

SNV - UNLV COMMUNITY ASSOCIATION MANAGER PRE-CERTIFICATION COURSE

Classes meet Tuesday, Wednesday, and Thursday, 5:30 pm – 8:30 pm

Location: Virtual through Zoom

702.895.3394 or continuingeducation@unlv.edu/register

#	Class Title	Date	Time	Instructor
1	Course Introduction/Overview	Tuesday, Feb. 2, 2021	5:30 pm – 8:30 pm	Gilchrist
2	The Executive Board, Elections and Removals	Wednesday, Feb. 3, 2021	5:30 pm – 8:30 pm	Gilchrist
3	HOA Meetings and Parliamentary Procedures	Thursday, Feb. 4, 2021	5:30 pm – 8:30 pm	Gilchrist
4	Homeowner Rights & Responsibilities	Tuesday, Feb. 9, 2021	5:30 pm – 8:30 pm	Starner
5	Declarant Transition & Resales	Wednesday, Feb. 10, 2021	5:30 pm – 8:30 pm	Greengrass
6	Facilities Management	Thursday, Feb. 11, 2021	5:30 pm – 8:30 pm	Greengrass
7	Recordkeeping & Reporting	Tuesday, Feb. 16, 2021	5:30 pm – 8:30 pm	Gilchrist
8	Financial Management 1	Wednesday, Feb. 17, 2021	5:30 pm – 8:30 pm	Fertick
9	Financial Management 2	Thursday, Feb. 18, 2021	5:30 pm – 8:30 pm	Starner
10	Insurance in the HOA	Tuesday, Feb. 23, 2021	5:30 pm – 8:30 pm	Williams
11	REVIEW AND MIDTERM EXAM	Wednesday, Feb. 24, 2021	5:30 pm – 8:30 pm	Gilchrist
12	HR, Communications & Conflict Resolution	Thursday, Feb. 25, 2021	5:30 pm – 8:30 pm	Gilchrist
13	Reserve Studies – The CAM’s Perspective	Tuesday, March 2, 2021	5:30 pm – 8:30 pm	Bates
14	Reserve Studies – The Reserve Study Specialist	Wednesday, March 3, 2021	5:30 pm – 8:30 pm	Forney
15	Fair Housing, ADA, and HOPA	Thursday, March 4, 2021	5:30 pm – 8:30 pm	Cheri Hauer
16	State & Federal Laws – 1	Tuesday, March 9, 2021	5:30 pm – 8:30 pm	Cheri Hauer
17	State & Federal Laws – 2	Wednesday, March 10, 2021	5:30 pm – 8:30 pm	Cheri Hauer
18	NRS/NAC 116 Overview	Thursday, March 11, 2021	5:30 pm – 8:30 pm	Cheri Hauer
19	NRS/NAC 116A Overview	Thursday, March 16, 2021	5:30 pm – 8:30 pm	Cheri Hauer
20	Administration & Enforcement	Tuesday, March 17, 2021	5:30 pm – 8:30 pm	Starner
21	Ethics and HOAs	Thursday, March 18, 2021	5:30 pm – 8:30 pm	Bates
22	REVIEW AND FINAL EXAM	Tuesday, March 23, 2021	5:30 pm – 8:30 pm	Gilchrist
23	REVIEW FOR STATE EXAM (OPTIONAL)	Wednesday, March 24, 2021	5:30 pm – 8:30 pm	Gilchrist