

STATE OF NEVADA
DEPARTMENT OF BUSINESS AND INDUSTRY – REAL ESTATE DIVISION
COMMON-INTEREST COMMUNITIES AND CONDOMINIUM HOTELS

DISTANCE EDUCATION QUESTIONNAIRE

Complete only for courses submitted for distance education delivery.

MUST BE COMPLETED IF SPONSOR DOES NOT HAVE ARELLO OR IDECC DISTANCE EDUCATION CERTIFICATION

See Distance Education requirements: [NAC 116A.235](#)

I. What is your mission statement?:

II. Describe the design of the course:

III. What are your procedures for updating the course:

IV. Describe the type and frequency of interactivity of the instruction with the students:

V. How does the instruction provided teach mastery of the materials?:

VI. What support services are available to students?:

VII. How was a time study of the range of instructional hours for this course completed?: Justify the number of hours requested to be approved for this course.

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VIII. Describe and document how each module of instruction has:

a) At least one learning objective.

b) A structured learning method to enable the student to achieve the learning objective.

c) A method of assessment of the student’s performance during instruction.

d) A method of remediation if student is deficient in mastering the course material to repeat the course until the student understands.

e) A complete syllabus or student instruction manual (or both) provided in written form which includes accurate and clearly stated information about admissions, progression, completion, criteria, dismissal and any applicable licensing requirements.
