



CIPS

Certified International Property Specialist

DESIGNATION APPLICATION - U.S. REALTORS®

Name: _____

NRDS ID: _____

(NRDS ID is required for U.S. members. Please contact your local board/association if you do not know your ID number)

PLEASE TYPE OR PRINT LEGIBLY

COMPANY NAME: _____

COMPANY ADDRESS: _____

COMPANY CITY: _____

STATE: _____

ZIP CODE: _____

COMPANY COUNTRY: _____

COMPANY TELEPHONE: _____

COMPANY FAX: _____

CELL PHONE: _____

E-MAIL ADDRESS: _____

WEB SITE: _____

HOME ADDRESS: _____

HOME CITY: _____

STATE: _____

ZIP CODE: _____

HOME COUNTRY: _____

HOME TELEPHONE: _____

HOME FAX: _____

Local Board/Association: _____

How did you learn about CIPS? _____



NATIONAL ASSOCIATION of REALTORS®
Official Designation





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List of CIPS Requirements

REQUIREMENT #1

Education - Two required core courses for REALTORS®

- Global Real Estate: Local Markets
- Global Real Estate: Transaction Tools

Three required elective courses:

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

You can substitute one of the required electives with one from below:

- NAR - At Home with Diversity Certification Course
- CRS 200 - Business Planning & Marketing for the Residential Specialist
- CRS 204 - Creating Wealth through Residential Real Estate Investments
- CCIM - Residential Real Estate Financial Analysis

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

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

INTERNATIONAL TRANSACTIONS

25 points each up to a total of 75 points

A International Real Estate Transactions-includes selling a property in your local market to an immigrant; leasing a commercial property to a foreign investor; assisting your local clients with the purchase of a (second) home in another country; closing a transnational referral transaction, having a transaction that contains an international client, funds, property, translation, etc.

TRANSACTION #1 - Closing Date: _____

Address of subject property: _____

Type of Transaction: Sale Lease Consulting Other _____

Type of Property: Condominium Office Space Agriculture/Land Apartment Building Residential
 Commercial Property Resort/Vacation Property Other _____

International aspect of this transaction was: _____



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(continued)

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

TRANSACTION #2 - Closing Date: _____

Address of subject property: _____

Type of Transaction: Sale Lease Consulting Other _____

Type of Property: Condominium Office Space Agriculture/Land Apartment Building Residential
 Commercial Property Resort/Vacation Property Other _____

International aspect of this transaction was: _____

TRANSACTION #3 - Closing Date: _____

Address of subject property: _____

Type of Transaction: Sale Lease Consulting Other _____

Type of Property: Condominium Office Space Agriculture/Land Apartment Building Residential
 Commercial Property Resort/Vacation Property Other _____

International aspect of this transaction was: _____

TOTAL INTERNATIONAL TRANSACTION POINTS ____ / a possible 75

B Approved Instructor in a real estate education program (25 each/50 max)

Describe: _____

TOTAL INSTRUCTOR POINTS ____ / a possible 50

C College Degree - count the points ONLY for the highest degree attained. Associates Degree (2 year) = 15 points; Undergraduate Degree (4 year) = 20 points; Advanced Degree = 25 points

Degree: _____

Year Attained: _____

Name of College/University: _____

TOTAL DEGREE POINTS: ____ / a possible 25



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

D Participation on a REALTOR® Association sponsored Trade Mission (1 max at 25 points)

Purpose: _____

Organizer: _____

Dates of Trip: _____

TOTAL TRADE MISSION POINTS: _____ / a possible 25

E Attendance at real estate, professional or economic development conventions in any country OTHER than your own including FIABCI Congresses, MIPIM, SIMA, etc. (1 max at 25 points)

Meeting: _____

Destination: _____

Year: _____

TOTAL CONVENTION POINTS: _____ / a possible 25

F Worked abroad or studied abroad for more than one year (1 max at 25 points)

Experience: _____

Destination: _____

Year: _____

TOTAL ABROAD POINTS: _____ / a possible 25

G Author of published articles on international business or cultural issues (10 each/maximum of 20)

Article 1: _____

Publication name: _____

Article 2: _____

Publication name: _____

TOTAL PUBLISHED ARTICLE POINTS: _____ / a possible 20



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

H Author of published book on international business or cultural issues (1 max at 25 points)

Title of Book: _____

Date Published: _____

TOTAL PUBLISHED BOOK POINTS: _____ / a possible 25

I Current membership in a cultural/international organization (5 each / 10 max)

Organization #1 Name: _____

City/State/Country: _____

Organization #2 Name: _____

City/State/Country: _____

TOTAL MEMBERSHIP POINTS: _____ / a possible 10

J Attendance at NAR Global education sessions and events at the REALTOR® Conference & Expo in November (10 each year/max 20)

Year: _____ City: _____

Year: _____ City: _____

TOTAL NAR CONVENTION & EXPO POINTS: _____ / a possible 20

K Attendance at global education/networking session at a local or state association or franchise convention (5 each year/max 10)

Year: _____ Location: _____ Event: _____

Year: _____ Location: _____ Event: _____

TOTAL OTHER EDUCATION/NETWORKING POINTS: _____ / a possible 10





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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 / max 40)

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, CCIM, CPM, CRE, CRETS, CRS, CRB, e-PRO, GAA, GREEN, GRI, MRP, PMN, PSA, RAA, RCE, RSPS, SFR, SIOR, SRES, SRS). (15 each/Max 30).

List: _____

TOTAL CERTIFICATION/DESIGNATION POINTS: ____ / a possible 30

N Member of a REALTORS® Association Global/International/Diversity Committee, Advisory Board, Council or Forum at the local, state or national level (10 each, max 30)

Committee/Council/Forum 1: _____

Committee/Council/Forum 2: _____

Committee/Council/Forum 3: _____

TOTAL COMMITTEE/COUNCIL/FORUM POINTS: ____ / a possible 30

TOTAL CIPS CREDITS: ____ / a required 100 points

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





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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; alternatively, if my principal place of real estate business is not located in the United States or its territories, I am and shall remain as a CIPS designee, a member of an association outside of the U.S. which is a party to a Bilateral Cooperation Agreement with NAR (“Cooperating Association”) if one exists in my country.
- I will abide by the Code of Ethics of NAR, or of the Cooperating Association of which I am a member.
- 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.

NAME: _____

SIGNATURE: _____

PHONE: _____

STREET ADDRESS: _____

CITY, STATE, POSTAL CODE: _____

COUNTRY: _____

▶ PRINT
▶ SAVE

HOW TO SUBMIT APPLICATION:

Save this document as a PDF and select one of the following options:

1. Email to CIPS@realtors.org
2. Fax to 312.329.8358
3. Mail to the address below

For more information e-mail us at:

CIPS@realtors.org

