

## Asset Management (Elective)

6 Week Course

(Requirement for the RPA® designation and the PAC and PMFP certificates)

**Instructor:** Karen M. Stiansen, CPM CCIM, MCR, RPA, FMA  
Vice President, Property Services, Thalhimer

**Location:** Live Virtual Learning – Instructor Led Course  
In partnership with BOMA AOBA

**Date:** **Thursdays: September 9, 16, 23, 30 and October 7, 14, 2021**  
**Time:** 4:00pm - 8:00pm

**Cost:** Members \$1,150  
Non-Members \$1,350

Course fee includes computerized testing fee. There is a one-time \$225 registration fee for those entering the RPA FMA SMA Program. If you are not pursuing a designation, there is an additional \$100 fee. Fees required by BOMI Int'l.

### Course Description:

**Asset Management** was developed to help property managers understand the role an asset manager fills in the commercial real estate world and how a property manager relates to asset management. If you are a facility manager, you will notice that day-to-day management of buildings is linked to property managers throughout this coursebook. In reality, you can interchange the term facility manager with property manager quite frequently.

You will become familiar with how to measure financial performance and perform critical due diligence for both acquisition and disposition of assets. You will also learn the unique challenges of handling troubled real estate owned (REO) properties, as well as how to select and oversee a property management firm.

**Upon successful completion of this course, learners will be able to:**

- Maximize market value for your properties and assets in any economic state
- Manage troubled properties for profitable transitions
- Recognize and seize opportunities missed by competitors
- Build wealth, diversify investment portfolios, and fund returns
- Take control of your assets and improve overall operational efficiencies

### Major Topic Areas Covered in this Course:

Developing an asset management plan, including appropriate resources associated with the current economy • measuring financial and operational objectives, including audits and reasons for them • managing and marketing strategies for retaining and attracting tenants • acquiring, disposing of, and evaluating troubled properties for sound decision making

#### Applies to:

RPA® designation and the PAC and PMFP certificates

**Registration Deadline:** Wednesday, August 25, 2021

**Questions?** Contact Barb Turbett at [BarbT@bomasuburbanchicago.com](mailto:BarbT@bomasuburbanchicago.com) or 847.995.0970.

**Cancellation Policy:** A \$200 cancellation fee will apply to any cancellation made after August 25, 2021. Cancellations will not be accepted after August 25.

**Textbooks:** Must be picked up at the BOMA/Suburban Chicago office prior to September 9, 2021.

**Final Exams:** Administered at Pearson Vue Testing Centers and via online.

**About BOMI:** BOMI International is a nonprofit, independent educational institute to fulfill the need for a higher level of training and expertise in the property and facility management profession. BOMI Courses are recognized by many other organizations such as IREM, IFMA, IUOE, and AIA. Credits from these organizations may apply. For information about BOMI's other educational courses visit [www.bomi.org](http://www.bomi.org).

# Continuing Professional Development Course

Offered by BOMI International and BOMA/Suburban Chicago



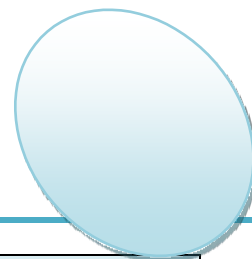
## Budgeting and Accounting (Elective)

6 Week Course – Requirement for the RPA® designation and the PAC and PMFP certificates

**Location:** Live Virtual Learning – Instructor Led in Partnership with BOMA AOBA

**Dates:** Thursdays: September 9, 16, 23, 30 and October 7, 14, 2021

**Time:** 4:00pm – 8:00pm



Student Information (all fields required)			
First Name (indicate as it will appear on certificate)	Middle Name	Last Name	
BOMI ID # (if a current student)	Email	Mail Correspondence/Grades to <input type="checkbox"/> Home <input type="checkbox"/> Office	
Company Name		BOMA/Suburban Chicago Member <input type="checkbox"/> Yes <input type="checkbox"/> No	
Company Address (Required)	City	State	Zip
Home Address (Required)	City	State	Zip
Office Phone	Fax	Home Phone	

Enrollment Options and Fees (Check <input checked="" type="checkbox"/> Only 1 of the 4 Options):			
<b>Current BOMI Students:</b>			
<input type="checkbox"/> I am already enrolled in the following BOMI designation program Check <input checked="" type="checkbox"/> one: <input type="checkbox"/> RPA <input type="checkbox"/> FMA <input type="checkbox"/> SMT/SMA	No Enrollment Fee		
<input type="checkbox"/> I am a BOMI designation holder who wants to enroll in a second (or third) designation program Check <input checked="" type="checkbox"/> one: <input type="checkbox"/> RPA <input type="checkbox"/> FMA <input type="checkbox"/> SMT/SMA	Enrollment Fee: \$100		
<b>New BOMI Students:</b>			
<input type="checkbox"/> I am a new student who wants to enroll in this BOMI designation program Check <input checked="" type="checkbox"/> one: <input type="checkbox"/> RPA <input type="checkbox"/> FMA <input type="checkbox"/> SMT/SMA	Enrollment Fee: \$225		
<input type="checkbox"/> I am a new student who wants to take individual BOMI Course(s) only Your first course enrollment fee may be applied toward a designation enrollment fee	Enrollment Fee: \$100		
Enrollment Fee:			
<b>Course Registration</b> (You are considered a BOMA member if you are a member of any local BOMA association. A local BOMA member is the named representative of a BOMA building or business.)			
<b>BOMA Members</b> <input type="checkbox"/> \$1,100	<b>Non-Members</b> <input type="checkbox"/> \$1,350	<b>Course Manual Options:</b> <input type="checkbox"/> E-Book included in Fee <input type="checkbox"/> \$50 E-book + Printed	<b>Registration Fee:</b>
Contact BOMA/Suburban Chicago staff for payment options, if required.			<b>Total Fees Due:</b>

Payment Information				
<input type="checkbox"/> Check (Payable to BOMA/Suburban Chicago)	<input type="checkbox"/> Visa	<input type="checkbox"/> MasterCard	<input type="checkbox"/> AMEX	<input type="checkbox"/> Discover
Name on Card	Card Number	Exp. Date	Security Code	
Signature				

Please complete and return this form to BOMA/Suburban Chicago.

Email to: [barbt@bomasuburbanchicago.com](mailto:barbt@bomasuburbanchicago.com)

Mail to: BOMA/Suburban Chicago, 1515 E. Woodfield Rd., Suite 110, Schaumburg, IL 60173

Phone: 847.995.0970 • Fax: 847.995.0971 • [www.bomasuburbanchicago.com](http://www.bomasuburbanchicago.com)

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