



EDUCATION PROGRAM SUBMISSION FORM

We are always seeking innovative trainers to complement our education program which delivers first-rate, targeted instruction to meet the learning needs of our diverse membership. If you've got what it takes to meet this challenge, we'd like to hear from you. Because of the number of inquiries received, only complete submissions will be reviewed and presented to our Education Committee.

Date: _____

Proposed Title of Class or Program: _____

Instructor's Name: _____

Instructor's Title: _____

Firm/Company: _____

Address: _____

Street

City

State

Zip Code

Contact Phone: _____ Website: _____

Email: _____

Will this class be offered for CE Credit? _____ If yes, what type? _____

DRE Sponsor Number: _____ Length of Class: _____

What category best describes your class? RSAOR is actively seeking training that complements our education tracks:

_____ Transaction Fundamentals (Buying, Selling, Financing)

_____ Marketing and Building Your Business (Planning, Lead Generation, Scripts, Social Media Marketing)

_____ Technology and Multimedia Tools (Real Estate Apps, SaaS, CRMs, Cloud Computing)

_____ Running a Real Estate Office (Broker and Office Manager Specific Issues)

_____ Managing Your Risks (Personal and Cyber Security, Disclosures, Insurance)

_____ Niche Markets (Global, Green, Commercial, Luxury)

_____ Professional Standards and Leadership Development (Ethics, Mediation, Visioning and Planning)

Charge for RSAOR® members to attend: _____

If free to RSAOR® members, non-members will be charged a non-member fee; if there's a cost to members, charge for non-members will be determined by the Education Committee.

STAFF USE ONLY: _____ APPROVED _____ DECLINED

ATTACHMENTS

Only complete submissions will be reviewed by the Education Committee.

Please send your completed submission form with:

- A class description (in Word format), which succinctly summarizes the key learning points and gives specifics on how attendees will benefit from the class. Please identify your target audience (broker, salesperson, new agent, office manager, etc.) (Required)
- Instructor biography (75 words or less) and recent digital headshot (Required)
- Any promotional materials you've created for the class (Optional)

SIGNATURE

If selected as a presenter, I understand that:

- My presentation will focus on the learning experience and will not be promotional or self-serving in nature.
- No materials, products, or services are to be marketed to class participants without prior, written approval.
- I am responsible for paying any travel-related expenses.
- RSAOR® reserves the right to edit and format my class description/bio to meet its marketing needs.
- I will inform RSAOR® of any audio-visual needs well in advance of my class.
- I will direct students to fill-out RSAOR® Class Feedback form upon completion of the class.

Print Name: _____

Signature: _____

SUBMIT COMPLETED FORMS:

Please remember to save the PDF document to your computer before sending it back to RSAOR®.

Email your completed packet to RSAOR at membership@rsaor.com