

NMAR In-Person Classroom Rules

Mask Mandate – You will be required to wear a mask upon entry to the NMAR Building and during check-in. Once seated you may remove your mask. At any time if you get up to move around the room you will need to put your mask back on. Failure to comply with this rule could force your removal from the class and you will not receive credit for the class.

Food & Beverage – NMAR will not be supplying food or beverages for any in-person attendees. You will need to bring your own. There will be one-hour lunch break for all classes, and you can bring in your lunch.

No Call/No Show Fee – Due to COVID-19 space is limited in the NMAR Classroom. No Call/No Shows and late cancellations, outside of emergency situations are considered unprofessional behavior. This behavior is addressed as follows:

1. If a student/attendee does not show for class or event, they will automatically be assessed a cancellation fee of \$50.00
2. A staff member will contact the student/attendee, notifying him/her of the fee now payable.
3. If fee is not paid, the student/attendee will be considered a member not in good standing.

Attendance - The Board of Realty Regulation (BRR) requires that students remain in the class for 90% of the first hour of class and 100% of every hour thereafter to be issued a certificate of completion. Breaks will be taken at the discretion of the instructor. Students are required to be in the classroom for the entire time during instruction. Leaving for phone calls or other issues could result in not receiving credit for this course. We welcome computers for notetaking and course related activity, however, use of a computer, phone, or tablet should not disrupt those sitting around you. Please do not read newspapers, magazines, or other non-class-related materials during class time. You are here for your professional development not to conduct business during class time. Class Deans are present to ensure that the BRR's rules are followed so that everyone receives credit for this class. They will issue a warning ticket for lack of compliance to these rules.

- Attendance – missing more than 10% of the class due to arriving late or leaving early, not returning from break on time, leaving class during instruction, working on non-class related material during instruction.
- Disruption – disrupting fellow students by excessive work on laptop

Tickets – tickets will be issued for infractions of the classroom rules:

- Yellow Ticket – your only warning – Caution! You may lose your CE credit due to failure to follow BRR's class rules.
- Red Ticket – you continue to choose to not follow class rules, your actions have resulted in you NOT receiving CE credit for this course. You will be asked to leave the class immediately. Your supervising broker will be notified.