Print Form

# STATEMENT OF ETHICAL TEACHING PRACTICES

## Prelicensing Education Instructor

I, _____ , as a prelicensing education instructor for _____ , do hereby promise, attest to, and affirm that I shall adhere to the highest standards of ethical practices in the performance of my instructional duties including but not limited to:

1. Teaching only course subjects, the command knowledge of which I have acquired either by training, experience or education or by combinations thereof;
2. Taking all reasonable steps to update the prelicensing education course materials and information;
3. Giving out, to the best of my knowledge and belief, current and accurate course information and materials;
4. Conducting fair and reasonable discussions, presenting alternative viewpoints, and identifying clearly an instructor's opinion of any controversial course issues within the time allotted to the topic;
5. Advising students that each should research and update any course information and materials prior to using the course information and materials in the practice of real estate;
6. Taking reasonable steps to prevent the unlicensed, unauthorized and unintended practice of any licensed profession, for example, the unlicensed practice of giving legal, accounting, or tax advice;
7. Using reasonable efforts to keep current with the state of the art teaching techniques and skills as it relates to the teaching of prelicensing education to adult learners;
8. Informing students prior to the start of class what the students can expect to learn from the course;
9. Taking reasonable steps to evaluate whether indeed the students have learned what I taught;
10. Refraining from limiting course instructions to exclusively train students to pass the licensing exam;
11. Obtaining appropriate consents and permissions before using copyrighted or patented instructional materials, products or presentations;
12. Taking reasonable steps to maintain appropriate classroom decorum and language conducive to academic learning, inquiry and research;

13. Refraining from active solicitation and advertising for, during any scheduled prelicensing education class, other businesses and products which the instructor owns or has any direct or indirect interest in; "active solicitation and advertising for" excludes a business, professional or product presentation to students listing the instructor's expertise, work experience, publications, and affiliations as part of an introductory resume;

14. Performing diligently all other duties and responsibilities required of a prelicensing education instructor as set forth in Hawaii Revised Statutes, Chapter 467 and Commission rules embodied in Hawaii Administrative Rules, Chapter 99, "Real Estate Brokers and Salespersons."

As a prelicensing education instructor, I acknowledge that failure to conform to the standards, duties and responsibilities enumerated and referred to above may be grounds for loss of certification as an instructor.

As the principal of the prelicensing education school named above, I acknowledge and agree that my omission of, intentional or negligent conduct and acts which aid and abet the prelicensing education instructor signing below to perform otherwise as the instructor has promised, attested to and affirm, and adhere to but not limited to herein, may be grounds for loss of the prelicensing real estate school's registration.

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| Instructor's Signature | Principal's Signature |
| Print Name | Real Estate School |
| Date | Date |