



# Broker Courses

**April 2 and April 9**  
**Three-hour core CE credit**

**Advanced Principles**

*A 15-hour mandatory course covering an in-depth study of listing, multiple listing services, closing statements, and Illinois License Law.*

**April 16 and April 23**  
**Three-hour core CE credit**

**Contracts and Conveyances**

*A 15-hour mandatory course covering real estate law, deeds, sales contracts, leasing agreements, liens, and their priorities.*

**April 30 and May 7**  
**Three-hour elective CE credit**

**Sales and Brokerage**

*A 15-hour elective course covering services provided by brokerage firms, government regulations, agency and principal, and types of real estate firms.*

**May 14 and May 21**  
**Three-hour core CE credit**

**Brokerage Administration**

*A 15-hour mandatory course covering real estate brokerage: types of brokerage, requirements for licensure, responsibilities, and functions of brokerage (supervisor responsibilities, escrow accounts, business accounting, and record maintenance).*

**May 28 and June 4**  
**Three-hour elective CE credit**

**Appraisal**

*A 15-hour elective survey course in the evaluation of estimating fair market value based on the cost, income, and market data approaches.*

**Course Policy:** Attendance is required at all sessions. If more than 10 percent of any course is missed, the student must make up the hours in order to receive credit. Course completion requires an average of 75 percent or higher on all exams.

**Cancellation Policy:** You may cancel your registration by providing advance notice to the Association office **five days prior** to the scheduled course.

**License Requirements:** Salesperson: 21 years of age, successful completion of the 45-hour Basic Transactions course, sponsorship by a licensed broker, and a high school education (or G.E.D.).  
Broker: Attorney at Law or successful completion of the 45-hour Basic Transactions course, plus completion of 75 additional hours in approved broker courses.

**Important Information:**

- ★ Advanced registration is required; no walk-ins allowed.
- ★ Any IAR student who fails a course will receive one free re-take exam and/or may repeat the course within one year on a space-available basis at no additional cost.
- ★ Please advise us of any disabilities that may require special accommodations, including the provision of auxiliary aids and services.
- ★ No pagers, phones, or recorders are allowed.
- ★ This course is approved by the Illinois Department of Financial and Professional Regulation.

***The Greater Gateway Association of REALTORS® reserves the right to cancel any course if a minimum of 12 attendees are not registered by an agreed-upon deadline. You will be notified if the class has been canceled.***



Please check all courses that you would like to register for:

- Advanced Principles (April 2 and April 9)**
- Contracts and Conveyances (April 16 and April 23)**
- Sales and Brokerage (April 30 and May 7)**
- Brokerage Administration (May 14 and May 21)**
- Appraisal (May 28 and June 4)**

Location: Greater Gateway Association of REALTORS®, Glen Carbon, Illinois

Time: 8:30 a.m.-4:30 p.m.

Instructor: Kevin Botterbush

Cost: \$165 for each 15-hour course

Please complete the information below and mail or fax back to the Association office at 618-692-8307.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

Phone: \_\_\_\_\_

Form of Payment:

\_\_\_\_\_ Check made payable to **IAR Greater Gateway Association Branch**

\_\_\_\_\_ Charge to my credit card (provide Discover™, Mastercard™, or Visa™ number)

Number: \_\_\_\_\_ Expiration Date: \_\_\_\_/\_\_\_\_

Signature of card holder: \_\_\_\_\_

Card billing address: \_\_\_\_\_

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