

The Educator

2014 Instructor Training

Q & A

An Explanation of Examinations Offered Through AMP

Have You Updated Your Address?

Education Snapshot

Calendar of Events



2013 Education Renewal Deadline is December 31

The 2013 education renewal for instructors, courses, schools, and school administrators is nearing the deadline of December 31, 2013. If you still have a renewal that has not been satisfied, it must be accomplished by December 31 or the approval/license will lapse on January 1, 2014.

The first deadline was September 30, 2013. On October 1, the renewal statistics showed the following:

Prelicense/Post License Instructors: 80.9%

Continuing Education Instructors: 46.3%

Licensed Schools: 92.2%

Approved Schools: 68.2%

School Administrators: 80.6%

Renewals have continued since the original deadline showing a slight increase in each area. Once again, the final deadline for education renewal is quickly approaching. The approval of any instructor, school administrator, course, or school will lapse if not renewed by December 31, 2013.

A lapsed instructor, school administrator, course, or school will be required to go through the entire approval process again. Remember to renew all courses that do not require a fee such as all risk management courses, all prelicense courses, and the post license course.

In order to renew, go to the Commission website at arec.alabama.gov and select *Online Services Login*. Schools, school administrators, and instructors must renew through the *Education Renewal* link under *Available Services*. Courses must be renewed through the *Course Renewal* link.

2014 Instructor Training

We currently have three instructor trainings planned for 2014. Attendance at these trainings will provide instructor CE for the 2015 education renewal so make plans to attend. We are currently in the organizational stage for these trainings so more detailed information will be provided in January 2014, including registration information. Add these dates to your calendar so you will be prepared to register for the desired instructor training when it is available.



February 21, 2014 - Larry Fabrey
AMP – Examination Content

Larry Fabrey is the Senior Vice President of Psychometrics with AMP and has been with the organization since 1989. He will discuss Alabama's licensing examinations which will include review questions from the Salesperson examination. This will include performance results from Alabama examinees compared to other states using AMP.



May 30, 2014 - Juanita McDowell
Train the Trainer

Juanita McDowell is the owner and lead trainer of *InMotion Real Estate Institute*, located in Smyrna and Atlanta, GA. She will present a Train the Trainer program including the role of the trainer, understanding your audience, course concept and development, the lesson plan, presentation design, course delivery, classroom tools, trainer behaviors, and evaluations.



October 17, 2014 – Len Elder
Topic TBD

Len Elder serves as the Senior Instructor and Curriculum Developer for Superior School of Real Estate in Raleigh, NC. The author of several development and leadership publications, Len leads instructor development workshops across the country and has earned one of the top certifications in the industry.



Q & A

QUESTION

If I plan on offering a new course, how far in advance of the date of the first offering should I submit the course application to the Commission?

ANSWER

According to Rule 790-X -1-.12(4) of Alabama License Law, "*Course instructors shall submit the course application to the Commission at least 14 days prior to the proposed beginning date of the course.*" It is to your advantage to submit the course as far in advance of the proposed beginning date as possible. Once the course is approved, you must enter the course in CMap under *Manage Course Schedules* which will assist in advertising. Potential students then have plenty of time to become aware of your course and adjust their schedules accordingly, allowing them to attend.

An Explanation of Examinations Offered Through AMP

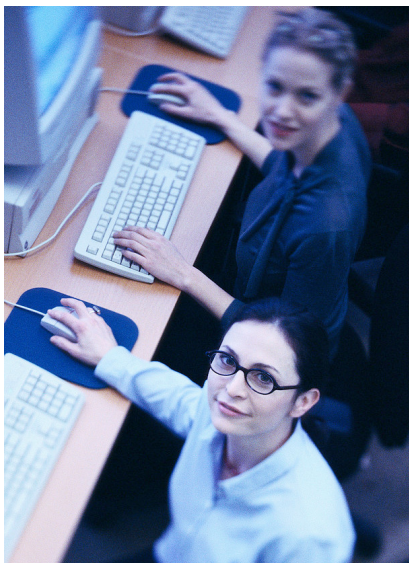
The Education Division at the Real Estate Commission is aware of concerns from instructors regarding the Applied Measurement Professionals (AMP) real estate examinations. For example, some have claimed that the items/questions on the AMP exams are not current and are not written properly. The following article provides information for a better understanding of AMP as an exam provider and the development of the exam.

AMP BACKGROUND

The Alabama Real Estate Commission has contracted with AMP for many years. This partnership started when the real estate exam was a pencil and paper test offered at a specific location on scheduled Saturdays and has evolved into computer-based exams with immediate results including the license application when the exam is passed. The Commission has a great relationship with AMP as they continue to improve the exam itself and the process involved.

NATIONAL AND STATE PORTIONS

AMP currently contracts with real estate commissions in AL, GA, IL, MO, MT, NC, ND, NE, NH, SD, VT, WA, and WY for licensing exams. The items/questions in the national portion of the exam are exactly the same for all of these states. If the representative from one of the real estate commissions that contracts with AMP has a problem with the wording of an item on the national portion of the exam, either a proper change is made to the



wording or the item is removed from the exam. The exam questions in the state portion of the exam are written, reviewed, and provided by subject-matter experts in each state.

EXAM DEVELOPMENT

- Since the real estate industry changes constantly, AMP revises the exam content every five years. In order to determine the information that is needed on exams, an electronic job analysis survey is created and distributed to licensees in each state for feedback. This information helps determine the topics to be removed or added to the exam.
- A summary of the survey responses is reviewed, and exam specifications are set by the AMP Advisory Board. New exam items may be written, and other items may be removed based on the survey results.
- The new items are pretested (not affecting

the overall exam score) before being used on the exam.

- This is a process that takes approximately 18 months to complete. Changes to the exam outline are prepared and advertised with the proposed implementation date so that prelicense instructors can prepare for the changes.
- Exam development involves current salespersons and brokers sharing information that they feel is the most important to know. The questions on the exam are written by individuals with real estate experience and not by AMP employees. The AMP psychometric and test development staff members communicate regularly with representatives of the states using the national examination to ensure that the content is not outdated.

TESTING OF EXAM QUESTIONS

As stated under **Exam Development**, all exam questions in the national and state portion are tested prior to affecting the score on the exam. For example, when new items are written, they are put on the exam like all other items, but performance on these items does not affect the overall exam score. The performance on these items is observed to ensure that the items can be used as scored items. If these pretest items do not perform well enough to be included on the scored exam, a determination might be made to adjust the wording, and then pretesting starts again on the new version of the item.

SCORING OF EXAMS

Exams are scored electronically resulting in no risk of human error. The option selected by the candidate on the day of the exam is the option that is recorded by the computer. Of course there could be human errors made by candidates, for example, by selecting one option while intending to select a different option, but there is no way to verify such a mistake.

INDIVIDUAL RESULTS FOR SCHOOLS

All schools offering prelicense courses have the ability to see the performance of their students. The school administrator can log in on AMP's website, goamp.com, and see the exam statistics of his/her specific school compared to the exam statistics statewide. A login is required to access these statistics, so a school will need to contact AMP for login information if it is not currently known.

PERFORMANCE OF ALABAMA EXAMINEES

Explaining the AMP exam at the beginning of the course and giving an overall quiz during the first class can show students where they are with their current real estate knowledge level. The purpose of this is to make sure all students understand the importance of the prelicense course in preparing for the licensing exam. Providing quizzes throughout the course will help students, as well, instead of giving only one exam at the very end of the lengthy course.

Information provided by AMP for a period of one year

Continued on Page 4

AMP - Continued from Page 3

reveals 65% of AL exam candidates pass the exam the first time it is taken if that is within 30 days of salesperson prelicense course completion. The passing percentage drops severely for those who take the exam after the first month of course completion and continues to drop in the first four months. It is very important and helpful for prelicense instructors to encourage their students to take the salesperson exam quickly after completing the prelicense course instead of waiting several months.

Instructors should recognize the potential adverse effects on students by mentioning



anything about "low exam pass rates." Instead, we encourage instructors to emphasize the importance of being knowledgeable of the exam process and thoroughly preparing for the licensing examination.

HAVE YOU UPDATED YOUR ADDRESS?



Please remember to monitor and update your contact information. It is essential that we be able to send you important information by mail and/or email. Contact information can be updated on the Commission's website at arec.alabama.gov.

Select *Online Services Login* on the homepage and log in using your personal information. After successfully logging in, you will see

Change Contact Information or *Change Mailing Address* under *Available Services*. Select the *Change Mailing Address* link for the **instructor license number** which will take you to the Information screen. Scroll to the bottom and you will see fields containing your information. Make any necessary changes in the appropriate fields and enter an eSignature for completion. You only need to give a mailing address if it is different from the home address. If your school address has changed, you will need to notify us in writing by mail or email.

If you are inactive and planning to allow your instructor approval, administrator approval, or school license to lapse, you will automatically continue to receive notices from us until your license officially lapses on January 1, 2014.

Education Snapshot

The following licensure and approval statistics represent active instructors and schools as of October 31, 2013 (one month after the education renewal deadline). Schools and instructors that were inactive on that date have until December 31, 2013 to renew the appropriate licensure or approval.

127	Prelicense/Post License Instructors	RECIPROCAL SALESPERSON EXAMINATION*
143	Continuing Education Instructors	Overall
64	Licensed Schools	Taken - 62
78	Approved Schools	Passed - 56
		Overall Passing % - 90.3
	SALESPERSON EXAMINATION*	First Time
	Overall	Taken - 56
	Taken - 1098	Passed - 50
	Passed - 469	First Time Passing - 89.3
	Overall Passing % - 42.7	RECIPROCAL BROKER EXAMINATION*
	First Time	Overall
	Taken - 576	Taken - 44
	Passed - 309	Passed - 39
	First Time Passing - 53.6	Overall Passing % - 88.6
	BROKER EXAMINATION*	First Time
	Overall	Taken - 41
	Taken - 75	Passed - 36
	Passed - 60	First Time Passing - 87.8
	Overall Passing % - 80.0	*For period June-October 2013
	First Time	
	Taken - 59	
	Passed - 51	
	First Time Passing - 86.4	

CALENDAR OF EVENTS

DECEMBER	24	Christmas Eve*
	25	Christmas Day*
JANUARY	1	New Year's Day*
	20	Martin Luther King, Jr./Robert E. Lee Birthdays*
	21-23	AAR Winter Conference - Montgomery
	23	Commission Meeting
FEBRUARY	7	ACREcon - Birmingham
	17	Presidents' Day*
	19	Commission Meeting
	21	Instructor Training
MARCH	20	Commission Meeting
APRIL	9-12	ARELLO® Midyear Meeting - San Diego
	23	Commission Meeting
	28	Confederate Memorial Day*

*Commission Office Closed for State Holiday