

School Files

Hawaii Real Estate Commission

October 2012

www.hawaii.gov/hirec

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ONLINE RENEWALS GO LIVE OCTOBER 15

All real estate licenses must be renewed by November 30, 2012, in order to ensure the license will be current and active as of January 1, 2013. Online renewals will be available October 15th on the Commission's website, www.hawaii.gov/hirec. Renewal fees are:

Broker: Corporation, Partnerships, LLC, LLP	\$230.00
Broker: Sole Proprietor	\$210.00
Salesperson, Broker-salesperson, PB, BIC	\$180.00
Branch Office	\$180.00

(Note: Renewal fees include the \$90.00 Compliance Resolution Fund (CRF) fee and a \$40.00 Real Estate Education Fund (REEF) fee, plus the application fee.)

Only paper renewals are available for continuing education and pre-license education matters. All pre-license schools, pre-license instructors, CE providers, and CE courses, as well as nationally- or ARELLO-certified CE courses must be re-registered or re-certified, as the case may be by November 30, 2012. Re-registration and re-certification fees are:

CE Provider	\$190.00
CE Elective Course	\$ 75.00
Nationally- or ARELLO-Certified Course	\$25.00/each 3 hours or portion thereof
Pre-license School	\$440.00
Pre-license Instructor	\$190.00
Pre-license Independent Study Course Instructor	\$ 50.00
Pre-license Independent Study Course – Salesperson and/or Broker curriculum	\$150.00

(Note: There is a \$10.00 restoration fee that should be added on to the above renewal fees if re-registering or re-certifying after December 31, 2012.)



HAPPY HALLOWEEN

PRELICENSE CURRICULA EXPANSION

At its September 12, 2012 monthly meeting, the Education Review Committee (“ERC”) of the Hawaii Real Estate Commission (“Commission”) voted to review, update, and expand both the salesperson’s and broker’s pre-license curricula. The last revisions were completed in 2005 for the broker’s curriculum and 2006 for the salesperson’s curriculum. Those revisions increased the salesperson’s curriculum of 45 hours to 60 hours, and the broker’s curriculum from 46 hours to 80 hours.

The Commission’s Ad Hoc Committee on Education (“ACE”) is currently reviewing the two existing curricula to target specific topics for updating, revising, or deletion. New areas of instruction may be introduced based on current real estate practices and new laws that impact the practice of real estate in Hawaii.

The ERC also approved the use of the most current Hawaii Standard Forms for teaching purposes in the pre-license curricula. If you do use any of the Hawaii Standard Forms in your pre-license instruction, remember to contact the Hawaii Association of REALTORS® to sign the “Standard Forms Use Agreement”. The salesperson’s and broker’s real estate licensing exams will not test candidates on specific paragraphs in the Hawaii Standard Forms.

Procurement for a vendor to take on the revision of the salesperson’s and broker’s pre-license curricula is targeted for 2014.

Do you have any recommendations for specific changes or additions to the current curricula? Please forward your thoughtful comments to:

Senior Real Estate Specialist
Real Estate Branch
335 Merchant Street, Room 333
Honolulu, HI 96813

or Email: roster@dcca.hawaii.gov



SUBMIT EVALUATION FORMS Independent Study Courses

If you are a prelicense school offering independent study courses for either or both the salesperson and broker curricula, please submit to the Real Estate Branch the course evaluations completed by your students.

The prelicense schools currently offering independent study courses are:

Abe Lee Seminars
Coldwell Banker Pacific Properties Real Estate School
Pro Schools, Inc
REMI School of Real Estate

Ralph Folger's School of Real Estate
Seiler School of Real Estate
Vitousek Real Estate Schools, Inc.

2012 TEST DEVELOPMENT AND INDUSTRY DAY

PSI, LLC, the Real Estate Commission's test administrator, will hold its 2012 test development meetings and annual Industry Day October 3-4, 2012, at the Hyatt Place Waikiki, Honolulu, HI. Industry Day will be held Wednesday, October 3, 2012, 9:30 a.m. – 11:30 a.m. Test development will be held Wednesday, 1:00 p.m. to 5:00 p.m. and will continue Thursday, October 4, 8:30 a.m. to 4:30 p.m.

During the test development meeting, the current test item bank for both the salesperson's and broker's licensing exams are reviewed. Questions that are not performing well are either amended or deleted. New test items are created and entered into the pre-test bank of items to be used in upcoming exams and evaluated and monitored as to performance.

Of particular interest and focus this year will be the content outline and related test questions that deal with the Hawaii Association of REALTORS®' standard forms. The Commission recently decided that the standard forms may be used as teaching tools in pre-license and continuing education courses, but license candidates will not be tested on the specific paragraphs contained in the various standard forms. Rather, the concepts and understanding of the forms will be tested.

The content outline for the license examinations will be reviewed and amended in order to adjust the weight of the different sections of the content outline.

PSI is notified of any law updates that have occurred during the past legislative session and if the changes affect any test items, those test items are amended or deleted as necessary.



ATTENTION ALL HAWAII PRELICENSING SCHOOLS

PSI, and the Hawaii Real Estate Commission will be hosting an Industry Day on Wednesday October 3rd, from 9:30am-11:30am. PSI and the Commission will share updates. And you will have the opportunity to ask questions and get clarification.

The meeting will be held at the Hyatt Place Waikiki Hotel.

Hyatt Place Waikiki
175 Paoakalani Avenue
Honolulu, HI 96815
Phone: 808-922-3861

We welcome Instructors and Industry Professionals; no candidates please. No RSVP is necessary.



DID YOU KNOW? . . .

As of September 25, 2012, 4,450 real estate licensees have completed the 20-hour continuing education requirement. There are about 5, 598 licensed brokers, and 12, 274 licensed salespersons (includes both active and inactive licensees), for a total of about 17,872 real estate licensees. True to form, real estate licensees are procrastinating completing the continuing education requirement. With two more months to go until the renewal deadline, the time left should see the usual rush to finish the continuing education requirement!

When the Commission's rule-making journey is completed, Hawaii Administrative Rules (HAR) section 16-99-104(d)(1) which applies to continuing education instructors will also apply to pre-license instructors and will appear in HAR section 16-99-58. HAR section 16-99-104(d)(1) reads, "Any individual meeting the criteria for approval as a continuing education instructor may not be certified by the provider if the individual has been: (1) Disciplined by the commission of any state or by any licensing regulatory body for fraud, misrepresentation, or deceit in connection with the sale, purchase, exchange, or property management of any interest in real estate for any other conduct substantially related to the practice or profession of real estate; or (2) Convicted of a crime which substantially relates to the profession of teaching or to the practice or profession of real estate."

2013-2014 CORE COURSE – The Commission has approved the topics for Part A and Part B, as well as the 2013 and 2014 legislative updates for the core course for the next biennium.

Part A will discuss **Policies and Procedures Manuals**. Hawaii Revised Statutes (HRS) section 467-1.6(c) makes reference to the ". . . principal broker's written policies and procedures. The principal broker shall be responsible for the education, enforcement, and records required of such policies and procedures." All principal brokers need to develop a policies and procedures manual for the brokerage. The smaller a brokerage is, the more difficult this task and responsibility may appear. However, the Regulated Industries Complaints Office (RICO) will routinely request a review of the policies and procedures manual if investigating a complaint. The delegation of responsibilities to brokers-in-charge should be documented in the policies and procedures manual. The handling of real estate transactions, training, up-do-date laws and rules relative to the real estate licensee, commissions, fees, etc., should all be addressed in the policies and procedures manual.

Part B will discuss **Advertising**. The Commission is currently in the rule-making process. A review of current advertising rules in the Hawaii Administrative Rules (HAR) section 16-99-11, Federal Fair Housing requirements, State anti-discrimination laws, and advertising electronically via social media, will be included in Part B.

The 2013-2014 Core Course is targeted for release about July 2013 for Part A and July 2014 for Part B.

The 2011-2012 Core Course will be available until May 31, 2013.



NEW FACES OF THE COMMISSION

BRUCE FAULKNER – NEW MAUI COMMISSIONER



Welcome to Bruce Faulkner, broker, Maui, who joined the Hawaii Real Estate Commission effective July 1, 2012. Mr. Faulkner will serve a four-year term representing Maui, and his term expires on June 30, 2016.

Mr. Faulkner is a sole proprietor doing business under the name of Maui HI Realty in Makawao. He was born and raised on O'ahu where he graduated from Kailua High School. He earned a Bachelor of Arts degree in Sociology from Mauna Olu College on Maui. He is a long-time Maui resident, and has extensive work experience in the construction industry and as a contractor. He has been a real estate licensee since 1985, and served as a past President of the REALTORS® Association of Maui, Inc. Mr. Faulkner is also active in the Maui community.

SCOTT C. ARAKAKI - NEW PUBLIC MEMBER COMMISSIONER



The most recent addition to the Real Estate Commission is Scott C. Arakaki. He was appointed as an interim member effective August 2012. Mr. Arakaki is an attorney specializing in the areas of real estate and commercial transactions and law, and personal injury litigation. Mr. Arakaki received his Juris Doctor degree from the University of Notre Dame, and his Bachelor of Arts degree from the University of Hawaii – Manoa.

Mr. Arakaki is an instructor of real estate continuing education, has co-authored real estate continuing education courses, as well as articles which have appeared in several publications.



2012 REAL ESTATE COMMISSION MEETING SCHEDULE

Laws & Rules Review Committee – 9:00 a.m. Condominium Review Committee – Upon adjournment of the Laws & Rules Review Committee Meeting Education Review Committee – Upon adjournment of the Condominium Review Committee Meeting	Real Estate Commission 9:00 a.m.
Wednesday, October 10, 2012	Friday, October 26, 2012
Wednesday, November 7, 2012	Wednesday, November 21, 2012
Wednesday, December 12, 2012	Friday, December 21, 2012

All meetings will be held in the Queen Liliuokalani Conference Room of the King Kalakaua Building, 335 Merchant Street, First Floor.

Meeting dates, locations and times are subject to change without notice. Please visit the Commission’s website at www.hawaii.gov/hirec or call the Real Estate Commission Office at (808) 586-2643 to confirm the dates, times and locations of the meetings. This material can be made available to individuals with special needs. Please contact the Executive Officer at (808) 586-2643 to submit your request.



CHARISA FLORES JOINS REAL ESTATE BRANCH



Charisa Flores is the new Education Office Assistant with the Real Estate Branch (“REB”). She was formerly with the Regulated Industries Complaints Office (“RICO”) where she worked for the past 17 years with the Consumer Resource Center and most recently, with the RICO’s Field Investigation section.

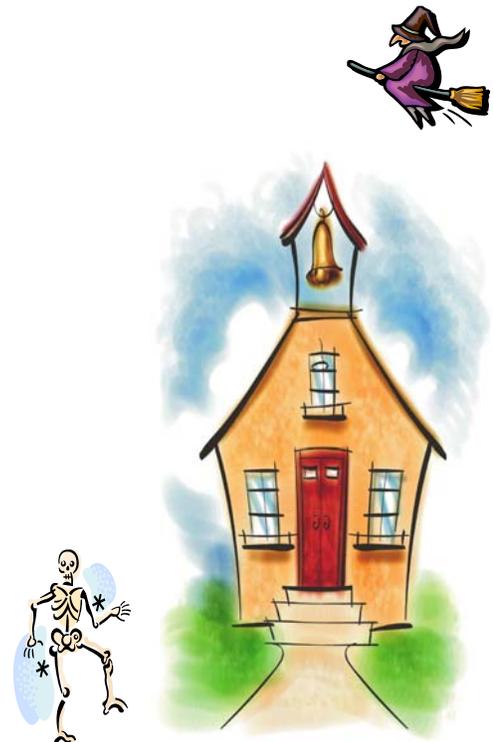
Charisa joins REB just in time for the 2012 renewals. All prelicense school principals, instructors and CE providers and instructors will enjoy working with this friendly, happy, and hard-working addition to the REB staff.

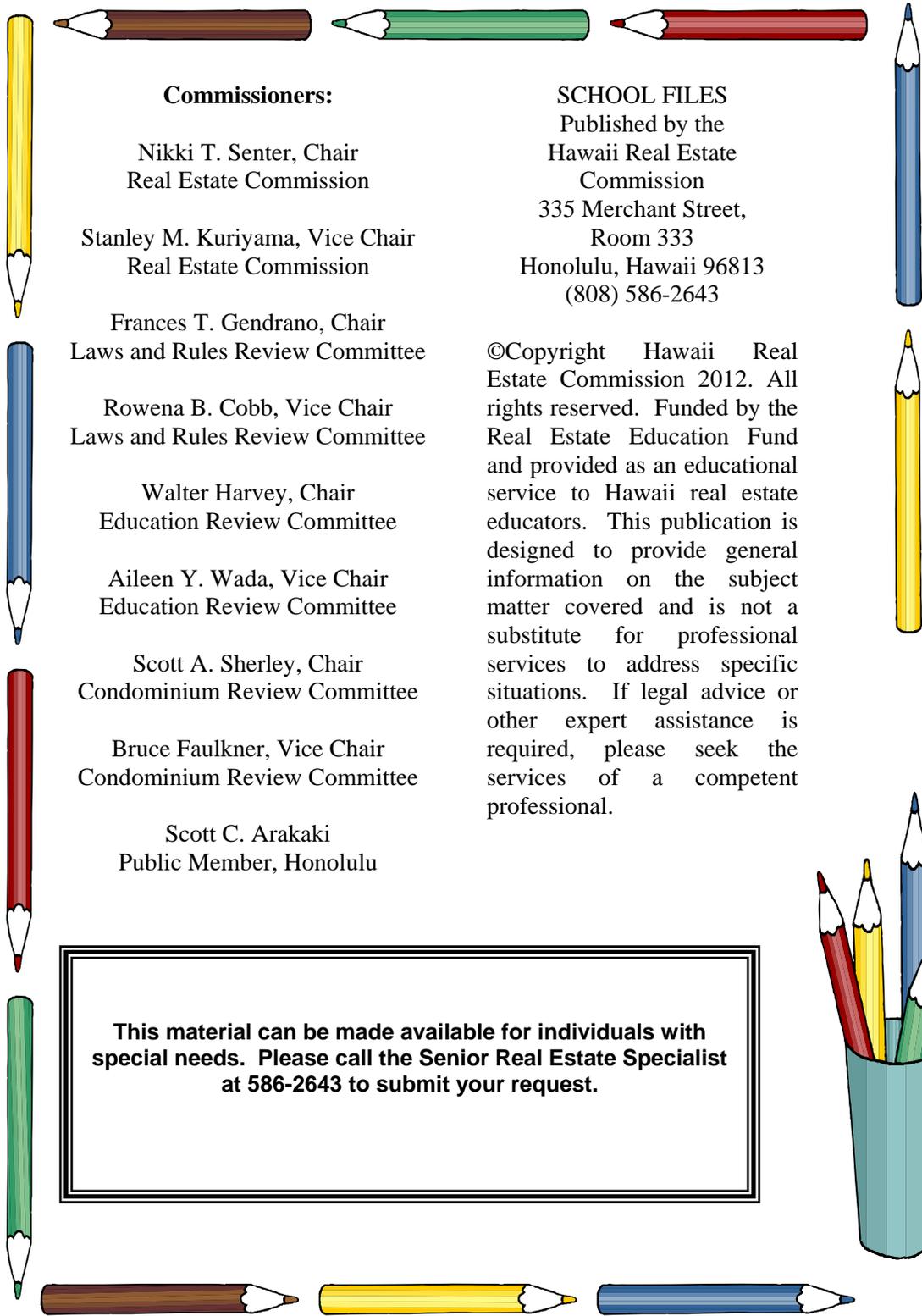
CONTINUING EDUCATION PROVIDERS

360Training.com
Abe Lee Seminars
Akahi Real Estate Network LLC
All Islands Real Estate School
Career Webschool Cengage Learning, Inc.
Carol Ball School of Real Estate
Carol M. Egan, Attorney at Law
Coldwell Banker Pacific Properties Real Estate School
Continuing Ed Express LLC
Distressed Properties Institute LLC
Dower School of Real Estate
Eddie Flores Real Estate Continuing Education
ERA School of Real Estate a Division of SRH, Inc.
Great Lakes Institute of Real Estate
Green Building, LLC
Hawaii Association of Realtors
Hawaii CCIM Chapter
Hawaii Institute of Real Estate (HIRE)
Hawaii Island Realtors
Hogan School of Real Estate
Honolulu Board of Realtors
Kauai Board of Realtors
Levin & Hu, LLP
Lorman Education Services
Lynn W. Carlson
McKissock, LP
PSRE, LLC
Pacific Real Estate Institute
ProSchools, Inc.
Ralph Foulger's School of Real Estate
Real Class, Inc.
Realtors Association of Maui, Inc.
REMI School of Real Estate
Richard Daggett School of Real Estate
Russ Goode Seminars
Seiler School of Real Estate
Servpro Industries, Inc.
Shari S. Motooka-Higa
The CE Shop, Inc.
The Seminar Group
University of Hawaii at Manoa Outreach College
University of Hawaii Maui College – OCET
West Hawaii Association of Realtors
Vitousek Real Estate Schools, Inc.
West Hawaii Association of Realtors

PRELICENSE SCHOOLS

Abe Lee Seminars
Akahi Real Estate Network LLC
All Islands Real Estate School
Carol Ball School of Real Estate
Coldwell Banker Pacific Properties Real Estate School
Dower School of Real Estate
Fahrni School of Real Estate
Hawaii Institute of Real Estate (HIRE)
ProSchools, Inc.
Ralph Foulger's School of Real Estate
REMI School of Real Estate
Seiler School of Real Estate
University of Hawaii at Manoa Outreach College
University of Hawaii Maui College - OCET
Vitousek Real Estate Schools, Inc.





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Scott C. Arakaki
Public Member, Honolulu

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