



Sponsored by the Illinois REALTORS®  
Approval Code:

# LIVE In Class Continuing Education

Carterville Community Center, 120 North Greenbriar Road, Carterville, IL 62918

## RD 982 – Sexual Harassment Prevention & Safety Training

**Wednesday, August 24, 2022, 10:00 a.m. – 12:00 p.m.** Instructor: Susan Chapman  
RD 982 - Sexual Harassment Prevention & Safety Training. This course is designed to meet the requirements of sexual harassment prevention training required for all IDFPR licensees. In addition, it provides the student with information and training for safe interaction with the public in real estate transactions. **2-hour elective course (564003296)**

## ETH 1530 - Code of Ethics

**Wednesday, August 24, 2022, 1:00 p.m. – 4:00 p.m.** Instructor: Susan Chapman  
ETH 1530 - Understanding the Code of Ethics and its requirements makes us better REALTORS®. This course will walk you through the articles of the Code that are most misunderstood and/or are most violated. Bringing the very best representation to our buyer and seller clients is our number one goal and following the Code can help you do that. \*This course also fulfills the National Association of REALTORS® ethics requirement, which must be completed by December 31, 2024. **3-hour elective course (564003064)**

Register Online: <https://bit.ly/3xPGMDe>

### **Important Information:**

1. To obtain CE credit for a course, you must attend the entire session. **Check-in begins 30 minutes prior to class start time.** No credit will be given to those who arrive late, depart early, or take breaks other than the pre-approved instructor's break.
2. Advance registration required; no walk-ins allowed.
3. **Photo ID will be required upon check-in.**
4. Individual licensees are responsible for keeping track of their CE credits.
5. No written confirmation of class will be mailed—you will be notified if the class is full.
6. **The cancellation deadline is 48 hours prior to the class for a full refund. NO REFUNDS issued after deadline.**
7. If you have any disabilities that require special accommodations, please identify those special needs by emailing [general@gatewayrealtors.com](mailto:general@gatewayrealtors.com)

The Greater Gateway Association of REALTORS® reserves the right to cancel any course if a minimum of 12 attendees are not registered by an agreed-upon deadline; you will be notified if the class has been canceled. GGAR reserves the right to cancel class due to inclement weather or other unexpected events. We will make every attempt to notify you via telephone and/or e-mail prior to 7 a.m. the day of the class. **Classes that remain in session are non-refundable.**



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Please check the box for the course for which you would like to enroll:

**RD 982 – Sexual Harassment Prevention & Safety Training** (2-hour Elective – 564003296)  
(Wednesday, August 24, 2022, - 10:00 a.m. - 12:00 p.m.)

**ETH 1530 – Code of Ethics** (3-hour Elective – 564003064)  
(Wednesday, August 24, 2022 - 1:00 p.m.- 4:00 p.m.)

Instructor: Susan Chapman

Location: Carterville Community Center, 120 North Greenbriar Road, Carterville, IL 62918

Cost:	GGAR Members Fee	RD 982 - FREE	ETH 1530 - FREE
	Non-Members Fee	RD 982 - \$15	ETH 1530 - \$15

Questions: Call GGAR at 618-692-8300

**Registration begins 30 minutes prior to start of class; late arrivals will not be admitted.**

Please complete the information below and return this form to GGAR, 10 Ginger Creek Parkway, Glen Carbon, IL 62034, email: [general@gatewayrealtors.com](mailto:general@gatewayrealtors.com) or register online at <https://bit.ly/3xPGMDe>

I have a disability that requires special accommodations to fully participate in this course.

Name: \_\_\_\_\_ Office Name: \_\_\_\_\_

Address: \_\_\_\_\_

Real Estate License number: \_\_\_\_\_

Contact number: \_\_\_\_\_ E-mail address: \_\_\_\_\_

**Register Online: <https://bit.ly/3xPGMDe>**

Check made payable to **GGAR** Check number: \_\_\_\_\_

Charge to my credit card (provide American Express, Discover™, MasterCard™, or Visa™)

Number: \_\_\_\_\_ Exp. date: \_\_\_\_/\_\_\_\_

Billing Address: \_\_\_\_\_ ZIP code: \_\_\_\_\_

Signature \_\_\_\_\_ Note: All credit card information is deemed confidential