



The Apartment Association of Greater Dallas presents...
National Apartment Association Designation Courses
2011-2012 SCHEDULE & REGISTRATION FORM



NALP



AAGD New NALP Format will have you finish the course almost a month faster than the previous format! This new format will incorporate both in person training as well as online classes. Now you have the opportunity to work on much of the course at your leisure because it is online. You can start and stop as often as you need to. For registration form & more details the way it works ... go to www.aagdallas.com

Modules: Keys to Success, Leasing and the Internet, Telephone Presentation, Leasing Interview & Qualifying, Rental Polices & Procedures, Leasing Demonstration & Resolving Objections, Legal Aspect, Market Surveys

Class Room Dates: September 22, 2011 & October 27, 2011 **Time:** 9:00 am– 5:00 pm

Online Assignment Due Dates: September 29, October 7, 14, & 21 2011

Cost: \$310 Member/ \$365 Non-member (We bill No Shows) (see cancellation policy fee's apply) \$50 Restock Fee

NATIONAL APARTMENT
LEASING PROFESSIONAL

CAM



“Introducing the NEW AAGD CAM” Beginning with the 2011-2012 year the CAM designation course will have a little facelift for the technology age! During the first class each student will register online to complete their community analysis online. For more details ...go to www.aagdallas.com

Modules: Financial, Risk, HR, & Residential Issues Management, Fair Housing, Marketing, Legal, Property Maintenance, Online Community Analysis

Dates: Sept. 15, 22 Oct. 6, 13 Nov. 10, 17 Dec. 8, 15-2011 (Must attend all days)

Dates: June 7, 8, 11, 12, 13, 14, 15-2012 (Must attend all days) **Complete CAM in 7-Days with our CAM BLITZ Program**

Cost: \$800 Member/ \$950 Non-Member (We bill No Shows) (see cancellation policy fee's apply) \$100 Restock Fee

CERTIFIED APARTMENT
MANAGER

CAS



Suppliers are important liaisons to the multifamily housing industry. The Certified Apartment Supplier (CAS) was created to enhance the relationship between suppliers and their customers. Suppliers learn the role and responsibilities of the apartment manager and how to build stronger partnerships with owner members. For more details \$ registration form ...go to www.aagdallas.com

Modules: Residential Issues Management, Fair Housing, Risk Management, Financial Management

Dates: Sept. 15, Oct. 13, Nov. 17, Dec. 8- 2011 **Time:** 9:00 am– 5:00pm

Date: June 7, 12, 14, 15 –2012 **Time:** 8:00am– 6:00pm

Cost: \$450 Member/ \$550 Non-Member (We bill No Shows) (see cancellation policy fee's apply) \$50 Restock Fee

CERTIFIED APARTMENT
SUPPLIER

CAPS



Certified Apartment Portfolio Supervisor (CAPS) program is an in-depth review of property management principles and techniques as used by the professional supervisor. The course helps the professional make the connection between knowledge and on-the-job performance.

Modules: Property Evaluation, Due Diligence, Effective Leadership, Financial, Property Performance Maintenance, Legal Responsibilities & Risk Management For more details & registration form ...go to www.aagdallas.com

Dates: Aug. 16, Sept. 20, Oct. 18, Nov. 8, Dec. 6- 2011 **Time:** 9:00 am– 5:00pm

Date: Feb. 20, 21, 22, 23, 24 –2012 **Time:** 8:00am– 6:00pm **Complete CAPS in 1-Week with our CAPS BLITZ Program**

Cost: **Per Module** \$272 Member/ \$320 Non-Member (We bill No Shows) (see cancellation policy fee's apply) \$175 Restock Fee

CERTIFIED APARTMENT
PORTFOLIO SUPERVISOR

CAMT



This course is designed as an introduction for new maintenance professionals or as a refresher for the veteran employee, to give these professionals the knowledge and tools necessary to run an effective maintenance program. This program is offered to Maintenance Professionals who want to:

- ◆ Increase technical, business and personal development skills
- ◆ Earn the CAMT certificate
- ◆ Improve on the job performance, confidence

Modules: People Projects/Profits, Inside Apartment Business, Electrical Maintenance & Repair, Plumbing Maintenance & Repair, Heating/Ventilation, A/C Maintenance & Repair , Appliance Maintenance & Repair, Interior/Exterior Maintenance & Repair For more details & registration form ...go to www.aagdallas.com

Date: Sept. 13, 20, 27 Oct. 11, 18, 25 Nov. 15, 29, Dec. 13, 14 2011 (must attend all dates) **Time:** 8:30 am– 5:30 pm

Cost: \$625 Member/ \$725 Non-Member (We bill No Shows) (see cancellation policy fee's apply) \$100 Restock Fee

CERTIFICATE FOR APARTMENT
MAINTENANCE TECHNICIANS

For More Details Contact AAGD Education Department: Karen Ransom call (972)385-9091 Ext: 211 /E-mail kransom@aagdallas.com or Shirley Aguilar at (972)385-9091 Ext: 212 /E-mail: saguilar@aagdallas.com— Keep up to date with us on social medial for current events by the minute.



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