

‘BPO BASICS 101’

Course Description

Certified Real Estate Instructor: Nicole Ocean
Nicole@bpo-university.com
(360) 224-6988

Name of Approved School: BPO University

Date(s) of the Course: First Monday and Tuesday of each month from 9 am to 2 pm.

Location of the Course: Held at the Gateway Center at: 1313 E. Maple Street, Bellingham, WA 98225

Course Title: ‘BPO Basics 101’

Educational Objectives: This course focuses on the basics concepts surrounding Broker Price Opinions. The lessons from the class provide a firm foundation for any real estate professionals wanting to learn valuable aspects and applications that apply to Broker Price Opinion work. Anyone taking this class will leave with a solid understanding of the business and how to accurately do BPO orders.

The curriculum will balance a practical “how to” approach with an academic perspective. I will supplement the class with valuable handouts, usually of sample documents used in the BPO industry and of various individual exercises. I will also provide learning opportunities through hands-on activities; both in small group settings and individually.

Type of Instruction: The course will be available within a live classroom setting running 9 hours in length. The course will combine lectures, a PowerPoint presentation, small group activity, handouts and classroom discussion. They will be provided with a paperback version of the required text as well as handouts and a CD with a copy of all learning material from the class.

Number of Clock Hours: 9 hours (An application for approval is pending).

Name of Instructor(s): Nicole Ocean, a WA State certified real estate instructor.

Equipment and Supplies Student Must Provide: Bring a laptop to class each day.

Fees for the Course: \$175.00

Specific Education Requirements or Exams Required Upon Completion of Course:

No pre-requisites are required. Attendees will not be graded and an in-class exam is not required.

Cancellation Policy: Students may elect to cancel their registration by providing written notice within 7 days of registering. If they want to reinstate and attend again they would simply need to register.

Tuition Refund Policy: A full refund less the admin fee will be given within 7-days of registration if the following conditions have been met:

- * Student has NOT started the course
- * A written cancellation notice has been received within 7-days of registering.
- *An admin fee of \$20.00 will be charged.
- * A refund check will be mailed within 30 days of receipt of cancellations.
- *NO refunds will be given after 7 days.