

**TEXAS REAL ESTATE TEACHERS ASSOCIATION (TRETA)
CERTIFIED REAL ESTATE INSTRUCTOR (CREI)
DESIGNATION APPLICATION**

NAME: _____ **PHONE #:** _____

ADDRESS: _____ **E-MAIL:** _____

ACHIEVING THE CREI DESIGNATION

1. The CREI CANDIDATE must complete each section of the CREI DESIGNATION APPLICATION. The CREI CANDIDATE must (a) finish all requirements for the designation, (b) turn in the application and (c) pay a \$40.00 non-refundable filing fee. The CREI Candidate is allowed a maximum of 3 years from the date of the CREI application to finish all requirements. After the 3 year period is passed, the person must reapply and pay any additional fees required to continue the designation process. The **CREI designation is awarded for a term of 5 years. During the last 3 years of the designation the CREI must complete an advanced workshop to maintain the designation. Each CREI must attend a minimum of 1 Annual TRETA Conference per 5 years of designation.**
2. **APPLICATION AND DESIGNATION ARE SUBJECT TO CANDIDATE REMAINING A MEMBER IN GOOD STANDING OF THE TEXAS REAL ESTATE TEACHERS ASSOCIATION.**
3. The CREI CANDIDATE must attend at least two 2-day Instructor workshops, at least one of which must have been taken within 3 years prior to Application date and one must be TRETA's REIDW (Real Estate Instructor Development Workshop).
4. When the requirements have been accomplished, mail (a fax copy not acceptable) or send a signed pdf file of the fully completed application form with the non-refundable \$40.00 designation application fee to:

Texas Real Estate Teachers Association-CREI
c/o Kevin Morris at San Jacinto College
13735 Beamer Road
Houston, Texas 77089

5. Applications will be reviewed twice a year. Postmark deadlines for submission are:
Of the

Spring, Review Deadline - January 31 of each year

Fall Review Deadline - September 30 of each year

USE EXTREME CARE: PARTIAL COMPLETION OF THIS FORM IS NOT ACCEPTABLE. An incomplete form WILL BE RETURNED TO YOU AND AN ADDITIONAL \$5.00 WILL BE REQUIRED TO REPROCESS YOUR APPLICATION.

6. **Areas for qualification and point system are as follows:**

TOTAL POINTS REQUIRED FOR CREI DESIGNATION = 100

Professional Experience/Education: Should include real estate professional licensing, professional experience, designations, formal education (Min. 25/Max. 45).

Teaching Experience: This may include all types of teaching that you have done in real estate education or other areas (Min. 25/Max. 45).

Curriculum Development This includes professional articles, books written, course/book reviews, whether specific to the real estate profession or other areas. (Min. 0/Max. 15)

Service to Community: This includes any service, whether real estate related or other areas (Min. 5/Max. 10).

Professional Membership: This includes membership in any professional organization whether real estate related or other areas. **TRETA membership does count for this section and is required to earn the CREI Designation (Min. 5/Max 10).**

Please type the following form completely.

I. PROFESSIONAL EXPERIENCE/EDUCATION: (this may include professional licensing, professional experience, designations, formal education) (Min. 25/Max. 45.)

A. Professional Licensing and Experience (Maximum 12 points)

Professional Focus

Licensed from Yr. to Yr.

- * Licensed Texas Broker (3 points per year) _____
- * Licensed Salesperson (2 points per year) _____
- * Certified R. E. Appraiser (2 points per year) _____
- * Real Estate Inspector (2 points per year) _____
- * Mortgage/Lending Professional (2 points per yr.) _____
- * Title closing Professional (2 points per year) _____
- * Builder (2 points per year) _____
- * Attorney (2 points per year) _____
- * Other real estate related professionals (2 points per year) _____

Explain: _____

Subtotal points: _____

B. Designations held (2 points for each held) (please check) (describe "other"):

- ___ GRI, ___ CRS, ___ CRB, ___ CCIM, ___ Appraisers Designation,
- ___ Mortgage Banker Designation, ___ Title Professional Designation,
- ___ Legal Designation;
- ___ Other: _____

Subtotal points: _____

Formal Education

* **College Education:** 1 point per 15 semester (non real estate) hours completed, or highest Degree earned:
 ___ Associate degree - 4 points; ___ Bachelor - 8 points, ___ Master - 10 points; ___ Doctorate - 12 points (max. of 12 points allowed)

* Name of College/University: Attended from ___ year to ___ year Degree/hours earned _____

Name of College/University: Attended from ___ year to ___ year. Degree/hours earned _____

Name of College/University: Attended from ___ year to ___ year. Degree/hours earned _____

Subtotal points: _____

* **CEUs = 1 point per every 10 CEUs (number of units) earned. If more space is needed, please use attachment (Max. 6 pts.)**

Course(s) attended CEU's earned

Total

CEUs) divided by 10 =

Subtotal points: _____

*** Real Estate Courses: 1 point every 30 clock hours taken (please list courses) (no maximum points)**

Name of Course	School/Organization	Points earned

Subtotal points:

*** Professional Development (seminars, workshops, training sessions) 1 point per 30 hours of course work (total hours divided by 30 =1 point) (Max.12 points)**

Name of course(s)	School/organization	Points earned

If more space is needed, please use an attachment.

Subtotal points:

*** Instructor Development Workshops: 1 point per course (this section should not include the 2 required workshops in section VI). Please name and describe course and course content briefly:**

Min. 0 points/Max.10 points

Subtotal points:

TOTAL POINTS SECTION I:

(Min. 25 pts./Max 45 pts.)

II. TEACHING EXPERIENCE: * This may include all types of teaching real estate education or otherwise (Min. 25 points Max. 45 points)

A. Real Estate Instruction (verifiable experience): Five (5) points per 2 semester hours of verifiable instruction of semester hour courses in a college/university curriculum taught

Name of course(s) taught	School Name	Year	Pts

If more space is needed, please use an attachment (total semester hours divided by 2 and multiplied by 5)

Subtotal points:

* Five (5) points per 30 classroom hours of verifiable real estate instruction taught in a continuing education class or proprietary school. (Example: if you teach in a college on a semester hour basis and also teach for proprietary real estate school, you may count both)

Name of course(s) taught	School Name	Year	Pts

(if more space is needed, please use an attachment)

* One (1) point per 6 classroom hours of other verifiable teaching instruction. (e.g. company training, MCE, Seminars, guest instruction, etc.)

Name of course(s) taught	School Name	Year	Pts

(total points divided by 6 =)

Other teaching experience

* One (1) point per 6 classroom hours of other verifiable teaching instruction. (Teaching other than real estate courses)

Name of course(s) taught	School Name	Year	Pts

(total points divided by 6 =)

Subtotal points:

(Min. 25 pts./ Max. 45 pts.)

**TOTAL POINTS
SECTION II**

III. CURRICULUM DEVELOPMENT: Professional articles, books written. Course/book reviews whether specific to real estate profession or other. (Min. 0 points/Max. 20 points)

*** Fifteen (15) points per book published (please list and describe)**

1. _____
2. _____
3. _____

Subtotal points:

*** Ten (10) points per Student and Instructor Manual developed (please list and describe)**

1. _____
2. _____
3. _____

Subtotal points:

*** Three (3) points per course developed objectives, assessments, evaluations, surveys, outlines please list and describe**

1. _____
2. _____
3. _____

Subtotal points:

*** One (1) point per article written and published please list and describe or attach article**

1. _____
2. _____
3. _____

Subtotal points:

*** 1 point per other published materials please list and describe these materials and articles do not have to be real estate related**

1. _____
2. _____
3. _____

Subtotal points:

(Min. 0 pts./Max. 20 pts.)

TOTAL POINTS FOR SECTION III:

IV. SERVICE TO COMMUNITY: Real estate related or other.

- * **Presentations/Speeches other than courses: 1 point per presentation**
- * **Awards: 1 point per award, e.g. "REALTOR of the Year"; "Coach of the Year"**
- * **Office(s) held (NAR, TAR, Local Board, TRETA, etc. other professional education organizations, and other organizations will be considered)**
- * **Committee membership**

Please list and describe briefly

1. _____
2. _____
3. _____
4. _____
5. _____

Min. 5 points/Max.10 points

Subtotal points:

TOTAL POINTS FOR SECTION IV:

V. PROFESSIONAL MEMBERSHIPS *

This includes membership in any Professional Organization whether real estate related or not. TRETA membership does count for this section and is required to earn the CREI Designation 5 points per membership. (Please check one or more)

REEA____, NAR____, TAR____, NAMB____, MBA____, WCR____, ASTD____, TCCTA____, TRETA____
OTHER_____

Subtotal points:

(Min. 5 pts./Max. 10 pts.)

TOTAL POINTS FOR SECTION V:

VI. INSTRUCTOR DEVELOPMENT WORKSHOP: Applicant must attend no less than two, 2-day or more instructor development workshops to complete the CREI DESIGNATION requirements. Please complete the following information on each workshop for which you are asking credit. Remember, one of these must have been taken within the immediate 36 months prior to this CREI Designation Application date

TRETA DEVELOPMENT WORKSHOP:

1. _____
Name of school/organization offering the workshop
2. _____ 3. _____ 4. _____
Date workshop was taken Location city Total hours of course
5. _____
(Brief description of course content)

INSTRUCTOR DEVELOPMENT WORKSHOPS:

1. _____
Name of school/organization offering the workshop
2. _____ 3. _____ 4. _____
Date workshop was taken Location city Total hours of course
5. _____
(Brief description of course content)

Total each section:
Section I Section II Section III Section IV Section V

TRETA MEMBERSHIP
ANNUAL LIFE

ONLY 100 POINTS NEEDED TO QUALIFY.

FINAL TOTAL:

APPLICATION DATE: _____

I HEREBY CERTIFY, TO THE BEST OF MY KNOWLEDGE, THAT ALL INFORMATION SUPPLIED BY ME TO SUPPORT THIS APPLICATION IS TRUE AND CORRECT.

APPLICANT SIGNATURE: _____

PLEASE TYPE NAME: _____

If you have any questions concerning the designation process, please call one of the following:

- | | | | |
|--------------------------|-----------------------|--------------------------|-----------------------|
| Kevin Morris, | (281) 922-3479 | Philip Schoewe, | (806) 239-5559 |
| Dr. Cheryl Nance, | (806) 371-5268 | C. Wallace Cater, | (713) 818-0899 |