

VIRGINIA REAL ESTATE BOARD

EDUCATION COMMITTEE MEETING MINUTES

May 8, 2013 Meeting

The Real Estate Board Education Committee met on Wednesday, May 8, 2013, at the Department of Professional & Occupational Regulation in Richmond.

Committee Members present: Steve Hoover, Chair
Sandra Ferebee
Lynn Grimsley
Cliff Wells

Board Member present: Joseph Funkhouser, II

Staff Member present: Kevin Hoeft, Education Administrator

The meeting was called to order by Chairman Hoover at 3:08 p.m.

A motion was approved unanimously to approve the agenda at 3:09 p.m.

The following actions were taken:

A. One Proprietary School application was reviewed and approved.

1. Solutions Realty Group, LLC, Annandale, VA
Contact Person: Ricardo Bolanos

B. Eighty continuing education course applications were reviewed.

Eleven previously-approved applications for continuing education courses offered by approved schools were considered and approved:

1. 17782 Negotiations, 3 hours Real Estate Related, Piedmont School of Real Estate
2. 17783 Conquering Contracts, 6 hours Broker Management, Piedmont School of Real Estate
3. 17784 The Rules & Tools of Advertising, Part 1, 3 hours Broker Management, Piedmont School of Real Estate
4. 17785 The Rules & Tools of Advertising, Part 2, 3 hours Broker Management, Piedmont School of Real Estate

5. 17786 The Rules & Tools of Advertising, Part 1, 3 hours Real Estate Related, Piedmont School of Real Estate
6. 17787 The Rules & Tools of Advertising, Part 2, 3 hours Real Estate Related, Piedmont School of Real Estate
7. 17788 Negotiations, 3 hours Broker Management, Piedmont School of Real Estate
8. *17789 The Most Common Violations of the Code of Ethics, 1 hour Ethics & Standards of Conduct, Piedmont School of Real Estate
9. 17795 Real Estate & Taxes! What Every Agent Should Know (On-line), 4 hours Real Estate Related, Frederick Academy of Real Estate
10. 17818 Home Inspections, 3 hours Real Estate Related, GCAAR
11. 17839 Real Estate & Taxes! What Every Agent Should Know (On-line), 4 hours Real Estate Related, Kaplan Real Estate Schools

Sixty-nine original applications for continuing education courses offered by approved schools were considered. Fifty-seven of these course applications were approved. Seven course applications were approved with reduced hours. One course was approved conditioned on the school providing evidence that the "Military Certified Residential Specialist" is a valid certification. One course was approved pending submission of adequate course materials. One course was approved pending submission of adequate course materials and to clarify that real estate licensees are not qualified to provide tax advice. One course was approved pending ARELLO Distance Education Certification. One course was rejected due to including incorrect course content.

1. 17699 The Three "Cs" of Leadership, 1 hour Real Estate Related, VAR
2. *17700 2013 Update: The New Role for the Buyer Agency Agreement, 2 hours Real Estate Agency, Piedmont School of Real Estate
3. *17702 2013 Update: The New Role for the Buyer Agency Agreement, 3 hours Real Estate Agency, Piedmont School of Real Estate
4. 17704 Motivation Through Management, 2 hours Broker Management, VAR
5. 17705 Motivation Through Management, 2 hours Real Estate Related, VAR
6. *17706 e-Pro, 6 hours Real Estate Related, Carruthers Academy of Real Estate

7. *17711 Foreclosures, Short Sales, REO's and Auctions, 4 hours Real Estate Related, DB Title Academy, LLC
8. *17713 Reverse Mortgages for Seniors, 3 hours Real Estate Related, DB Title Academy, LLC
9. *17716 Broker's Market Analysis & Strategy Report, 1 hour Real Estate Related, VAR
10. *17718 Fortify Your Firm: Sensible Solutions for Identifying & Reducing Risk, 1 hour Real Estate Related, VAR
11. 17730 The Three "Cs" of Leadership, 1 hour Broker Management, VAR
12. *17731 Recent Changes in Virginia Agency Law, 2 hours Real Estate Agency, VAR
13. 17733 Recent Changes in Virginia Agency Law, 3 hours Broker Management, VAR
14. *17734 Recent Changes in Virginia Agency Law, 3 hours Real Estate Agency, VAR
15. 17736 Recent Changes in Virginia Agency Law, 2 hours Broker Management, VAR
16. 17737 The Code is Good Business, 3 hours Ethics & Standards of Conduct, Central Virginia Real Estate School
17. *17762 Anatomy of the Residential Contract, 3 hours Real Estate Contracts, RAR
18. *17764 VA Agency Law, 3 hours Real Estate Agency, RAR
19. *17774 Mold Remediation Information for Property Managers, 2 hours Real Estate Related, Peninsula Real Estate School
20. 17776 Maximum Marketing: Minimum Dollars, 2 hours Real Estate Related, CVRES (**Reduced Hours**)
21. *17777 Fair Housing is for Everyone, 2 hours Fair Housing, VAR
22. *17779 Fair Housing is for Everyone, 3 hours Fair Housing, VAR
23. 17781 Advertising Real Estate in Virginia, 2 hours Real Estate Related, CVRES (**Reduced Hours**)
24. 17791 Virginia Fair Housing, 2 hours Fair Housing, Kirks Institute for Advanced RE Studies
25. *17792 Sales Approach for the Different Generations, 1 hour Real Estate Related, Montague Miller Academy
26. 17794 VA Legal Updates, Agency, Contracts, 1 hour Legal Updates, 1 hour RE Agency, 1 hour Real Estate Contracts, Kirks Institute for

- Advanced RE Studies **(Approved pending submission of adequate course materials)**
27. 17797 Tax Tips for Real Estate Licensees, 2 hours Real Estate Related, Long and Foster Institute of Real Estate **(Approved pending submission of adequate course materials and to clarify that real estate licensees are not qualified to provide tax advice)**
 28. *17798 No Bull Selling, 6 hours Real Estate Related, WAAR
 29. 17800 Representing the Seller, 3 hours Real Estate Related, GCAAR
 30. *17801 Risk Management, 3 hours Real Estate Related, Piedmont School of Real Estate
 31. 17803 Eminent Domain, 1 hour Ethics & Standards of Conduct, 3 hours Legal Updates, and 8 hours Real Estate Related, CLE International
 32. *17804 Creating & Managing Your Data Base, 2 hours Real Estate Related, TRSRE
 33. *17809 Building Brand, Building Relationships, Building Traffic, 3 hours Real Estate Related, TRSRE
 34. *17811 Top 10 Technology Mistakes that 99% of Agents Make, 2 hours Real Estate Related, Peninsula School of Real Estate
 35. *17813 Anatomy of a House, 3 hours Real Estate Related, Peninsula Real Estate School
 36. 17815 Military Certified Residential Specialist, 6 hours Real Estate Related, GCAAR **(Approved pending submission of evidence that the "Military Certified Residential Specialist" is a valid certification)**
 37. 17816 Understanding Credit Reports, Scoring Models & How to Improve Your Credit, 3 hours Real Estate Related, GCAAR
 38. 17823 Time Management & Procrastination, 2 hours Real Estate Related, CVSRE
 39. 17824 Mortgage Fraud & Predatory Lending: What Every Agent Should Know (On-line), 4 hours Real Estate Related, Dearborn Financial Publishing. Inc.
 40. *17825 Escalation Addendum & Back Up Contracts: Protecting Your Client in a Changing Market, 1 hour Real Estate Contracts, Institute of Continuing Education, LC

41. 17827 Environmental Issues in your Real Estate Practice (On-line), 4 hours Real Estate Related, Dearborn Financial Publishing, Inc.
42. *17828 Financing Addendums: Protecting Your Client in a Changing Market, 1 hour Real Estate Contracts, Institute of Continuing Education
43. *17830 Financing & Escalation Addendums: Protecting Your Client in a Changing Market, 1 hour Legal Updates, and 1 hour Real Estate Contracts, Institute of Continuing Education
44. 17833 Common Legal Hotline Q and A, 1 hour Legal Updates, VAR
45. *17834 Night Court - Getting it to Close, 2 hours Real Estate Related, Peninsula School of Real Estate
46. 17836 Common Legal Hotline Q and A, 1 hour Broker Management, VAR
47. *17837 RPR Realtor Property Resource, 3 hours Real Estate Related, PDI
48. *17846 Top Ten Issues with Hurricanes, 1 hour Real Estate Related, Alpha College of Real Estate
49. *17848 Understanding Storm & Flood Emergency Planning, 1 hour Real Estate Related, Alpha College of Real Estate
50. *17850 Yearly Updates on Lead & Mold Issues 1 hour Real Estate Related, Alpha College of Real Estate
51. *17852 Mitigation Awareness & Response for Water & Fire Damage, 1 hour Real Estate Related, Alpha College of Real Estate
52. *17854 Understanding Fire & Smoke Damage Restoration, 1 hour Real Estate Related, Alpha College of Real Estate
53. *17856 Understanding Water Leaks, the Damage it Can Cause, 1 hour Real Estate Related, Alpha College of Real Estate
54. *17858 Attorney to Inmate, 1 hour Real Estate Related, Alpha College of Real Estate
55. *17860 Ethics & Standards of Conduct, 3 hours Ethics & Standards of Conduct, Alpha College of Real Estate
56. *17862 Ethics & Standards of Conduct (CRP), 3 hours Ethics & Standards of Conduct, Alpha College of Real Estate

- 57. 17864 Foreclosures, Short Sales, REO's & Auctions (On-line), 4 hours Real Estate Related, Dearborn Financial Publishing, Inc.
- 58. 17865 Navigating Complex Commercial Transactions, 4 hours Real Estate Related, Old Dominion Real Estate Institute
- 59. 17866 Virginia Escrow Requirements, 1 hour Broker Management, WAAR **(Reduced hours)**
- 60. *17868 Lessons in Law, 3 hours Legal Updates, Liz Moore University
- 61. *17870 ABR - Accredited Buyer Representative, Day 1, 7 hours Real Estate Related, TRSRE
- 62. *17872 ABR - Accredited Buyer Representative, Day 2, 6 hours Real Estate Related, TRSRE
- 63. 17875 VA Real Estate Mandated Law Update, 2 hours Fair Housing, 3 hours Ethics & Standards of Conduct, 1 hour Legal Updates, 1 hour Real Estate Agency, and 1 hour Real Estate Contracts, HPDS
- 64. 17876 VA 8-Hour Mandatory Course (On-line), 2 hours Fair Housing, 3 hours Ethics & Standards of Conduct, 1 hour Legal Updates, 1 hour Real Estate Agency, and 1 hour Real Estate Contracts, NVAR **(Approved Pending ARELLO DEC Approval)**
- 65. 17877 BPO Simplified (On-line), 1 hours Real Estate Related, Continuing Ed Express, LLC **(Reduced hours)**
- 66. 17878 Tax Deferred IRS 1031 Exchanges (On-line), 2 hours Real Estate Related, Continuing Ed Express, LLC **(Reduced hours)**
- 67. 17879 Seller Counseling: From Listing to Closing (On-line), 3 hours Real Estate Related, Continuing Ed Express, LLC **(Denied - included incorrect course content)**
- 68. 17880 REO Simplified (On-line), 1 hour Real Estate Related, Continuing Ed Express, LLC **(Reduced hours)**
- 69. *17882 VA Escrow Requirements, 1 hour Real Estate Related, WAAR **(Reduced hours)**

C. Sixty-three post license education course applications were reviewed.

Two previously-approved applications for three-track post license education courses offered by approved schools were considered and approved:

1. *17790 The Most Common Violations of the Code of Ethics (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Piedmont School of Real Estate
2. 17796 Technology Issues - (Online - Technology), 3 hours Residential Real Estate Elective Topics, Frederick Academy of Real Estate

Forty-one original applications for three-track post license education courses offered by approved schools were considered. Thirty-nine of these course applications were approved. One course application was approved with reduced hours. One course was approved pending submission of an adequate Comprehensive Timed Course outline.

1. *17701 2013 Update: The New Role for the Buyer Agency Agreement (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Piedmont School of Real Estate
2. *17703 2013 Update: The New Role for the Buyer Agency Agreement (Agency Law), 3 hours Residential Real Estate Mandatory Topics, Piedmont School of Real Estate
3. *17707 ePro (Other Real Estate Related), 6 hours Residential Real Estate Elective Topics, Carruthers Academy of Real Estate
4. *17712 Foreclosures, Short Sales, REO's and Auctions (Other Real Estate Related), 4 hours Residential Real Estate Elective Topics, DB Title Academy, LLC
5. *17714 Reverse Mortgages for Seniors (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, DB Title Academy, LLC
6. 17715 Ethics & Standards of Conduct (Ethics & Standards of Conduct/Current Industry Issues & Trends), 3 hours Residential Real Estate Mandatory Topics, Henderson Professional Development Seminars (**Approved pending submission of adequate Timed Course Outline**)
7. *17717 Broker's Market Analysis & Strategy Report (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, VAR

8. *17719 Fortify Your Firm: Sensible Solutions for Identifying & Reducing Risk (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, VAR
9. *17732 Recent Changes in Virginia Agency Law (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, VAR
10. *17735 Recent Changes in Virginia Agency Law (Agency Law), 3 hours Residential Real Estate Mandatory Topics, VAR
11. *17763 Anatomy of the Residential Contract (Offer to Purchase), 3 hours Residential Real Estate Mandatory Topics, RAR
12. *17765 VA Agency Law (Agency Law), 3 hours Residential Real Estate Mandatory Topics, RAR
13. *17775 Mold Remediation Information for Property Managers (Other Real Estate Related), 2 hours Property Management Elective Topics, Peninsula Real Estate School
14. *17778 Fair Housing is for Everyone (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, VAR
15. *17780 Fair Housing is for Everyone (Fair Housing), 3 hours Residential Real Estate Mandatory Topics, VAR
16. *17793 Sales Approach for the Different Generations (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Montague Miller Academy
17. *17799 No Bull Selling (Selling Process), 6 hours Residential Real Estate Elective Topics, WAAR
18. *17802 Risk Management (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, Piedmont School of Real Estate
19. *17805 Creating & Managing Your Data Base (Selling Process), 2 hours Residential Real Estate Elective Topics, TRSRE
20. *17810 Building Brand, Building Relationships, Building Traffic (Selling Process), 3 hours Residential Real Estate Elective Topics, TRSRE
21. *17812 Top 10 Technology Mistakes that 99% of Agents Make (Other Real Estate Related), 2

- hours Residential Real Estate Elective Topics, Peninsula School of Real Estate
22. *17814 Anatomy of a House (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, Peninsula Real Estate School
 23. *17826 Escalation Addendum & Back Up Contracts: Protecting Your Client in a Changing Market (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Institute of Continuing Education, LC
 24. *17829 Financing Addendums: Protecting Your Client in a Changing Market (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Institute of Continuing Education, LC
 25. *17831 Financing & Escalation Addendums: Protecting Your Client in a Changing Market (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Institute of Continuing Education, LC
 26. *17835 Night Court - Getting it to Close (Other Real Estate Related), 2 hours Residential Real Estate Elective Topics, Peninsula School of Real Estate
 27. *17838 RPR Realtor Property Resource (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, PDI
 28. *17847 Top Ten Issues with Hurricanes (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Alpha College of Real Estate
 29. *17849 Understanding Storm & Flood Emergency Planning (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Alpha College of Real Estate
 30. *17851 Yearly Updates on Lead & Mold Issues (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Alpha College of Real Estate
 31. *17853 Mitigation Awareness & Response for Water & Fire Damage (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Alpha College of Real Estate
 32. *17855 Understanding Fire & Smoke Damage Restoration (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Alpha College of Real Estate

33. *17857 Understanding Water Leaks, the Damage it can Cause (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Alpha College of Real Estate
34. *17859 Attorney to Inmate (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, Alpha College of Real Estate
35. *17861 Ethics & Standards of Conduct (Ethics & Standards of Conduct/Current Industry Issues & Trends), 3 hours Residential Real Estate Mandatory Topics, Alpha College of Real Estate
36. *17863 Ethics & Standards of Conduct (CRP), Ethics & Standards of Conduct/Current Industry Issues & Trends, 3 hours Residential Real Estate Mandatory Topics, Alpha College of Real Estate
37. *17869 Lessons in Law (Real Estate Law), 3 hours Residential Real Estate Mandatory Topics, Liz Moore University
38. *17871 ABR - Accredited Buyer Representative, Day 1 (Other Real Estate Related), 7 hours Residential Real Estate Elective Topics, TRSRE
39. *17873 ABR - Accredited Buyer Representative, Day 2 (Other Real Estate Related), 3 hours Residential Real Estate Elective Topics, TRSRE
40. *17874 ABR - Accredited Buyer Representative, Day 2 (Offer to Purchase), 3 hours Residential Real Estate Mandatory Topics, TRSRE
41. *17883 VA Escrow Requirements (Other Real Estate Related), 1 hour Residential Real Estate Elective Topics, WAAR **(Reduced hours)**

Twenty original applications for single-track post license education courses offered by approved schools were considered. Eighteen of these course applications were approved. One course was rejected due to including non-applicable course content. One course was rejected due to including inadequate course content.

1. 17754 Recent Changes in VA Agency Law, 3 hours VA Agency Law, VAR
2. 17755 The Code is Good Business, 3 hours Ethics & Standards of Conduct, CVSRE

3. 17756 Advanced MLS - Use The Tools, 2 hours
Current Industry Issues and Trends, CVSRE
4. 17757 Fair Housing (On-line), 2 hours Fair
Housing, ASREE
5. 17758 Current Industry Issues & Trends (On-line),
2 hours Current Industry Issues & Trends,
ASREE
6. 17759 Ethics Training for Today's Real Estate
Agent (On-line), 3 hours Ethics & Standards
of Conduct, ASREE
7. 17760 Virginia Agency Law, 3 hours VA Agency Law,
RAR
8. 17761 Contract Writing (On-line), 6 hours
Contract Writing, Dearborn Financial
Publishing, Inc. **(Denied - included non-
applicable course content)**
9. 17841 Fair Housing is for Everyone, 2 hours Fair
Housing, VAR
10. 17842 Time Management & Procrastination, 2 hours
Current Industry Issues and Trends, CVSRE
11. 17843 Understand Purchase Contracts & Contract
Writing, 6 hours Contract Writing, CVSRE
12. 17844 Escrow & Protecting Other People's Money, 3
hours Escrow Requirements, NVAR
13. 17845 Sales Contract with Pre & Post Settlement
Agreements, 6 hours Contract Writing,
Institute of Continuing Education, LC
14. 17881 Legal Implications of Short Sales &
Foreclosures, 2 hours Current Industry
Issues & Trends, Institute of Continuing
Education, LC
15. 17884 Virginia Escrow Requirements, 3 hours
Escrow Requirements, WAAR **(Denied -
included inadequate course content)**
16. 17885 Code of Ethics, 3 hours Ethics & Standards
of Conduct, Institute of Continuing
Education, LC
17. 17886 Signed Sealed Contract Updates W/A Superior
Approach to Short Sales, 2 hours Current
Industry Issues & Trends, Institute of
Continuing Education, LC
18. 17887 Agency, 3 hours Virginia Agency Law,
Institute of Continuing Education, LC
19. 17889 RESPA Guidelines, 2 hours Current Industry
Issues & Trends, Institute of Continuing
Education, LC
20. 17890 Real Estate Law & VREB Regulations, 8 hours
Real Estate Law & Board Regulations, WAAR

D. Ten pre-licensing instructor applications were reviewed. Nine of these applications were approved. One application was denied because the applicant did not provide evidence of having at least three years of active experience in Principles and Practices of Real Estate.

1. David William Gillis, Jr.
2. James Thomas Lee
3. Glenn Drake Brown
4. Margaret Ellen Edwards
5. Shoeleh Yalda Rahnama
6. John J. McCormick
7. Wendy M. Moyer - **expert (all areas)**
8. Patricia Ann Mancini - **expert (Principles)**
9. Mark Kevin Urbanski - **expert (Principles)**
10. Donna Gayle Watts - **expert (Principles) (Denied - did not provide evidence of having at least three years of active experience in Principles and Practices of Real Estate)**

E. Nine continuing and post license education instructor applications to teach previously approved continuing and post license education courses were reviewed and approved.

1. **Susan Barnette** - 12066/12069 (Agency Law), 12109/01211 (Fair Housing), 08795/08796 (Ethics & Standards of Conduct), 010609/010594 - 15742/13418 (Fair Housing Opens Doors), 10610/10595 (Fair Housing Advertising), 15361/15359 (Today's Technology: Reality for Realtors), 16739/16744 (Making Advertising & MLS Work for You), 14286/14289 (50 Tech Tips in 50 minutes), 15960/15967 (Advanced MLS: Use the Tools), 12062/12058 (Understanding Contracts & Contract Writing), 15743/15748 (Contracts & Contract Writing), 12065/12057/12061 (Writing Effective Contracts: Offers, Contracts & Related Issues), 14285/14284 (Information Security Threats), **CVSRE**
2. **Cathy Englishman** - 15992 (RSA), 12448/12456/12462/12452 (New Member Orientation), 16896/16901/16900/16902/16903 (ABR Core), 15386/15390/15404 (ABR HAFA), 15423/15430 (ABR Generational Buying), 15494/15498/15499 (ABR Short Sales and Foreclosures), 15444/14981 (CVRMLS Rules & Regs: What Every Broker & Agent Needs to Know), 12469/12428/12436/12446/12441/12451 (16-Hour CE Course - Parts A, B, C, and D), **RAR**

3. **Mike Hogan** - 15992 (RSA), 12448/12456/12462/12452 (New Member Orientation), 13003/13007 (ABR Reboot), 15494/15498/15499 (ABR Short Sales and Foreclosures), 15386/15390/15404 (ABR HAFA), 15444/14981 (CVRMLS Rules & Regs: What Every Broker & Agent Needs to Know), 12469/12428/12436/12446/12441/12451 (16-Hour CE Course - Parts A, B, C, and D), 17562/17564/17563 (Broker CE), 12709/12714 (New Member MLS), 15816/15817 (e-Deal), 16104/16109 (Instanet Forms), 16105/16110 (Doc Box), 16106/16111 (Transaction Desk), 10577/10582 (CMA), 10571/10572 (Buyer Prospecting), 14970/14973 (Utilizing Smart Phones),
RAR
4. **Douglas N. Compton** - 17301/17302 (2012 Ethics Seminar), **Alpha College of Real Estate**
5. **Diane Moreland & Gail Ailor** - 16362 (VA Real Estate Law), **Long and Foster Institute**
6. **Alan Nolan, Christine Brown, Mary Misleh, Manna Zelalem, Tina DuBrule, Shaneaka Dodson** - 58806 (Real Estate Contracts), 58840 (VA Legislative Updates), 58796 (Real Estate Agency), 58802 (Smart Growth in VA), 58804 (Internets Effects on VA Real Estate Transactions), 58800 (Real estate Fair Housing), 58842 (Legal Ethics & Professionalism in Real Estate Law), 58792 (Homes Sales and the Economy), 58790 (Do Not Call Rules & Regulations), 58798 (Ethics & Standards of Conduct), 58844 (VA Real Estate Law Update), 58699 (Limited Service Agency), 58846 (VA Salesperson CE: Mandatory & Elective Topics), 62734/62735 (Ethics & 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 (Offer to Purchase), 64584 (RSA), **Moseley Real Estate Schools**
7. **Jeff Reynolds, Bitsy David, Donna Greer** - 11457 (Negotiating Workshop), **Long & Foster Institute**
8. **Whitney C. Marshall** - 63776/63777 (Introduction to the 2012 NVAR Regional Contract Form, 63774/63775 - Contracts/Offer to Purchase, 63737/63738 (Fair Housing - 2 hour version), 62999/63000 (Tax Matters in Real Estate Sales), 63739/63740 (Fair Housing), 65199/65200 (The Code of Ethics for Real Estate Professionals), 65193/65194 (How to Help clients Avoid Foreclosure), 65191/65192 (Virginia Real Estate Law), 65205/65206 (Living Trusts in Real Estate),

65074/65075 (Title Insurance Basics: What is it and How it Works) 65201/65202 (The Closing Process), 65195/65196 (VA Residential Property Disclosure), 63772/63773 (Contract Review - A Tale of Two Contracts), 63897/63898 (Selected Issues in Agency Law in VA), 65203/65204 (Legal Updates) 58425/58426 (Short Sales, REO Sales & Some Related Tax Issues), 58618/58619 (Special Contracts and Seller Financing), 59899/59900 (RESPA Reform Rule-New GFE and HUD-1 Review), 61400/61401 (Current Legal Issues & Ethical Pitfalls), 61543/61544 (Deeds of Conveyance) 61768/61769 (Preparing for Success: Keeping Issues from Becoming Problems), 62018/62019 (Handling Sales of Properties in Decedent's Estates), 62671/62672 (Surveys and Easements-Mapping Out an Approach), 62692/62693 (FIRPTA Requirements in RE Transactions), 62975/62976 (Renovation Financing), 62997/62998 (Using Tax Deferred Exchanges to Increasing Buying Power) 62973/62974 (Closings with a Twist (Non-Standard Transactions), 63235/63236 (Negotiations 101: The Psychology of the Deal), 64313 (Residential Standard Agency), **RGS Title**

9. **Donna Greer** - 15901/15905 (Breaking Communication Barriers), **Long and Foster Institute**

F. Matters of Interest

1. The Committee requires all future Timed Course Outlines (TCO) in course applications to include detailed, clear information for each section of the TCO. The Committee directed Board staff to send an e-mail to all approved schools informing them of this requirement.

G. Other Business - There was no other business

H. Public Comment

1. Deana Wilson, Director of Alpha College of Real Estate, recommended that the Board eliminate the requirement for ARELLO Distance Education Certification (DEC) as a condition of Board-approval for all non-correspondence distance education course applications. Ms. Wilson expressed the following drawbacks of the Board requiring schools to receive ARELLO DEC for distance education courses: 1) It is costly and burdensome for schools; 2) The Board sometimes reduces the number of hours it approves for distance education course applications with ARELLO DEC; and 3) The Board's required timing mechanism

for and periodic audits of online courses has improved the quality of its approved online courses.

Mr. Hoover asked staff to add this matter to the July 24, 2013, Education Committee meeting agenda.

The meeting adjourned at 5:08 pm.

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