

DISTANCE EDUCATION COURSE AND INSTRUCTOR APPLICATION Date **09/01/2016**

Name: Richard Gallegos	Cell Phone 505 991-7424
Home Address 100 Gold Ave SW ABQ NM, 87102	Work Phone 505 969-6287
Work Address	Fax
	Email rjgallegosjr@mac.com

Title of Course Introduction to Commercial Real Estate	CE Hours 4	Course Sponsor AVR♦CE
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Address of Sponsor/School PO Box 43	City ABQ	State NM	Zip 87103	Phone number 505 969-6287
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<p>Approved Education Course <input checked="" type="checkbox"/> M</p> <p>Courses in: <i>Real estate law and practice; real estate financing including mortgages and other financing techniques; material specific to the regulatory, and ethical practice of real estate; and real estate related local, state and federal laws including but not limited to fair housing, the Americans with Disabilities Act (ADA), and lead-based paint disclosure.</i></p>	<p>Approved Training Course <input type="checkbox"/> []</p> <p>Courses in: <i>Personal and property protection for the broker and clients; using the computer, the internet, business calculators and other technologies to enhance the broker's service to the public; concerning professional development, customer relations skills, sales promotion including salesmanship, negotiation, marketing techniques, servicing the client, or similar courses.</i></p>	<p>Non-acceptable courses</p> <p>Courses in: <i>Mechanical office and business skills such as typing; speed reading; memory improvement; language report writing; offerings concerning physical wellbeing or personal development such as personal motivation; stress management; time management; dress-for-success; or similar courses.</i></p>
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<p>ENCLOSED WITH THIS APPLICATION ARE ONE COPY OF:</p> <p><input type="checkbox"/> student handouts (Please bring 10 copies of student handouts to ESC Meeting)</p>	<p>COURSE TYPE</p> <p><input type="checkbox"/> Learning Management System Name of software program _____</p> <p><input type="checkbox"/> Webinar Name of software program _____</p> <p><input type="checkbox"/> Correspondence</p> <p><input checked="" type="checkbox"/> Other on-line course</p>

Is this course currently offered in the classroom (Face to Face)? Y or N

Has the distance education platform been approved previously by the ESC? Y or N **no**
(Please check with the Education Administrator if you are unsure.)

List major reference materials used in the development of this course:

NMREC Rules, National Association of Realtors, Society of Industrial and Office Realtors (SIOR), International Council of Shopping Centers(ICSC), CoreNet Global's Master in Corporate Real Estate (MCR), International Facility Management Association (IFMA), National Association of Industrial and Office Properties (NAIOP), and various municipal resources.

If the instructor is an approved New Mexico instructor, provide evidence of the instructor(s) New Mexico instructor certification:

see the attached information

How this course will serve to protect the public and increase the professional competence of the licensee:

This four-hour introductory on-line course has been designed to provide licensees with a professional working knowledge of the principle aspects of commercial real estate. It has been developed to deliver an easy to follow overview of the basic main elements that revolve around, and apply to the very diverse subject of commercial real estate.

Education Experience – list all education experience which is relevant to your application to be an instructor of real estate courses. Include college programs, any licensee training programs, apprenticeships, real estate designations, etc.

Dates (from/to)	Educational Institution(s)	Degree, Diploma, License, Award, Etc.
<i>see the attached information</i>		

(add separate sheets if necessary)

Occupational Experience – list all employment experience accumulated during the past 10 years.

Dates	Employed by	Job Title
<i>see the attached information</i>		

Dates (from/to)	Employed by	Subject taught
<i>see the attached information</i>		

(add separate sheets if necessary)



Enclosed is: a resume



Instructor's Signature

09/01/2016

Date

Richard J. Gallegos, Jr
 Certified Distance Education Instructor



Education Experience – list all education experience which is applicable to the position for which you are applying. Include college programs, any licensee training programs, apprenticeships, real estate designations, etc.

Dates (from/to)	Educational Institution(s)	Degree, Diploma, License, Award, Etc.
2002-Current	NM Construction Industries Division	Lic. Contractor(Business) ES03 / Lic#91137
2002-Current	NM Regulation & Licensing Dept.	ES-3J / Cert. #34698 Individual License
2003-2008	Historic District Improvement Co.	Marketing Liaison
2010-Current 2016	NM REC Approved Instructor Real Estate Educators Association	Instructor Certification DREI Distinguished Real Estate Instructor

Occupational Experience – list all employment experience accumulated during the past 10 years.

Dates	Employed by	Job Title
1985-2002	R&G Corp, DBA AC&F	Commercial Overseer
2001-Current	Business Owner (AVR, LLC)	Biz ID#FA0041840
2003-2008	Historic District Improvement Co.	Marketing Liaison
2004-2008	M2 Commercial Real Estate License#40433	Assoc. Broker
2005-Current	NM Financial Services	CFO
2008-Current	Sperry Van Ness - Team SW License#40433	Assoc. Broker

Teaching Experience – list the teaching experience you have had (public and/or private school, military, industrial, etc.) which is applicable to the positions for which you are applying:

Dates (from/to)	Employed by	Subject taught
Current	Edu. Corp of America , DBA Kaplan	Commercial Real Estate & Municipal Planning Vol I: The Basics
		Vol II: Gov. Domain
		Vol III: Zoning
		Vol IV: Architecture
		Vol V: Construction
		CRE Overview
		CRE Fundamentals
		CRE Sales/Leasing/PM
		Anatomy of a Comm. Lease
		Modern Urbanism

Introduction to Commercial Real Estate

Richard Gallegos

4 Hour On-line Course

COURSE DESCRIPTION

This four-hour course is designed to help further educate real estate licensees as well as similar industry professionals about the principle aspects of commercial real estate. It has been developed to deliver an easy to follow overview of the basic main elements that revolve around, and apply to the very diverse subject of commercial real estate.

TEACHING TECHNIQUES

On-Line format utilizing IDECC and ARELLO criteria.

LEARNING LEVELS AND LEARNING OBJECTIVES

1. Knowledge: Identify and understand the working components as they apply to commercial real estate and how they function.
2. Understand: Explain and interpret how commercial real estate principles impact the broker and client and the reasons for any recent changes.
3. Apply: A real estate licensee will be able to apply in their practice the fundamental elements that are related to basic commercial real estate practices and standards governed by law.
4. Analyze: Recognize and illustrate to a client base the key variables of the practice and distinguish this from non applicable customs.
5. Evaluate: Summarize and justify the importance of commercial real estate functions as they relate to business and legal standards.
6. Create: Course review will help you to prepare, or aid a client base in finding professional documentation and pertinent tangible information related to commercial real estate.

MEANS OF ASSESSING WHETHER THE LEARNING OBJECTIVES HAVE BEEN MET

Chapter Quizzes and Final Exam

OUTLINE WITH TEACHING TECHNIQUE AND SEGMENT DESCRIPTION

On-Line format utilizing IDECC and ARELLO criteria.

CERTIFICATE OF EXPERTISE

Recognizing

Richard RJ Gallegos Jr.

**Instructor Development Workshop-
SuperCourse Construction #I & II**



Theresa Barnabel, Administrator

January 16, 2015

Certified Distance Education Instructor

The International Distance Education Certification Center®

Recognizes

Richard Gallegos

as a Certified Distance Education Instructor
for successfully completing the 16 hour CDEI™ program.

Verification ID: 68109

Valid on: July 15, 2016

Expires: July 15, 2019



Susan L. Gilpin, JD
Chief Executive Officer
Association of Real Estate License Law Officials®

DISTINGUISHED REAL ESTATE INSTRUCTOR

D R E I

Is hereby awarded in recognition of successful accomplishment and achievement in the field of Real Estate Education,
with particular emphasis on outstanding classroom performance and communication in the art of teaching others

TO:

Richard Gallegos

Awarded by:

REAL ESTATE EDUCATORS ASSOCIATION

REEA
DREI
2016



The DREI Council
REEA
The Real Estate Educators Association
Creating Excellence
in Instruction

Mark Barker
Mark Barker, DREI Leadership Council

January 23, 2016
Date

This Certifies That
Richard Gallegos

Is Approved by
The New Mexico Real Estate Commission
To Instruct the Following Real Estate Education Courses For
Pre-Licensing/Continuing Education Credit

Commercial RE & Municipal Planning, I, II, III, IV, V
Commercial RE Overview; Fundamentals; Sales; Leasing; Property Mgmt
Anatomy of a Commercial Lease
Modern Urbanism
Wildfire Risk in Real Estate

Issue Date: July 18, 2016


Thomas P. Baca, Education Administrator