

The Educator

Instructor Training Registration Form
5 Ways to Increase Your Pass Rate
When Can a Student Begin a Prelicense Course?
Website Instructor Resources
Exemptions from Risk Management Requirements for License Renewal
Updated AMP Examination and Outline
Q & A
Education Snapshot
2016 REEA Conference
2016 Calendar of Events

Instructor Training **Risk Management—May 20, 2016**



Anne Powell will be presenting the Risk Management training for individuals desiring to teach the Risk Management courses. This training is open to instructors who have been approved since the last Risk Management training, as well as individuals who attended a previous Risk Management instructor training, but may want to attend again as a refresher course and still get instructor CE credit for the next education renewal.

Anne is the Director of Career Development for Roberts Brothers, Inc. and is a Certified Real Estate Instructor. She specializes in real estate

education, consulting, motivational training, and coaching. She has taught in multiple states, is a GRI instructor and is certified to teach a variety of REBAC courses including ABR, SFR, SRES, and others. She assisted in developing outlines for the 30 Hour Post License and 60 Hour Broker Prelicense courses for the state of Alabama.

Date: May 20, 2016
Course: Risk Management Instructor Training
Location: Alabama Real Estate Commission Training Room
Registration: 8:00–8:30 a.m.
Time: 8:30 a.m.–4:30 p.m.
Cost: \$95.00 (includes lunch and breaks)

In 2012, The Mobile Area Association of REALTORS® honored her by naming her *REALTOR® of the Year*. Anne is known throughout the state as someone who willingly offers wise counsel on a variety of real estate issues based on over 30

years of real estate experience. Her courses and coaching have assisted many agents, salespersons, and managers in moving their business to the highest level of success while enjoying their career in real estate.

Completion of this training will provide six of the twelve hours needed to renew instructor approval in 2017. Remember, these hours are not interchangeable with CE hours that are needed to renew your broker license. These CE hours are only applied toward the renewal of your instructor approval. Make plans to attend this instructor training and acquire not only the hours needed for instructor renewal but also valuable information and knowledge that can be used in the classroom.

Registration

All participants must register through Auburn University's Office of Professional & Continuing Education (OPCE). The registration fee is \$95.00 which includes lunch and breaks.



New Instructor Orientation

Anyone who desires to teach prelicense and post license courses must attend a New Instructor Orientation at the Commission. The next orientation is scheduled for July 14-15, 2016 and will include the following:

Alabama License Law
Bloom's Taxonomy
Learning Levels
Learning Objectives
Teaching Strategies
Presentations

If you know of individuals who desire or are working to become a Prelicense/Post License Instructor, please have them contact David Bowen at david.bowen@arec.alabama.gov to develop a plan to achieve the required number of points on the Application for Prelicense/Post License Instructor. Applicants must hold a current broker's license as stated in Alabama License Law Rule 790-X-1-.07 in order to be approved as a Prelicense/Post License Instructor.

Prelicense ID Numbers



Instructors who teach salesperson or reciprocal prelicense courses are asked to let students know that a **valid telephone number and email address MUST be entered** when the student goes to the Commission website to obtain an ID number. Failure to do so will cause the record to be rejected by AMP.

Also, anyone who has been previously licensed in Alabama but let that license lapse will use the original license number as the ID number when taking steps to become licensed again. However, the student **MUST go to the Commission website and update his/her contact information and include a current mailing address, email address, and a valid telephone number**. Again, failure to do so will cause the record to be rejected by AMP and exam scheduling to be delayed.

REGISTRATION FORM

Risk Management

Presented by Anne Powell

Friday, May 20, 2016

9:00 a.m. – 4:00 p.m.

1201 Carmichael Way, Montgomery, AL

Alabama Real Estate Commission

REGISTRANT INFORMATION

Name _____
LAST FIRST MI

Address _____

CITY STATE ZIP

Phone _____ Fax _____

Email Address _____

NAME AND AFFILIATION PREFERENCE FOR NAME TAG

COURSE INFORMATION

Lunch will be provided.

(\$ 95) *Risk Management* – Received by May 6, 2016

(\$130) *Risk Management* – Received after May 6, 2016

FOUR EASY WAYS TO REGISTER

FAX this form to 334/844-3101

CALL in your information to 334/844-5100

MAIL this form to Office of Professional & Continuing Education, 301 O.D. Smith Hall, Auburn, AL 36849

WEB online at www.auburn.edu/outreach/arec

PAYMENT INFORMATION

Check Money Order Purchase Order
 Visa MasterCard American Express Discover

Expiration Date _____ Card or Purchase Order Number _____

Authorized Signature _____

Registrations received via FAX, email or telephone MUST contain a credit card number or purchase order number. Otherwise, you will not be considered registered.

MAKE CHECKS PAYABLE TO AUBURN UNIVERSITY

TOTAL ENCLOSED _____

CANCELLATIONS and REFUNDS

Written refund requests received no later than seven days prior to the program will result in a refund of fees less a \$15 administration charge. Refund requests received after that cannot be honored. A substitute participant may be designated in place of a registrant who cannot attend. Auburn University and the Office of Professional & Continuing Education reserve the right to cancel, postpone, or combine workshop sections, to limit registration, or to change instructors or speakers.

This program is designed to be accessible to all who wish to attend. Should you have a special need, please call 334.844.5100.



5 Ways to Increase Your Pass Rate

Salesperson examination pass rates have been suffering for a long period of time now and efforts have been made to increase them. However, some prelicense instructors still question what they need to do. The following are 5 ways to increase the pass rate of a school.

1. Challenge students with the education provided in the salesperson prelicense course.

The purpose of the salesperson prelicense course is to educate and prepare students for the license examination. Students must be challenged in the course and earn the right to take the examination. Even though some students may not have experienced “school” in several decades, there is no reason to make the course easy for them.

2. Don't let students complete the prelicense course until they prove to be ready for the examination.

Require your prelicense students to prove they are prepared for the license examination instead of allowing all students an opportunity to take the examination. All tests in a salesperson prelicense course must be passed and they must be challenging enough to adequately prepare students for the license examination. Students who are not ready to take the examination will be revealed in failed course exams.

3. Don't scare your students with false information regarding the license exam.

Some instructors attempt to prepare students for the license examination by telling them how hard it is and how tricky the

questions are. Both of those accusations are incorrect and have the opposite effect of preparing students for the license examination. Concentrate on preparing your students with the understanding that the examination items are proven to be correct and effective based on overall performance by all examinees. A problem with the performance on an item will result in its removal from the examination for possible correction.

4. Tell students to take the license examination within one month of completing the prelicense course.

Statistics show that the best performance on the license examination takes place within one month of prelicense course completion. Students who decide to wait several months after

completing the course are putting themselves at a disadvantage when trying to pass the exam. Instructors have no control over the actions of students, but strong encouragement to take the license examination as early as possible can help students.

5. Stay in contact with students after prelicense course completion.

This may be easier said than done. Instructors are not able to make students do anything after prelicense course completion. However, if students are told to keep the instructor informed on license examination performance in order to receive assistance after failing, they can take the necessary steps to receive assistance when needed. As an instructor, you can keep up with student performance by logging in to the *School User* portal on AMP's website.

When Can a Student Begin a Prelicense Course?

Alabama's passing percentage rate on the salesperson examination has decreased to an unacceptable level. The Real Estate Commission and staff have been researching the various causes of this and have been working with schools and instructors to improve this pass rate. However, we have not seen the positive impact that is needed. In various discussions with Commissioners, staff and instructors, each party independently identified the practice of continuous enrollment in prelicense courses as having a probable negative impact on learning and preparation for the license examination.

There are real estate schools that offer a continuous enrollment allowing a student to begin the course at any point as long as all content is covered and the 60 hour requirement is satisfied. This type of course opposes conventional principles of course

and curriculum design which indicate that students learn best when taught in a carefully constructed sequence where knowledge is developed by concepts building upon each other in a planned progression.

Surveys support this by revealing a majority of states who contract with AMP for examination services, and have higher pass rates than Alabama, require students to begin a prelicense course on the first lesson as the course was submitted to the Commission for approval. Beyond this, a majority of states who contract with other examination providers also require courses to be taken in a uniform sequence from beginning to end.

Therefore, having received instructor input and researching the matter further, Commissioners voted to require all schools that currently offer prelicense courses with continuous enrollment to discontinue that offering and

have students begin a prelicense course at the same time. This

decision is supported by a ruling from the United States Fifth Circuit Court of Appeals. This change will allow students to progress through the course in a uniform manner allowing concepts to build on each other in a proper sequence for effective learning.

The following bullet points provide a more detailed explanation of the Commission's requirement:

- Currently, students can begin a salesperson prelicense course at any time. However, when Lesson 1 of the course is reached, that is when new students must begin the course with the understanding of progressing through the course sequentially. No new students can begin the course after Lesson 1 until the course is completed and a new course



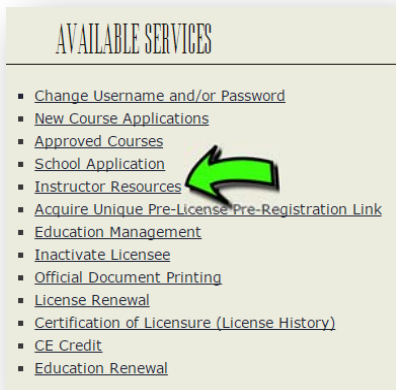
begins. Students who started the course prior to Lesson 1 will take the lessons needed to complete the 60 hours.

- A student in a new course may miss a session for various reasons. That student can attend that session in another prelicense course offered at a different time at the same school to cover the information that was missed.
- Please make appropriate changes to *Manage Course Schedules* in CMap so all new courses show the correct beginning and ending date.

We are optimistic that this measure will have a positive impact on the success of students in preparing for the license examination. If you have any questions regarding this prelicense requirement, please feel free to call the Commission's Education Division.

Website Instructor Resources

We are sure that all instructors know how to access *Education Resources* on the Commission's website. However, do you know how to access **Instructor Resources** and the information that can be found there? You are sure to find something useful and beneficial for your instruction using the many resources provided for you under the *Instructor Resources* link which is in the list of *Available Services* after logging in.



Commission-prescribed outlines and instructor guides, student handouts, license law amendments, audit checklists, instructor tools, administrator manuals, and education links are all available to instructors. Under *Student Handouts*, the **CMap Student Instructions** sheet is provided for your students that explains how to check continuing education (CE) credit and submit online course evaluations. That is a document that should be used to satisfy the requirement addressed in Rule 790-X-1-.12. Under *Instructor Tools*, there is a class management script that you may use at the beginning of CE classes to cover class rules and behavioral expectations. For post license instructors, a post license instructor manual is available that includes module resources, an exam development guide, a test bank, comprehensive exams, handouts, and project options. Check out *Instructor Resources* for great ideas and instructional support!

Exemptions from Risk Management Requirements for License Renewal

There seems to be some confusion among schools and instructors as to who is required to take the Risk Management courses for license renewal. It is not correct to say that all licensees must take the Level 1 and Level 2 Risk Management courses for license renewal because there are several exceptions to this CE requirement.

The following licensees will not be required to take the Risk Management courses for license renewal:

- A licensee who has completed the 60 hour Broker Preliminary course during the current license period. This is true even if the licensee has not submitted the broker application. The Broker Preliminary course will satisfy all CE requirements
- A licensee who will have the first renewal of his/her Original License this year. The 30 hour Post License course will satisfy all CE requirements.
- Any licensee who completed the 30 hour Post License course for CE hours. No Risk Management courses are required for someone who completes the 30 hour Post License course for CE. The 30 hour Post License course will satisfy all CE requirements.
- A reciprocal licensee who was licensed prior to October 1, 2015 and can show proof of holding an active license in the state of original licensure. This documentation will satisfy all CE requirements.
- A reciprocal licensee who was licensed on or after October 1, 2015. This is true regardless of the license status in the original state.



Updated AMP Examination and Outline

On March 15, the AMP licensing examination began to reflect the changes that were planned for the detailed content outline back in October of 2015. The changes to the outline and examination are based on the results from the 2015 Job Analysis Survey. A summary report of this survey can be found in the Alabama examination section of the AMP website. The updated content outline for the real estate examination can be found at the end of the summary report, so please review this document. The updated content outline can also be found in both the **Education Resources** and the **Instructor Resources** areas of the Commission's website. The AMP Candidate Handbook has been updated with the current detailed outline, so please make sure you order complimentary copies of the March 2016 edition for your students.

The updated outline not only provides the number of examination items for each category but also identifies the learning levels that those items target. An example is below.

1. Agency Relationships and Contracts

28 (11-15-2)

The first category is *Agency Relationships and Contracts* and it identifies that there are 28 items from this topic on the examination. It also lists (11-15-2) which identifies that 11 items from this topic will be tested at the **Recall** or most basic learning level while 15 items will be tested at the **Application** level requiring knowledge of how to apply the information instead of just knowing the definition. The final 2 examination items in this category will be tested at the **Analysis** level which is more complex. Definitions of these cognitive levels can be found on page 21 of the AMP Candidate Handbook.

As you can see from the example given, 11 examination items will be tested at the basic level of recall while 17 examination items will require more complex knowledge of this topic involving application and analysis. Reviewing these cognitive level targets will provide valuable insight into how these items should be covered in the salesperson prelicense course.



QUESTION

Can I allow someone to begin my prelicense course at any time?

ANSWER

No. Rule 790-X-1-.06(2) of Alabama License Law states “All prelicense and post license courses shall have a definite beginning and ending date.” A letter and email were sent to classroom prelicense instructors in March explaining the proper interpretation of that rule and stating that continuous enrollment for prelicense courses must be discontinued by June 1, 2016. Students must now begin and end a prelicense course at the same time.



2016 REEA Conference

The 2016 Annual Conference of the Real Estate Educators Association (REEA) is scheduled for June 10-12 in Denver, Colorado. An Instructor Development Workshop will be offered on June 10 presented by Bruce Moyer from North Carolina and Theresa Barnabei from Arizona.

June 11 and 12 will provide roundtables for education directors, instructors, and regulators as well as breakout sessions for all attendees. Presenters include Amy Van Dyken-Rouen who is a six-time Olympic gold medalist swimmer who suffered a severed spinal cord in an ATV accident and Jeff Nischwitz who is a motivational and leadership speaker as well as founder of the Nischwitz Group. There will also be a REETalks session with a panel of presenters offering outlook and insights on the future of real estate in the style of well-known TEDTalks.

The Commission will grant 12 hours of instructor CE credit for attending all of the education sessions on June 11-12. No partial credit will be given for attending a small number of education sessions. You can also earn 6 hours of instructor CE credit by attending the Instructor Development Workshop offered on June 10.

Conference registration can be found at www.REEA.org under the Events heading. Take advantage of this opportunity to visit beautiful Denver and learn from other real estate instructors and professionals.



Education Snapshot

December 2015-March 2016

SALESPERSON EXAMINATION

Overall

Taken - 1510
Passed - 586
Overall Passing % - 38.8

First Time

Taken - 671
Passed - 319
First Time Passing % - 47.5

BROKER EXAMINATION

Overall

Taken - 52
Passed - 47
Overall Passing % - 90.4

First Time

Taken - 45
Passed - 40
First Time Passing % - 88.9

RECIPROCAL SALESPERSON EXAMINATION

Overall

Taken - 51
Passed - 48
Overall Passing % - 94.1

First Time

Taken - 44
Passed - 41
First Time Passing % - 93.2

RECIPROCAL BROKER EXAMINATION

Overall

Taken - 63
Passed - 53
Overall Passing % - 84.1

First Time

Taken - 52
Passed - 44
First Time Passing % - 84.6

2016 CALENDAR OF EVENTS

APRIL	21	Commission Meeting
	25	Confederate Memorial Day•
MAY	20	Risk Management Instructor Training
	26	Commission Meeting
	30	Memorial Day•
JUNE	2-4	ARELLO District Conference Oklahoma City
	6	Jefferson Davis Birthday•
	10-13	REEA Conference Denver, CO
	23	Commission Meeting
JULY	4	Independence Day•
	14-15	New Instructor Orientation
	21	Commission Meeting

•Commission Offices Closed for State Holiday