

PLEASE SAVE THIS FORM TO YOUR COMPUTER BEFORE COMPLETING IT.

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

NRDS ID: \_\_\_\_\_

*(NRDS ID is required. To find your NRDS ID please visit: <https://login.connect.realtor/#!/forgotmember>)*

COMPANY NAME: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

COMPANY CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

COMPANY COUNTRY: \_\_\_\_\_

COMPANY TELEPHONE: \_\_\_\_\_ COMPANY FAX: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_ PREFERRED PHONE: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_ WEB SITE: \_\_\_\_\_

AREA OF BUSINESS MOST FREQUENTLY SERVED:

ZIP CODE 1: \_\_\_\_\_

ZIP CODE 2: \_\_\_\_\_

ZIP CODE 3: \_\_\_\_\_

ZIP CODE 4: \_\_\_\_\_

ZIP CODE 5: \_\_\_\_\_

*(continued)*

Name \_\_\_\_\_

**LIST OF CIPS REQUIREMENTS**

**REQUIREMENT #1 - Completion of 5 CIPS Courses (courses are valid for 3 years)**

**Education – Two required core courses for REALTORS®**

- Global Real Estate: Local Markets
- Global Real Estate: Transaction Tools

**Three required regional courses:**

- Asia/Pacific and International Real Estate
- The Americas and International Real Estate
- Europe and International Real Estate
- Africa and International Real Estate

**You can substitute only one of the required regional courses with one from below:**

- NAR – At Home with Diversity® Course
- NAR – Resort and Second-Home Property Specialist Certification Course
- NAR – Pricing Strategies: Mastering the CMA

NAR staff will verify course completion and notify applicants of any discrepancies or questions.

**REQUIREMENT #2 - Assemble at least 100 points from *any* of these 11 categories (A-K)**

**A** Global Real Estate Transaction - includes any transaction (sale, purchase, lease, consulting, etc.) with an immigrant, global buyer or seller. **(25 each/max 75)**

**TRANSACTION #1** - Approximate Transaction Date: \_\_\_\_\_

Type of Transaction:  Sale  Lease  Consulting  Other \_\_\_\_\_

Global aspect of this transaction was: \_\_\_\_\_

**TRANSACTION #2** - Approximate Transaction Date: \_\_\_\_\_

Type of Transaction:  Sale  Lease  Consulting  Other \_\_\_\_\_

Global aspect of this transaction was: \_\_\_\_\_

**TRANSACTION #3** - Approximate Transaction Date: \_\_\_\_\_

Type of Transaction:  Sale  Lease  Consulting  Other \_\_\_\_\_

Global aspect of this transaction was: \_\_\_\_\_

**TOTAL GLOBAL TRANSACTION POINTS \_\_\_\_\_ / a possible 75**

**B** Each professional certification and designation offered by an NAR Affiliate, Institute, Society or Council (ABR, AHWD, ALC, RENE, CCIM, CPM, CRE, CRETS, CRS, CRB, e-PRO, GAA, GREEN, GRI, MRP, PMN, PSA, RAA, RCE, RSPS, SFR, SIOR, SRES, SRS). **(15 each/max 45)**

List: \_\_\_\_\_

**TOTAL CERTIFICATION/DESIGNATION POINTS: \_\_\_\_\_ / a possible 45**

Name \_\_\_\_\_

- C** Foreign language fluency other than your native language – meaning you are prepared to communicate with the client in their native language **(20 each /max 40)**

Native Language: \_\_\_\_\_

Foreign Language #1: \_\_\_\_\_

Foreign Language #2: \_\_\_\_\_

**TOTAL FOREIGN LANGUAGE POINTS: \_\_\_\_\_ / a possible 40**

- D** Worked or studied abroad for more than one year **(25 points)**

Destination: \_\_\_\_\_

Year: \_\_\_\_\_

Travelled to 3 countries or more **(25 points)**

Destinations: \_\_\_\_\_

Year: \_\_\_\_\_

**TOTAL ABROAD POINTS: \_\_\_\_\_ / a possible 50**

- E** Attendance at global education sessions and events at NAR meeting or state/local association meeting or franchise meeting. **(10 each year/max 30)**

Year: \_\_\_\_\_ City: \_\_\_\_\_

Year: \_\_\_\_\_ City: \_\_\_\_\_

Year: \_\_\_\_\_ City: \_\_\_\_\_

**TOTAL NAR CONVENTION & EXPO POINTS: \_\_\_\_\_ / a possible 30**

- F** Current membership in a cultural/global organization. Examples include: AREAA, Rotary, Kiwanis International, Lions Club, NAHREP, etc. **(10 each/max 20)**

Organization #1 Name: \_\_\_\_\_

City/State/Country: \_\_\_\_\_

Organization #2 Name: \_\_\_\_\_

City/State/Country: \_\_\_\_\_

**TOTAL MEMBERSHIP POINTS: \_\_\_\_\_ / a possible 20**

- G** Member of a REALTOR® Association Global/International/Diversity Committee, Council or Forum at the local, state or national level **(15 each / max 45)**

Committee/Council/Forum 1: \_\_\_\_\_

Committee/Council/Forum 2: \_\_\_\_\_

Committee/Council/Forum 3: \_\_\_\_\_

**TOTAL COMMITTEE/COUNCIL/FORUM POINTS: \_\_\_\_\_ / a possible 45**

Name \_\_\_\_\_

**H** Attendance at a real estate, professional or economic development conventions in any country OTHER than your own. Examples include FIABCI, MIPIM, SIMA, etc. **(1 max at 25 points)**

Meeting: \_\_\_\_\_

Destination: \_\_\_\_\_

Year: \_\_\_\_\_

**TOTAL CONVENTION POINTS: \_\_\_\_\_ / a possible 25**

**I** Participation in a REALTOR® Association sponsored Trade Mission. **(1 max at 25 points)**

Purpose: \_\_\_\_\_

Organizer: \_\_\_\_\_

Dates of Trip: \_\_\_\_\_

**TOTAL TRADE MISSION POINTS: \_\_\_\_\_ / a possible 25**

**J** College Degree – count the points ONLY for the highest degree attained. Associates Degree (2 year) = **15 points**; Undergraduate Degree (4 year) = **20 points**; Advanced Degree = **25 points (max. 25 points)**

Degree: \_\_\_\_\_

Year Attained: \_\_\_\_\_

Name of College/University: \_\_\_\_\_

**TOTAL DEGREE POINTS: \_\_\_\_\_ / a possible 25**

**K** Author of articles, blogs or books on global business or cultural topics. **(20 each/max 40)**

Article 1: \_\_\_\_\_

Publication Name: \_\_\_\_\_

Article 2: \_\_\_\_\_

Publication Name: \_\_\_\_\_

**TOTAL PUBLISHED ARTICLE POINTS: \_\_\_\_\_ / a possible 40**

Add lines **A** through **K** to get total points. Points must be at least 100 points

**TOTAL: \_\_\_\_\_ / a required 100 points**

If you need assistance accumulating the 100 points, please give us a call at 312-329-8369.

Name

## FEES

1. **APPLICATION FEE:**  US\$ \$75.00 - a one-time only application fee

## 2. DUES PAYMENT

In order to maintain the CIPS designation, annual dues must be paid to the National Association of REALTORS®. The first year's dues will be prorated on a quarterly scale (as outlined below). Subsequent years' dues will be billed annually in Quarter 4. Please select the quarter of the month you are in (select **only one** quarter). For payments made in Quarter 1-3, your CIPS membership will be valid through the end of the same year, and you will be billed again for the following year in Quarter 4.

### CIPS Dues - (Select 1 only)

- Quarter 1 - January, February, March  \$220
- Quarter 2 - April, May, June  \$165
- Quarter 3 - July, August, September  \$110
- Quarter 4 - October, November, December  \$220  
PLUS following year

Full payment must  
be submitted at the  
time of application.

Application fee: US \$ **\$75.00**

Dues: US \$ \_\_\_\_\_

Total Amount Due: US \$ \_\_\_\_\_

## Payment Method

Please save your completed application before clicking on the payment link.

- CREDIT CARD - Credit card payments must be made online, only, through the NAR Ecommerce System:  
[www.nar.realtor/cipspaymentus](http://www.nar.realtor/cipspaymentus)

### Deadline to receive application to be recognized:

At the CIPS Networking Reception at the NAR's Legislative Meetings: **March 31**

At the CIPS Designee Celebration at NAR's Annual Conference : **September 30**

## AFFIDAVIT

I declare under penalty of perjury that the following statements are true and correct:

- All information provided by me herein is accurate as of the date indicated below.
- I will supply the National Association of REALTORS® (“NAR”) with any changes to the information provided by me herein as such changes occur or as reasonably soon thereafter as possible.
- I expressly consent to the use by NAR of any information, which is provided by me on page 1, on or in relation to any products, programs or services prepared or sponsored by NAR, including but not limited to print or electronic directories, and I agree that such use by NAR shall not constitute a violation of any privacy right established by local, state, federal or international law.
- I understand that I cannot use the CIPS Designation, initials or logo until I have completed the Designation requirements and have been notified in writing that it has been officially awarded to me. Such misuse will cause the summary termination of membership.
- I shall pay all annual CIPS Membership dues and fees required to remain a CIPS designee in good standing. I understand that I may not use the CIPS designation if I do not pay the required annual dues.
- I am and shall remain as a CIPS designee, a member of a local REALTOR® board.
- I will abide by the Code of Ethics of NAR.
- I understand that the misuse of the CIPS designation, violation of the Bylaws or Code of Ethics referenced above, or the commission of criminal or other unlawful activity, may result in the termination of my status as a CIPS designee.

I fully agreed to the terms of the CIPS affidavit.

## Application Submission Reminders:

Save this document as a PDF and email it to [cips@nar.realtor](mailto:cips@nar.realtor) as an attachment.

### Also have you...

- Completed five courses
- Earned 100 points
- Acknowledged affidavit / checked box
- Save PDF to computer
- Submitted credit card payment
- Email PDF to [cips@nar.realtor](mailto:cips@nar.realtor) as an attachment

[www.nar.realtor/cips](http://www.nar.realtor/cips)

For more information e-mail us at:

[cips@nar.realtor](mailto:cips@nar.realtor)

430 North Michigan | Chicago, IL 60611

REV. AUGUST 2021

