

OCTOBER 2022



Arizona Department of Real Estate EDUCATOR UPDATE



Updates:

Law Book Insert and PDF of ADRE Law Book Updated

Active Course Numbers = Happy Students

Distance Learning ≠ Livestreaming

School Audit Declaration

Volunteer Course Monitor Training Video

Broker Prelicensing IDW - Nov 15, 2022

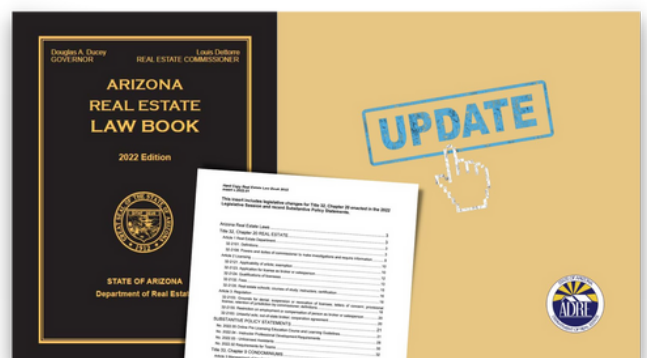
Law Book Insert and PDF of ADRE Law Book Updated

The bills passed this last legislative session became effective at the end of September.

The Department completed its update of the online version of the Law Book and creation of the Law Book Insert for those who purchased the 2022 Law Book and has the updated and amended language sections included.

Make sure you update your courses, operate within the limits of the new language, and use the updated forms.

The updated materials are on ADRE's website, [here](#).





Please Note:

Active Course Numbers = Happy Students

The Department has recently had a number of licensees have issues with entering their CE credits because the course number on their certificate was for an expired course. Please ensure you are only putting active course numbers on the certificates.

When this occurs, ADRE staff point the students back to the school to obtain the renewed course number. Save yourself time and make sure instructors are providing the student with the active course.

Distance Learning ≠ Livestreaming

On the Course Approval Application ED-102, some administrators and instructors are becoming confused and submitting an Addendum B when they do not need to do so.

Shorthand:

- Distance Learning is online, computer-based training and was not changed by the recent legislation.
- Live Classroom includes livestreaming, which are classes held over "Zoom," "Google Meet," or whatever other online platform that allows for live, online interaction between an instructor and student. This was added to "live classroom" with the recent legislative changes. So if you're wanting approval to teach a course both in classroom and over a Zoom-like platform, then the Live Classroom, Addendum A is the only addendum needing completed.

From the form:

Education Delivery Methods

“Live Classroom Course” Addendum A (A.R.S. § 32-2135(E)(F)): A live classroom course may be held in person or via live streaming. If in person, it will be referred to as a Live Classroom In-person course. If via live streaming, it will be referred to as a Live Classroom Live Streaming Course. If offering both in-person and live streaming, it will be referred to as a Live Classroom Hybrid Course. The application shall include a course outline with sufficient detail to clearly identify the scope and content of the course. The outline shall state a desired instructional outcome for the course. If offering a live classroom course online in a synchronous remote instructional format, the applicant must attest that it will allow students to observe and participate remotely in an instructional segment via live streaming. A live classroom live streaming course held online in a synchronous remote instructional format may be a course held in classrooms with live streaming, synchronized platforms, bidirectional audio and video communications between the host and remote classrooms, administered by a live instructor from the host classroom, and monitored as required by onsite monitors in the classroom at each remote location. A live classroom live streaming course held in a synchronous remote instruction format may also be a course with a live instructor live streaming with bidirectional audio and video communications between the instructor and a student’s location(s). Synchronous remote delivery must be delivered from and to an environment conducive to learning.

“Distance Learning Course” Addendum B (A.A.C. R4-28-101): Means a course of instruction outside a traditional classroom situation consisting of computer-based interactive instructional material, requiring completion of the credit hours specified. A course that requires a student to read text, listen to audio tapes, or view video material without student participation, feedback, and remedial instruction is not a distance learning course. See SPS 2010.02 Distance Learning, [click here](#). Each Distance Learning Course must meet the requirements for the applicable course credit category before being approved for continuing education credit in that category.



School Audit Declarations and IDW

Winter is Coming, and so is the School Audit Declaration

The School Audit Declaration is a questionnaire completed by schools and returned to ADRE to assist in performing desk audits of real estate schools. It is completed every other year; this is the year. This year though we've turned it into a Google Form and it should be a simplified process for you to complete.

The School Audit Declaration will be sent to all schools the first week of December, 2022. School Owners/Administrators will need to complete this School Audit Declaration and return it to the Department no later than January 31, 2023.

Volunteer Course Monitor Training Video

The Department recently rescripted and recreated the video volunteers are required to watch in order to qualify as Volunteer Course Monitors. The content covers how a volunteer is to sign up, how they are expected to behave in a course and the proper methods of providing feedback on issues believed to have been found during a course delivery.



Find the video and look for additional videos to join it on [ADRE's YouTube Channel](#).

Though the video will exist on YouTube, monitors will continue to need to register with ADRE and watch and review the content with staff prior to being approved to volunteer.

Broker Prelicensing IDW

ADRE is hosting a Broker Prelicensing IDW, via Host Remote on Tuesday, Nov. 15, 2022.

Instructors may register now (RSVP by contacting the Education Division in the Message Center, [Here](#) to join this session). The course is scheduled 8:30am - 5:00pm. Host Remote Instructions will be provided after registering.

****If you are a School Administrator, please distribute this Educator Update to all Instructors affiliated with the School.**

****Should you have questions, please contact ADRE through the Online Message Center: [Click Here](#)**