

### Registration form....

Name \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ St. \_\_\_\_\_ Zip \_\_\_\_\_

Work phone \_\_\_\_\_ Home Phone \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Social Security # \_\_\_\_\_

Real Estate License # \_\_\_\_\_

Please Check One:

CAAR Member  IAR Member  Non-Member

Total \$ \_\_\_\_\_

Check (payable to Capital Area Assoc of REALTORS®)

Charge to:  VISA  MasterCard

Number \_\_\_\_\_ Exp. \_\_\_\_\_

Signature Required \_\_\_\_\_

### COURSE CHOICES (select those desired):

01/19 Core B - Legal Issues (COR 1676)

02/02 Advertising & the Real Estate...(LL 105 )

02/02 Risk Reduction And Technology (RD 941)

02/15 Core A: License Law Battle (COR 1625)

02/15 Code of Ethics Overview (ETH 1519)

02/17 Core B - Legal Issues (COR 1676)

03/06 Core A: Agency & Escrow (COR 1650)

03/06 Core B Legal Issues: Risk Management (COR 1606)

03/13 Core B - Legal Issues (COR 1676)

All classes will be held at the Capital Area Association of REALTORS® located at the address below.

Please mark here if you have a disability and may require special accommodations in order to fully participate in this course. You will be contacted by a CAAR staff member to discuss your specific needs.

**Mail completed form with payment to:**

Capital Area Association of REALTORS®  
3149 Robbins Road, Springfield, IL 62704

**Or fax completed form with credit card information to:**  
217/698-7009

### Continuing Education Instructions

1. In order to obtain CE credit for a course, you must attend the entire session. No credit will be given to those who arrive late, depart early or take breaks other than the pre-approved instructor's break.
2. Continuing Education sessions are approved for three full credit hours.
3. No pages, phones or recorders.
4. Driver's license picture ID will be required upon check-in.
5. A test will be given immediately following the course. There will be 25 questions for each three hours of credit.
6. Individual licensees are responsible for keeping track of their CE credits and reporting them to the Office of Banks and Real Estate upon renewal.
7. Real Estate License number is required on every test.

### We are here to help!

Please call Kathy Nichelson at 217-698-7000 or email her at [knichelson@caaronline.com](mailto:knichelson@caaronline.com) and she will be able to assist you with:

- *What options you have to transition your license*
- *What classes you have completed*
- *What classes you still need to take*
- *How CE figures into the equation*
- *in general ... your helping hand!*

### Capital Area Association of REALTORS®

3149 Robbins Road  
Springfield, IL 62704

Phone: 217/698-7000

[www.SeeHouses.com](http://www.SeeHouses.com)



**Register Today!**  
Space is limited & classes fill up quickly!

**Illinois Association of REALTORS®**  
in conjunction with the  
**Capital Area Association of REALTORS®**



presents...

**2012 Winter Schedule of IL Dept. of Financial and Professional Regulation approved Real Estate Continuing Education Courses**



REALTOR®



EQUAL HOUSING OPPORTUNITY

# 2012 Winter Continuing Education Courses



**January 19, 2012**                      **9:00 - 12:00 p.m.**                      **Kerry Kidwell**  
**February 17, 2012**                      **9:00 - 12:00 p.m.**                      **Kerry Kidwell**  
**March 13, 2012**                      **9:00 - 12:00 p.m.**                      **Kerry Kidwell**

**COR 1676 - Core B - Legal Issues – Real Estate Fundamentals (3 Hrs Core)**

This class is an overview of a variety of IL License Law and various Federal laws that are used by Illinois real estate licensees on a daily basis. It's being offered as a proficiency review for the Broker and Managing Broker proficiency exam but may be taken by anyone who has not already taken this class and needs Core B CE credit.

**February 2, 2012**                      **9:00 - 12:00 p.m.**                      **Kerry Kidwell**  
**LL 105 - Advertising & the Real Estate Agent (3 Hrs Elective)**

This course covers a wide variety of advertising issues, including IL License Law, fair housing, Regulation Z and others. It contains Internet guidelines and Do-Not-Call rules as well. Also includes new guidelines from the new License Law.

**February 2, 2012**                      **1:00 - 4:00 p.m.**                      **Kerry Kidwell**  
**RD 941 - Risk Reduction And Technology Use (3 Hrs Elective)**

How do technology tools sometimes lead to trouble? What laws affect real estate agents in their use of their "tech toys?" What should I put on Face book®? Attend this class to get the answers! Includes lots of helpful websites!

**February 15, 2012**                      **9:00 - 12:00 p.m.**                      **Kerry Kidwell**  
**COR 1625 - Core A: License Law Battle (3 Hrs Core)**

Battle it out with classmates over license law, agency and escrow questions for fun and prizes! Everyone wins in gaining knowledge in a game show format! Includes NEW questions on the NEW license law. Will you be asked to "come on down?"

**February 15, 2012**                      **2:00 - 5:00 p.m.**                      **Kerry Kidwell**  
**ETH 1519 - Code of Ethics Overview (3 Hrs Elective)**

This class gives a history of the Code and an overview of the ethics and arbitration process. After reviewing the entire Code, students will form "panels" to decide ethics and arbitration cases. (*This course meets NAR's quadrennial requirement for Code of Ethics training.*)

**March 6, 2012**                      **9:00 - 12:00 p.m.**                      **Lynn Madison**  
**COR 1650 - Core A: Agency & Escrow: Will The Defendant Please Rise? (3 Hrs Core)**

Join us as we explore agency's fine points – duties to clients – responsibilities to customers - when to do dual (when not to!) as well as look at escrow case studies - all with an emphasis on risk reduction.

**March 6, 2012**                      **1:00 - 4:00 p.m.**                      **Lynn Madison**  
**COR 1606 - Core B Legal Issues: Risk Management Remix for Today's Market (3 Hrs Core)**

Staying on top of the changes and challenges in today's real estate market is hard. This course gives the licensee an update on some of the situations and problems they will face in today's environment.

**February 7, 2012 (Tuesday) 8:30 a.m. - 5:00 p.m.**                      **Lynn Madison**  
**Short Sales and Foreclosure Resource Certification**  
**(COR 1621, 6 hrs. Core CE Credit & Credit towards SFR Certification)**



Designed for real estate professionals at all experience levels, the National Association of REALTORS® (NAR) Short Sales and Foreclosure Resource certification, or SFR for short, gives you a framework for understanding how to: Direct distressed sellers to finance, tax, and legal professionals; Qualify sellers for short sales; Develop a short-sale package; Negotiate with lenders; Tap into buyer demand; Safeguard your commission; Limit risk; Protect buyers. Contact the Capital Area Association of REALTORS® for registration fee information or download a registration form at \_\_\_\_\_.

## Broker / Managing Broker Proficiency Review & Exam

CAAR is offering the proficiency review sessions and IL Proficiency Exams for those needing to transition to broker or managing broker status. We also have a Proficiency Exam Prep books available for the IL Proficiency Exams. Contact Kathy Nichelson at 217.698.7000 or [knichelson@caaronline.com](mailto:knichelson@caaronline.com) for more information about transitioning to a Broker or Managing Broker License.

## Registration Information

**\$40.00 for CAAR members**

**\$45.00 for IAR members**

**\$55.00 for Non-Members**

No written confirmation of class will be mailed. You will be notified if class is full. Registration begins one-half hour prior to class starting. Photo ID required. Late arrivals will not be admitted. Advance registration and payment is required.

**Cancellation Policy:** You may cancel your registration by providing twenty-four (24) hours advanced notice to the Association. If the required twenty-four notice is provided then you shall be allowed to apply your registration fee to any C.E. course offered during the next twelve (12) months. NO REFUNDS will be granted. If the required twenty-four (24) hour notice is not provided, there shall be NO CREDIT granted. Any individual not providing the necessary twenty-four (24) hour notice will be billed for the course.

**For convenient home study or online options visit us on the web at  
[www.SeeHouses.com](http://www.SeeHouses.com)**