

**Registration form....**

Name \_\_\_\_\_

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

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

Work phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

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

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

Please Check One:

CAR Member  IR Member  Non-Member

*(See other side for course prices)*

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

Check (payable to Capital Area REALTORS®)

Charge to:  VISA  MC  Discover

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

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

**COURSE CHOICES** (select those desired):

**2/18** Core Curriculum (COR 1900)

**2/18** Fair Housing (FH 305)

**3/4** Core Curriculum (COR 1900)

**3/4** Code of Ethics (ETH 1530)

**3/27** Code of Ethics (ETH 1531)

**3/27** The Many Sheriffs... (RB 711)

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.

*All class will be held at the  
Capital Area Association of REALTORS®  
(address listed below).*

**Mail completed form with payment to:**  
Capital Area 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 continuing education credit hours as shown for each course.
3. No phones or recorders allowed in classroom.
4. Driver's license/picture ID will be required upon check-in.
5. Individual licensees are responsible for keeping track of their CE credits.
6. Unless otherwise exempt, you are required to have twelve credit hours: \*
  - Four hours in Core curriculum
  - Eight credit hours in Elective curriculum *(Including a 2 hour sexual harassment prevention course)*\* Note - Licensed managing brokers are required to take an additional twelve hour broker course.
8. Real Estate License number is required at check-in.

**Capital Area REALTORS®**

3149 Robbins Road  
Springfield, IL 62704

**Phone: 217/698-7000**

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

**Illinois REALTORS®  
Licensing &  
Training Center  
Capital Area  
REALTORS®**

presents...

**2020 Winter Schedule of  
IL Dept. of Financial and  
Professional Regulation  
approved Real Estate  
Continuing Education  
Courses**



# 2020 Winter Continuing Education Courses

**February 18, 2020 8:30 a.m. - 12:30 p.m. Deb Thoman**  
**COR 1900 - NEW 4-Hour Core Curriculum Course (4 Hours Core)**  
**(564003203)**

In the best interests of protecting the public that licensees serve, the CORE Education curriculum is designed to address License Law, Agency duties, Fair Housing Laws, Advertising issues, and Escrow obligations, along with changes and trends in the Industry. Subject areas are aimed at preventing violations to the Real Estate License Act. Through case studies, polling questions and discussions, students will recognize risk management procedures as well as best practices for successful client experiences.

**February 18, 2020 1:30 - 4:30 p.m. Deb Thoman**  
**FH 305 - Fair Housing - Pursuing the American Dream**  
**(3 Hours Elective) (564003067)**

Who wants to find a dwelling to call home? Most people have it on their bucket list. In the path to their next home, many people will experience the bumps, pot holes and both real and imaginary barriers. One of the obstacles better not be something that violates the fair housing laws. Federal, state and local fair housing rules and regulations are not suggestions...they are the LAW. Violate the laws and issues to stay on the right side of the law. Remember, knowledge is powerful and smart.

**March 4, 2020 8:30 a.m. - 12:30 p.m. Sue Miller**  
**COR 1900 - NEW 4-Hour Core Curriculum Course (4 Hours Core)**  
**(564003203)**

In the best interests of protecting the public that licensees serve, the CORE Education curriculum is designed to address License Law, Agency duties, Fair Housing Laws, Advertising issues, and Escrow obligations, along with changes and trends in the Industry. Subject areas are aimed at preventing violations to the Real Estate License Act. Through case studies, polling questions and discussions, students will recognize risk management procedures as well as best practices for successful client experiences.

**March 4, 2020 1:30 - 4:30 p.m. Sue Miller**  
**ETH 1530 - Code of Ethics: Roadmap to Best Practices (3 Hours Elective) (564003064)**

Understanding the Code of Ethics and its requirements makes us better REALTORS®. This course will walk you through the articles of the Code that are most misunderstood and/or are most violated. Bringing the very best representation to our buyer and seller clients is our number one goal and following the Code can help you do that.

**March 27, 2020 9:00 - 12:00 p.m. Kim Daugherty**  
**ETH 1531 - The Code of Ethics in the Spotlight... Playing Well with the Public and Your Peers (3 Hours Elective) (564003072)**

Alive and well...plus a guiding light for all licensees...that is what the Code of Ethics is all about. Quizzes, case studies and real-world brain teasers make this three-hour course timely and refreshing. Loaded with reminders and updates for the residential and commercial practitioner, you will hear the thoughts of your peers and people in the real estate trenches. This course is good for both continuing education elective and NAR credit.

**March 27, 2020 1:00 - 4:00 p.m. Kim Daugherty**  
**RB 711 - The Many Sheriffs in Town: Legal Issues & Compliance**  
**(3 Hours Elective) (564003063)**

This fast-paced course visits many of the legal issues that we, as licensees face on a daily basis. Great customer service starts with knowledge and a core understanding of key issues, designed to protect the public. By the time the course concludes we will have shared experiences, ideas and a wealth of common sense. Let's learn, laugh and get ready to guide the consumers through the home buying and selling maze.

**Please note that due to potential legal issues the Illinois REALTORS® Licensing & Training Center Capital Area REALTORS® is not able to offer live classroom CE for the required Sexual Harassment Awareness course.**

## Registration Information

### Capital Area REALTORS Members:

**3 Hour Courses - \$40**

**4 Hour Courses - \$55**

### Non-Members:

**3 Hour Courses - \$55**

**4 Hour Courses - \$75**

### Illinois REALTOR® Members:

**3 Hour Courses - \$45**

**4 Hour Courses - \$60**

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.