

COMMUNITY MANAGER PRE-LICENSING LV SCHEDULE

Pre-licensing Classes are to be arranged through Key Realty Schools since it is necessary to go through a Secondary School when State of Nevada licensing classes are conducted. See the below information for that purpose. (You will be advised of the final room at the below location immediately before the class as it is based on the # of students enrolled.)

The cost is \$577.00 for the series! The Classes are held Tuesday, Wednesday, and Thursday. They will begin at 5:00 PM until 8:00 PM each day.

Please make sure that the person taking the classes (not only the one signing the person up) gives Key Realty Schools their E-Mail addresses and phone number for the purpose of any changes during the classes as this happens in every session.

There are no makeup classes. If you cannot take a particular class, you may want to take it during the 2024 Spring offering.

The address to sign up for the CE classes is: <https://keyrealtyschool.com/community-association-management/continuing-education/>

Michael Federwitz, School Counselor Key Schools of Nevada
3320 East Flamingo RD, Las Vegas, NV 89121 (702 313 7000 (Local)) – Email@keyrealtyschool.com

<u>Class Title</u>	<u>Date</u>	<u>Time</u>
Overview and Legal Basics	Oct 8,2024	5:00 PM to 8:00 PM
People Skills and Communications	Oct 9,2024	5:00 PM to 8:00 PM
Human Resources and Ethics	Oct 10,2024	5:00 PM to 8:00 PM
NRS 116A & NRS 116	Oct 15,2024	5:00 PM to 8:00 PM
NAC 116 and NAC 116A Full Overview	Oct 16,2024	5:00 PM to 8:00 PM
Other State of Nevada Statutes	Oct 17,2024	5:00 PM to 8:00 PM
Contracts and Their Use in the CIC	Oct22,2024	5:00 PM to 8:00 PM
Contracts and Their Use in the CIC	Oct 23,2024	5:00 PM to 8:00 PM
Uses of Experts & Maintenance in the CIC	Oct 24,2024	5:00 PM to 8:00 PM
1 st Test	Oct 29,2024	5:00 PM to 8:00 PM
Parliamentary Procedures	Oct 30,2024	5:00 PM to 8:00 PM
Board Meetings, Members Meetings & Elections	Oct 31,2024	5:00 PM to 8:00 PM
Enforcement	Nov 5,2024	5:00 PM to 8:00 PM
Financial Issues in the CIC	Nov 6,2024	5:00 PM to 8:00 PM
Budget and Reserves in the CIC	Nov 7,2024	5:00 PM to 8:00 PM
Reserve Studies and Funding Methods in the CIC	Nov 12,2024	5:00 PM to 8:00 PM
Insurance & Risk Management in the CIC	Nov 13,2024	5:00 PM to 8:00 PM
Transition from Developer	Nov 14,2024	5:00 PM to 8:00 PM
Re-sales & Disclosures	Nov 19,2024	5:00 PM to 8:00 PM
Litigation & Construction Defects	Nov 20,2024	5:00 PM to 8:00 PM
CAM Test Prep	Nov 23,2024	8:00 AM to 3:00 PM