

PLEASE SAVE THIS FORM TO YOUR COMPUTER BEFORE COMPLETING IT.

Name: _____

NRDS ID: _____

(NRDS ID is required. To find your NRDS ID please visit: <https://login.connect.realtor/#!/forgotmember>)

ASSOCIATION: _____

ASSOCIATION ADDRESS: _____

ASSOCIATION CITY: _____

STATE: _____

ZIP CODE: _____

ASSOCIATION COUNTRY: _____

ASSOCIATION TELEPHONE: _____

ASSOCIATION FAX: _____

CELL PHONE (optional): _____

PREFERRED PHONE: _____

E-MAIL ADDRESS: _____

WEB SITE: _____

LIST OF CIPS REQUIREMENTS

REQUIREMENT #1

- ☐ Global Real Estate: Local Markets ☐ Global Real Estate: Transaction Tools ☐ Global Programs for Associations

Three required regional courses: (choose 3)

- ☐ Asia/Pacific and International Real Estate
☐ The Americas and International Real Estate
☐ Europe and International Real Estate
☐ Africa and International Real Estate

You can substitute only one of the required regional courses with one from below:

- ☐ NAR – At Home with Diversity® Course
☐ NAR – Resort and Second-Home Property Specialist Certification Course
☐ NAR – Pricing Strategies: Mastering the CMA

NAR staff will verify course completion and notify applicants of any discrepancies or questions.

(continued)

Name _____

DESIGNATION APPLICATION ASSOCIATION EXECUTIVE OR STAFF

LIST OF CIPS REQUIREMENTS

REQUIREMENT #2 - Assemble at least 100 points from any of these categories

- A** Created globally focused content (ad campaigns, website, social media) to raise awareness of your Global Council and global activities. (10 each/20 max)

Describe Marketing 1: _____

Describe Marketing 2: _____

TOTAL MARKETING POINTS _____ / a possible 20

- B** Planned a single (one-day) CIPS, AHWD, RSPS or PSA course for your association (10 each/20 max)

Course Name: _____ Date: _____

Course Name: _____ Date: _____

TOTAL COURSE POINTS _____ / a possible 20

- C** Planned and executed a successful CIPS Institute (Full 5 days) in the past 3 years (1 each/50 max)

CIPS Institute Date: _____

TOTAL INSTITUTE POINTS: _____ / a possible 50

- D** Staff Executive at a Global/International/Diversity Committee, Advisory Board, Council or Forum at your Association (10 each/20 max)

Committee/Council/Forum 1: _____ Year: _____

Committee/Council/Forum 2: _____ Year: _____

TOTAL STAFF EXECUTIVE POINTS _____ / a possible 20

(continued)



Name _____

DESIGNATION APPLICATION ASSOCIATION EXECUTIVE OR STAFF

LIST OF CIPS REQUIREMENTS

REQUIREMENT #2 - Assemble at least 100 points from any of these categories

E University Degree (bachelor's degree, master's degree or doctorate) (1 each/25 max)

Degree: _____

Year Attained: _____

Name of College/University: _____

TOTAL DEGREE POINTS: _____ / a possible 25

F Participated in or planned a REALTOR® Association sponsored Trade Mission (1 max at 25 points)

Purpose: _____

Organizer: _____

Dates of Trip: _____

TOTAL TRADE MISSION POINTS: _____ / a possible 25

G Worked or studied abroad for more than one year (25 points)

Destination: _____

Year: _____

Travelled to 3 countries or more (25 points)

Destinations: _____

Year: _____

TOTAL ABROAD POINTS: _____ / a possible 50

(continued)

Name _____

DESIGNATION APPLICATION ASSOCIATION EXECUTIVE OR STAFF

LIST OF CIPS REQUIREMENTS

REQUIREMENT #2 - Assemble at least 100 points from any of these categories

H Author of articles, blogs or books on global business or cultural topics. (20 each/max 40)

Article 1: _____

Publication name: _____

Article 2: _____

Publication name: _____

TOTAL PUBLISHED ARTICLE POINTS: _____ / a possible 40

I Current membership in a cultural/global organization. Examples include: AREAA, Rotary, Kiwanis International, Lions Club, NAHREP, etc. (10 each/20 max)

Organization #1 Name _____

City/State/Country: _____

Organization #2 Name _____

City/State/Country: _____

TOTAL MEMBERSHIP POINTS: _____ / a possible 20

J Attendance at global education sessions and events at NAR meeting or state/local association meeting or franchise meeting. (10 each year/30 max)

Year: _____ City: _____

Year: _____ City: _____

Year: _____ City: _____

TOTAL NAR CONVENTION & EXPO POINTS: _____ / a possible 30

K Planned a global education/networking session at your association (10 each year/20 max)

Year: _____ Location: _____ Event: _____

Year: _____ Location: _____ Event: _____

TOTAL OTHER EDUCATION/NETWORKING POINTS: _____ / a possible 20

(continued)



Name _____

DESIGNATION APPLICATION ASSOCIATION EXECUTIVE OR STAFF

LIST OF CIPS REQUIREMENTS

REQUIREMENT #2 - Assemble at least 100 points from any of these categories

- L** Foreign language fluency other than your native language – meaning you are prepared to communicate with the client in their native language (20 each /40 max)

Native Language: _____

Language #1: _____

Language #2: _____

TOTAL FOREIGN LANGUAGE POINTS: _____ / a possible 40

- M** Each professional certification and designation offered by an NAR Affiliate, Institute, Society or Council (ABR, AHWD, ALC, BPOR, CAE, CCIM, CPM, CRE, CRETS, CRS, CRB, e-PRO, GAA, GREEN, GRI, MRP, PMN, PSA, RAA, RCE, RENE, RSPS, SFR, SIOR, SRES, SRS). (15 each/45 max)

List: _____

TOTAL CERTIFICATION/DESIGNATION POINTS: _____ / a possible 45

- N** Member of a Global/International/Diversity Committee, Advisory Board, Council or Forum at a REALTOR® Association other than your own (10 each/30 max)

Committee/Council/Forum 1: _____

Committee/Council/Forum 2: _____

Committee/Council/Forum 3: _____

TOTAL COMMITTEE/COUNCIL/FORUM POINTS: _____ / a possible 45

TOTAL CIPS CREDITS: _____ / a required 100 points

Add lines **A** through **N** to get total points. Points must equal at least 100 points

(continued)



DESIGNATION APPLICATION ASSOCIATION EXECUTIVE OR STAFF

Name

FEES

1. APPLICATION FEE: ☒ US\$ \$75.00 - a one-time only application fee

2. DUES PAYMENT

In order to maintain the CIPS designation, annual dues must be paid to the National Association of REALTORS®. The first year's dues will be prorated on a quarterly scale (as outlined below). Subsequent years' dues will be billed annually in Quarter 4. Please select the quarter of the month you are in (select **only one** quarter). For payments made in Quarter 1-3, your CIPS membership will be valid through the end of the same year, and you will be billed again for the following year in Quarter 4.

CIPS Dues - (Select 1 only)

- | | |
|---|----------------------------------|
| Quarter 1 - January, February, March | <input type="checkbox"/> \$95 |
| Quarter 2 - April, May, June | <input type="checkbox"/> \$71.25 |
| Quarter 3 - July, August, September | <input type="checkbox"/> \$47.50 |
| Quarter 4 - October, November, December | <input type="checkbox"/> \$95 |
| PLUS following year | |

Application fee:	US \$ \$75.00
Dues:	US \$
Total Amount Due:	US \$

Payment Instructions

The link and login details for the payment portal will be provided once the application has been posted.

(continued)



Name

DESIGNATION APPLICATION ASSOCIATION EXECUTIVE OR STAFF

AFFIDAVIT

I declare under penalty of perjury that the following statements are true and correct:

- All information provided by me herein is accurate as of the date indicated below.
- I will supply the National Association of REALTORS® ("NAR") with any changes to the information provided by me herein as such changes occur or as reasonably soon thereafter as possible.
- I expressly consent to the use by NAR of any information, which is provided by me on page 1, on or in relation to any products, programs or services prepared or sponsored by NAR, including but not limited to print or electronic directories, and I agree that such use by NAR shall not constitute a violation of any privacy right established by local, state, federal or international law.
- I understand that I cannot use the CIPS Designation, initials or logo until I have completed the Designation requirements and have been notified in writing that it has been officially awarded to me. Such misuse will cause the summary termination of membership.
- I shall pay all annual CIPS Membership dues and fees required to remain a CIPS designee in good standing. I understand that I may not use the CIPS designation if I do not pay the required annual dues.
- I am and shall remain as a CIPS designee, a member of a local REALTOR® board.
- I will abide by the Code of Ethics of NAR.
- I understand that the misuse of the CIPS designation, violation of the Bylaws or Code of Ethics referenced above, or the commission of criminal or other unlawful activity, may result in the termination of my status as a CIPS designee.

☐ I fully agreed to the terms of the CIPS affidavit.

Application Submission Reminders:

Save this document as a PDF and email it to cips@nar.realtor as an attachment.

Also have you...

- ☐ Completed six courses
- ☐ Earned 100 points
- ☐ Acknowledged affidavit / checked box
- ☐ Save PDF to computer
- ☐ Email PDF to cips@nar.realtor as an attachment

www.nar.realtor/cips

For more information e-mail us at:

cips@nar.realtor

430 North Michigan | Chicago, IL 60611

REV. AUGUST 2022

