

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, May 11, 2021	5:30 pm – 8:30 pm	Gilchrist
2	The Executive Board, Elections and Removals	Wednesday, May 12, 2021	5:30 pm – 8:30 pm	Costa
3	HOA Meetings and Parliamentary Procedures	Thursday, May 13, 2021	5:30 pm – 8:30 pm	Gilchrist
4	Homeowner Rights & Responsibilities	Tuesday, May 18, 2021	5:30 pm – 8:30 pm	Starner
5	Declarant Transition & Resales	Wednesday, May 19, 2021	5:30 pm – 8:30 pm	Osterode
6	Facilities Management	Thursday, May 20, 2021	5:30 pm – 8:30 pm	Osterode
7	Financial Management 1	Tuesday, May 25, 2021	5:30 pm – 8:30 pm	Olson
8	Record Keeping and Administration	Wednesday, May 26, 2021	5:30 pm – 8:30 pm	Costa
9	Financial Management 2	Thursday, May 27, 2021	5:30 pm – 8:30 pm	Olson
10	Insurance in the HOA	Tuesday, June 1, 2021	5:30 pm – 8:30 pm	Williams
11	REVIEW AND MIDTERM EXAM	Wednesday, June 2, 2021	5:30 pm – 8:30 pm	Gilchrist
12	HR, Communications & Conflict Resolution	Thursday, June 3, 2021	5:30 pm – 8:30 pm	Gilchrist
13	Reserve Studies – The Reserve Study Specialist	Tuesday, June 8, 2021	5:30 pm – 8:30 pm	Browning
14	Reserve Studies – The CAM's Perspective	Wednesday, June 9, 2021	5:30 pm – 8:30 pm	Bates
15	Fair Housing, ADA, and HOPA	Thursday, June 15, 2021	5:30 pm – 8:30 pm	Cheri Hauer
16	State & Federal Laws – 1	Tuesday, June 16, 2021	5:30 pm – 8:30 pm	Cheri Hauer
17	State & Federal Laws – 2	Tuesday, June 17, 2021	5:30 pm – 8:30 pm	Cheri Hauer
18	NRS/NAC 116 Overview	Wednesday, June 22, 2021	5:30 pm – 8:30 pm	Zanetti
19	NRS/NAC 116A Overview	Thursday, June 23, 2021	5:30 pm – 8:30 pm	Zanetti
20	Administration & Enforcement	Tuesday, June 24, 2021	5:30 pm – 8:30 pm	Starner
21	Ethics and HOAs	Thursday, June 23, 2021	5:30 pm – 8:30 pm	Bates
22	REVIEW AND FINAL EXAM	Tuesday, June 29, 2021	5:30 pm – 8:30 pm	Gilchrist
23	REVIEW FOR STATE EXAM (OPTIONAL)	Wednesday, June 30, 2021	5:30 pm – 8:30 pm	Gilchrist