

# School Files

Hawaii Real Estate Commission

May 2004

<http://www.hawaii.gov/hirec>

## ***What's in this Issue?***

- ❖ New Broker's Curriculum and Test Development
- ❖ Course and Instructor Monitoring
- ❖ Promissor Out of State Testing
- ❖ Real Estate Educators Association 25<sup>th</sup> Annual Conference
- ❖ Test Development is a Collaborative Effort
- ❖ Commission's Core Course Available On-line
- ❖ A Guide for Distance Learners
- ❖ Real Estate Commission 2004 Meeting Schedule
- ❖ Current Prelicense Education Schools
- ❖ Current Continuing Education Providers
- ❖ Continuing Education Credit

## **NEW BROKER'S CURRICULUM AND TEST DEVELOPMENT**

In August 2004, representatives from Promissor, the Commission's testing administrator, will be in Hawaii to meet with Real Estate Branch staff and real estate industry representatives to review both the broker and salesperson licensing exams. This group will also be engaging in "item writing," developing questions and answers for possible new exam questions.



Based on the new broker's curriculum that was recently approved by the Commission, the broker's licensing exam will be reviewed and amended to reflect new material included in the updated curriculum. While the curriculum is not a totally different animal, there is new material included, such as the responsibilities of a principal broker as reflected in Hawaii Revised Statutes Section 467-1.6, policies and procedures manuals for brokerages, and brokerage management, to name a few new content areas.

At a typical test development session, which may be scheduled over two or three days, the committee members are divided into a brokers committee and a salespersons committee. Members represent different aspects of the real estate industry. Each committee reviews and revises, if necessary, the pool of test questions (items) on the Hawaii state-specific portions of the real estate licensing examinations, and writes new test questions if necessary. The committees work with the examination content outlines for both the salesperson and broker examinations. The number of questions in the exam question pool is indicated, and if a particular section of the subject matter outlines needs additional questions, the committees will formulate new questions and answers.

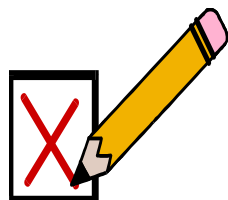
Each committee receives statistical information from Promissor including percentages of candidates who pass or fail each exam, the percentage of people who select each answer, and a numerical rating as to the effectiveness of the question. Both the salesperson and broker examinations contain five (5) pretest questions. These questions do not

count in the candidates' exam score, and are not identified as pretest questions. After the pretest questions have been "tested," a determination is made as to whether to include the questions in the examination pool of questions.

There are multiple forms of each test. If a candidate ends up taking the salesperson or broker examination multiple times, they will not take the same test twice.

A lot of time and effort goes into the review and item writing sessions. In the very near future, scenario-type questions may appear more frequently, and technology will play a larger role in the style of testing used.

## COURSE AND INSTRUCTOR MONITORING



May 2004 marks the start of the Commission's course and instructor monitoring program. The purpose of the monitoring program is to verify that classes are being taught as certified, the time frames are met, the general quality of the course is acceptable, and course and other requirements are being followed. The Commission will send Real Estate Branch staff and others to sit in on randomly selected continuing education courses and prelicense classes. Monitors will present a letter of verification to the instructor when they attend the course being monitored. Monitoring will be unannounced. Based on the evaluation of the course and instructor, the Commission may contact the instructor, provider, or school, if necessary, for follow-up.

Here is a copy of the evaluation form monitors will be completing.

**Real Estate Course and Instructor Evaluation**

Please take a moment to complete this evaluation to assess, monitor, and improve the overall quality of real estate education.

School Name: \_\_\_\_\_ Course Title: \_\_\_\_\_  
 Instructor's Name: \_\_\_\_\_ Course No.: \_\_\_\_\_  
 Your Name: \_\_\_\_\_ Date of Course: \_\_\_\_\_  
 Your Phone No.: \_\_\_\_\_ Course Credit Hours: \_\_\_\_\_

**PART ONE:** Please check one box per item.  
 (NOTE: If the course involves more than one instructor, please answer the questions with your overall evaluation of all the instructors as a group. You may add comments about individual instructors at the end of this questionnaire, if you wish.)

COURSE	Strongly Agree	Agree	Disagree	Strongly Disagree	Not Applicable
Course outline/text was understandable					
Course outline/text appeared accurate and complete					
Course outline/text was presented in a well-organized fashion					
Course content will be useful in practice					
Subject matter was current					
The course increased my knowledge in the specific area taught					
INSTRUCTOR					
Instructor followed the course outline/text					
Instructor presented the material effectively					
Instructor was knowledgeable of the subject matter					
Instructor was enthusiastic about the course					
Instructor addressed questions satisfactorily					
Instructor stimulated interest in the subject					
Instructor encouraged class participation					
The instructor appeared well organized and well prepared					
Instructor enhanced the text material					
Instructor prevented one student from dominating discussions					
Instructor prevented or minimized significant disruptions					

**PART TWO A:** Please check one box per item.

	Excellent	Good	Fair	Poor
Overall quality of the course				
Overall quality of the teaching				
Overall quality of the written material provided				
Overall quality of the facilities				

**PART TWO B:** Please circle YES or NO below:

- Was your identification verified upon entrance to the class? YES NO
- Did the class start at the scheduled time? YES NO
- Were any students allowed to come in late? YES NO
- Did the in-class instructional time last at least as long as the number of credit hours given? YES NO
- Were you required to sign-out and sign-in to leave the class temporarily? YES NO
- Were any students allowed to leave the class before completion? YES NO
- Were reasonable accommodations made for persons with disabilities? YES NO

**PART THREE:** Please make additional comments.

Suggest ways the performances of the instructor can be improved.

\_\_\_\_\_

\_\_\_\_\_

Suggest ways the course could be improved.

\_\_\_\_\_

\_\_\_\_\_

Additional Comments/Suggestions:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



## Landlord Training Program: Keeping Illegal Activity Out of Rental Property

Chronic drug house activity is a major cause of neighborhood decay and most drug house activity is on rental property. The *Landlord Training Program* is designed to help owners and property managers keep illegal drug activity and other criminal activity off their property.

### Dates

July 15 Maui (Renaissance Wailea Beach Hotel)

July 16 Kauai (Kauai Marriott)

July 19 Big Island (Outrigger Waikoloa)

July 20 Oahu (Japanese Cultural Center)

Time: 8:30 a.m. to 5 p.m. Includes lunch.

### Program Content

Effective property management can have a major impact on the health of a community. There are legitimate techniques which can be used to stop the spread of drug activity on rental property. The training includes:

- The role of the landlord
- Crime Prevention Through Environmental Design
- Applicant Screening
- Rental Agreements
- Ongoing Management
- Resident Involvement/Community Building
- Warning Signs of Drug Activity
- Crisis Resolution
- Working with the Police
- Section 8 (Subsidized Housing)

Included with the training is a comprehensive manual, complete with applicable laws and references.

### Sponsored by

Department of the Attorney General  
Real Estate Education Fund / Hawaii Real Estate Commission  
Hawaii Association of REALTORS®  
Office of Housing and Community Development, Hawaii County  
Office of the Prosecuting Attorney, Hawaii County  
Department of the Prosecuting Attorney, Maui

**Trainer: John Campbell, Campbell DeLongResources Inc.**, is the author of this program and has been providing powerful trainings for law enforcement, landlords, business owners, and resident groups. He combines expertise in training, strategic planning, and market research with a personal commitment to make a lasting change to communities that have been impacted by illegal drugs and other criminal behavior.

Name \_\_\_\_\_  
 Company \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
**IMPORTANT!** Select a session:  Maui  Kauai  Big Island  Oahu  
 Cost: \$20 per person Add \$15 for two elective CE credits and check the box to the right.  
 Check:  Payable to Hawaii Association of REALTORS® and mailed to the address below.  
 Charge:  VISA  MasterCard  
 Number \_\_\_\_\_ Exp: | \_\_\_\_\_  
 Amount \$ \_\_\_\_\_ Signature \_\_\_\_\_

**Registration Deadline: July 9.** Additional \$10 for registrations received after the deadline.

Hawaii Association of REALTORS® • 1136 12th Ave., Ste. 220 • Honolulu, HI 96816  
 Fax: (808) 737-4977 • Phone: (808) 733-7060, Neighbor Islands 1-888-737-9070  
 Website: www.hawaiiirealtors.com

### Continuing Education

This course has been approved for six hours of Hawaii Real Estate CE elective credits (two elective CE certificates will be issued). **Add \$15 to receive your two elective CE credits.**

- Check here if you want CE credits and remit an additional \$15. You are required to bring your pocket real estate license to the course for verification.

Notice of cancellation must be received 48 hours prior to the session, otherwise there will be no refund. Payment must be submitted with registration.



## PROMISSOR OUT OF STATE TESTING

Hawaii real estate candidates may now test at any Promissor test center in the United States at no additional charge. There are currently more than 200 test sites available. Interested candidates may make a reservation at 800-274-7301, the same telephone number to register for the Hawaii real estate exam.

The same testing procedures and requirements remain in place. All appropriate documentation must be brought to the test center by the candidate. Documentation must be original and current (school completion certificate or prelicense education equivalency certificate, uniform section equivalency, broker experience certificate). Candidates will still receive a score report immediately after testing is complete. For those candidates who pass the exam, a license application will also be issued.

If candidates are interested in the test site locations, they may log on to [www.promissor.com](http://www.promissor.com). Under "Find Test Information" click on "State Regulatory Exams – Real Estate/Appraiser exams." From the drop-down menu, click on "Hawaii Real Estate," and under "Testing Services" click on "Locate Test Center."

## REAL ESTATE EDUCATORS ASSOCIATION 25<sup>TH</sup> ANNUAL CONFERENCE

The 25<sup>th</sup> annual Real Estate Educators Association (REEA) will be held June 20-23, 2004, in San Antonio, TX. Under the theme, "REEA – the Lone Star in Real Estate Education," the conference will include a REEA Instructor Development Workshop on Saturday, June 19, 2004.

Other topics included in this year's agenda are a REEA Distance Learning Workshop, a session on "ARELLO Distance Education Certification – Everything You Wanted to Know and More," and a session on "Instructor Assessment Program (IAP) Cram (\$35.00) and Exam (\$75.00)." All of these sessions will be held on Sunday, June 20, 2004.

The real action begins on Monday, June 21<sup>st</sup>, with concurrent sessions in the morning and early afternoons on multiple topics of interest to real estate educators, and a roundtable discussion in the afternoon on "Challenges in Real Estate Education: Where Do We Go From Here?"

Tuesday, June 22<sup>nd</sup>, also includes "track sessions" where attendees select a track that most interests them and follow the track for the morning session. Usually, tracks for regulators, education directors, school instructors/company trainers/speakers, and school owners are made available. The afternoon will be for concurrent sessions, including topics on "How to Deliver a Dynamic Presentation – When You Can't See the Back Row," "Humor: Have a Lasting Impact Through Stories and Laughter," "Feng Shui," "New Ways to Teach Old Topics," and "Communicating in a Multi-Cultural World."

The concluding session on Wednesday, June 23, is one of the highlights of the REEA conference, the "Legal Update" by Chuck Jacobus, J.D. Hope to see you there!

## TEST DEVELOPMENT IS A COLLABORATIVE EFFORT

Melissa Billings  
Promissor

At Promissor, we recognize that the paramount purpose of a licensing exam is to ensure that entry-level practitioners meet, and hopefully surpass, the competency benchmark in their given profession. This is the desired outcome for every testing program in any industry. What many people do not consider, however, is the behind-the-scenes effort that goes into developing, maintaining, and administering a testing program. A collaborative effort between Promissor and Hawaii real estate professionals, the development of the state section of the real estate licensing test is a complex but rewarding process that employs high development standards, thus assuring the reliability and defensibility of state testing practices.

Because state rules and regulations provide the basis for licensure testing, our test developers rely heavily on the input of local officials and practitioners in developing a testing pool relevant to current industry standards that can evolve as state-specific rules and regulations change. At the beginning of a testing program, an analysis is performed to determine what knowledge areas are essential to practice the profession within the state. The result of this effort is a content outline, which acts as a summary of the subject areas, derived from state laws and regulations, that will be tested on an exam. A panel of Subject Matter Experts (SMEs), consisting of practicing professionals, industry leaders, regulators and educators, is then recruited to act as the review committee for all test development processes.

Test development meetings are held regularly in Hawaii in order to review state real estate exam performance. In a typical test development meeting, the SMEs gather with test developers to review the content outline and consider any needed changes. The panel then reviews the active question pool one question at a time to ascertain the compliance of questions with rules and regulations. The panel also reviews the performance statistics of each question to make sure that each one is performing well. Our review process provides for instant, on-site revision, so all of the SMEs are able to immediately approve changes to any given question or subject area. In addition to reviewing active questions, the writing of new questions relating to new or changed laws, or evolving practices within the industry, is performed in a consortium fashion. Each question is required to have the approval of all committee members before being introduced on an examination in the next testing cycle.

The end of the test development meeting initiates the editorial and measurement process in anticipation of test construction. New questions are converted into the Promissor testing format by a test editor, and are prepared to be given an unscored trial run on an examination. Promissor employs this trial process in order to gather performance statistics, therefore determining the overall quality, reliability, and difficulty of the new questions. In addition to SME review, our measurement department constantly monitors the performance statistics of previously approved questions to guarantee consistency throughout testing forms. As a result, when tests are then built according to question statistics, each test form is “equated,” providing that no one test form is more difficult than another on the same level.

Examinations are administered in an interactive computer-based testing environment that includes graphics and other innovative capabilities. Testing in this environment provides the benefit of instantaneous score reporting after completing the examination. Candidates who pass

the examination walk out of the test center with their licensing application. This streamlining of the application and licensure method has helped to cut much of the red tape involved in commencing practice in the field.

Our goal in developing tests for Hawaii is to provide superior service, steadfast quality, and the assurance that the state examination is a true reflection of the industry knowledge base. We look forward to our continued relationship with Hawaii real estate regulators, and in providing an efficient, professional testing experience to the practitioners that they serve.

*Melissa Billings is a Test Development Editor with Promissor in Philadelphia, PA.*

## COMMISSION'S CORE COURSE AVAILABLE ON-LINE

“Real Estate Law Review & Update/Ethics 2003-2004,” the Commission’s core course for the current license biennium became available at the end of April 2004. For the first time, the core course is now available in an on-line format. ProSchools, Inc., the Oregon company contracted by the Commission to develop the core course, has created an easy process for Continuing Education Providers to offer the core course on-line.

The provider will provide ProSchools with some information about their school, such as name, address, price they will charge for the course, etc. ProSchools will then create a “vendor account” for that provider. Either the student or the administrator can sign up a student on-line. Students may pay with a credit/debit card. A username and password will be selected by the student/provider. Each provider will be given a “link” on their website to the core course. This makes it appear that the provider is offering the core course, not ProSchools.



If the provider has no website, ProSchools will create a generic site for use by the students. All fees are handled by ProSchools. ProSchools will deduct use fees (\$16.95 per course) and forward the remaining fee to each provider.

There is an evaluation form for the on-line version that must be completed. Evaluations should be returned to the Commission after you have made copies for your own records.

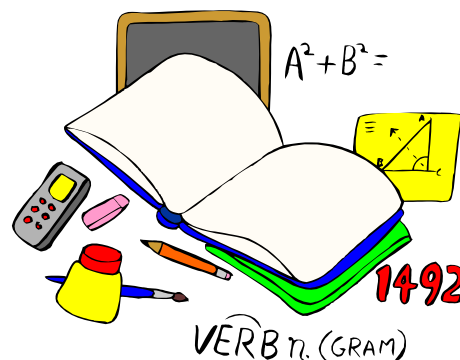
Each provider offering the Commission’s core course on-line, must sign a ProSchools Real Estate Partner Program Agreement.

If you are interested in offering the Commission’s 2003-2004 core course, you must make sure the instructor for the course attended the Instructors Development Workshop on either March 15 or March 16, 2004. If an instructor did not attend the IDW, and would like to teach the Commission’s core course, the instructor must take the Commission’s core course, and then, upon completion, submit a written certification to the Commission. You may telephone the Real Estate Branch at (808) 586-2643 to request the certification form.

# A GUIDE FOR DISTANCE LEARNERS

By Robert A. Meyer, Ph.D.

Quite often ARELLO is asked what advice we can offer to distance learner students. In response to those questions we offer these tips you may want to include with your distance education materials.



## Ten Rules for Distance Learners

- ✓ Read the course introduction materials thoroughly. Distance education courses are often unique in their delivery formats. The introductory material will explain how the course operates and how to proceed through the course in the most efficient manner. Do not skip this material. Understand the course requirements.
- ✓ Read the learning objectives for each unit. These help outline the material that is presented in each unit and presents the “roadmap” for your study.
- ✓ Taking notes while you go through the course can help you retain important points and serve as a review for courses that require a final exam. Summarize the main points you have learned and make notes on those items you missed or had difficulty mastering. It is often helpful to go back over the unit and formulate questions based on items you have identified as important.
- ✓ Asking yourself questions during distance education studies helps your study to be active learning. Turning the unit objectives into questions before you start the unit often helps stimulate active learning.
- ✓ Set time aside on a planned basis for your study. Distance education in many ways requires more personal discipline than classroom study. Make sure you have certain “times for class” each week. Ensure that your study time is in a quiet environment where you will not be disturbed. It is easy to procrastinate in distance education.
- ✓ Reward yourself with short breaks. In general, after you have studied for a hour it is wise to take a break. Suggestions range from taking a coffee or tea break to some physical activity to keep you alert and stimulated.
- ✓ When you encounter technical difficulties with course operation, make sure you use the specific telephone number for technical assistance. Contacting your instructor will often result in delays in resolving technical problems. Remember, in most distance education courses there is a separate contact for technical help.
- ✓ When you do not understand the material, contact the instructor. When the contact is made via e-mail, you should expect a reply within a reasonable time-frame. In rare cases where an instructor does not reply, you should contact the provider and explain you have contacted the instructor and have not received a reply.
- ✓ Know how long you have to complete the course. The time will be stated in the course introduction.
- ✓ Do your own work.

*Reprinted with permission of ARELLO.*

## REAL ESTATE COMMISSION 2004 MEETING SCHEDULE

<b>Laws &amp; Rules Review Committee – 9 a.m. Education Review Committee – Upon adjournment of the Laws &amp; Rules Review Committee Meeting Condominium Review Committee – Upon adjournment of the Education Review Committee Meeting</b>	<b>Real Estate Commission – 9 a.m.</b>
Tuesday, May 11, 2004	Friday, May 28, 2004
Monday, June 7, 2004	Friday, June 25, 2004
Wednesday, July 14, 2004	Friday, July 30, 2004
Wednesday, August 11, 2004	Tuesday, August 31, 2004
Wednesday, September 8, 2004	Friday, September 24, 2004
Wednesday, October 13, 2004	Friday, October 29, 2004
Wednesday, November 10, 2004	Wednesday, November 24, 2004
Thursday, December 9, 2004	Friday, December 17, 2004

All meetings *except the May 11, 2004 and the September 8, 2004 Committee meetings* will be held in the Queen Liliuokalani Conference Room, King Kalakaua Building, 335 Merchant Street, First Floor, Honolulu. The May 11, 2004 Committee meetings will be held in Conference Rooms A, B and C of the State Office Building, located at 75 Aupuni Street, Hilo, Hawaii. The September 8, 2004 Committee meetings will be held in Conference Rooms A, B and C of the State Office Building, located at 3060 Eiwa Street, Lihue, Kauai.

Meeting dates, locations and times are subject to change without notice. Please visit the Commission's website at [www.hawaii.gov/hirec](http://www.hawaii.gov/hirec) or call the Real Estate Commission's Office at 586-2643 to confirm the dates, times and locations of the meetings. This material can be made available to individuals with special needs. Please contact the Executive Officer at 586-2643 to submit your request.



## CURRENT PRELICENSE EDUCATION SCHOOLS

Provider	Phone No.	E-mail	Web Address
Abe Lee Seminars	942-4472	<a href="mailto:abelee@hawaii.rr.com">abelee@hawaii.rr.com</a>	<a href="http://www.abeleeseminars.com">www.abeleeseminars.com</a>
Akahi Real Estate Network LLC	331-2008	<a href="mailto:akahi@jayhawaii.com">akahi@jayhawaii.com</a>	<a href="http://www.jayhawaii.com">www.jayhawaii.com</a>
Century 21 Real Estate School	263-4074	<a href="mailto:c21hale@aol.com">c21hale@aol.com</a>	<a href="http://www.the-islands.com">www.the-islands.com</a>
Coldwell Banker Pacific Properties Real Estate School	748-3410	<a href="mailto:Pre-LicensingSchool@cbpacific.com">Pre-Licensing School@cbpacific.com</a>	<a href="http://www.cbpacific.com/AboutRESchool.as">www.cbpacific.com/About RESchool.as</a>
Dower School of Real Estate Windward	263-9500	<a href="mailto:davidcatanzaro@msn.com">davidcatanzaro@msn.com</a>	<a href="http://www.dowerrealtywindward.com">www.dowerrealtywindward.com</a>
Dower School of Real Estate	735-8838	<a href="mailto:dower@dower.com">dower@dower.com</a>	<a href="http://www.dower.com">www.dower.com</a>
Fahrni School of Real Estate	486-4166		
Hawaii Academy of Real Estate LLC	245-8169		
Hudson Real Estate School	387-6566		
Maui Community College – VITEC	984-3231		
Premier Realty 2000 Inc.	955-7653		<a href="http://www.pr2k.com">www.pr2k.com</a>
REEF Inc., Hawaii Institute of Real Estate	521-0071	<a href="mailto:hire@808mail.com">hire@808mail.com</a>	<a href="http://www.JohnStapleton.com">www.JohnStapleton.com</a>
Seiler School of Real Estate	874-3100	<a href="mailto:seiler@maui.net">seiler@maui.net</a>	<a href="http://www.rickseiler.com">www.rickseiler.com</a>
University of Hawaii at Manoa	956-8244	<a href="mailto:pamelaf@hawaii.edu">pamelaf@hawaii.edu</a>	<a href="http://www.outreach.hawaii.edu">www.outreach.hawaii.edu</a>
Vitousek Real Estate Schools	946-0505	<a href="mailto:vitousek@vitousek.net">vitousek@vitousek.net</a>	<a href="http://www.vitousek.com">www.vitousek.com</a>



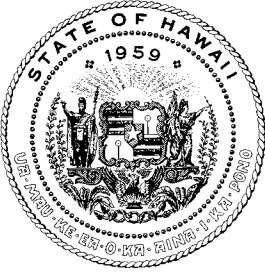
## CURRENT CONTINUING EDUCATION PROVIDERS

Provider	Phone No.	E-mail	Web Address
Abe Lee Seminars	942-4472	<a href="mailto:abelee@hawaii.rr.com">abelee@hawaii.rr.com</a>	<a href="http://www.abeleeseminars.com">www.abeleeseminars.com</a>
Akahi Real Estate Network LLC	331-2008	<a href="mailto:akahi@jayhawaii.com">akahi@jayhawaii.com</a>	<a href="http://www.jayhawaii.com">www.jayhawaii.com</a>
Brian R. Thomas dba Edventures	885-2117		
Century 21 Real Estate School	263-4074		
Coldwell Banker Pacific Properties Real Estate School	748-3410	<a href="mailto:Pre-LicensingSchool@cbpacific.com">Pre-Licensing School@cbpacific.com</a>	<a href="http://www.cbpacific.com/AboutRESchool.as">www.cbpacific.com/About RESchool.as</a>
Continuing-ed-online.org	866-523-3638	<a href="mailto:steve@continuing-ed-online.org">steve@continuing-ed-online.org</a>	<a href="http://www.continuing-ed-online.org">www.continuing-ed-online.org</a>
Dower School of Real Estate	735-8838	<a href="mailto:dower@dower.com">dower@dower.com</a>	<a href="http://www.dower.com">www.dower.com</a>
Dower School of Real Estate Windward	263-9500	<a href="mailto:davidcatanzar@msn.com">davidcatanzar@msn.com</a>	<a href="http://www.dowerrealtywindward.com">www.dowerrealtywindward.com</a>
Duplanty School of Real Estate	737-5509	<a href="mailto:duplanty@lava.net">duplanty@lava.net</a>	<a href="http://www.duplantyschool.com">www.duplantyschool.com</a>
Eddie Flores Real Estate	951-9888	<a href="mailto:info@eddiefloresce.com">info@eddiefloresce.com</a>	<a href="http://www.eddiefloresce.com">www.eddiefloresce.com</a>
ERA School of Real Estate	877-6565		
Fahrni School of Real Estate	486-4166		
Hawaii Assn. of REALTORS®	733-7060		<a href="http://www.hawaii Realtors.com">www.hawaii Realtors.com</a>
Hawai'i CCIM Chapter	528-2246	<a href="mailto:info@ccimhawaii.org">info@ccimhawaii.org</a>	<a href="http://www.ccimhawaii.org">www.ccimhawaii.org</a>
Hogan School of Real Estate	1-800-794-1390		
Honolulu Board of REALTORS®	732-3000	<a href="mailto:hbradmin@hicentral.com">hbradmin@hicentral.com</a>	<a href="http://www.hicentral.com">www.hicentral.com</a>
John Reilly		<a href="mailto:John@internetcrusade.com">John@internetcrusade.com</a>	<a href="http://www.john-reilly.com">www.john-reilly.com</a>
Kapiolani Community College	734-9211		
Kauai Board of REALTORS®	245-4049		
Kona Board of REALTORS® Inc.	329-4874		
Lorman Education Services	715-833-3940		
Lynn W. Carlson	874-4064		
Pacific Real Estate Institute	524-1505		
Premier Realty 2000, Inc.	955-7653		<a href="http://www.PR2K.com">www.PR2K.com</a>
REALTORS® Assn. of Maui Inc.	873-8585	<a href="mailto:info@mauiboard.com">info@mauiboard.com</a>	<a href="http://www.mauiboard.com">www.mauiboard.com</a>
Russ Goode Seminars	597-1111	<a href="mailto:Russ@RussGoode.com">Russ@RussGoode.com</a>	<a href="http://www.RussGoodeSeminars.com">www.RussGoodeSeminars.com</a>
Seiler School of Real Estate	874-3100	<a href="mailto:seiler@maui.net">seiler@maui.net</a>	<a href="http://www.rickseiler.com">www.rickseiler.com</a>
Thomas J. Douma	879-6000	<a href="mailto:tom@inspectiongroup.com">tom@inspectiongroup.com</a>	<a href="http://www.hawaiiinspectiongroup.com">www.hawaiiinspectiongroup.com</a>
University of Hawaii at Manoa	956-8244	<a href="mailto:pamelaf@hawaii.edu">pamelaf@hawaii.edu</a>	<a href="http://www.outreach.hawaii.edu">www.outreach.hawaii.edu</a>
Waikiki Realty Real Estate School	955-8282		



## CONTINUING EDUCATION CREDIT

You may take more than one core course for continuing education credit, but one of the core courses will count as an elective course for 4 credits. As long as you take a core course (4 credit hours) and elective courses that total a minimum of 10 hours, then you will have satisfied the continuing education requirement for this biennium, and may renew your license on active status.



## **Real Estate Commission Real Estate and Condominium Specialists Office for the Day**

---

The State of Hawaii Real Estate Commission's Real Estate and Condominium Specialists will set up offices for a day to discuss real estate licensing and condominium concerns with interested parties.

The Real Estate Specialist will be available to discuss questions about licensing laws and rules, licensing applications, broker experience certificate applications, examination administration, continuing education, new legislation, Real Estate Commission procedures, educational programs, and other related topics.

The Condominium Specialist will be available to discuss questions about boards, associations, meetings, condominium managing agents, condominium association registration, condominium hotel operators, fidelity bonding, condominium property regime statute, public reports, project registration, new legislation, reserves, and other condominium-related topics.

This program is funded by the Condominium Education Fund and the Real Estate Education Fund.

The Specialists' Office for the Day will be held from 10:00 a.m. to 1:00 p.m., at the Kauai Board of REALTORS' Office, located at 4359 Kukui Grove , # 103, Lihue, Kauai, on Friday, May 21, 2004.

If you have any questions, you may contact a Real Estate Specialist or a Condominium Specialist at (808) 586-2643 or dial toll free from the island of Kauai, 274-3141, ext. 6-2643. You may also write to: Real Estate Commission, 335 Merchant Street, Room 333, Honolulu, Hawaii 96813.

---

Dates, times and locations are subject to change. Please call prior to the date listed to confirm. This material can be made available for individuals with special needs. Please call the Senior Real Estate Specialist at 586-2643 to submit your request.

*Free!*

*Coming soon...*



*Mark your calendar!*

## **2004 Hawaii Small Business Fair!**

**Starting a business? Planning to expand? Need help?  
Exhibitors . . . Breakout Sessions . . . Industry & Success Panels  
All in ONE location . . . and . . . it's FREE!!!**

**Kapiolani Community College  
Saturday, May 22, 2004  
8:30 a.m. – 2:30 p.m.**

**Interested? Want more information?**

**Check our website: <http://smallbusinessfair.state.hi.us>**

**e-mail: [Tax.Training.Outreach@hawaii.gov](mailto:Tax.Training.Outreach@hawaii.gov)**

**call: (808) 587-1786**

Hawaii Small Business Fair Organizing Committee:

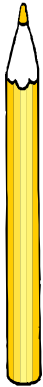
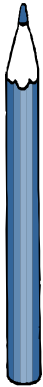
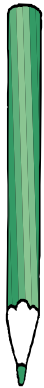
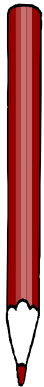
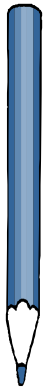
\* Business Action Center \* Department of Taxation \* Department of Transportation \*  
\* Hawaii Community Loan Fund \* Hawaii Small Business Development Center \* Hawaii Women's Business Center \*  
\* Internal Revenue Service \* Kapiolani Community College \* Leeward Community College \*  
\* University of Hawaii Pacific Business Center \* SCORE \* U.S. Small Business Administration \*



SCHOOL FILES

Published by the  
Hawaii Real Estate Commission  
335 Merchant Street, Room 333  
Honolulu, Hawaii 96813  
(808) 586-2643

State of Hawaii  
Real Estate Commission  
SCHOOL FILES



Commissioners:  
John Ohama, Chair  
Real Estate Commission  
Mitchell A. Imanaka, Vice Chair  
Real Estate Commission  
Chair, Condominium Review Committee  
Louis E. Abrams, Vice Chair  
Laws and Rules Review Committee  
Marshall D. Chinen, Member  
Kathleen H. Kagawa, Member  
Trudy Nishihara, Vice Chair  
Education Review Committee  
Iris R. Okawa, Chair  
Laws and Rules Review Committee  
Peter Rice, Vice Chair  
Condominium Review Committee  
Vern M. Yamanaka, Chair  
Education Review Committee

©Copyright Hawaii Real Estate Commission 2004. All rights reserved. Funded by the Real Estate Education Fund and provided as an educational service to Hawaii real estate educators. This publication is designed to provide general information on the subject matter covered and is not a substitute for professional services to address specific situations. If legal advice or other expert assistance is required, please seek the services of a competent professional.

**This material can be made available for individuals with special needs. Please call the Senior Real Estate Specialist at 586-2643 to submit your request.**

