Estate Related), 3 hours Residential Real Estate Electives, NVAR
29. *64919 Smoke Detector Inspection (Other Real Estate Related), 1 hour Property Management Elective Topics, VAR
30. *64921 Understanding the Virginia USBC (Other Real Estate Related), 1 hour Property Management Elective Topics, VAR
31. *64923 Title Insurance (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, Piedmont School of Real Estate
32. *64926 Contract Pitfalls (Selling Process), 2 hours Residential Real Estate Elective Topics, Alpha College of Real Estate
33. *64929 Commercial Property Inspections and Property Condition Assessments (Other Real Estate Related), 4 hours Commercial Real Estate Elective Topics, Alpha College of Real Estate
34. *64933 Show Me the Money - How Do Buyer Brokerage Agreements Effect Arbitration? (Selling

- Process), 1 hour Residential Real Estate Elective Topics, RAR
35. *64935 Effective Ways of Engaging Clients (Business Planning), 1 hour Residential Real Estate Elective Topics, Realtor Association of Prince William
36. *64937 Top 5 Things That Can Have You Arrested and Indicted (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, WAAR
37. *64940 Surviving or Thriving (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, WAAR
38. *64942 CEO of Your Business (Business Planning), 2 hours Residential Real Estate Elective Topics, WAAR
39. *64945 JCC First-Time Homebuyer Program, (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, WAAR
40. *64947 Video Marketing (Technology), 1 hour Residential Real Estate Electives, WAAR
41. *64959 Virginia Buyer Agent Process (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, REOS.COM **(Denied due to erroneous content)**
42. *64961 Short Sales (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, REOS.COM
43. *64963 Offer to Purchase, 3 hours Residential Real Estate Mandatory Topics, REOS.COM
44. *64965 VA Real Estate Agency Law (Agency Law), 3 hours Residential Real Estate Mandatory Topics, REOS.COM
45. *64969 High Tech-High Touch (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Realtor Association of Prince William
46. *64971 Building Recipes for Success (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, WAAR
47. *64983 2012 Legislative Update (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, VAR
48. *64986 Property Maintenance (Other Real Estate Related), 2 hours Property Management Elective Topics, VAR
49. *64988 Private Mortgage Insurance (Other Real Estate Related), 1 hour Residential Real

- Estate Elective Topics, Piedmont School of Real Estate
50. *64990 Disclosure Law in Virginia (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, VESTA Settlements
51. *64992 Closing with a Twist, (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Long and Foster Institute of Real Estate
52. *64994 Empowerment Through Negotiation (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Long and Foster Institute of Real Estate
53. *64996 Sustainability (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Peninsula Real Estate School
54. *65000 Settlement Company's Back Office (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Dominion Title Corporation
55. *65002 What Realtors Don't Know But Need To Know (Finance), 1 hour Residential Real Estate Elective Topics, Dominion Title Corporation
56. *65004 Title Search for Realtors (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Dominion Title Corporation
57. 65005 Settlement Company's Back Office (Other Real Estate Related), 1 hour Commercial Real Estate Elective Topics, Dominion Title Corporation
58. 65006 Title Search for Realtors (Other Real Estate Related), 1 hour Commercial Real Estate Elective Topics, Dominion Title Corporation
59. *65008 Benefits of Being New Again (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, TRSRE
60. *65011 The Impact of "As Is" (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Realtor Association of Prince William
61. *65013 2012 - A Year of Change (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Realtor Association of Prince William **(Approved pending correction of minor errors)**

62. *65015 Underwriting Today (Finance), 1 hour Residential Real Estate Elective Topics, Realtor Association of Prince William
63. *65017 Ethics - Living The Code Daily (Ethics & Standards of Conduct/Current Industry Issues and Trends), 3 hours Residential Real Estate Mandatory Topics, Liz Moore University
64. *65019 Making Advertising and MLS Work for You! (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Central Virginia School of Real Estate
65. 65020 Virginia Agency Law (Agency Law - Online), 3 hours Residential Real Estate Mandatory Topics, Dearborn Financial Publishing, Inc.
66. *65024 2012 - A Year of Change (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, MBH Settlement Group, LC
(Approved pending correction of minor errors)
67. *65026 Home Protection Programs and Risk Management (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Peninsula Real Estate School
68. *65028 Residential Standard Agency (Agency Law - Online), 3 hours Residential Real Estate Mandatory Topics, Alpha College of Real Estate
69. *65030 Short Sales Made Simple (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Alpha College of Real Estate
70. *65032 ABR Core Course (Agency Law), 3 hours Residential Real Estate Mandatory Topics, RAR **(Withdrawn)**
71. 65033 ABR Core Course (Ethics and Standards of Conduct/Current Industry Issues and Trends), 3 hours Residential Real Estate Mandatory Topics, RAR **(Withdrawn)**
72. 65034 ABR Core Course (Selling Process), 2 hours Residential Real Estate Elective Topics, RAR **(Withdrawn)**
73. 65035 ABR Core Course (Other Real Estate Related), 4 hours Residential Real Estate Elective Topics, RAR **(Withdrawn)**
74. *65038 Describing Real Property (Other Real Estate Related), 1 hour Residential Real Estate

- Elective Topics, Old Republic National Title Insurance Company
75. *65040 Purchase with VA, FHA or Conventional Loan Assumption (Finance), 2 hours Residential Real Estate Elective Topics, Old Dominion Settlement Inc.
 76. *65042 HECM Reverse Mortgage-Purchases (Finance), 2 hours Residential Real Estate Elective Topics, Old Dominion Settlement Inc.

Three applications for post license education courses offered by a school with a pending school application, which was approved earlier in the meeting, were considered. One of these applications was approved, and two of these applications were approved with reduced hours:

1. *64894 1031 Exchanges and Updates (Sales), 1 hour Residential Real Estate Elective Topics, Realty Exchange Corporation
2. *64896 Advanced 1031 Exchanges (Sales), 3 hours Residential Real Estate Elective Topics, Realty Exchange Corporation **(Reduced hours)**
3. *64898 How to do a 1031 Like-Kind Exchange (Sales) 3 hours Residential Real Estate Elective Topics, Realty Exchange Corporation **(Reduced hours)**

D. Six Residential Standard Agency Continuing Education course applications were reviewed.

Three applications for previously-approved Residential Standard Agency Continuing Education courses offered by approved schools were considered and approved:

1. 64846 - Residential Standard Agency, 3 hours Residential Standard Agency, Horizon Real Estate School
2. 64854 - Residential Standard Agency, 3 hours Residential Standard Agency, Blue Ridge Real Estate School
3. 65036 Residential Standard Agency, 3 hours Residential Standard Agency, Old Republic National Title insurance Company

Three applications for original Residential Standard Agency Continuing Education courses offered by approved schools were considered and approved:

1. 64786 - Residential Standard Agency, 3 hours
Residential Standard Agency, Piedmont School
of Real Estate
2. 64811 - Residential Standard Agency (On-line), 3
hours Residential Standard Agency,
RealEstateCE.com
3. 64850 Residential Standard Agency (On-line), 3
hours Residential Standard Agency, Dearborn
Financial Publishing, Inc.

E. Fifteen pre-licensing instructor applications were reviewed. Fourteen of these applications were approved. One application was denied based on the applicant having a disciplinary action within the past five years.

1. Brooke D. Miller
2. Christine A. Singhass
3. Susan A. Fadoul
4. Patricia R. Edwards
5. Catherine E. Englishman
6. Cynthia B. Stackhouse
7. Ricardo S. Bolanos
8. Charles B. Cornwell, Jr.
9. Robert E. Dawson
10. Jennifer K. Dorn
11. Patricia A. Jones - **expert (Principles)**
12. Nouman J. Mirza - **expert (Principles)**
13. Robin "Juliette" Sherrill - **expert (Principles)**
14. Melissa M. Vahdatijou (Vahdati) - **expert (Principles)**
15. Nasir A. Bajwa - **(Denied based on a disciplinary
action within the past five years)**

F. Thirteen continuing and post license education instructor applications to teach previously approved continuing and post license education courses were reviewed. Ten of these applications were approved. Four instructor applicants to teach Ethics and Standards of Conduct courses were not approved for failing to provide evidence of expertise and at three years of active experience in Ethics and Standards of Conduct. One instructor applicant was not approved for failing to provide evidence of expertise and at three years of active experience in specific fields of real estate based upon a past disciplinary action.

1. **Jeffrey W. Reynolds & Ron Miscavige** - 64308
(Residential Standard Agency), **Long and Foster Real
Estate Inc.**

2. **Cris Rodriguez & Don Tortal** - 59843/59844 (RE Stats Basic), **RAR**
3. **Mary H. Womack** - 64360 (Residential Standard Agency), **CBRAR**
4. **Lisa Preston-Kenton** - 64525/64526 (Tenant Screening & Selection), **PWAR**
5. **Donald W. Tomlinson** - 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), 63554/63455 (2011 Ethics Seminar), 64234/64235 (2012 Ethics Seminar) 64297 (Residential Standards Agency) 63869/63870 (Regional Sales Contract in Virginia), **Champion University (Not approved to teach Ethics and Standards of Conduct courses for failing to provide evidence of expertise and at three years of active experience in Ethics and Standards of Conduct).**
6. **Kellye Clarke, Vince Keegan, Ryan Stuart, and Ann Johnston** - 57198 (Code of Ethics & Standards of Practice), **MAI Institute (Clarke, Keegan and Stuart not approved to teach Ethics and Standards of Conduct courses for failing to provide evidence of expertise and at three years of active experience in Ethics and Standards of Conduct)**
7. **Gloria A. LeCompte** - 64230/64231 (Outlook Made Easy), **Cindy Bishop Worldwide**
8. **Kathy Rylander** - 57145 (Senior Real Estate Specialist Revision 1), **Long and Foster Real Estate, Inc.**
9. **Carolyn Ricketts** - 59748/59749 (Home Warranties and Risk Management - 1 hour), 61396/61397 (Home Warranties and Risk Management - 2 hour), **Peninsula Association of Realtors**
10. **Paul Valentino and Ruth Papuchis** - 62468/62469 (Seller Services), 62460/62461 (From Contract to Closing) **CBRB SRE**

11. **Mary Chieppa, Tanya Blosser, Paul Valentino and Ruth Papuchis** - 62470/62471 (Marketing), **CBRB SRE**
12. **Susan Magee, Kenneth "Mike" Cooper, Mitchell Appelrouth, Karen Morgan, Christine Singhass, Kim Rizzo, Dennis Sutton, and Sarah Gordon** - 58806 (Real Estate Contract), 58840 (Virginia Legislative Updates), 58796 (Real Estate Agency), 58802 (Smart Growth in Virginia), 58804 (Internet's Effect on Virginia Real Estate Transactions), 58800 (Real Estate Fair Housing), 58842 (Legal Ethics and Professionalism in Real Estate Law), 58792 (Home Sales and the Economy), 58790 (Do Not Call Rules and Regulations), 58798 (Ethics and Standards of Conduct), 58844 (Virginia Real Estate Law Update), 58699 (Limited Service Agency), 58846 (Virginia Salesperson CE: Mandatory and Elective Topics), 62734/62735 (Ethics and Standards of Conduct), 62736/62737 (Fair Housing) 62750/62751 (Finance), 62744/62745 (Property Law) 62742/62743 (Real Estate Technology), 62740/62741 (Real Estate Law), 62732/62733 (Agency Law) 62748/62749 (Land Use Issues), 62746/62747 (Property Valuation & Listing Process), 62738/62739 (Offers to Purchase);
Susan Magee, Kenneth "Mike" Cooper, Mitchell Appelrouth, Karen Morgan, Christine Singhass, Kim Rizzo, Dennis Sutton - 58848 (Virginia Broker CE: Mandatory and Elective Topics), 58587 (Agent Supervision and Management: Cases in Improper Listing, Leasing and Commissions), 58585 (Agent Supervision and Management: Cases Personal Misconduct and Proper Supervision), 58545 (Agent Supervision and Management: Cases in Advertising and Communication) 58547 (Agent Supervision and Management: Cases in Agency Initiation, Supervision and Management), 58549 (Agent Supervision and Management: Cases in Improper Disclosures and Disclosures Management), 58551 - (Agent Supervision and Management: Cases in Escrow Account Management) 58553 (Agent Supervision and Management: Cases in Improper Dealing and Financial Management) 57941 (Agent Supervision and Management: Cases in Agent Misconduct), 58794 (Agent Supervision and Management);
Susan Magee, Jennifer Dorn, Kenneth "Mike" Cooper, Mitchell Appelrouth, Ricardo Bolanos, Karen Morgan, Nouman Mirza, Christine Singhas, Nasir Bajwa, Robert Dawson, Kimberle Rizzo, Denise Sutton, and Sarah Gordon - 64584 (Residential Standard Agency)

Moseley Real Estate Schools (Bajwa not approved based on a past disciplinary action)

13. **Barbara B. Kayes** - 62401/62402 (Buyer Counseling - The Sales Process), **TRSRE**

G. Other Business

1. The Committee discussed whether to grant broker pre-license education credit to broker licensees in the states of Connecticut and South Carolina who apply for a Virginia broker license by reciprocity. The Committee determined the broker pre-license education completed by reciprocal applicants from Connecticut and South Carolina 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 60 hours of broker pre-license education completed by broker license reciprocal applicants from Connecticut and South Carolina toward the Board's 180 classroom-hour broker pre-license education requirement. Broker license reciprocal applicants from Connecticut and South Carolina must make up the difference in hours by completing a Board-approved 45-hour Real Estate Brokerage Broker Pre-license education course and two other Board-approved 45-hour Broker Pre-license education courses.
2. The Committee recommended the Board begin accepting course applications for the new Post License Education program courses beginning with its January 24, 2013, meeting.
3. The Committee reviewed a request from Virginia broker license reciprocal applicant Kristin Bacorn who is seeking 45 hours of Broker Pre-license education credit based on her instructing the New York 45-hour broker pre-license course. The Committee recommended denying the request because the Board will already give Ms. Bacorn 45 hours of Broker Pre-license education credit for completing the New York 45-hour broker pre-license course. The Committee recommends not giving Ms. Bacorn an additional 45 hours of credit for teaching the same course she completed.
4. The Committee reviewed an e-mail forwarded from Senator Adam Ebbin's office regarding a real estate broker's concern with having to complete an Ethics and Standards of Conduct continuing education course that consists mainly of the National Association of Realtors (NAR) Code of Ethics. Mr. Funkhouser directed the Committee, with Mr. Hoover taking the lead, to study the Board's current

policy requiring the NAR Code of Ethics as a condition to approve an Ethics and Standards of Conduct continuing education or post license education course and to discuss this matter at its next meeting in November.

5. The Committee reviewed the proposed changes to the Real Estate Board education regulations.

H. Public Comment - No public comment.

I. Adjourn - The meeting adjourned at 5:20 pm.

*** Continuing Education and Post License Education Course
Companion Applications**