



Real Estate Institute of Canada

Institut canadien de l'immeuble

2010 Course Catalogue



National Contact Information



Real Estate Institute of Canada/Institut canadien de l'immeuble
5407 Eglinton Avenue West, Suite 208, Toronto, ON M9C 5K6
Tel: 416-695-9000 Toll-free: 1-800-542-7342 Fax: 416-695-7230
www.reic.ca infocentral@reic.com

Real Estate Institute of Canada National Staff

Executive Office

Executive Director	Maura McLaren	Ext. 30
Executive Assistant	Lisa Blain	Ext. 27

Membership

Manager, Membership & Technology	Soumidh Mondal	Ext. 28
Admissions & Membership Coordinator	Shelley Barfoot-O'Neill	Ext. 26

Education

Associate Director	Elaine Leibner	Ext. 33
Education Coordinator	Kitty Mach	Ext. 25
Administrative Assistant, Education & Membership	Adrianna Hosein	Ext. 21

Marketing

Manager, Marketing & Communications	Lee Arbon	Ext. 32
-------------------------------------	-----------	---------

Financial Services

Finance Coordinator	Li Liu	Ext. 23
---------------------	--------	---------

Real Estate Institute of Canada 2009/2010 Board of Directors

President

William McCarthy, FRI CPM® CLO
W.P.J. McCarthy & Company Ltd.
Burnaby, BC

Immediate Past President

Myrton Bello, FRI
Services Immobilier a la Carte
Brossard, QC

Vice President

Chrystal Skead, CPM® ARM®
Westcorp Properties Inc.
Edmonton, AB

Secretary/Treasurer

Kim Aasen, CPM® ARM®
Regional Housing Operations
Melfort, SK

Director and Chair, Real Estate Sales & Leasing Council

Renaud Campbell, FRI(E) CLO
The Regional Municipality of Peel
Brampton, ON

Director and First Vice Chair, Real Estate Sales & Leasing Council

Léo Ziadé, FRI
Invest Gain Ltee
Greenfield-Park, QC

Director and Chair, Real Estate Property/ Asset Management Council

Suzanne Longley CPM® CMOC
Longley Condominium Services Ltd.
Calgary, AB

Director and First Vice Chair, Real Estate Property/ Asset Management Council

Sherril Carlson, CPM® CRP ARM®
Carlson Reserve Planning & Consulting
Saskatoon, SK

Director and Chair, Real Estate Finance Council

Clarence Wedge, CRF
Onedin Acceptance Corporation
Pickering, ON

Director and Vice First Chair, Real Estate Finance Council

Denis Archambault, FRI CRF ACoM
DMAC Group Inc.
Ottawa, ON

Table of Contents

Real Estate Institute of Canada Information

National Staff	p. 2
2008/2009 Board of Directors	p. 2
About REIC	p. 4
A' propos de l'ici	p. 5

Designations

FRI – English	p. 6	CRU	p. 8
FRI – French	p. 6	ARM®	p. 8
CPM®	p. 7	CRP	p. 9
CRF	p. 7	ARP	p. 9
CLO	p. 8	ACoM	p. 9

Registration Rules and Regulations

Candidacy and Course Registration Procedures	p. 10
Registration Policies	p. 11

Course Descriptions

Ethics

REIC 2600	Ethics and Business Practice	p. 13
REIC 2600	Éthique et conduite professionnelle	p. 13

Law

REIC 2280	Legal Issues in Real Estate	p. 14
REIC 2285	Legal Issues in Real Estate - Finance	p. 14

Mortgage Underwriting

REIC 2340	Mortgage Lending for Residential Housing	p. 15
REIC 2341	Property Risk Assessment, Credit and Electronic Underwriting	p. 15

Leasing & Negotiating

REIC 2270	Consumer Behaviour and Negotiating	p. 16
REIC 2270	Comportement du consommateur et négociation	p. 16
REIC 2360	The Leasing Process	p. 17
REIC 2361	Negotiation and Documentation in Commercial Leasing	p. 17

Real Estate Management

RES 201	Successful Site Management	p. 18
CID 201	Managing Condominium Properties	p. 18
HRS 402	Developing HR Strategies for Real Estate Managers	p. 19
MNT 402	Property Maintenance and Risk Management	p. 19
MKL 405	Marketing and Leasing: Multi-Family Properties	p. 20
MKL 406	Marketing and Leasing: Office Buildings	p. 20
BDM 602	Writing and Using Property Management Plans	p. 21
MPSA	Management Plan Skills Assessment	p. 21

Real Estate Finance

REIC 2260	Real Estate Investment Analysis	p. 22
REIC 2350	Finance in the Real Estate Context	p. 22
REIC 2351	Elements of Mortgage Management	p. 23

Reserve Fund Planning

IRES 2300	Introduction to Reserve Fund Studies and Management	p. 23
IRES 2310	Building Construction and Systems	p. 24
IRES 2320	Building Costing and Life Span Analysis	p. 24
IRES 2330	Reserve Fund Financial Fundamentals	p. 25
IRES 2340	Reserve Fund - Case Study	p. 25

Additional REIC Information

Qualifying Subject Areas for Core and Specialty Electives	p. 26
Candidate and Member Benefits	p. 27



About REIC

A leader in advanced real estate education, the Real Estate Institute of Canada (REIC) is an association of professionals that has been educating and certifying specialists in real estate since 1955. The internationally recognized designations offered by REIC are an excellent way for consumers, investors and portfolio managers to identify committed and experienced real estate professionals.

Real Estate Institute of Canada courses, which can be taken as part of an Institute designation or as stand-alone credits, are the most well-respected and comprehensive courses offered for Real Estate Professionals in Canada. In this catalogue you will find in-depth information about our designations as well as our courses, all of which are approved by provincial licensing agencies.

All of our programs are built upon the "Four Cornerstones of Professionalism"; Education, Experience, Ethics and Lifelong Learning, the foundation for true professionalism in any field. REIC designations offer increased exposure through networking events, plus added credibility and boosted confidence that stem from professional education and increased knowledge.

If you have any questions regarding our designations and the qualification requirements, please contact our Admissions and Membership Coordinator, at 416-695-9000/1-800-542-REIC ext. 26, by e-mail at designations@reic.com or visit our website at www.reic.ca.

Welcome to the REIC 2010 Education Course Catalogue. I am certain that within these pages you will find relevant education that suits your needs as REIC has courses focusing on all disciplines of the real estate industry.

This year has been a great year for REIC education. We have had strong enrollment from our students in all areas of the country and continue to put on courses across Canada. In the past year registering for a course has become much easier. Our new feature to register and pay for courses online at www.reic.ca has been a huge success with students. In its first year of operation, roughly 75% of students used this feature to register for their class.



The exciting news this year is the launch of a new course for condominium property managers - CID 201: Managing Condominium Properties. It is specifically designed for managers who focus on condominium properties. The course has been written by the Institute of Real Estate Management (IREM) and fully Canadianized by REIC. It is part of the education curriculum for the ARM® - ACCREDITED RESIDENTIAL MANAGER designation.

With the attainment of an REIC designation, your career focuses in the right direction. So I hope you will seriously consider earning one of our esteemed designations; it can only mean good things for you and your career.

It is with great pride that I present the 2010 REIC Course Catalogue on behalf of REIC – the pre-eminent National Association for real estate professionals! If you have any questions regarding REIC, our courses or designations please feel free to contact us anytime.

I look forward to seeing you as a member of the Institute.



Maura McLaren
REIC Executive Director
maura.mclaren@reic.com

A' propos de l'ici

Un leader en études avancées dans le domaine de l'immobilier, l'Institut canadien de l'immobilier (ICI) est une association de professionnels qui forme et accrédite des spécialistes de l'immobilier depuis 1955.

Les titres reconnus à l'échelle internationale et offerts par l'ICI sont un excellent moyen pour les consommateurs, les investisseurs et les gestionnaires de portefeuilles d'identifier des professionnels de l'immobilier engagés et possédant une expérience indéniable.

Les cours donnés par l'Institut canadien de l'immeuble, qui peuvent être suivis dans le cadre de l'obtention d'un titre ou comme crédits autonomes, sont les cours les plus reconnus et les plus complets offerts aux professionnels de l'immobilier au Canada. Dans le présent catalogue, vous trouverez une information complète sur nos titres ainsi que sur nos cours, lesquels sont tous approuvés par les organismes provinciaux d'octroi de licences.

Tous nos programmes ont été élaborés en tenant compte des "quatre pierres angulaires du professionnalisme": l'éducation, l'expérience, la déontologie et l'éducation continue. Il s'agit là de la base d'un véritable professionnalisme dans le domaine immobilier. Les titres de l'ICI offrent à ses détenteurs une plus grande visibilité par l'entremise d'événements de réseautage, sans oublier une meilleure crédibilité et une confiance accrue qui découlent de la formation professionnelle et d'une plus grande connaissance.

Si vous avez des questions concernant nos titres et les exigences requises, n'hésitez pas à communiquer avec notre coordonnateur des admissions et des membres par téléphone au (416) 695-9000/1-800-542-REIC poste 26, par courriel à designations@reic.com ou visitez notre site Web à www.reic.ca.


Bienvenue au Catalogue de cours de l'Institut canadien de l'immeuble 2010. Je suis certaine que vous trouverez dans ces pages de la formation pertinente, qui répond à vos besoins, puisque l'ICI propose des cours dans toutes les sphères de l'industrie immobilière.

Ce fut une excellente année pour la formation à l'ICI. Nos étudiants de toutes les régions du pays ont participé en grand nombre, et nous continuons d'offrir des cours à l'échelle du Canada. Depuis l'an dernier, il est beaucoup plus facile de s'inscrire à un cours. Notre nouvelle fonction, qui permet de s'inscrire et de payer pour des cours en ligne sur le site www.reic.ca, a remporté un immense succès auprès des étudiants. Au cours de sa première année d'existence, environ 75 % des étudiants ont utilisé cette fonction pour s'inscrire à un cours.

Cette année, nous sommes heureux de lancer un nouveau cours à l'intention des administrateurs de condominiums - CID 201: Administration de condominiums. Ce cours s'adresse spécifiquement aux administrateurs qui se spécialisent dans les condominiums. Le cours a été préparé par l'Institute of Real Estate Management (IREM), et son contenu a été entièrement adapté à la réalité canadienne par l'ICI. Il fait partie du programme de formation pour la désignation ARM® - ACCREDITED RESIDENTIAL MANAGER.

Avec l'obtention d'une désignation de l'ICI, votre carrière est sur la bonne voie. J'espère que vous songerez sérieusement à obtenir l'une de nos désignations très prisées, car cela ne peut qu'être profitable pour votre carrière.

C'est avec une grande fierté que je vous présente le Catalogue de cours de l'Institut canadien de l'immeuble 2010 au nom de l'ICI - l'Association nationale prééminente des professionnels de l'immobilier! Si vous avez des questions au sujet de l'ICI, de nos cours ou de nos désignations, n'hésitez pas à communiquer avec nous en tout temps. J'ai hâte de vous rencontrer en tant que membre de l'Institut.



Maura McLaren
Directrice exécutive de l'ICI
maura.mclaren@reic.com



REIC Designation Education Requirements

FRI - Fellow of the Real Estate Institute



**Approved courses available through Provincial Real Estate Associations, universities, colleges or the Appraisal Institute of Canada*

The FRI is the REIC flagship designation, awarded to real estate agents and brokers since 1955. With education that exceeds licensing requirements and extensive real estate experience, FRI members are practitioners with knowledge, not just information!

Required Courses

REIC 2600 Ethics and Business Practice
REIC 2260 Real Estate Investment Analysis
REIC 2270 Consumer Behaviour & Negotiating

REIC 2360 The Leasing Process

OR

REIC 2280 Legal Issues in Real Estate

Real Estate Law or Business Law*

Real Estate Valuation*

University/College Electives (3)

FRI- Fellow de l'Institut canadien de l'immeuble



**Les cours approuvés sont disponibles par l'entremise des associations immobilières provinciales, des universités, des collèges ou du l'Institut canadien des évaluateurs*

Le titre de FRI représente la reconnaissance professionnelle de premier plan de l'ICI. Cette reconnaissance est décernée aux agents immobiliers et aux courtiers depuis 1955. Grâce à des études qui vont au-delà des exigences en matière de réglementation professionnelle et en raison de leur vaste expérience du marché immobilier, les membres FRI sont des spécialistes qui possèdent des connaissances, pas seulement de l'information

cours requis

REIC 2600 Éthique et conduite professionnelle
REIC 2260 Analyse des placements immobiliers
REIC 2270 Comportement du consommateur et négociation

REIC 2360 Le processus de location

OU

REIC 2280 Questions de droit en immobilier

Droit immobilier ou droit commercial*

Évaluation immobilière*

Facultatifs - Université/Collège (3)

PLEASE NOTE:

FRI course requirements are subject to provincial legislation.

COURSES LISTED ARE THE MAXIMUM NUMBER OF COURSES YOU MAY HAVE TO TAKE IN ORDER TO EARN THE DESIGNATION.

Contact our Admissions and Membership Coordinator, at 416-695-9000 or toll-free at 1-800-542-7342 ext. 26 or via e-mail at designations@reic.com for the requirements in your province.

REIC Designation Education Requirements

CPM[®] - CERTIFIED PROPERTY MANAGER[®]



For full CPM designation requirements and qualifications, please request a CPM Handbook from REIC. Also available for download at www.reic.ca

The premier designation in property management is awarded to highly skilled and experienced property management and asset management professionals. The CPM[®] requirements are broken down into education, experience and examination categories. To qualify for the CPM[®] designation, you will be required to pass the courses listed; have at least three years of experience; successfully complete the CPM[®] certification exam along with the submission of a traditional management plan or your successful completion of the MPSA (Management Plan Skills Assessment).

Required Courses

REIC 2600	Ethics and Business Practice
REIC 2260	Real Estate Investment Analysis
REIC 2350	Finance in the Real Estate Context (Pre-Req REIC 2260)
MNT 402 [^]	Property Maintenance and Risk Management (home study available)
HRS 402 [^]	Developing Human Resources Strategies for Real Estate Managers (home study available)
MKL 405 [^]	Marketing and Leasing: Multifamily Properties (home study available)
OR	
MKL 406 [^]	Marketing and Leasing: Office Buildings (home study available)
BDM 602	Writing and Using Property Management Plans (Pre-Req REIC 2350)
MPSA	Management Plan Skills Assessment (Pre-Req BDM 602)
EXAM	Final Certification Exam

[^] An online American version of this course is available through IREM (www.irem.org)

CRF - Certified in Real Estate Finance



*Approved courses available through Provincial Real Estate Associations, universities, colleges or the Appraisal Institute of Canada

The CRF designation symbolizes expertise in financial and investment analysis, loan and risk evaluation, mortgage underwriting and administration. Real estate finance practitioners who hold the CRF designation are recognized specialists whose industry and academic skills are a cut above the rest. They are consultants, portfolio administrators, asset managers, mortgage brokers, financial and investment analysts.

Required Courses

REIC 2600	Ethics and Business Practice
REIC 2260	Real Estate Investment Analysis
REIC 2350	Finance in the Real Estate Context (Pre-Req REIC 2260)
REIC 2351	Elements of Mortgage Management (Pre-Req REIC 2350)
	Real Estate Law or Business Law*
	Real Estate Valuation*
	University/College Elective (1)



REIC Designation Education Requirements

CLO - Certified Leasing Officer



**Approved courses available through Provincial Real Estate Associations, universities, colleges or the Appraisal Institute of Canada*

The CLO designation recognizes the proven specialists in leasehold acquisition, disposal and administration. The designation attests to their proficiency in every aspect of the leasing process. They are the leasing professionals.

Required Courses

- REIC 2600 Ethics and Business Practice
 - REIC 2260 Real Estate Investment Analysis
 - REIC 2360 The Leasing Process
 - REIC 2361 Negotiation and Documentation
in Commercial Leasing (Pre-Req REIC 2360)
- Real Estate Law or Business Law*
Real Estate Valuation*
University/College Elective (1)

CRU - Certified Residential Underwriter



The CRU program has been developed by REIC in response to an expressed need for leaders in residential mortgage underwriting. The objective of this designation program is to establish and maintain professional standards in the field of residential mortgage underwriting.

Required Courses

- REIC 2600 Ethics and Business Practice
- REIC 2285 Legal Issues in Real Estate - Finance
- REIC 2340 Mortgage Lending for Residential Housing
- REIC 2341 Property Risk Assessment, Credit & Electronic Underwriting (Pre-Req REIC 2340)

ARM® - ACCREDITED RESIDENTIAL MANAGER®



The ARM® is the designation awarded to specialists who manage residential properties. This includes rental apartment complexes, mobile homes, condominiums and single-family homes. ARM® trained managers are in a position to improve the quality of life for people living in residential properties while at the same time enhancing the value of the assets they oversee.

Required Courses

- REIC 2600 Ethics and Business Practice
- RES 201 Successful Site Management (home study available)
- OR
- CID 201 Managing Condominium Properties (home study available)
- EXAM Final Certification Exam

REIC Designation Education Requirements

CRP - Certified Reserve Planner



The CRP is a specialist in Reserve Fund Planning. The courses are designed to provide the candidate with the required tools and knowledge to develop an effective reserve fund plan that exceeds the legislative requirements of every province.

Required Courses

REIC 2600	Ethics and Business Practice
IRES 2300	Introduction to Reserve Fund Studies and Management
IRES 2310	Building Construction and Systems
IRES 2320	Building Costing & Life Span Analysis (Pre-Req IRES 2300)
IRES 2330	Reserve Fund Financial Fundamentals (Pre-Req IRES 2300)
IRES 2340	Reserve Fund Case Study (Final Course)

ARP - Associate Reserve Planner



The ARP designation is designed for property managers who wish to expand their knowledge on Reserve Fund Planning. The courses will aid the candidate in understanding the key concepts that make up a successful reserve fund.

Required Courses

REIC 2600	Ethics and Business Practice
IRES 2300	Introduction to Reserve Fund Studies and Management
IRES 2310	Building Construction and Systems (Pre-Req IRES 2300)
IRES 2330	Reserve Fund Financial Fundamentals (Pre-Req IRES 2300)

ACoM - ACCREDITED COMMERCIAL MANAGER



The Accredited Commercial Manager designation gives commercial site managers increased market visibility and credibility with owners, investors and employers. This designation is built upon knowledge and training essential to managers of small commercial properties. Every candidate must have a minimum level of experience and must successfully complete a series of courses.

Required Courses

REIC 2600	Ethics and Business Practice
REIC 2260	Real Estate Investment Analysis
HRS 402^	Developing Human Resources Strategies for Real Estate Managers (home study available)
MNT 402^	Property Maintenance and Risk Management (home study available)
MKL 406^	Marketing and Leasing: Office Buildings (home study available)
EXAM	Final Certification Exam

^ An online American version of this course is available through IREM (www.irem.org)



Application & Registration Procedures

Real Estate Institute of Canada Candidate Application Procedures

First, make sure you

- are of legal age (min. 18 years)
- are actively involved in the real estate industry at the time of your application
- have required minimum experience for designation of choice
- hold a valid real estate license (for the FRI designation only)

Choose your designation.

Download the application form from the Designations Section at www.reic.ca.

Complete the form and reference sections in full.

Include copies of any transcripts that can be used for equivalencies or electives.

Send the completed application and non-refundable processing fee plus all relevant supporting material via fax at 416-695-7230 or by mail to:

*Real Estate Institute of Canada
208-5407 Eglinton Avenue West
Toronto ON M9C 5K6*

Contact our Admissions and Membership Coordinator at 416-695-9000 ext. 26 or via e-mail at designations@reic.com with any questions regarding the application process.

Real Estate Institute of Canada Course Registration Procedures

We offer three (3) convenient ways to register for our courses:

- (1) Online - we offer a secure online registration option at www.reic.ca
- (2) Fax a completed registration form (downloadable from our website) to 416-695-7230
- (3) Phone our Education Department at 416-695-9000 ext. 25 or toll-free at 1-800-542-REIC (7342)

Register at least 30 days in advance to secure a spot in your chosen course.

Tuition fees can be paid by cheque, money order, VISA, MasterCard or American Express. All tuition fees must include either GST or HST, depending on the location of the course.

All cheques and money orders are to be made payable to the Real Estate Institute of Canada and mailed to REIC at 5407 Eglinton Ave. W., Suite 208, Toronto, ON M9C 5K6.

Students are responsible for purchasing the required materials prior to the start of the course. Calculators can be purchased through REIC National Office.

Contact our Education Coordinator at 416-695-9000 ext. 25 or via e-mail at education@reic.com with any questions regarding our course registration process.

Registration Policies

Tuition Fee Payment, Cancellation & Refunds

Payments

If you register for a course, other than online through the REIC National website, all registrations must be paid in full no later than 14 days prior to each course. Registrations received without full payment of course tuition WILL NOT be processed and a space in the course will not be reserved for the student.

Cancellation & Refunds

Registration fees will be refunded or transferred, at no extra charge, upon receipt of written notice of withdrawal, at least 30 days prior to the start of the course. After this time, and up to course commencement, the registration fee may only be transferred, at a processing fee of \$150.00 + applicable taxes. The tuition may then be applied towards any REIC course, valid for one year. Once the course has begun, no refund or transfer of fees is permitted.

Course Assignments

Assignment Due Dates

Post-course assignments are due 30 days following the conclusion of any REIC course. REIC requests that all assignments be mailed to the REIC National Office to the attention of the Education Department.

Extensions

The REIC Education Department may grant assignment extensions (of up to 30 days) if a student submits a written request on or before the original due date. A late fee of \$50.00 + applicable taxes will be applied.

Examinations

Students who fail the written examination of a course may arrange to re-write the exam. Requests to re-write must be in writing, and within 30 days from the date of the Institute's notification of failure. All requests must include a re-write payment fee of the \$150.00 + applicable taxes. Exams must be re-written with an REIC approved proctor in attendance.

Travel Arrangements

Hotel Reservations


REIC students are responsible for making their own hotel reservations. When you receive written confirmation of your course enrollment, The student must personally call the course hotel directly at the number provided in your confirmation letter. Some of REIC's courses require a substantial amount of class participation and study outside the classroom. The Institute strongly recommends that course participants stay at, or near, the course site.

Air Travel Reservations

Course participants should wait until the status of an out of town course is finalized by REIC before making travel arrangements. The Institute is not responsible for student airfare or their hotel, should a course be postponed or cancelled.

Education Course Descriptions

The following pages provide information on all of the education courses that the Real Estate Institute of Canada has to offer. Situated below, you will see the breakdown of how the courses are outlined. If you have any questions regarding the courses or requirements please contact our Education Coordinator [toll-free at 1-800-542-7342 ext. 25](tel:1-800-542-7342) or through e-mail at education@reic.com. We take great pride in our education courses and wish your education experience to be a positive one.

Course Code & Title	List of Course materials provided and required	Course Credits
	<p>REIC 2351: Elements of Mortgage Management</p> <p>Materials Provided: REIC Course Manual</p> <p>Materials Required: Hewlett Packard 17bII+ Financial Calculator</p> <p>Course Credits: 18 RECO MCE, 6 NSAR CPE</p>	<p>Designations: CRF</p>
<p>The objective of REIC 2351 is to demonstrate the advanced application of the financial mathematics of mortgage financing. In addition to building on the financing techniques addressed in the REIC 2350, this course explores development analysis and development financing. Credit is awarded for this five day course upon the successful completion of an exam.</p>	<p>Prerequisites: REIC 2350</p>	<p>The key issues covered in this course are:</p> <ul style="list-style-type: none"> Review of Applications of Financial Analysis Macro-Markets: the Context for Decision-Making Security Evaluation: Real Estate Investment Analysis and Appraisal Mortgage Underwriting Development Analysis and Development Financing Refinancing Decisions Contemporary Plans: The Standard Mortgage; The Saving Fund Assisted Mortgage; Variable Rate Mortgage; Reverse Annuity Mortgage Management of Individual Loans Real Estate Investment Analysis and Discounting
<p>List of all designations requiring this course</p>	<p>Course Category (see below)</p>	<p>Course Description</p>

Course Categories



Ethics



Law



Finance



Real Estate Management



Leasing & Negotiating



Reserve Fund Planning



Mortgage Underwriting



REIC 2600: Ethics and Business Practice

Materials Provided: **Business Ethics By John Richardson, REIC Course Manual**

Materials Required: **NONE**

Course Credits: **18 RECO MCE, 9 BCREA PDP, 6 NSAR CPE**

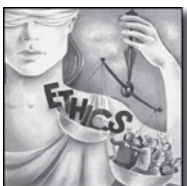
Designations: **FRI, CPM[®], CRF, CLO, CRU, CRP, ARP, ARM[®], ACoM** Prerequisites: **NONE**

The objective of **REIC 2600** is to aid the real estate practitioner to develop and refine his or her decision-making skills from an ethical standpoint.

Using factual and hypothetical case studies, group discussions, workshops and videos, participants will study various real estate ethical codes and will acquire the tools and strategies to maintain strict ethical standards. Credit is awarded for this three day course upon successful completion of a take-home assignment.

The key issues covered in this course are:

- The Importance of Ethical Business Practice
- Ethical Values
- Developing Ethical Values
- Ethical Decision Making
- Ethics vs. Ethical Behaviour
- Ethical Problems
- Ethics in Real Estate: The Codes
- Ethics in Real Estate: Articles



REIC 2600: Éthique et conduite professionnelle

Documents fournis: **Business Ethics by John Richardson, Manuel de cours de l'ICI**

Documents nécessaire: **AUCON**

Crédits de cours: **18 RECO MCE, 9 BCREA PDP, 6 NSAR CPE**

Désignations: **FRI, CPM[®], CRF, CLO, CRU, CRP, ARP, ARM[®], ACoM** Prérequis: **AUCON**

L'objectif du cours **REIC 2600** est d'aider le spécialiste oeuvrant dans le domaine immobilier à développer et à améliorer ses techniques de prise de décision d'un point de vue déontologique.

En se basant sur des études de cas réels ou hypothétiques, des discussions de groupe, des ateliers et des vidéos, les participants étudieront divers codes de déontologie du domaine de l'immobilier et ils feront l'acquisition des outils et des stratégies leur permettant de maintenir des normes strictes de déontologie. Un crédit est octroyé pour ce cours de trois jours après qu'un exercice à la maison a été complété avec succès.

Les principales questions couvertes dans ce cours sont :

- L'importance d'une pratique d'éthique en affaires
- Les valeurs d'éthique
- Le développement des valeurs d'éthique
- La prise de décision d'éthique
- L'éthique par rapport au comportement d'éthique
- Les problèmes d'ordre d'éthique
- L'éthique dans l'immobilier : Les codes
- L'éthique dans l'immobilier : Les dispositions



Courses - Law



REIC 2280: Legal Issues in Real Estate

Materials Provided: **REIC Course Manual**

Materials Required: **NONE**

Course Credits: **12 RECO MCE, 6 NSAR CPE**

Designations: **FRI**

Prerequisites: **NONE**

Real Estate professionals are constantly faced with issues of legality with respect to conduct and dealings. The best way to be prepared is to be knowledgeable.

REIC 2280 prepares you to meet these challenges and enhances what you have studied in a real estate or business law course. It gives you practical real estate applications to legal issues. Credit is awarded for this two day course upon the successful completion of a take-home assignment.

The key issues covered in this course are:

- Agency and Conflict of Interest
- Competition Act
- Agency Disclosure
- Criminal Fraud and Related Offenses
- Environmental Laws, Stigmatized Properties and Agent Liability
- Agreement of Purchase, Sale and Other Legal Issues
- Vendor's Disclosure



REIC 2285: Legal Issues in Real Estate - Finance

Materials Provided: **REIC Course Manual**

Materials Required: **NONE**

Course Credits: **18 RECO MCE, 6 NSAR CPE**

Designations: **CRU**

Prerequisites: **NONE**

REIC 2285 will help develop the skills of participants in understanding the various legal pitfalls involved in real estate today. It is oriented towards any person who deals directly and negotiates with consumers of real estate.

As a real estate professional, you are constantly faced with issues of legality with respect to conduct and dealings. This course prepares you to meet these challenges. Credit is awarded for this three day course upon the successful completion of a take-home assignment.

The key issues covered in this course are:

- Agency and Conflict of Interest
- Competition Laws
- Fraud and Related Offenses
- Environmental Liability, Stigmatized Properties and Agent Liability
- Agreement of Purchase, Sale and Other Legal Issues
- Mortgage Documents
- Default Procedures
- Contract Laws and Acts

Courses - Mortgage Underwriting



REIC 2340: Mortgage Lending for Residential Housing

Materials Provided: **REIC Course Manual**

Materials Required: **NONE**

Course Credits: **18 RECO MCE, 6 NSAR CPE**

Designations: **CRU**

Prerequisites: **NONE**

To excel, mortgage lending and underwriting professionals need the “value-added” edge provided by **REIC 2340**. Mortgage Lending for Residential Housing is the industry standard that sharpens risk assessment and risk management skills. Credit is awarded for this three day course upon the successful completion of a take-home assignment.

The key issues covered in this course are:

- The Importance of Quality Mortgage Lending
- Mortgage Risk Assessment
- The Nature of Mortgage Lending Risk
- Borrower Assessment
- Hazards Related to the Borrower
- Practical Case Studies
- Assessment of the Self-Employed
- Market Assessment, Property Assessment and Appraisals
- Physical Hazards
- MLS Red Flags
- The Business Game



REIC 2341: Property Risk Assessment, Credit & Electronic Underwriting

Materials Provided: **REIC Course Manual**

Materials Required: **NONE**

Course Credits: **18 RECO MCE, 6 NSAR CPE**

Designations: **CRU**

Prerequisites: **REIC 2340**

REIC 2341 will provide the participants with an introduction to underwriting technologies as well as practical tools to evaluate real estate risk. Each student works at a computer work station with access to all relevant software. Credit is awarded for this three day course upon the successful completion of a take-home assignment.

REIC 2341 is broken into two primary sections:

1. The first section will illustrate various pieces of software available today that can assist an underwriter in assessing the risk and processing a mortgage application.
2. The second section of the course deals with non-traditional borrowers on a discussion and exercise basis.

Courses - Leasing & Negotiating



REIC 2270: Consumer Behaviour and Negotiating

Materials Provided: **REIC Course Manual**

Materials Required: **NONE**

Course Credits: **18 RECO MCE, 6 NSAR CPE**

Designations: **FRI**

Prerequisites: **NONE**

The objective of **REIC 2270** is to develop the skills of participants in understanding the needs and behaviour of the people with whom they do business, and to effectively communicate and negotiate with them.

This is accomplished using group discussions, exercises, videos, case studies and workshops. Credit is awarded for this three day course upon the successful completion of a take-home assignment.

The key issues covered in this course are:

- The Importance of Understanding Human Behaviour
- A Spectrum of Relationships
- Understanding Human Behaviour
- Common Barriers to Successful Negotiation
- Guidelines for Effective Communicators
- Negotiating Process
- Improving Negotiation Success



REIC 2270: Comportement du consommateur et négociation

Documents fournis: **Manuel de cours de l'ICI**

Documents nécessaire: **AUCON**

Crédits de cours: **18 RECO MCE, 6 NSAR CPE**

Désignations: **FRI**

Prérequis: **AUCON**

L'objectif du cours **REIC 2270** est de développer la capacité des participants à comprendre les besoins et le comportement des gens avec lesquels ils font des affaires et également de communiquer et de négocier efficacement avec ceux-ci.

Pour ce faire, les participants prennent part à des discussions de groupe, à des exercices, regardent des vidéos, s'impliquent dans des études de cas et des ateliers. Un crédit est octroyé pour ce cours de trois jours après qu'un exercice à la maison ait été complété avec succès.

Les principales questions couvertes dans ce cours sont :

- L'importance de comprendre le comportement humain
- Spectre des relations
- Comprendre le comportement humain
- Obstacles communs à une négociation réussie
- Conseils pour devenir un communicateur efficace
- Processus de négociation
- Améliorer le succès d'une négociation

Courses - Leasing & Negotiating



REIC 2360: The Leasing Process

Materials Provided: **REIC Course Manual**

Materials Required: **A Basic Calculator**

Course Credits: **18 RECO MCE, 6 NSAR CPE**

Designations: **FRI, CLO**

Prerequisites: **NONE**

REIC 2360 provides a foundation for directing acquisitions of commercial accommodation through the medium of a lease. It introduces the student to commercial real estate leasing transactions, which are likely to be among the largest commitments confronted in a business career. Credit is awarded for this five day course upon successful completion of an exam.

The key issues covered in this course are:

- Understanding the goals and objectives of the Tenant and the Landlord
- To know the language and terminology of Leases
- The difference between commercial, industrial, and retail leases
- Completing a market survey of suitable premises
- Conducting the Lease documentation
- Landlord and Tenant relationships



REIC 2361: Negotiating and Documentation in Commercial Leasing

Materials Provided: **REIC Course Manual**

Materials Required: **A Basic Calculator**

Course Credits: **18 RECO MCE, 6 NSAR CPE**

Designations: **CLO**

Prerequisites: **REIC 2360**

REIC 2361 expands upon the information covered in REIC 2360. It focuses on the leasing procedures which follow the selection of qualified premises and confirmation of the economic feasibility of the acquisition. Credit is awarded for this five day course upon the successful completion of an exam.

The key issues covered in this course are:

- Reaching Consensus
- Analyzing the Negotiation Sequence
- Documenting the Consensus
- The Offer
- The Lease
- Lease Administration; the Renewal Process



Courses - Real Estate Management



RES 201: Successful Site Management

Materials Provided: **REIC Course Manual**

Materials Required: **NONE**

Course Credits: **18 RECO MCE, 6 NSAR CPE**

Designations: **ARM®**

Prerequisites: **NONE**

RES 201 is designed for managers of conventional multi-family housing. It provides detailed direction on trends and issues that affect the housing industry and teaches proven multi-housing management skills. Resident retention is stressed throughout this course by relating it to all phases of residential management.

In order to complete the requirements for the ARM® designation, you must successfully pass the ARM® certification exam.

The key issues covered in this course are:

- Marketing Strategically
- Improve Leasing Skills
- Resident Retention
- Maintenance and Operations Issues
- Improving Management Skills
- Maintaining and Enhancing Property Value

***PLEASE NOTE: This course is also available to be taken as a home study course**



CID 201: Managing Condominium Properties

Materials Provided: **REIC Course Manual**

Materials Required: **NONE**

Course Credits: **18 RECO MCE, 6 NSAR CPE**

Designations: **ARM®**

Prerequisites: **NONE**

CID 201 is a course designed for managers of condominium properties. Students taking this course will gain an edge in the competitive industry of common interest developments (CIDs) – including residential and office condominiums, co-ops, and phased developments. This industry leading course focuses specifically on the unique and complex challenges of the condominium market, one of the fastest growing segments in real estate management today.

In order to complete the requirements for the ARM® designation, you must successfully pass the ARM® certification exam.

The key issues covered in this course are:

- Relationship Management
- Governance
- Financials
- Legal and Risk Management
- Maintenance Management

***PLEASE NOTE: This course is also available to be taken as a home study course**

Courses - Real Estate Management



HRS 402: Developing Human Resources Strategies for Real Estate Managers[^]

Materials Provided: **REIC Course Manual**

Materials Required: **NONE**

Course Credits: **12 RECO MCE, 6 NSAR CPE**

Designations: **CPM[®], ACoM**

Prerequisites: **NONE**

Working with people successfully depends on good communications and problem solving skills. **HRS 402** will teach you key concepts and strategies using a practical, hands-on approach. Credit is awarded for this 2 day course upon completion of an exam.

The key issues covered in this course are:

- Managing Managers and Determining Directions
- Assessing Your Management Style and Making it Work for You
- Making Decisions Individually and as a Team
- Solving Problems and Evaluating Solutions

[^] An online American version of this course is available through IREM (www.irem.org)

**PLEASE NOTE: This course is also available to be taken as a home study course*



MNT 402: Property Maintenance & Risk Management[^]

Materials Provided: **REIC Course Manual**

Materials Required: **NONE**

Course Credits: **12 RECO MCE, 6 NSAR CPE**

Designations: **CPM[®], ACoM**

Prerequisites: **NONE**

MNT 402 teaches you how to develop a first-rate property maintenance program and manage various types of risk. Learn the specifics of planning, implementing and monitoring cost and time-efficient property maintenance operations and boost your property's performance. In addition, this course will address risk-related topics such as insurance, life safety programs and emergency/disaster plans to help you create a risk management program that will help protect your property and its occupants. Credit is awarded for this 2 day course upon completion of an exam.

The key issues covered in this course are:

- Property Risk Analysis
- Maintenance Programs
- Maintenance Projects
- Conservation and Environmental Hazards

[^] An online American version of this course is available through IREM (www.irem.org)

**PLEASE NOTE: This course is also available to be taken as a home study course*

Courses - Real Estate Management



MKL 405: Marketing and Leasing: Multi-Family Properties[^]

Materials Provided: **REIC Course Manual**

Materials Required: **NONE**

Course Credits: **12 RECO MCE, 6 NSAR CPE**

Designations: **CPM[®]**

Prerequisites: **NONE**

Gain a clear advantage over your competitors by knowing how to position your property in the market to attract and retain new tenants. Designed to help property managers increase profits and improve retention, in **MKL 405** you will learn key strategies for reaching prospects and closing the deal. Credit is awarded for this 2 day course upon completion of an exam.

The key issues covered in this course are:

- Developing Resident Orientation Programs
- Market and Property Analysis
- Market Planning and Strategies
- Resident Retention
- Lease Components and Negotiation

[^] An online American version of this course is available through IREM (www.irem.org)

**PLEASE NOTE: This course is also available to be taken as a home study course*



MKL 406: Marketing and Leasing: Office Buildings[^]

Materials Provided: **REIC Course Manual**

Materials Required: **NONE**

Course Credits: **12 RECO MCE, 6 NSAR CPE**

Designations: **CPM[®], ACoM**

Prerequisites: **NONE**

Demand for office space is affected by many factors, including the economy and the local market place. In **MKL 406** you will apply theory to practice by working with case studies designed to teach you the major aspects of market analysis, office marketing practices and successful lease negotiations for office buildings. Credit is awarded for this 2 day course upon completion of an exam.

The key issues covered in this course are:

- Market and Property Analysis
- Market Planning and Strategies
- Negotiation Clauses Specific to Commercial Leases
- Tenant Retention
- Leasing Strategies

[^] An online American version of this course is available through IREM (www.irem.org)

**PLEASE NOTE: This course is also available to be taken as a home study course*

Courses - Real Estate Management



BDM 602: Writing and Using Property Management Plans

Materials Provided: **Course Manual & Management Plan Handbook**

Materials Required: **Hewlett Packard 17bII+ Financial Calculator**

Course Credits: **12 RECO MCE, 6 NSAR CPE**

Designations: **CPM®**

Prerequisites: **REIC 2350**

Explore innovative and effective solutions to challenges faced in the property management market. BDM 602 utilizes a series of comprehensive case studies and small group discussions to teach you how to work through a management plan. Each case study has a specific management problem for your investigation. From physical to fiscal, **BDM 602** helps you solve the most trying problems in property management. This course requires you to use all of your previous classroom training to solve these challenges. Your involvement in small group discussions facilitates “hands-on” decision-making. This course concludes with a summary of the CPM management plan requirement.

The key issues covered in this course are:

Analyzing a Property’s Physical and Fiscal Concerns

Market Trends - What They Really Say

Every Day Property Problems and Solutions

Anticipating an Owner’s Goals and Your Role in Achieving Them

Designing Beneficial Management Policies

Examining Absorption Rates and Supply/Demand Data

Developing Achievable Policies and Programs - Including Rent Goals

Properly Preparing a Management Plan



MPSA: Management Plan Skills Assessment

Materials Provided: **NONE**

Materials Required: **NONE**

Course Credits: **12 RECO MCE**

Designations: **CPM®**

Prerequisites: **BDM 602**

The MPSA is an opportunity to complete your CPM® designation by exam as an alternative to writing a traditional management plan. This comprehensive program is composed of a two-day prerequisite course, followed by the MPSA. Like the traditional written management plan, the MPSA is a comprehensive evaluation of the knowledge and skills required for the CPM®.

The MPSA has three components:

1. Concept Evaluation (Day One)

You will begin the assessment process by answering a series of questions which require essay type answers. These questions are designed to evaluate your knowledge of the concepts, methodology and processes involved in preparing a property management plan. Two hour time limit.

2. Property Information (Day One)

When you register for the course, you are given the opportunity to select a property type - i.e. office building, residential or retail. You will then be presented with information about a property and for the rest of Day One (4-6 hours) you will review this information.

3. Property Analysis (Day Two)

At the commencement of Day Two, you will be presented with additional information and a management scenario for your property. Using the information received, you will prepare written essay answers to a series of questions designed to measure your ability to complete a workable management plan.



Courses - Real Estate Finance



REIC 2260: Real Estate Investment Analysis

Materials Provided: **REIC Course Manual**

Materials Required: **Hewlett Packard 17bII+ Financial Calculator**

Course Credits: **18 RECO MCE, 6 NSAR CPE**

Designations: **FRI, CPM[®], CRF, CLO, ACoM**

Prerequisites: **NONE**

The objective of **REIC 2260** is to develop thorough knowledge of both the fundamental principles and contemporary techniques of the financing process and the elements of taxation in the analysis of real estate. This is accomplished using discussion, case study analysis, practical exercises and intensive calculator use. Credit is awarded for this five-day course upon completion of a Mini-Test (40%) and a take-home assignment (60%).

The key issues covered in this course are:

- Setting Real Estate in Context
- Financial Flows: The Basics
- Mathematics of Finance: A Voyage Through Time
- Real Estate Financing
- Disposition Analysis
- Elements of Real Estate Taxation (Operation and Disposition)
- Investment Return Measurement
- Appraising the Investment: An Overview
- Risk within REIA and Demographics



REIC 2350: Finance in the Real Estate Context

Materials Provided: **REIC Course Manual**

Materials Required: **Hewlett Packard 17bII+ Financial Calculator**

Course Credits: **18 RECO MCE, 6 NSAR CPE**

Designations: **CPM[®], CRF**

Prerequisites: **REIC 2260**

The objective of **REIC 2350** is the detailed application of the financial mathematics of mortgage financing. In addition to building on the financial techniques addressed in REIC 2260, this course examines the transition to complete project analysis and the long range management plan. Credit is awarded for this five day course upon successful completion of an exam.

The key issues covered in this course are:

- The Basis of Financial Analysis
- Interest Rate Conversion
- Analysis of Financial Flows and Investments I
- Analysis of Financial Irregular Flows and Investments II
- Future Value Analysis
- Bonuses, Discounts and the Secondary Mortgage Market
- Impact of Financing on Property Values
- Mortgage Underwriting
- Development Analysis and Development Financing

Courses - Finance/Reserve Fund Planning



REIC 2351: Elements of Mortgage Management

Materials Provided: **REIC Course Manual**

Materials Required: **Hewlett Packard 17bII+ Financial Calculator**

Course Credits: **18 RECO MCE, 6 NSAR CPE**

Designations: **CRF**

Prerequisites: **REIC 2350**

The objective of **REIC 2351** is to demonstrate the advanced application of the financial mathematics of mortgage financing. In addition to building on the financing techniques addressed in the REIC 2350, this course explores development analysis and development financing. Credit is awarded for this five day course upon the successful completion of an exam.

The key issues covered in this course are:

- Review of Applications of Financial Analysis
- Macro-Markets: the Context for Decision-Making
- Security Evaluation: Real Estate Investment Analysis and Appraisal
- Mortgage Underwriting
- Development Analysis and Development Financing
- Refinancing Decisions
- Contemporary Plans: The Standard Mortgage; The Saving Fund Assisted Mortgage; Variable Rate Mortgage; Reverse Annuity Mortgage
- Management of Individual Loans
- Real Estate Investment Analysis and Discounting



IRES 2300: Introduction to Reserve Fund Studies and Management

Materials Provided: **REIC Course Manual**

Materials Required: **NONE**

Course Credits: **18 RECO MCE, 6 NSAR CPE**

Designations: **CRP, ARP**

Prerequisites: **NONE**

IRES 2300: Introduction to Reserve Fund Studies and Management is designed for professionals who are interested in pursuing the CRP (Certified Reserve Planner) and ARP (Associate Reserve Planner) designations. Credit is awarded for this three day course upon successful completion of an in-class multiple choice exam.

Key Concepts:

1. Explanation of the history, rationale, and requirements of reserve fund planning.
2. Review and understanding documentation and drawings.
3. The basic framework for a reserve fund required by the legislation. This includes development of key components, life cycle and component cost analysis, bench marking and financial concepts such as determining inflation, and future value of components and developing interest rates.
4. Benefits of historical financial analysis



Courses - Reserve Fund Planning



IRES 2310: Building Construction and Systems

Materials Provided: **REIC Course Manual**

Materials Required: **NONE**

Course Credits: **18 RECO MCE, 6 NSAR CPE**

Designations: **CRP, ARP**

Prerequisites: **NONE**

IRES 2310 Building Construction and Systems is designed for property managers and owners, building consultants and reserve fund planners who are interested in pursuing the CRP (Certified Reserve Planner) and ARP (Associate Reserve Planner) designations. Students will be instructed on the basics of building technology, and the scope and content of a building audit. This course will illustrate the processes involved in conducting a reserve fund study and a technical audit, and demonstrate the design concepts and durability factors leading to building repair. Credit is awarded for this four day course upon successful completion of an in-class multiple choice exam.

Key concepts:

1. An understanding of the key systems and components making up a residential townhouse or high-rise building. These include structural and architectural, interior construction, mechanical, electrical, amenities and site improvements.
2. Understand the 'Uniformat' and 'Masterformat' system of component grouping.
3. Development of a list that takes into consideration reserve expenditures grouped together into components under the uniformat system.



IRES 2320: Building Costing and Life Span Analysis

Materials Provided: **REIC Course Manual**

Materials Required: **NONE**

Course Credits: **18 RECO MCE, 6 NSAR CPE**

Designations: **CRP**

Prerequisites: **IRES 2300**

IRES 2320 Building Costing and Life Analysis is designed for reserve fund planners, property managers and owners, and building consultants. This course covers the basics of component costing and life cycle analysis for apartment buildings. The intent of this course is to provide the student with concepts of determining quantities and scopes of work for replacement costing and the life cycle of these components. Credit is awarded for this three day course upon successful completion of an in-class assignment and multiple choice test.

Key concepts:

1. Developing costing for the various components previously developed utilizing all available tools and an understanding of replacement allowance versus contingency allowance.
2. Understanding concepts of quality take-offs from drawings.
3. Determining the life cycle of various components. Understanding the actual age versus the effective age of a component.
4. Determining present value of the component.

Courses - Reserve Fund Planning



IRES 2330: Reserve Fund Financial Fundamentals

Materials Provided: **REIC Course Manual**

Materials Required: **A Basic Calculator**

Course Credits: **18 RECO MCE, 6 NSAR CPE**

Designations: **CRP, ARP**

Prerequisites: **IRES 2300**

IRES 2330: Reserve Fund Financial Fundamentals is designed as an introduction to reserve fund accounting, capital and reserve fund budgeting and is intended for individuals who are interested in pursuing the CRP (Certified Reserve Planner) and ARP (Associate Reserve Planner) designations. Credit is awarded for this three day course upon successful completion of an in-class assignment and multiple choice test.

Key concepts:

1. Reading and understanding financial statements and developing reserve fund historical operation.
2. Key concepts on investing. What is allowed and not allowed under legislation.
3. Key concepts on inflation, trends and measurement techniques.
4. Development of a benchmark analysis. Various methods of determining future value.
5. Developing and understanding the 30-year projection.



IRES 2340: Reserve Fund Case Study

Materials Provided: **REIC Course Manual**

Materials Required: **NONE**

Course Credits: **18 RECO MCE, 6 NSAR CPE**

Designations: **CRP**

Prerequisites: **IRES 2300, IRES 2310, IRES 2320, IRES 2330**

IRES 2340: Reserve Fund Case Study is designed for professionals who meet the academic requirements of the CRP (Certified Reserve Planner) designation. The course encompasses all aspects of a reserve fund study with attention to every detail of the reserve fund planning process. Students will visit and inspect a condominium building, examine and analyze building plans, provide a condition and life cycle analysis of the building components, and prepare a complete reserve fund study report. The course is the last educational component of the CRP designation and ends with an assignment that is due one (1) month after the course ends.

Key concepts:

1. Developing a real reserve fund study utilizing a site visit, developing the component list, historical analysis, benchmark and projections with good report writing skills.
2. Deliver a quality professional report including all legislated requirements that is easy to read and understand.
3. Create "value add" items in the report to sell your product.





Qualifying Subject Areas

The courses listed here are accepted core and specialty university or college electives and may be taken through any college or university in Canada. These courses are required to be university degree or college credits (or approved non-credit extension equivalents) and must be approximately 36 hours long.

Accounting

Introduction to Accounting
Principles of Accounting
Cost Accounting
Financial Accounting
Managerial Accounting
Auditing Principles

Architecture and Planning Design

Land Planning
Environmental Design
Landscape Architecture
Urban Design
Building Construction
Auditing Principles

Business Writing

Business Writing
English Composition
Business Report Writing
Basic Business English

Economics

Introductory Economics
Microeconomics
Macroeconomics
Urban Land Economics

Finance

Introduction to Finance
Principles of Finance
Investments
Financial Decisions
Money and Banking
Money Markets

General Management and Business

Business Policy
Introduction to Management
Strategic Planning
Business Ethics
Managerial Accounting
Auditing Principles

Geography

Urban Geography
Land Resource Studies

Human Resources Management and Business Administration

Human Resources Management
Personnel Administration
Labour Relations
Industrial Relations
Business Administration
Auditing Principles

Information and Computer Services

Introduction to Computers
Introduction to Programming
Data Processing
Database Management
Systems Analysis
Computer Applications in Business

Law

Business Law
Real Estate Law
Property Law

Marketing

Marketing Principles
Research Methods in Marketing
Marketing Behaviour
Advertising
Marketing Policy

Mathematics and Statistics

Introduction to Statistics
Business Statistics
Finite Mathematics
Mathematical Methods
Applied Mathematics
Algebra

Psychology

Introduction to Psychology
Human Psychology
Theory of Psychology
Behavioural Psychology

Real Estate

Principles of Real Estate
Property Management
Real Estate Valuation

Sociology

Introduction to Sociology
Sociology in Business
Behavioural Sciences
Urban Studies

Taxation

Introduction to Taxation
Tax Principles
Real Estate Taxation



2009-2010 REIC Faculty

The Real Estate Institute of Canada only hires instructors who are active in the real estate industry to ensure our education program stays current. Below is a list of our current faculty.

Denis Archambault, FRI CRF ACoM

Samir Bachir, FRI

Mark Bell, CPM® ARM®

Robert Dubask, CRF

Fraser Grant, FRI CPM® CMOC CRP

William Hall, CRU

Nick Iannazzo, FRI CLO

Saadat Keshavjee, CPM® CMOC

Randy Kott, LLB

Cynthia Lai, FRI

Louis McCaffrey, FRI

William McCarthy, FRI CPM® CLO

Michel Mignault, CPM®

Pierre Moffet, FRI(E) CRF

Steve Leistner, FRI(A) CMOC CRP CRU

Lucien Roy, FRI(E) CPM® CMOC

Tom Scapillato, CPM®

Chrystal Skead, CPM® ARM®

Christine Stanley, CPM® CMOC

Clarence Wedge, CRF

Norton Wolf, CPM®

Léo Ziadé, FRI

Candidate & Member Benefits

REIC Candidate Benefits

Becoming a candidate for a designation awarded by the Real Estate Institute of Canada is your first step toward building a successful career in real estate.

The candidacy period provides you with the skills, experience and knowledge to make you eligible for a REIC designation. While a candidate, REIC provides benefits to help you achieve your designation and to involve you in the REIC community. Once you have earned your REIC designation, you will reap the rewards reserved for REIC members.

REIC candidates benefit from:

- Discounts on REIC course tuitions
- The guarantee that, regardless of future changes to the education or experiential requirements, you are 'locked in' to the requirements which are in place when you became a candidate
- A complimentary subscription to EXCHANGE, REIC's official member newsletter
- Invitation to the Institute's national conference with discount registration pricing
- Chapter affiliation with access to local programs, services and networking events
- Chapter seminars and newsletters
- Chapter guidance
- Home Title Insurance provided by First Canadian Title
- Identity Theft Insurance provided by First Canadian Title
- CAA Membership Discounts (Ontario Only)
- Home & Auto (Where Available) Insurance discounts provided by Marsh Canada
- Client Contact Solutions provided by Keep In Touch Solutions
- REIC CareerSite - Free Resume Posting and Discounts on Job Posting from Workopolis (Canada's Biggest Job Site)
- Discount on Technology Products - from IT Vertigo
- Discounts on tickets from Power Within Speaker Series

REIC Member Benefits

When you become a designated REIC member, all the benefits you received as a candidate will continue. However, in addition you will be entitled to the following benefits.

- Voting Privileges
- REIC Certificate of Membership
- REIC Code of Professional Standards
- REIC Membership Pin
- Listing on the online searchable REIC Directory
- Complimentary Webpage Link
- Marketing Toolkit

Professional Standards

For over 50 years, REIC has been dedicated to establishing and maintaining professional standards of practice. Your professional designation is of the highest calibre and internationally recognized. REIC aggressively protects its designation programs and the Code of Professional Standards guarantees the adherence to the highest measure of professionalism.

Recognition

REIC designations are the mark of distinction for today's real estate professional. REIC's members command a solid reputation throughout every facet of organized real estate and are internationally recognized as the real estate leaders whose education, experience and professional standards are a cut above the rest.

Networking Opportunities

Exchanging and sharing of experiences, ideas and information are fundamental components for staying in tune with the challenges of real estate. This is especially true at the local level. REIC has chapters across Canada where real estate colleagues gather for the professional benefit of all.



2010 REIC Annual Conference

**TAKE THE
PLUNGE!**

JOIN US IN NIAGARA!

**TAKE THE PLUNGE!
JOIN US IN NIAGARA**

2010 REIC Annual Conference
Marriott Fallsview Hotel & Spa
June 2-6, 2010 Niagara Falls ON.

Register online today at www.reic.ca