



COMMONWEALTH of VIRGINIA
Department of Professional and Occupational Regulation

Ralph S. Northam
Governor

Brian Ball
Secretary of
Commerce and Trade

VIRGINIA REAL ESTATE BOARD
EDUCATION COMMITTEE MEETING REPORT

The Real Estate Board Education Committee met on Wednesday, September 11, 2019, at 2:00 p.m., at the Department of Professional & Occupational Regulation in Richmond, Virginia.

Committee Members present: Lee Odems, Committee Chair
 Lynn Grimsley
 Candice Bower
 Steve Hoover, Board Chair

Department Staff Members present: Mary Broz-Vaughan, Acting Director
 Jim Chapman, Board and Regulatory Administrator
 Ana 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.

The Committee clarified its rationale regarding an instructor application that was not approved at the July 2019 meeting.

The Committee revisited the application and approved it.

The Committee approved the new Instructor's Resume Worksheet in order to help standardize resume information and eliminate extraneous information.

The Committee has received applications using the new Instructor's Resume Worksheet since the July 2019 meeting. Board staff has only received occasional complaints from previously approved instructors who did not want to fill out the new form. Board staff sought feedback from both the Committee and education providers who were present at the meeting. No specific feedback was provided.

The Committee requested that education providers stop including a traditional resume when an Instructor's Resume Worksheet has been included with the application. This is additional information that is not needed. An education provider asked whether the Instructor's Resume Worksheet should be comprehensive or specific to a course. The Committee did not give specific guidance, but affirmed that the worksheet should not include additional information beyond what is necessary for the Board to determine that the individual is qualified to teach the courses for which s/he is seeking approval.

The Committee requested that forms be filled in with a computer rather than by hand whenever possible.

The Committee understands that some individuals are still having difficulty downloading and opening the Board's forms from the website. However, the Committee emphasized that hand-written applications are sometimes unreadable.

In the future, when Board staff notices a hand-written application, it will send the application form by email and request it be completed electronically.

Board staff consulted the Committee about its proposed policy for education providers seeking to offer a course that was previously approved for another school.

Board staff proposed that it would contact the education-provider-seeking-approval if the original course was expiring within two months. This will allow the education-provider-seeking-approval to determine if it would rather wait until the new course is renewed, and it will also help ensure that the provider is aware that the approval is limited to the expiration of the original course.

Board staff will provide the Committee with files in a new format for the November meeting.

Currently, Board staff compiles the files for the meeting into a single pdf document. There are numerous problems with the compilation that leads to corrupted files. Although Board staff has sought to minimize these issues, compiling the Committee file can still be a long and difficult process. In the process of seeking a solution, Board staff has reason to believe that compiling the files as a pdf portfolio will yield better results and proposed implementing this method for the next Committee meeting.

The Committee agreed to the request, pending a trial run with the new file format in the next few weeks.

Public Comment.

An education provider asked whether education providers are required to submit a candidate photograph to PSI or whether this is the responsibility of the candidate. The education provider mentioned that there is currently no information regarding the need for a photograph in the bulletin. Board staff confirmed, however, that the requirement is in the contract between the Department and PSI. A second question concerned who should provide the photograph if there is more than one education provider. A third question concerned whether a provider is required to keep photographs along with student records. Board staff will research the proper procedure for photograph submission to PSI, as well as having PSI update the information provided in the bulletin. Board staff will report back at the next meeting.

An education provider asked whether distance learning courses must be resubmitted in their entirety when the only change is a software change (for instance, to the timing mechanism) but all content remains the same. The Committee stated that such a course would not need to be resubmitted if the change is to software but course content remains the same.

The following applications were approved without stipulation unless noted otherwise:

IV. Proprietary School Applications

1. 0211001270 - Fred Malek Real Estate, Oakton, VA
Contact Person: Fred Malek
2. 0211001271 - Professionals Educators, LLC
Contact Person: Kiara Tate
3. 0211001272 - Finance of America Reverse, LLC
Contact Person: Lorraine Geraci

V. Continuing Education Course Applications

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

1. 214024544 Real Estate Finance Today v9.0 (Online), 4 hours Real Estate Related, NVRE **(Azmi A. Alkurd)**

B. Original Continuing Education Course Applications, Approved schools:

1. 0214024501 Liars, Cheaters and Thieves: Averting Client Catastrophe OnDemand Course V1.0 (On-line), 3 hours Real Estate Related, Dearborn Financial Publishing, Inc., d.b.a. REcampus.com
2. 0214024508 Pricing Strategies: Mastering the CMA, 6 hours Real Estate Related, Prince William Association of Realtors
3. 0214024509 Seller Representative Specialist (SRS), 3 hours Ethics and Standards of Conduct, and 4 hours Real Estate Related, PWAR
4. 0214024516 Working with Community Associations, 3 hours Real Estate Related, Blue Ridge Real Estate School **(duplicate PLE # 2)**
5. 0214024518 Mortgage Essentials, 1 hour Real Estate Related, Gralynn Inc.
6. 0214024525 Corporate Relocation, 6 hours Real Estate Related, FAAR
7. 0214024530 Ethics at Work (On-line), 3 hours Ethics and Standards of Conduct, The CE Shop
8. 0214024536 Transactions in Instanet-Contract Agency Compliance, 2 hours Real Estate Related, RAR – **duplicate PLE # 8**
9. 0214024539 Fair Housing, 2 hours Fair Housing, PenFed Realty **(duplicate PLE # 10)**
10. 0214024540 Ethics, 3 hours Ethics and Standards of Conduct, PenFed Realty
11. 0214024541 Road Rules, 1 hour Legal Updates, and 2 hours Real Estate Related, RAR
12. 0214024542 Hot Topics in Real Estate (On-line), 3 hours Real Estate Related, The CE Shop
13. 0214024545 Risk Management, 3 hours Legal Updates, Cindy Bishop **(duplicate PLE # 11)**
14. 0214024547 Code of Ethics: Good for Your Clients and Your Business (On-line), 3 hours Ethics and Standards of Conduct, The CE Shop
15. 0214024548 Going Green: The Environmental Movement in Real Estate (On-line), 4 hours Real Estate Related, The CE Shop

- 16.0214024551 Manage Promise Not People, 1 hour Broker Management, Virginia Realtors
- 17.0214024552 Top Ten Red Flags: Conditions to Look for While Showing a House, 1 hour Real Estate Related, NPI, Inc.
- 18.0214024558 Clear and Present Dangers-Two of the Biggest Risks Issues, 1 hour Broker Management, Virginia Realtors
- 19.0214024559 Agency: A Complicated Relationship, 1 hour Real Estate Agency, Virginia Realtors
- 20.0214024560 Residential Housing: Tenant's Assertion, 2 hours Legal Updates, Virginia Realtors **(duplicate PLE # 18)**
- 21.0214024562 5 Things About Real Estate Investors, 2 hours Real Estate Related, Virginia Realtors **(duplicate PLE # 19)**
- 22.0214024564 Quid Pro Quo Hostile Envir. Harassment, 2 hours Fair Housing, Virginia Realtors **(duplicate PLE # 20)**
- 23.0214024568 There's a Form for that, 2 hours Real Estate Related, SVAR **(duplicate PLE # 21)**
- 24.0214024570 Escrow Requirements in Virginia, 3 hours Real Estate Related, Montague Miller Academy **(duplicate PLE # 22)**
- 25.0214024572 Virginia Agency Law in Real Estate, 3 hours Real Estate Agency , William E Wood & Associates Real Estate Academy
- 26.0214024573 Radon Environmental Issues, 1 hour Real Estate Related, NPI
- 27.0214024574 Discovering Commercial Real Estate (On-line), 3 hours Real Estate Related, The CE Shop
- 28.0214024575 Military Relocation Professional Certificate (On-line), 6 hours Real Estate Related, The CE Shop
- 29.0214024576 Pricing Strategies-Mastering the CMA (On-line). 6 hours Real Estate Related, The CE Shop
- 30.0214024580 Property Management Question & Answer 2019, 3 hours Real Estate Related, FutureLaw Real Estate School, LLC **(duplicate PLE # 24)**
- 31.0214024583 Risk Management, 3 hours Real Estate Related, Montague Miller Academy **(duplicate PLE # 26)**
- 32.0214024594 To Disclose or Not to Disclose, 1 hour Real Estate Contracts, SVAR
- 33.0214024595 VA Loans, 1 hour Real Estate Related, Academy of Real Estate. **The course was approved pending an instructor completing the Instructor's Resume Worksheet.**
- 34.0214024596 New Construction, 3 hours Real Estate Related, Montague Miller Academy
- 35.0214024597 Senior Real Estate Specialist (SRES), 8 hours Real Estate Related, Alpha College of Real Estate
- 36.0214024598 Real Estate Lessons from Movies (and TV), 3 hours Real Estate Related, Virginia Realtors **(duplicate PLE # 36)**
- 37.0214024600 Broker Management (On-line), 2 hours Broker Supervision, Potomac Real Estate School, LLC
- 38.0214024602 Advertising for Brokers, 2 hours Legal Updates, Virginia Realtors **(duplicate CE # 39 & PLE # 37)**
- 39.0214024603 Advertising for Brokers, 2 hours Broker Management, Virginia Realtors **(duplicate CE # 38 & PLE # 37)**

- 40.0214024605 RI 501: Agency in Virginia, 3 hours Real Estate Agency, and 3 hours Real Estate Related, Virginia Realtors **(duplicate PLE # 38)**
- 41.0214024607 RI 502: Sales Contracts, 6 hours Real Estate Contracts, Virginia Realtors **(duplicate PLE # 39)**
- 42.0214024613 Ensuring Compliance with RESPA, 2 hours Real Estate Related, Cindy Bishop Worldwide, LLC **(duplicate PLE # 44)**
- 43.0214024615 RI 506 Risk Management, 6 hours Legal Updates, Virginia Realtors **(duplicate PLE # 45 & 46)**
- 44.0214024618 RI 507: Ethics and Professional Responsibility, 2 hours Fair Housing, and 4 hours Ethics and Standards of Conduct, Virginia Realtors **(duplicate PLE # 47 & 48)**
- 45.0214024621 RI 508: Real Estate Law and Virginia Regulations, 8 hours Legal Updates, Virginia Realtors **(duplicate PLE # 49)**
- 46.0214024623 RI 509: Mastering Negotiations (On-line), 4 hours Real Estate Related, Virginia Realtors **(duplicate PLE # 50)**
- 47.0214024625 RI 510: Beneath the Surface: Understanding the Anatomy of a House (On-line), 6 hours Real Estate Related, Virginia Realtors **(duplicate PLE # 51)**
- 48.0214024627 Property Management Q&A, 3 hours Legal Updates, Virginia Realtors **(duplicate CE # 49 & PLE # 52)**
- 49.0214024628 Property Management Q&A, 3 hours Broker Management, Virginia Realtors **(duplicate CE # 48 & PLE # 52)**
- 50.0214024630 Credit Essentials, 2 hour Real Estate Related, WAAR **(duplicate PLE # 53)**
- 51.0214024632 Risk Reduction for Managing Brokers, 2 hours Broker Management, Long and Foster Institute of Real Estate
- 52.0214024644 Handling the Short Sale, 2 hours Real Estate Related, Cindy Bishop Worldwide **(duplicate PLE # 63)**
- 53.0214024646 Escrow Requirements, 3 hours Real Estate Related, Cindy Bishop Worldwide **(duplicate PLE # 64)**
- 54.0214024649 Fundamentals of Real Estate Appraisal, 8 hours Real Estate Related, DAAR
- 55.0214024650 Real Estate Brokerage, 8 hours Real Estate Related, DAAR
- 56.0214024652 Real Estate Law, 8 hours Real Estate Related, DAAR
- 57.0214024653 Negotiating Strategies, 1 hour Broker Management, Virginia Realtors
- 58.0214024654 Fix It Up – Residential Maintenance, 4 hours Real Estate Related, Virginia Realtors **(duplicate PLE # 65)**
- 59.0214024658 Financing Options Today, 1 hour Real Estate Related, Academy of Real Estate
- 60.0214024659 Ethics and Standards of Conduct (Classroom/Virtual), 3 hours Ethics and Standards of Conduct, Tri Corner Real Estate Institute, LLC **(duplicate CE # 61 & PLE # 29, 56)**
- 61.0214024660 Ethics and Standards of Conduct (On-line), 3 hours Ethics and Standards of Conduct, Tri Corner Real Estate Institute, LLC **(duplicate CE # 60 & PLE # 29, 56)**

- 62.0214024661 Fair Housing (Classroom/Virtual), 2 hours Fair Housing, Tri Corner Real Estate Institute **(duplicate CE # 63 and PLE # 27, 57)**
- 63.0214024662 Fair Housing (On-line), 2 hours Fair Housing, Tri Corner Real Estate Institute **(duplicate CE # 62 and PLE # 27, 57)**
- 64.0214024663 VA Agency Law (Classroom/Virtual), 1 hour Real Estate Agency, Tri Corner Real Estate Institute **(duplicate CE # 65 and PLE # 31, 61)**
- 65.0214024664 VA Agency Law (On-line), 1 hour Real Estate Agency, Tri Corner Real Estate Institute **(duplicate CE # 64 and PLE # 31, 61)**
- 66.0214024665 Contract Writing (Classroom/Virtual), 1 hour Real Estate Contracts, Tri Corner Real Estate Institute **(duplicate CE # 67 and PLE # 32, 57)**
- 67.0214024666 Contract Writing (On-line), 1 hour Real Estate Contracts, Tri Corner Real Estate Institute **(duplicate CE # 66 and PLE # 32, 57)**
- 68.0214024667 HCoB_Virginia Broker Management and Agent Supervision (On-line), 6 hours Broker Management and 2 hours Broker Supervision, Hondros College of Business
- 69.0214024668 Appraisal Essentials, 1 hour Real Estate Related, Gralynn Inc.
- 70.0214024671 Rental Rundown, 3 hours Real Estate Contracts, Ann Palmateer Real Estate School, LLC **(duplicate PLE #68)**
- 71.0214024674 Understanding the Financing Addendum, 2 hours Real Estate Contracts, Institute Of Continuing Education, LC **(duplicate PLE # 70). The Committee approved the course, but did not approve two instructors.**
- 72.0214024676 Recent Virginia Real Estate Law Update, 1 hour Legal Updates, Fidelity National Title Group. **The Committee did not approve the course because there was no content on flood insurance. The Committee also noted that the resume included was difficult to follow and recommended that the provider use the Instructor's Resume Worksheet.**
- 73.0214024679 Origination From Start To Finish, 2 hours Real Estate Related, CALM JA LLC.

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

None

VI. Post License Education Course Applications

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

None

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

1. 0214024513 Road Rules, 2 hours Current Industry Issues and Trends, RAR
2. 0214024517 Working with Community Associations, 2 hours Current Industry Issues and Trends, Blue Ridge Real Estate School **(duplicate CE # 4)**
3. 0214024520 1031 Exchanges-By the Rules, 2 hours Real Estate Related-Finance, Title Resources
4. 0214024521 Fraud Prevention, 2 hours Current Industry Issues and Trends, Title Resources
5. 0214024522 FIRPTA-Closing The Foreign Seller, 2 hours Current Industry Issues and Trends, Title Resources
6. 0214024523 REIN Contract, 2 hours Current Industry Issues and Trends, Title Resources
7. 0214024531 Real Estate-Related Finance (On-line), 2 hours Real Estate-Related Finance, OCL Real Estate, LLC dba Oncourse Learning Real Estate
8. 0214024537 Transactions in Instanet-Contract Agency Compliance, 2 hours Current Industry Issues and Trends, RAR - **duplicate CE # 8**
9. 0214024538 Real Estate Law & Board Regulations, 6 hours Real Estate Law and Board Regulations, OCL Real Estate, LLC.dba Oncourse Learning Real Estate
10. 0214024543 Fair Housing, 2 hours Fair Housing, PenFed Realty **(duplicate CE # 9)**
11. 0214024546 Risk Management, 3 hours Risk Management, Cindy Bishop **(duplicate CE # 13)**
12. 0214024549 VA Mechanic's Liens & Construction Loans, 2 hours Current Industry Issues and Trends, Title Resources
13. 0214024550 Virginia Decedents Estates, 2 hours Current Industry Issues & Trends, Title Resources
14. 0214024553 Virginia Post Licensing-Agency Law (On-line), 3 hours VA Agency Law, The CE Shop
15. 0214024554 Virginia Post Licensing-Contract Writing (On-line), 6 hours Contract Writing, The CE Shop
16. 0214024556 Virginia Post Licensing-Escrow Requirements (On-line), 3 hours Escrow Requirements, The CE Shop
17. 0214024557 Virginia Post Licensing-Fair Housing, ADA, & Civil Rights (On-line), 2 hours Fair Housing, The CE Shop
18. 0214024561 Residential Housing: Tenant's Assertion, 2 hours Current Industry Issues and Trends, Virginia Realtors **(duplicate CE #20)**
19. 0214024563 5 Things About Real Estate Investors, 2 hours Current Industry Issues and Trends, Virginia Realtors **(duplicate CE # 21)**
20. 0214024565 Quid Pro Quo Hostile Envir. Harassment, 2 hours Current Industry Issues and Trends, Virginia Realtors **(duplicate CE # 22)**
21. 0214024569 There's a From for that, 2 hours Current Industry Issues and Trends, SVAR **(duplicate CE # 23)**

- 22.0214024571 Escrow Requirements in Virginia, 3 hours Escrow Requirements, Montague Miller Academy **(duplicate CE # 24)**
- 23.0214024577 VA PLE – Ethics and Standards of Conduct (On-line), 3 hours Ethics and Standards of Conduct, The CE Shop
- 24.0214024581 Property Management Question & Answer 2019, 2 hours Current Industry Issues and Trends, FutureLaw Real Estate School, LLC **(duplicate CE # 30)**
- 25.0214024582 Virginia Post Licensing – Risk Management (On-line), 3 hours Risk Management, The CE Shop
- 26.0214024584 Risk Management, 3 hours Risk Management, Montague Miller Academy **(duplicate CE # 31)**
- 27.0214024585 Fair Housing, 2 hours Fair Housing (Classroom/Virtual), Tri Corner Real Estate Institute, LLC **(duplicate PLE 57)**
- 28.0214024586 Real Estate Law and Board Regulations(Classroom/Virtual) , 6 hours Real Estate Law and Board Regulations, Tri Corner Real Estate Institute, LLC **(duplicate PLE 59)**
- 29.0214024587 Ethics and Standards of Conduct (Classroom/Virtual), 3 hours Ethics and Standards of Conduct, Tri Corner Real Estate Institute, LLC **(duplicate PLE 56)**
- 30.0214024588 Industry Trends and Social Media (Classroom/Virtual), 2 hours Current Industry Issues and Trends, Tri Corner Real Estate Institute, LLC **(duplicate PLE #58)**
- 31.0214024589 VA Agency Law (Classroom/Virtual) , 3 hours VA Agency Law, Tri Corner Real Estate Institute, LLC **(duplicate # PLE 61)**
- 32.0214024590 Contract Writing , (Classroom/Virtual), 6 hours Contract Writing, Tri Corner Real Estate Institute, LLC **(duplicate PLE # 54)**
- 33.0214024591 Risk Management in Real Estate (Classroom/Virtual), 3 hours Risk Management, Tri Corner Real Estate Institute, LLC **(duplicate #60)**
- 34.0214024592 Escrow Requirements (Classroom/Virtual), 3 hours Escrow Requirements, Tri Corner Real Estate Institute, LLC **(duplicate PLE 55)**
- 35.0214024593 Real Estate- Related Finance (Classroom/Virtual), 2 hours Real Estate-Related Finance, Tri Corner Real Estate Institute, LLC **(duplicate PLE #62)**
- 36.0214024599 Real Estate Lessons from Movies (and TV), 2 hours Current Industry Issues and Trends, Virginia Realtors **(duplicate CE # 36)**
- 37.0214024604 Advertising for Brokers, 2 hours Current Industry Issues and Trends, Virginia Realtors **(duplicate CE # 38 & 39)**
- 38.0214024606 RI 501: Agency in Virginia, 3 hours VA Agency Law, Virginia Realtors **(duplicate CE # 40)**
- 39.0214024608 RI 502: Sales Contracts, 6 hours Contract Writing, Virginia Realtors, **(duplicate CE # 41)**
- 40.0214024609 RI 503: Business Planning, 2 hours Current Industry Issues and Trends, Virginia Realtors
- 41.0214024610 RI 505: Working with Sellers, 2 hours Current Industry Issues and Trends, Virginia Realtors

- 42.0214024611 Signing Authority, 2 hours Current Industry Issues and Trends, Title Resources
- 43.0214024612 Introduction to Title Insurance, 2 hours Current Industry Issues and Trends, Title Resources
- 44.0214024614 Ensuring Compliance with RESPA, 2 hours Current Industry Issues and Trends, Cindy Bishop Worldwide **(duplicate CE # 42)**
- 45.0214024616 RI 506: Risk Management-Escrow Requirements, 3 hours Escrow Requirements, Virginia Realtors **(duplicate CE # 43 and PLE # 46)**
- 46.0214024617 RI 506: Risk Management-Risk Management – 3 hours Risk Management, Virginia Realtors **(duplicate CE # 43 and PLE # 45)**
- 47.0214024619 RI 507: Ethics and Professional Responsibility, 3 hours Ethics and Standards of Conduct, Virginia Realtors **(duplicate CE #44 and PLE # 48)**
- 48.0214024620 RI 507: Ethics and Professional Responsibility, 2 hours Fair Housing, Virginia Realtors **(duplicate CE #44 and PLE # 47)**
- 49.0214024622 RI 508: Real Estate Law and Virginia Regulations, 6 hours Real Estate Law and Board Regulations, Virginia Realtors **(duplicate CE # 45)**
- 50.0214024624 RI 509: Mastering Negotiations (On-line), 2 hours Current Industry Issues and Trends, Virginia Realtors **(duplicate CE # 46)**
- 51.0214024626 RI 510: Beneath the Surface: Understanding the Anatomy of a House (On-line), 2 hours Current Industry Issues and Trends, Virginia Realtors **(duplicate CE # 47)**
- 52.0214024629 Property Management Q&A, 2 hours Current Industry Issues & Trends, Virginia Realtors **(duplicate CE # 48 & 49)**
- 53.0214024631 Credit Essentials, 2 hours Current Industry Issues and Trends, WAAR **(duplicate CE # 50)**
- 54.0214024635 Contract Writing (On-line), 6 hours Contract Writing, Tri Corner Real Estate Institute, LLC **(duplicate PLE # 32)**
- 55.0214024636 Escrow Requirements (On-line), 3 hours Escrow Requirements, Tri Corner Real Estate Institute, LLC **(duplicate PLE 34)**
- 56.0214024637 Ethics and Standards of Conduct (On-line), 3 hours Ethics and Standards of Conduct, Tri Corner Real Estate Institute, LLC **(duplicate PLE 29)**
- 57.0214024638 Fair Housing (On-line), 2 hours Fair Housing, Tri Corner Real Estate Institute, LLC **(duplicate PLE 27)**
- 58.0214024639 Industry Trends and Social Media (On-line), 2 hours Current Industry Issues and Trends, Tri Corner Real Estate Institute, LLC **(duplicate PLE #30)**
- 59.0214024640 Real Estate Law and Board Regulations (Online), 6 hours Real Estate Law and Board Regulations, Tri Corner Real Estate Institute, LLC **(duplicate PLE #28)**
- 60.0214024641 Risk Management in Real Estate (On-line), 3 hours Risk Management, Tri Corner Real Estate Institute, LLC **(duplicate PLE # 33)**

- 61.0214024642 VA Agency Law (On-line), 3 hours VA Agency Law, Tri Corner Real Estate Institute, LLC **(duplicate # 31)**
- 62.0214024643 Real Estate-Related Finance (On-line), 2 hours Real Estate-Related Finance, Tri Corner Real Estate Institute, LLC **(duplicate PLE #35)**
- 63.0214024645 Handling the Short Sale, 2 hours Current Industry Issues and Trends, Cindy Bishop Worldwide **(duplicate CE # 52)**
- 64.0214024647 Escrow Requirements, 3 hours Escrow Requirements, Cindy Bishop Worldwide **(duplicate CE # 53)**
- 65.0214024655 Fix It Up – Residential Maintenance, 2 hours Current Industry Issues and Trends, Virginia Realtors **(duplicate CE # 58)**
- 66.0214024656 Federal Closing Issues, 2 hours Real Estate-Related Finance, Title Resources
- 67.0214024657 Central VA Region MLS Purchase Agreement, 2 hours Current Industry Issues and Trends, Title Resources
- 68.0214024672 Rental Rundown, 2 hours Current Industry Issues and Trends, Ann Palmateer Real Estate School, LLC **(duplicate CE # 70)**
- 69.0214024673 Escrow Requirements (On-line), 3 hours Escrow Requirements, OCL Real Estate, LLC dba Oncourse Learning Real Estate
- 70.0214024675 Understanding the Financing Addendum, 2 hours Current Industry Issues and Trends, Institute Of Continuing Education, LC **(duplicate CE # 71). As with CE # 71, the Committee did not approve two instructors for this course.**

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

None

VII. Pre-License Education Instructors

- 1. 0230001618 - Sherri Lynne Thaxton – experience and professional designation (principles)
- 2. 0230001621 – Steven Michael Anderson – waiver and professional designation (principles)

VIII. Pre-License Education Courses

- 1. 0214024527 45-hours Broker Real Estate Law (Correspondence), reFocus Real Estate School, LLC
- 2. 0214024528 45-hours Broker Real Estate Law (Classroom), reFocus Real Estate School, LLC
- 3. 0214024529 45-hours Broker Real Estate Law (Virtual Classroom), reFocus Real Estate School, LLC
- 4. 0214024566 60-hours Principles and Practices of Real Estate (On-line), Aceable Inc. dba AceableAgent
- 5. 0214024601 60-hours Principles and Practices of Real Estate (On-line), Alpha College of Real Estate

6. 0214024633 60-hours Principles and Practices of Real Estate (On-line), Tri Corner Real Estate Institute, LLC.
7. 0214024634 60-hours Principles and Practices of Real Estate (Virtual Classroom), Tri Corner Real Estate Institute, LLC.
8. 0214024648 45-hours Broker Fundamental of Real Estate Appraisal (Classroom), DAAR
9. 0214024651 45-hours Broker Real Estate Law (Classroom), DAAR

IX. Additional Continuing/Post License Education Instructors

1. **Jimmy Sgambelluri**
0214023904 & 0214023905 - Loans and Financing 101, **WAAR**
2. **Kevin Hagan**
0214024346 & 0214024361 – Ethics
Kevin McGrath
0214024346 & 0214024361 – Ethics
Athena Petersen
0214024346 & 0214024361 – Ethics
Rich Raab
0214024346 & 0214024361 – Ethics
Jill Malloy
0214024346 & 0214024361 – Ethics
Donna Greer
0214024346 & 0214024361 – Ethics
Donna Patton
0214024346 & 0214024361 – Ethics
Long and Foster Institute of Real Estate
3. **Paul Diccio**
0214023386 – Contracts
0214023328 – Agency
0214024364 – Pathway to Professionalism
0214024163 – Broker Supervision
0214024346 & 0214024361 – Ethics
0214021967 & 0214021968 – Agency
0214022442 & 0214022443 – Contracts
Long and Foster Institute of Real Estate
4. **Kevin Hagan**
0214024345 - Appraisals Policies, Practices & more
Martha Eaheart
0214024345 - Appraisals Policies, Practices & more
Long and Foster Institute of Real Estate
5. **Gina Sultan Edwards**
0214024131 - Real Estate CE Day 1 - Afternoon Session
Carl Heimlich
0214024131 - Real Estate CE Day 1 - Afternoon Session
Larry Giannasi
0214024131 - Real Estate CE Day 1 - Afternoon Session
Action Real Estate LLC
6. **Kevin Bayly**
0214023477 – Contracts
Michael Ridgway

- 0214023477 – Contracts
Academy of Real Estate
7. **Michael Crook**
 0214023126 – Renovation Loans
Academy of Real Estate
8. **Bobbie Holman**
 0214022442 & 0214022443 – Contracts
Long & Foster Institute of Real Estate
9. **Gwen Walton**
 0214021896 & 0214021897 - Fair Housing
 0214024346 & 0214024361 – Ethics
 0214023782& 0214023783 - VA Real Estate Law - 6hrs (with flood content)
 0214021967 & 0214021968 - Agency 3hrs
 0214022442 & 0214022443 - Contracts - 6hrs
 0214022546 & 0214022586 - Risk management
 0214022519 & 0214022520 - VA Escrow Requirements
 0214022583 & 0214022584 - Social media & Internet Advertising
 0214023328 - Agency 1hr
 0214023386 - Contracts 1hr
 021403417 -Legal Updates (w Flood content)
Long & Foster Institute of Real Estate
10. **David Ducatman**
 0214023724 - 203(K) Education for Renovation
 0214020031 & 0214020039 - 2015 Residential Sales Contract (VA) Addenda
 0214023465 & 0214023465 – 2018, A Year Review
 0214019089 & 0214019097 – A Mock Settlement
 0214023725 & 0214023726 – Advanced Title Insurance Issues
 0214023743 & 0214023744 - Agency Demystified
 0214022898/0214022902 - Bankruptcy and Foreclosure
 0214023727 – Clearing Title to a Commission Check
 0214020035/0214020042 - Compulsory 2015 Contract Crash course
 0214019851 – Congratulations You Got A Listing!
 0214023728 & 0214023729 - Contracts with Escalators
 0214023739 & 0214023740 - Death, Divorce and Bankruptcy
 0214020278 – Earnest Money Deposits
 0214022897/0214022901 - Effective Real Estate Contracts
 0214023730 & 0214023731 – Escrow Requirements
 0214022894/0214022900 - Ethics for Real Estate Agents
 0214019466/0214019488 - Fair Housing
 0214023732 & 0214023733 - Foreclosures, REOS and Short Sales-A Primer
 0214021195 & 0214021209 – General Escrow
 0214019829 & 0214019838 - HOA Restrictive Covenants & the VA Property Owners Association Act (2015 Contract)
 0214023741 & 0214023742 - Legal Updates and Emerging Trends with Flood Content
 0214018965 & 0214018901 - Let's Inspect This A Little More Closely
 0214023734 & 0214023735 – Lien On Me
 0214023114 – Living the Dream: Simple Steps to Avoiding Problems Settlement
 0214022896 – Practical Guide to FIRPTA and Foreign Sellers
 0214023745 - Property Condition Disclosures in Sale Transactions
 0214019679 & 0214019669 - Real Estate Disclosure Law in VA

0214020120 & 0214020137 - Real Estate Fraud
0214021199 & 0214021208 - Real Estate Law
0214024005 & 0214024006 – Real Estate Related Financing
0214024007 & 0214024003 - Risk Management
0214020116 & 0214020136 - The 2015 Loan Estimate and Closing
0214019815 & 0214019836 - The New 2015 Residential Sales Contract
0214023738 & 0214023737 - The Power of Exchange: 1031s
0214020040 – Title Insurance and Surveys
0214020622 - To Survey or Not To Survey
0214023746 - Transactional Red Flags-Authority to Sell
0214023841 - 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 or Unimproved Land
0214022051 & 0214022052 - Understanding Title Insurance and Surveys
0214024001 & 0214024002 – VA Real Estate Law and Board Regulations
0214024008 & 0214024004 - Why Didn't My Short Sale Close

MBH Settlement Group, L.C.

The Committee requested that the instructor applicant provide additional information on expertise and qualifications and specifically recommended that the instructor applicant complete the Instructor's Resume Worksheet. The Committee also recommended that the instructor applicant consider whether it is necessary to gain approval to teach all the courses listed, especially those covering information from 2015. The Committee will reconsider the application at its next meeting, but must have information sufficient to determine qualifications to instruct each course for which approval is sought.

11. Jill Malloy

0214022347- Home Safety for your Sellers
0214021581 - Leadership and Team Work Skills

Long and Foster Institute of Real Estate

12. Samuel Hanks

0214024129 & 0214024130 - VHDA: Real Estate Professional Training

Virginia Realtors

13. Charles D. Martin

0214024151 – Real Estate CE Day 2 – Morning Session

Action Real Estate LLC

X. New Business

XI. Adjourn (3:33 p.m.)