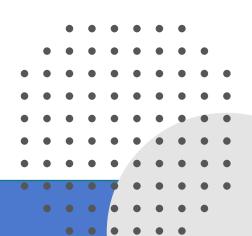
Greater Kalamazoo Association of REALTORS®

Michigan Real Estate Academy



MREA



Overview



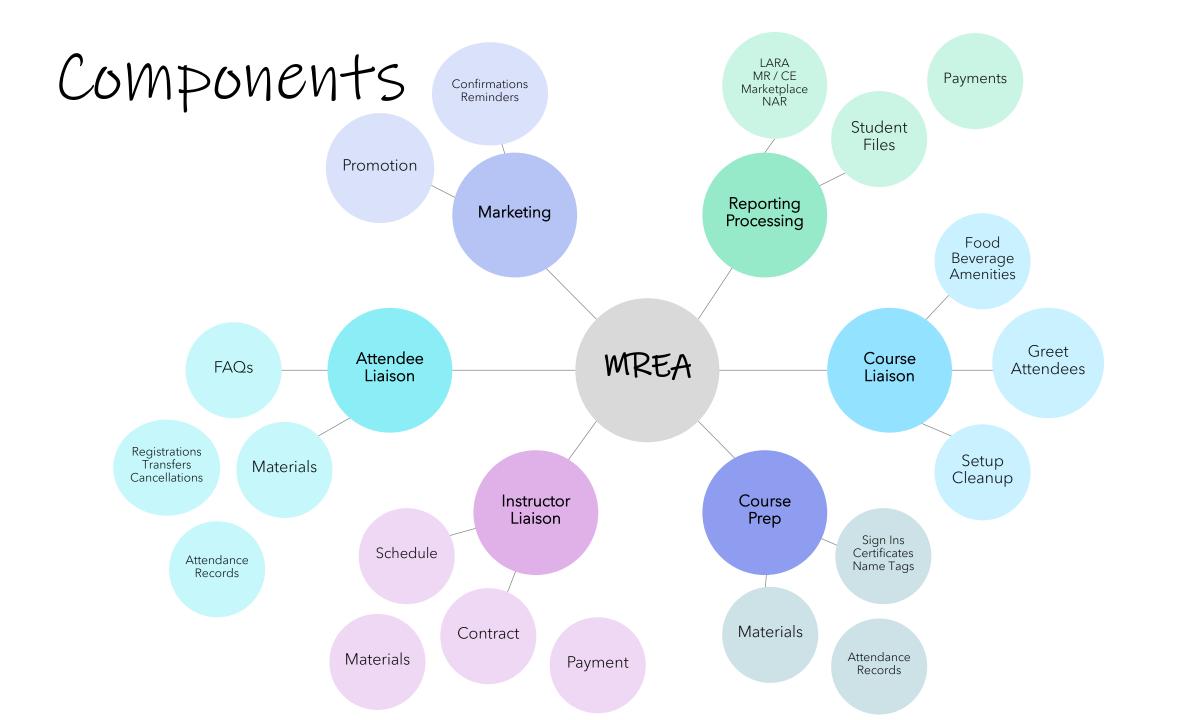
Resources



Finances



Processes



Overview

Governing Body*
Licensing Required

Annual Governing/ Licensing Fees

Curriculum

Instructors - Who

Instructors/Course

Course Days/Year

Pre-Licensing	Continuing Education	Designations and Certifications	Broker Prep
LARA	CE Marketplace	NAR	Michigan REALTORS®
Yes	No	Center for Specialized REALTOR Education (CSRE)	No
LARA \$1,140 Surety Bond \$342	Reporting Fees \$1 per Student, per Course	\$1,000 Annual License Fee plus Royalty Fees per Course	MR Handles all Licensing; at 11-20 Students - 60% \$ to MR & 40% \$ to GKAR; at 21+ Students - 40% \$ to MR & 60% \$ to GKAR; at 17 Students, GKAR makes \$1,000
Dearborn Real Estate Education 20 th Edition	Written by Instructor	Written by NAR	Written by Michigan REALTORS®
GKAR Members/Brokers	Broker and/or Owner of Real Estate School	NAR Certified	Michigan REALTORS® Approved
10 per Course 14 Total Employed	1 per Course	1 per Course	1 per Course
60	5	4	4

Each type of Course (Pre-Licensing, CE, etc.) is governed by a separate entity, so phasing out any one type of Course does not impact the MREA's ability to continue hosting the other types of Courses. Specifically, if Pre-Licensing is phased out of MREA's offerings, MREA is still able to host CE, Designations/Certifications, and Broker Prep.

Resources

Course Days/Year

Facility

Amenities

Supplies

Textbooks

Materials

Technology

Staff

Pre-Licensing	Continuing Education	Designations and Certifications	Broker Prep
60	5	4	4
GKAR Classroom	GKAR Auditorium	GKAR Classroom	GKAR Classroom
Coffee, Soda, Water	Coffee, Soda, Water, Breakfast	Coffee, Soda, Water, Snacks	Coffee, Soda, Water, Snacks
Pens, Calculators			
Written by Dearborn \$28.60 each	Included with Instructor	Included with Instructor	Provided by Michigan REALTORS®
1 Binder, Tabs, 305 Copies per Person	1 Booklet with 74 Pages per Person	Binders/Booklets/Handouts vary based on Course	Provided by Michigan REALTORS®
Turning Point \$420 annual	N/A	N/A	N/A
Marketing, General Questions, Registrations, Follow Up, Material Prep, Instructor Liaison, Greeting Day Of, Testing, Reporting	Marketing, General Questions, Registrations, Follow Up, Material Prep, Instructor Liaison, Greeting Day Of, Reporting	Marketing, General Questions, Registrations, Follow Up, Material Prep, Instructor Liaison, Greeting Day Of, Reporting	Marketing, General Questions, Material Prep, Instructor Liaison, Greeting Day Of, Reporting

FINANCIAL Summary of Income

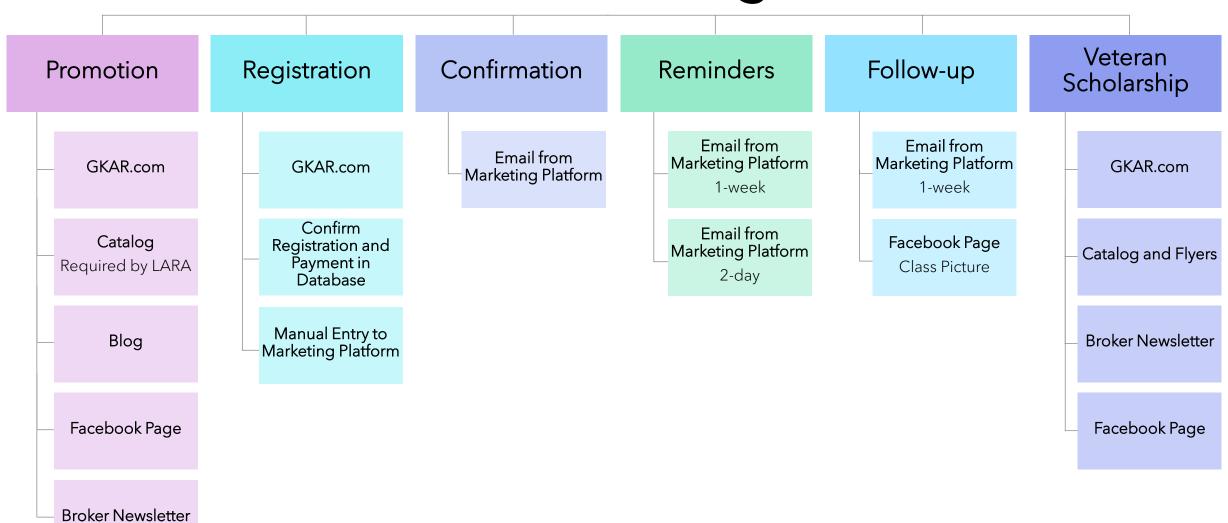
	Pre-Licensing	Continuing Education	Designations and Certifications	Broker Prep
2017				
Gross Income	\$56,443	\$3,250	\$6,409	\$2,560
Net Income	(\$43,808)	(\$19,444)	\$385	(\$3,930)
2018				
Gross Income	\$48,405	\$4,070	\$11,714	N/A
Net Income	(\$51,092)	(\$15,919)	\$574	N/A
2019				
Gross Income	\$49,590	\$3,060	\$9,830	N/A
Net Income	(\$47,567)	(\$16,241)	(\$3,397)	N/A
2020				
Gross Income	\$10,830	\$3,182	N/A	\$3,102
Net Income	(\$22,953)	(\$26,524)	N/A	(\$1,732)

Profit & Loss Pre-Licensing

	2017	2018	2019	2020
Students	200	169	174	38
Gross Income	\$56,443	\$48,405	\$49,590	\$10,830
	Expenses			
Instructors	\$21,600	\$27,000	\$27,000	\$6,750
Annual Governance/Licensing Fees	\$1,467	\$1,480	\$1,482	\$1,484
Textbooks/Materials/Tech	\$8,073	\$5,498	\$6,340	\$1,611
MREA Staff	\$46,611	\$44,414	\$41,005	\$18,853
Proportion of MREA Staff to Facilitate Pre-Licensing in Relation to Annual Total of all MREA Course Days	60 Pre-Lic Days/ 71 MREA Days	60 Pre-Lic Days/ 68 MREA Days	60 Pre-Lic Days/ 69 MREA Days	15 Pre-Lic Days/ 21 MREA Days
Room Rent Classroom - \$225/Day * 60 Days	\$13,500	\$13,500	\$13,500	\$3,375 Adjusted for COVID
Copies \$10 pp - Paper, Copies for Students, Teachers, Handouts, and Files	\$2,000	\$1,690	\$1,740	\$380
Amenities \$35 pp (\$7/Day * 5 Days) - Soda, Water, Coffee, Cups, Toilet Paper, Towels, and Soap	\$7,000	\$5,915	\$6,090	\$1,330
Total Expenses	\$100,251	\$99,497	\$97,157	\$33,783
Net Income	(\$43,808)	(\$51,092)	(\$47,567)	(\$22,953)

Marketing Process

Pre-Licensing



Course Process

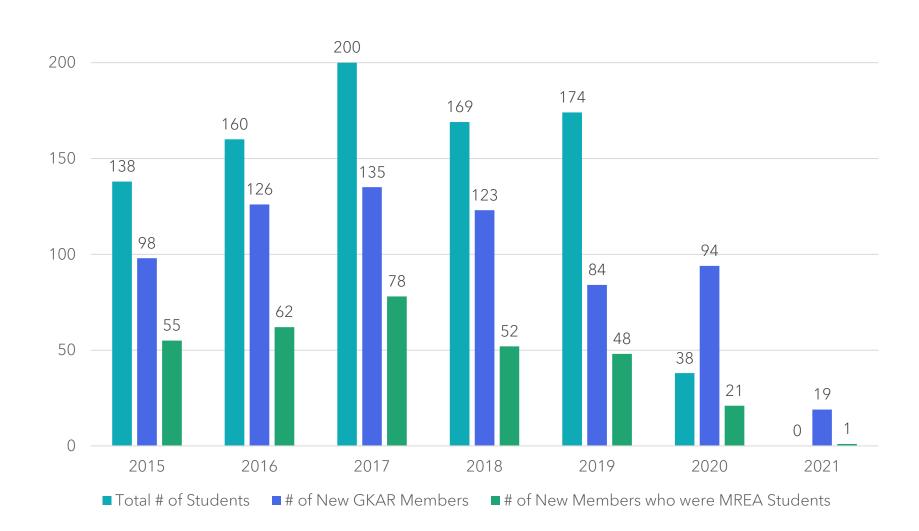
Pre-Licensing

Student Liaison	Instructor Liaison	Material Prep	Course Liaison	Reporting	Follow-up
— FAQs	Coordinate Teaching Schedule	Student Binders	Open Building	Complete Student Files	Schedule Student Exam Retakes
Registration	Schedule Confirmation and Reminders	PowerPoint and Handout Materials	Setup Classroom 2/day for 5 days	Send Report to LARA	Record Survey Data
— Material Pickup	PowerPoint and — Handout Materials	Sign-in Sheets and Nametags	Greet Students and Instructors	Update Database	Update Instructor Tracker
Create Student Files	Process Instructor Payments	Student Certificates	Cleanup Classroom 2/day for 5 days		Record Student Pass/Fail Data
Veteran Scholarship Processing	Provide Feedback and Survey Results		FAQs, Sell Materials, and be Available		Update MREA Budget

Student

Pre-Licensing

As of 2-1-2021



Student Counts

Pre-Licensing

