

Professional Development

Upcoming RASM Education Courses

March-May 2020

**Please arrive on time. You must arrive on time and attend the entire session to be given credit for the class per the Department of Commerce. Thank you!*

March 18, 2020 **COMMERCIAL 101**

This course is currently pending approval.

8:30 a.m. – 12:15 p.m.

Instructor: Mike Brennan

ON OR BEFORE – 03/12/2020 \$40/MEMBER

AFTER – 03/12/2020 \$45/MEMBER

Association Office Education Center, North Mankato

Course Description: This 3.75-hour class is a beginner's course for your understanding of commercial real estate. The course covers the need-to-know information on a broad range of commercial topics. If you're an experienced residential licensee, a few of the fundamentals of commercial real estate will be familiar to you—location, use and condition. In many other regards, commercial differs sharply from residential real estate. You'll work with investors and business owners in commercial real estate, individuals whose focus is squarely on the bottom line of the profit/loss.

March 18, 2020 CODE OF ETHICS 2020

This course has been approved by the Minnesota Commissioner of Commerce for 3.75 hours of real estate continuing education.

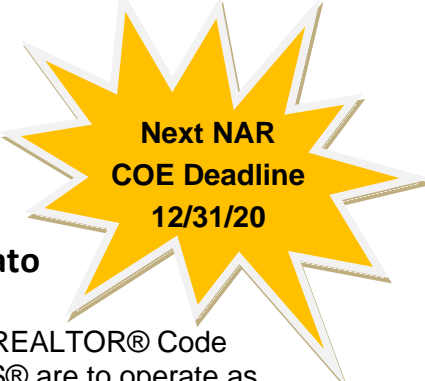
1:15 p.m. – 5:00 p.m.

Instructor: Mike Brennan

BEFORE – 03/12/2020 \$40/MEMBER

AFTER – 03/12/2020 \$45/MEMBER

Association Office Education Center, North Mankato



**Next NAR
COE Deadline
12/31/20**

Course Description: This 3.75-hour class will expose the attendees to the REALTOR® Code of Ethics. The Code of Ethics establishes the foundation on how REALTORS® are to operate as professionals in the Real Estate Industry. The 17 Articles of the Code of Ethics defines a higher standard of professionalism and behavior in three categories: Duties to Customers and Clients, Duties to the Public, and Duties to other REALTORS®. Members agree to the duties and responsibilities outlined in the Standards of Practice for each of the 17 Articles and are subject to be sanctioned if found to be in violation of any article.

March 24, 2020 Dispute Resolution Mediation, Arbitration, Litigation for the Agent Today

This course has been approved by the Minnesota Commissioner of Commerce for 3.75 hours of real estate continuing education

8:30 p.m. – 12:15 p.m.

Instructor: John Anderson

ON OR BEFORE 03/16/2020 \$40/MEMBER

AFTER 03/16/2020 \$45/MEMBER

Association Office Education Center, North Mankato

Course Description: Most real estate transactions go smoothly, but what if conflicts arise? In this class we will learn the different types of conflict resolution to help you better communicate and educate your clients concerning these choices. We will examine the features, benefits and differences between mediation, arbitration and litigation. In addition, we will discuss ways to deal with conflict as we move through the real estate transaction including the importance of the seller's disclosures, inspections and positive ongoing communication between the parties to the transaction. As a class, we'll cover case studies together to further explore the more common issues that lead to conflict and how to overcome them to best serve today's consumers.

March 24, 2020 Be a Better Buyers Agent

This course has been approved by the Minnesota Commissioner of Commerce for 3.75 hours of Real Estate Continuing Education

1:15 p.m. – 5:00 p.m.

Instructor: John Anderson

ON OR BEFORE 03/16/2020 \$40/MEMBER

AFTER 03/16/2020 \$45/MEMBER

Association Office Education Center, North Mankato

Course Description: When it comes to working with Buyers there are ways you can provide top notch service. Understanding the buyer relationship agreement and the purchase agreement is just one example. In this course, we'll review said documents to ensure you're using them to your consumers advantage. We'll also discuss the use of the Contract for Deed and the many benefits it can provide the buyer and seller if used correctly. When you leave this course, you should feel confident you'll be a better buyer's representative!

March 26, 2020 Instanet and Authentisign

This course has been approved by the Minnesota Commissioner of Commerce for 3.0 hours of Real Estate Continuing Education Credit.

9:00 a.m. – 12:00 p.m.

Instructor: Laurie Knudson

ON OR BEFORE 03/20/2020 \$30/MEMBER

AFTER 03/20/2020 \$35/MEMBER

Association Office Education Center, North Mankato

Course Description: In this course we will cover the basics of navigating and customizing the Instanet TransactionDesk software available thru Paragon. Attendees will gain a clearer understanding of where to find the appropriate forms needed for all aspects of a real estate transaction. They will also learn how to set up their forms so their customers and other parties needed can electronically sign using Authentisign. They desktop and mobile versions will be covered, so be sure to bring your fully charged laptop and mobile devices to participate in the hands-on activities.

MAY 14, 2020

**REQUIRED MODULE – Agency, Fair Housing
& Energy Efficiency** - *There will be a test with this class*

*This course has been approved by the Minnesota Commissioner of Commerce for 3.75 hours of
real estate continuing education*

8:30 a.m. – 12:15 p.m.

Instructor: Mike Brennan

ON OR BEFORE 05/07/2020 \$40/MEMBER

AFTER 05/07/2020 \$45/MEMBER

Association Office Education Center, North Mankato

Course Description: This course covers Agency Law, its history, foundation, and Minnesota License laws regarding Agency relationships in a real estate transaction.

This course will also look at federal Fair Housing law, its history, laws, and regulations. Prohibitions under the federal Fair Housing Act and the Minnesota Human Rights Act will be covered.

The energy efficiency portion of the course will cover the importance of home energy assessments in existing homes and an overview of the MN market for energy efficiency in new homes and building codes. It will also cover the need and importance of a pre-construction HERS report and provide resources for more information.

(Completion of this course will also satisfy the 1-Hour Broker Module Requirement and the required 1- hour of Fair Housing and the required 1-hour of Agency Law)

New Member Orientation

October 17, 2019 **New Member Orientation** – Requirement for all new members
9:00-12:00, This course has been approved by the Minnesota Commissioner of Commerce 3.0 hours for real estate continuing education - Association Office Education Center, North Mankato

January 16, 2020 **New Member Orientation** – Requirement for all new members
9:00-12:00, This course has been approved by the Minnesota Commissioner of Commerce 3.0 hours for real estate continuing education - Association Office Education Center, North Mankato

April 23, 2020 **New Member Orientation** – Requirement for all new members
9:00-12:00, This course has been approved by the Minnesota Commissioner of Commerce 3.0 hours for real estate continuing education - Association Office Education Center, North Mankato

July 23, 2020 **New Member Orientation** – Requirement for all new members
9:00-12:00, This course has been approved by the Minnesota Commissioner of Commerce 3.0 hours for real estate continuing education - Association Office Education Center, North Mankato

October 22, 2020 **New Member Orientation** – Requirement for all new members
9:00-12:00, This course has been approved by the Minnesota Commissioner of Commerce 3.0 hours for real estate continuing education - Association Office Education Center, North Mankato

There will be an MLS Session and lunch following each New Member Orientation.

No ce for these classes 12:00 p.m. – 1:00 p.m.

Topics covered: MLS Rules and Policies, Lockbox Reciprocity, IDX/listing syndication, question/answer session

- Arrive on time and attend the entire session to be given credit for the Department of Commerce.
- Classes may be cancelled due to lack of registrants.
- No refunds unless you call 24 hours in advance to cancel your registration.

Please watch for additional information and registration forms in the newsletter. The education schedule, as well as course registration, can be found on the website at www.rasminfo.com



Who do you Contact?

For registration or course information contact us at admin@rasminfo.com

RASM Phone Number: 507-345-6018

RASM Fax Number: 507-345-5225

RASM Website: www.rasminfo.com

Classroom Location

RASM

2115 Rolling Green Lane

North Mankato, MN 56003

MN Department of Commerce

All real estate education is regulated by the Minnesota Department of Commerce.

All courses offering continuing education credit must first be approved by the department and re-approved each year. Some other important facts to remember regarding education and Department of Commerce regulations include:

1. On-time Arrival

As a provider of continuing education, we are not allowed to admit a student after class has started.

2. Renewal – New Agent

As a new agent, you are required to complete 30 hours of continuing education before your license renewal deadline.

3. Renewal – All Other Agents

You are required to complete a minimum of 15 hours by June 30th, 2020 and the remaining hours by your renewal date. “Review your Transcript” of continuing education credits at www.pulseportal.com.

The 2019-2020 DOC-Required Module consists of:

CE Credits of 3.75

Attendance and passing a written examination is required to satisfy the module.

RASM Offers Online Education!

To access the information, go to www.rasminfo.com

Click on the **RESOURCES** tab - education— select **ONLINE EDUCATION**

The screenshot shows a web browser window with the URL rasminfo.com/resources/education/. The page header includes the RASM logo and navigation links: RESOURCES, LEADERSHIP, AFFILIATES, FIND A HOME, EVENTS, CONTACT, and a search icon. A red arrow points to the 'RESOURCES' link. Below the navigation is a blue banner with the word 'EDUCATION' in white. Underneath, the section is titled 'CONTINUING EDUCATION SCHEDULE' with the instruction 'Click on the button below to view the schedule.' A red-bordered button labeled 'CONTINUING EDUCATION SCHEDULE' is shown. A horizontal red line separates this section from the 'ONLINE EDUCATION' section below. This section features a yellow promotional card for 'OFFICE SAFETY' with a table of discounts: \$15 OFF (\$50 OR MORE), \$35 OFF (\$100 OR MORE), \$50 OFF (\$250 OR MORE), and \$75 OFF (\$500 OR MORE). A red arrow points to the card. The card also includes a 'SHOP NOW!' button, a 'REFRESH' button, and a 'The Shop' logo with the text 'VALID 9/10 - 9/11 UNTIL 11:59 CST'.



Please register me for the following classes:

- March 18, 2020** – COMMERCIAL 101
3.75 hours of CE
- March 18, 2020** – CODE OF ETHICS 2020
3.75 hours of CE
- MARCH 24, 2020** – DISPUTE RESOLUTION: Mediation, Arbitration, Litigation for the
Agent today
3.75 hours of CE
- MARCH 24, 2020** – BE A BETTER BUYER AGENT
3.75 hours of CE
- MARCH 26, 2020** – INSTANET AND AUTHENTISIGN
3.0 hours of CE
- MAY 14, 2020** – REQUIRED MODULE: Agency, Fair Housing & Energy Efficiency 3.75
hours of CE

MUCH MORE TO COME



March-May 2020
Class Registration Form

Name: _____

Company: _____

Phone: _____

Class Registering For: _____

Please check one: Payment is enclosed Charge to my
(circle card type and complete information below): VISA MASTERCARD

Card#: _____ Amount: \$ _____

Exp. Date: _____

3 digit security code on back: _____

CC Billing Info: _____

Address

City

State

Zip

Name on card

Signature : _____

Mail to: RASM Email to: Fax to:
2115 Rolling Green Lane admin@rasminfo.com (507) 345-5225
North Mankato, MN 56003

***No Registrations will be accepted without payment.**