

NMREC Instructor Addendum



STATE OF NEW MEXICO REAL ESTATE COMMISSION

5500 San Antonio Dr. NE Suite B

Albuquerque, NM 87109

(505) 222-9824

<b>INSTRUCTOR ADDENDUM</b>	Date
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Name: Email: NMREC # (if Licensed) If licensed, industry specialty:	Phone: Type: <input type="checkbox"/> Mobile <input type="checkbox"/> Home <input type="checkbox"/> Office Type: <input type="checkbox"/> AB <input type="checkbox"/> QB <input type="checkbox"/> Supervisory QB <input type="checkbox"/> PM
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<b>DECLARATIONS (Check all that apply)</b>
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Yes  No I currently am an Instructor for other NMREC approved courses

Yes  No I am a new instructor candidate.  Yes  No I am an approved Pre-Licensing Instructor.

Yes  No I am an approved Core Course Instructor.  Yes  No I hold an active Qualifying Broker's License.

Yes  No I have attached a resume.

Yes  No I understand that a \$75 application fee and/or \$50 + \$2 per ceu requested (Upon Approval) will not be due until after notification of approval by NMREC .

**As an instructor candidate I will comply or have complied with the following criteria:**

Yes  No I have attended an instructor training or development course, Core Course Instructor Boot Camp, or a suitable Instructor Development Workshop within one year of being approved. A certificate is attached.

Yes  No I will attended an instructor training or development course, Core Course Instructor Boot Camp, or a suitable Instructor Development Workshop within one year of being approved. A certificate will be sent, when competed, to the Education Administrator.

Yes  No On the day of my presentation, I am prepared to make a 15-60 minute presentation before the Education Advisory Committee on the course(s) I am planning to teach. I will have my complete presentation (outline, powerpoint, activities and/or handouts) ready for my EAC presentation. I am prepared to answer questions about the subject matter. Although not encouraged, applicants may present using suitable distance technologies.

Yes  No I understand that I will be judged on my subject matter expertise, my command of the proposed material, my professional attire, my overall ability to communicate the material interactively to an audience, and my general adherence to the Generally Accepted Principles of Education among other accepted educational standards.

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**AFFIRMATIONS. [Check the applicable box(es)]**

**All Courses**

Yes  No I affirm that I have read and complied with all the rules set forth in 16.61.15.

**Brokerage Office Administration**

Yes  No I affirm I have two years' experience as a qualifying broker in New Mexico or another licensing jurisdiction.

Yes  No I affirm that within 6 mos. prior to this application, I have passed the brokers examination with a minimum score of 84%.

**Core Course**

Yes  No I affirm I am an applicant candidate to be a Core Course Instructor and understand I must comply with all the steps in the Core Course Roadmap approved by the NMREC (attached).

**New Broker Business Practices**

Yes  No I affirm I have two years' experience as an active qualifying broker with supervisory responsibilities

Yes  No I affirm that I have two years actively licensed as an associate broker and served as a trainer for a brokerage

Yes  No I affirm that I have two years actively licensed as an associate broker and am approved as a continuing education instructor of other NMREC courses.

**Pre-Licensing Courses**

Yes  No I affirm that within the previous 3 years from this application, I have passed the NM Brokers examination with a minimum score of 84%.

Yes  No I affirm that I have audited the course that I wish to teach prior to this application and documentation affirming so has been submitted with this application.

Yes  No For Broker Basics, I affirm that I have been approved to teach Real Estate Law and Real Estate Principles and Practices

**QB Refresher Course**

Yes  No I affirm that I am currently approved to teach Principles and Practices, Real Estate Law and Broker Basics

Yes  No I affirm that I am a Qualifying Broker or have a QB license but acting as an AB

Yes  No I was approved to teach NMREC Mandatory Course prior to 2017 or have been approved as an NMREC Core Course Instructor.

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Signature

Date