Dear Idaho Real Estate Educators,

As certified providers and instructors, you have a unique opportunity to participate in a newly approved course delivery method. New regulations for the COVID-19 outbreak have caused the Commission to advance its timeline to allow you to use a modified live online format for instruction. The Commission is sending this letter to all active status instructors and providers to share some important information regarding this method for education in Idaho. If you are interested in using this new method of instruction, you must be cognizant of the new IREC Standards for Remote Delivery.

At a special joint meeting between the Education Council and Commissioners held on April 14, 2020, the Commissioners voted to temporarily allow delivery of certain live education courses through online streaming in limited circumstances through July 21, 2020. Although IREC has long allowed IVC (Interactive Video Conferencing), this newly approved method allows students to take courses live online from the comfort of their homes and offices.

At this time, providers MUST seek approval from the Commission to deliver classes using the live online method. This approval is only for delivery of the following:

- Commission-developed courses
- Continuing education elective courses taught by a Commission-certified instructor

Important to note: For ALL remote delivery classes, instructors must be an IREC certified instructor AND currently hold an IDEEC Certified Distance Education Instructor (CDEI) qualification.

Some additional requirements regarding the remote delivery of live online education are:

1. At this time, the only platforms approved for remote delivery are Zoom Pro, or higher Zoom versions and Dearborn Real Estate Education's REcampusLIVE. To receive approval for any other platform, you must contact Commission staff in advance.

2. Prior approval from the Commission is required BEFORE offering any course for credit. A separate Provider Remote Delivery Application Form must be submitted for EACH class session you offer.

3. The IREC Attendance Policy applies to classes, including those taught through live online remote delivery. Providers and instructors will be held responsible for ensuring that this policy is fully enforced.

4. In addition to the instructor, each class session must have an IREC-approved and trained moderator in attendance through the entire course. This moderator is to assist the instructor and students with any technology issues, attendance verification and alerting the instructor of any student questions, comments or issues.

5. Any instructor and moderator who will be participating in providing education through remote delivery is first required to attend special training with Commission staff. These training sessions
will be listed on the IREC calendar and Education Lookup of the Commission’s website, with a link to the registration form.

6. All students attending a class through remote delivery must first sign a Student Remote Delivery Engagement Agreement before the course begins.

7. Live online remote delivery courses may not be combined with a live course offering.

8. Providers will only be approved by the Commission for remote delivery of education after the provider successfully demonstrates to the Commission staff that they are able to meet all the standards outlined in the attached Minimum Standards for Remote Delivery.

We encourage you to provide feedback to the Commission on what works well for you and any challenges you discover, as this will help the Commission in determining the next step for remote delivery.

If you have any questions about any of information contained in this letter or the attachments, please do not hesitate to call our office for assistance. Thank you again for your assistance and dedication to providing quality real estate education.

Sincerely,

MiChell Bird
Executive Director
Idaho Real Estate Commission

Attachments:
Minimum Standards for Remote Delivery
Student Remote Delivery Engagement Agreement
Provider Remote Delivery Application Form