



DESIGNATION APPLICATION - U.S. REALTORS®

PLEASE SAVE THIS FORM TO YOUR COMPUTER BEFORE COMPLETING IT.

Name: _____

NRDS ID: _____

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

COMPANY NAME: _____

COMPANY ADDRESS: _____

COMPANY CITY: _____ STATE: _____ ZIP CODE: _____

COMPANY COUNTRY: _____

COMPANY TELEPHONE: _____ COMPANY FAX: _____

CELL PHONE: _____ PREFERRED PHONE: _____

E-MAIL ADDRESS: _____ WEB SITE: _____

PREFERRED MAILING ADDRESS: _____

PREFERRED CITY: _____ STATE: _____ ZIP CODE: _____

PREFERRED COUNTRY: _____



Name _____

List of CIPS Requirements

REQUIREMENT #1 - Completion of 5 CIPS Courses (courses are valid for 3 years)

Education - Two required core courses for REALTORS®

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

Three required regional 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 regional courses with one from below:

- NAR - At Home with Diversity Certification Course
 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 11 categories (A-K)

- A** Global Real Estate Transaction - includes any transaction (sale, purchase, lease, consulting, etc.) with an immigrant, global buyer or seller. **(25 each/max 75)**

TRANSACTION #1 - Approximate Transaction Date: _____

Type of Transaction: Sale Lease Consulting Other _____

Global aspect of this transaction was: _____

TRANSACTION #2 - Approximate Transaction Date: _____

Type of Transaction: Sale Lease Consulting Other _____

Global aspect of this transaction was: _____

TRANSACTION #3 - Approximate Transaction Date: _____

Type of Transaction: Sale Lease Consulting Other _____

Global aspect of this transaction was: _____

TOTAL GLOBAL TRANSACTION POINTS ____ / a possible 75

- B** 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 45)**

List: _____

TOTAL CERTIFICATION/DESIGNATION POINTS: ____ / a possible 45



Name _____

- C** 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: _____

Foreign Language #1: _____

Foreign Language #2: _____

TOTAL FOREIGN LANGUAGE POINTS: ____ / a possible 40

- D** Worked or studied abroad for more than one year **(25 each/max 50)**

Destination: _____

Year: _____

Travelled to 3 countries or more

Destinations: _____

Year: _____

TOTAL ABROAD POINTS: ____ / a possible 50

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

Year: _____ City: _____

Year: _____ City: _____

Year: _____ City: _____

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

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

Organization #1 Name: _____

City/State/Country: _____

Organization #2 Name: _____

City/State/Country: _____

TOTAL MEMBERSHIP POINTS: ____ / a possible 20

- G** Member of a REALTOR® Association Global/International/Diversity Committee, Council or Forum at the local, state or national level **(15 each / max 45)**

Committee/Council/Forum 1: _____

Committee/Council/Forum 2: _____

Committee/Council/Forum 3: _____

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



Name _____

- H** Attendance at a real estate, professional or economic development conventions in any country OTHER than your own. Examples include FIABCI, MIPIM, SIMA, etc. **(1 max at 25 points)**

Meeting: _____

Destination: _____

Year: _____

TOTAL CONVENTION POINTS: ____ / a possible 25

- I** Participation in a REALTOR® Association sponsored Trade Mission. **(1 max at 25 points)**

Purpose: _____

Organizer: _____

Dates of Trip: _____

TOTAL TRADE MISSION POINTS: ____ / a possible 25

- J** 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 (max. 25 points)**

Degree: _____

Year Attained: _____

Name of College/University: _____

TOTAL DEGREE POINTS: ____ / a possible 25

- K** 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 40Add lines **A** through **K** to get total points. Points must be at least 100 points**TOTAL: ____ / a required 100 points****If you need assistance accumulating the 100 points, please give us a call at 312 329 8369.**



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"/> | \$220 |
| Quarter 2 - April, May, June | <input type="checkbox"/> | \$165 |
| Quarter 3 - July, August, September | <input type="checkbox"/> | \$110 |
| Quarter 4 - October, November, December | <input type="checkbox"/> | \$220 |
| PLUS following year | | |

Full payment must be submitted at the time of application.

| | | |
|-------------------|-------|----------------|
| Application fee: | US \$ | \$75.00 |
| Dues: | US \$ | _____ |
| Total Amount Due: | US \$ | _____ |

Payment Method

Please save your completed application before clicking on the payment link.

- CHECK # _____ (made payable to National Association of REALTORS®)
- CREDIT CARD - Credit card payments must be made online, only, through the NAR Ecommerce System: www.nar.realtor/cipspaymentus

Deadline to receive application to be recognized:

At the CIPS Networking Reception at the NAR's Legislative Meetings: **March 31**

At the CIPS Pinning Ceremony at NAR's Annual Conference : **September 30**



Name

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.

NAME: _____

SIGNATURE: _____ DATE: _____

PHONE: _____

STREET ADDRESS: _____

CITY, STATE, POSTAL CODE: _____

COUNTRY: _____

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(page 6 of 6)

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 CIPS at 430 North Michigan, Chicago, IL 60611

www.nar.realtor/cips

For more information e-mail us at:

CIPS@realtors.org