

New York Association of Realty Managers is dedicated to raising the standards of excellence for the real estate professional through education, information and a peer network that makes #NYARM the benchmark for technological advancement and career enhancement.

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The NY ACCREDITED REALTY MANAGER Certification, conducted by The New York Association of Realty Managers, is a professional real estate management program for Building: owners, managers, supervisors & maintenance personnel. Participants gain practical building management knowledge.

The NY ACCREDITED REALTY MANAGER Certification is government agency recognized by the:

- New York State Division of Housing & Community Renewal (DHCR)
- New York City Department of Housing Preservation & Development (HPD)

► Margie Russell consults with applicant throughout the certification process to devise an efficient plan based on the applicant's background & experience. It takes approximately 4 to 40 weeks for successful candidates to be awarded the NY ACCREDITED REALTY MANAGER Certification.

► Application & Processing fee is \$250. **It includes** a one (1) year individual building manager membership to NYARM and (1) year FREE attendance at all NYARM education conferences.

► It takes approximately 4 to 40 weeks, for the average successful candidate to be awarded the certification.

A] BEGIN by submitting: 1) **Resume** or work history 2) **List of industry licenses/certifications** 3) **\$250 fee.**

B] Baseline transferable experience credits are determined from the initial submission.

C] Final transferable experience credits are determined upon submission of **copies** of: 1) **licenses/certifications** 2) **Education transcripts** 3) **Documentation of other industry certifications** ie: RAM, CPM, CERT, GPRO.

D] At no additional cost credit can be earned through various means: 1) Targeted classes at building industry events 2) Attendance at NYARM monthly programs 3) Study-at-home

E] Classes and assignments are chosen based on an individual's need to shore up and round out education or experience that is lacking in the applicant's initial transferable-credit.submission.

F] Following are the disciplines & core particulars to be rounded out when classes and projects are assigned.

ETHICS Explores pertinent issues with a framework to evaluate situations & make sound ethical decisions

EXPENDITURE BUDGETING Addresses Fixed & Variable Costs and Actual to Budget Comparisons

THE LAW & THE COURTS Contract Law for Construction & Services and Landlord & Tenant Law

PEOPLE SKILLS Tenant/Owner & Occupant Relations and Managing & Supervising Employees

LOCAL LAWS/ADMINISTRATIVE CODES For a Building's Exterior and Mechanical & Interior Systems

MANAGING BUILDING SYSTEMS Applicable to Building Envelope/Exterior, Mechanical/Interior Systems

FUNDAMENTALS OF FINANCIAL MGMT Read & Interpret a building's monthly/annual reports & financials.

Remember, in every field of endeavor a person's professional standing improves with a recognized accreditation.

New York Association of Realty Managers #NYARM Celebrates 60 Years of Influence

New York Association of Realty Managers

NYARM's Executive Director
 Margie Russell
 60 West 66th Street #34 i
 New York, NY 10023



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|----------|
| DATE |
| 4/1/2018 |

2018 Building Manager Certification
 PLACE Your Name & Contact Info Here

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:
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Amount of Payment Enclosed \$ _____
 Paid by Check or Credit Card
 Credit Card # _____
 Expiration Date _____
 Signature _____

| Customer E-mail | Individual Plan | Terms | |
|--|-----------------|--------------|--------|
| | | UPON RECEIPT | |
| DESCRIPTION | | QTY | RATE |
| The NY ACCREDITED REALTY MANAGER Certification is conducted by The New York Association of Realty Managers, NYARM. This professional real estate management program is for Building: owners, managers, supervisors and maintenance personnel. It is government agency recognized by the: New York State Division of Housing & Community Renewal (DHCR) & New York City Department of Housing Preservation & Development (HPD) HOW TO BEGIN - Individual Building, Property, Facility Managers start with a \$250 application pmt. THIS INCLUDES FOR ONE YEAR - (A) Establishment of baseline experience credits beginning with your resume or linkedin bio or similar (B) Processing & customized counseling on how to accumulate necessary credit (C) FREE attendance at all NYARM education conferences (D) An individual NYARM membership. The disciplines and core particulars addressed through the certification process are: ETHICS PEOPLE SKILLS THE LAW & THE COURTS EXPENDITURE BUDGETING MANAGING BUILDING SYSTEMS FUNDAMENTALS OF FINANCIAL MGMT LOCAL LAWS/ADMINISTRATIVE CODES INFORMATION PAGE EXPLAINS FURTHER HOW TO ACCUMULATE CREDIT Certification credit is earned for work experience & education. Program length is adjusted to the background & experience of the individual. The process could take 6 to 40 weeks. Some course work can be completed directly through NYARM & for certain subjects we refer the applicant to other organizations who specialize in a specific discipline. Margie Russell consults with applicant creating an efficient plan based on background & experience. In approximately 4 to 40 weeks, those successful candidates are awarded the New York ACCREDITED REALTY MANAGER Certification. Final processing cost is included in the initial \$250. MOST NYARM EDUCATION CLASSES HELD AT THE GENERAL SOCIETY OF MECHANICS & TRADESMEN 20 West 44th Street, NYC | | 1 | 250.00 |



Please fax, scan or email APPROVAL

| Phone # | Fax # | E-mail |
|----------------|----------------|--------------------|
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www.nyarm.com