

CONTINUING EDUCATION COURSES

PRESENTED BY THE NORTH DAKOTA ASSOCIATION OF REALTORS®

DECEMBER 2 AND 3, 2014

RAMADA BISMARCK 1400 EAST INTERCHANGE AVE.

BISMARCK, ND 58501 701-258-7000

Tuesday, December 2

8:30 am to 11:30 am

ND Agency: It's Not About You

Instructor: Casey Chapman

3 hours ND mandatory CE (MAN1415-010)

This is a class for agents to get an update on the ND Agency Laws and Rules. Hear what defines first substantive contact and forms of agency relationships in North Dakota. Office Policy and office set up to be discussed along with much more information. (Meets Mandatory Topic)

Tuesday, December 2

1:00 pm to 4:00 pm

FirstHome Essentials

Instructor: Dave Flohr

3 hours ND elective CE (CE1314-024)

This course is to train real estate agents on the requirements of North Dakota Housing's FirstHome™ Program and related special programs. The goal is for real estate agents to achieve a better understanding of the Agency's programs thereby increasing their proficiency in assisting clients, particularly, clients considering homeownership for the first time. Each real estate agent completing the course will receive the North Dakota Housing's designation as a "FirstHome™ Certified Agent."

Wednesday, December 3

8:30 am to 11:30 am

Fair Housing Basics

Instructor: Michelle Rydz and Corey Birkholz

3 hours ND mandatory CE (MAN14-009)

Fair Housing laws require both private and publicly-funded housing providers to avoid discriminating against persons and groups based on protected characteristics. This obligation is well established but can seem complicated to apply. In addition, entities that receive federal housing funds must avoid further categories of discrimination and must take affirmative steps to promote balanced and integrated living patterns. Learn how to apply these to your work, to the populations you serve and to the programs you operate. (Meets Mandatory Topic)

Instructors

Casey Chapman practices law in Bismarck with emphasis on trial law and real estate planning. He has taught Business Law at the University of Mary and Dickinson State University. He is also legal counsel for NDAR.

Dave Flohr is the NDHFA's Homeownership Division Director. Dave has more than 25 years of housing industry experience and has worked in the Homeownership Division since 1992. In addition to overseeing the NDHFA's homeownership activities, he served on the Board of Directors for two Bismarck based non-profit housing organizations, CommunityWorks North Dakota and Affordable Housing Developers, Inc. Dave is a certified Housing Development Finance Professional through the National Development Council.

Michelle Rydz is the Executive Director of High Plains Fair Housing Center an organization that is dedicated to insuring fair housing rights in North Dakota. She attended Fair Housing School designed and implemented by the National Fair Housing Alliance. She has over 25 years of experience in non-profit management, fundraising and training.

Corey Birkholz is ADA/Accessibility Specialist with Options: Interstate Resource Center for Independent Living (IRCIL) where he has been since 1999 providing ADA, Federal Fair Housing Act, ND and MN Human Rights Act, accessibility and civil rights guidance along with training to people with disabilities and technical assistance and training to employers, businesses, architects, builders, cities, housing providers and other organizations.

LAST CHANCE FOR CE THIS YEAR

Licensees may take as little as 3 hours or as many as 9 hours during this seminar.



FOOD & LODGING

All meals will be an out-of-pocket expense to the participants. A block of rooms has been reserved at the Ramada Bismarck (formerly the Doublewood) at a discounted rate of \$90 (Please make reservations yourself, however, specify that you will be attending the REALTORS® classes.) Early registrations are a must as the block will be available only through November 17.

Ramada Bismarck
1400 East Interchange Ave.
Bismarck, ND 58501
701-258-7000

KEEP YOUR CE CERTIFICATES!

Each REALTOR®/Licensee is responsible for keeping their CE certificates. If you have lost a certificate you will have to get a duplicate from the entity that sponsored the course you attended. Please check course numbers to be sure you haven't taken the same course previously this year.

ATTENTION BROKERS!!

Every North Dakota licensee (except those that are exempt) will need 9 hours of continuing education by December 31, 2014. ***3 of those hours need to cover the Mandatory Topic in either Agency or Fair Housing. Courses that meet the required topic will have a course code starting with MAN14.** The Designated Broker is required to certify to the Real Estate Commission that each renewing licensee has completed the CE hours when renewing licenses. Therefore, the licensee and/or the Designated Broker must retain copies of all education forms and certificates for their own records.

REFUND POLICY – Full refund (less \$10 processing fee if registration was paid by credit card) may be returned only if notice of cancellation is submitted in writing to the ND Association of Realtors® five days prior to classes. Refund of half the fee will be returned upon receipt of written cancellation no later than two days

prior to classes. **NO REFUNDS OR CREDITS THEREAFTER.** Any refunds will be mailed immediately following the seminar. Email refund requests to info@ndrealtors.com, fax to 866-665-1011, or mail to 318 W Apollo Avenue, Bismarck, ND 58503.



Please attach a business card or print:

Name _____
Company _____
Address _____
City, State, Zip _____
Email _____

Method of Payment ☐ Check
☐ Visa ☐ Mastercard ☐ Discover ☐ AmEx

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Exp Date _____

Signature _____

Send form and payment to:

NDAR—318 W Apollo Ave, Bismarck ND 58503
Fax: 866-665-1011—Email: info@ndrealtors.com

For Office Use Only Date _____
EC# _____ Amt _____ Ck# _____

NDAR REALTOR® Member	On or Before November 26	Nov 27 to Dec 1	Walk In
<input type="checkbox"/> Agency: It's Not About You	\$50	\$75	\$85
<input type="checkbox"/> First Home Essentials	\$50	\$75	\$85
<input type="checkbox"/> Fair Housing Basics	\$50	\$75	\$85
Out of State REALTOR®	On or Before November 26	Nov 27 to Dec 1	Walk In
<input type="checkbox"/> Agency: It's Not About You	\$60	\$85	\$95
<input type="checkbox"/> First Home Essentials	\$60	\$85	\$95
<input type="checkbox"/> Fair Housing Basics	\$60	\$85	\$95
Non-Member	On or Before November 26	Nov 27 to Dec 1	Walk In
<input type="checkbox"/> Agency: It's Not About You	\$85	\$95	\$110
<input type="checkbox"/> First Home Essentials	\$85	\$95	\$110
<input type="checkbox"/> Fair Housing Basics	\$85	\$95	\$110
Calculate Your Total:			

of classes _____ X fee _____ = \$ _____