



Arizona Department of Real Estate (ADRE)

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# Educator Update

December 2020



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## **Instructor Development Workshops (IDW)**

The Department of Real Estate continues to accept applications from Arizona real estate schools to teach Instructor Development Workshops (IDW) for instructors that deliver Host Remote Live Streaming Pre Licensing and Continuing Education. Approved Arizona Schools should submit their IDW application on the new updated Form ED-102 through the Online Message Center.

### Host-Remote Live Streaming IDW:

- Effective December 1, 2020, all instructors teaching a course using the Host-Remote delivery method must have successfully completed an ADRE approved Host Remote Instruction IDW.
- Proof of attendance at an ADRE approved IDW specific to Host Remote Live Streaming delivery is required for all Arizona instructors that teach Continuing Education and Prelicensing through the Host Remote delivery method. Submit the ED-101 Instructor Approval/Renewal/Update Application with a copy of the IDW certificate through the Message Center. ADRE will expedite these applications.

## Prelicensing IDW:

- As a reminder, all instructors teaching prelicensing courses must have completed the ADRE sponsored Prelicensing IDW for either the salesperson curriculum, broker curriculum, or both, depending on what the instructor intends to teach.
  - ADRE will be hosting the next virtual IDW course in December:
    - **December 15, 2020** – Prelicensing Salesperson and Prelicensing Broker IDW
  - Please RSVP by submitting a request to Lancing Adams at [ladams@azre.gov](mailto:ladams@azre.gov).
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## **School Audit Declaration**

The Real Estate School Audit Declaration (Declaration) for schools is due between **December 15, 2020 and January 31, 2021** pursuant to Substantive Policy Statement No. 2010.03 – Real Estate School Audit Declaration. The School Audit Declaration form can be found [here](#).

The School Audit Declaration should be sent to ADRE electronically through the ADRE Message Center - School Audit Declaration, [click here](#) or by mail to the Arizona Department of Real Estate, 100 N. 15th Ave., Suite 201 Phoenix, AZ 85007. If choosing to deliver by mail, you may wish to send by Certified Mail, Return Receipt Requested to ensure the Audit Declaration is received by January 31, 2021.

School Audit Declarations received before **December 15, 2020 or after January 31, 2021** will not be accepted.

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## **New Application Forms**

- New Form ED-102 CE/DL/HR/OPCW
  - Click [here](#) to access the updated Form ED-102.
  - Allows for a 4-Year approval for new courses with multiple delivery methods.
  - Additional Host-Remote delivery method has been added as an option for instruction (See Addendum C of the application).
  - Allows for the addition of delivery methods to an existing course if that course is greater than ninety-days from its expiration date.
  - Must be used for all new course applications, with a course approval application and include an Addendum for each delivery method application being applied for.
  - All approved course delivery methods will exist under the same course number.
  - Classroom Salesperson and/or Broker Pre Licensing courses must have been approved on the Salesperson ED-110 and/or Broker ED-112 prior to submitting the new ED-102 and Addendum C for Host Remote delivery approval.
  - Now used for all Instructor Development Workshop course applications.
  - Updated Form ED-101 Instructor Approval/Renewal/Update Application is now available, click [here](#).

- The ED-107-IDW Form is now retired. Schools no longer need to submit course attendance rosters upon completion of a Host Remote Course once the Host Remote delivery method has been approved on the updated Form ED-102. The student record for each course must be retained by the school for five (5) years pursuant to Arizona statute.

### Education Statistics

- The number of active **schools (including branches)** decreased by **11 or -4%**, with a total of 254 (Year-over-Year)
- The number of active **courses** decreased by **76 or -3%**, with a total of 2,660 (Year-over-Year)
- The number of **instructors** decreased by **63 or -7%**, with a total of 795 (Year-over-Year)
- The number of **Broker Exams** administered reduced by **15 or -22%**, with a total of 52 (Year-over-Year)
- The number of **Salesperson Exams** Administered increased by **360 or 48%**, with a total of 1,112 (Year-over-Year)
- Examination **Passing Rates** for First-Time Test Takers (November):
  - *Broker*: 61%
  - *Salesperson*: 63%
- Out-of-State License Examinations Administered (November):
  - *Broker*: 14 (21% Passing Rate for First-Time Test Takers)
  - *Salesperson*: 37 (43% Passing Rate for First-Time Test Takers)

