



## RAM Instructor Application

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### **To become an approved RAM instructor, you must complete an Instructor Application Form. The requirements include:**

1. Hold current certificates in Property Management.

AND

2. Hold a college degree in real estate, law, business, or other academic area directly related to the multifamily housing industry.

AND

3. Have professional instructional experience with trade association(s).

AND

4. Have successfully demonstrated the ability to teach in schools, adult education programs, seminars, or in an equivalent setting.

AND

5. Have at least three (3) years of experience in the professional area of real estate or directly related to the area you wish to teach.

AND

6. Be recognized as knowledgeable in multifamily management in your local/regional area.

OR

7. Have read the instructors' manual for the Basic RAM chapter(s) that you would like to teach and discussed them with a RAM Dean.

In order to become a RAM Instructor one must use the RAM Instructor Application and return a copy of the application and all supporting documents to the RAM Dean for review. The RAM Dean must submit all approved instructor applications to the RAM program manager to be sent to the RAM Instructor Review Subcommittee for review and final approval. Once approved they will be added to the approved instructor list.

A RAM course must have an approved instructor selected from the list of approved instructors. In order to become an approved instructor one must use the application and return a copy of the application and all supporting documents to the RAM Program Manager. The RAM Program Manager will submit all applications to the RAM Dean Review Subcommittee and will maintain a list of approved instructors. Only instructors who have had their applications approved by the RAM Dean Review Subcommittee will be allowed to teach a course.

Mail your completed application to: The National Associated Builders and Owners, RAM Program Coordinator, 5 Hanover Sq., Suite 1605, New York, NY 10004

Please note: The RAM Board of Governors has the authority to waive any or all of these requirements and exempt instructor.

# RAM INSTRUCTOR APPLICATION

Name	Phone
Title	Fax
Company	Email
Address	
City / State / Zip	

**Please check the appropriate boxes and attach supporting documents where required:**

Local RAM Administrator: \_\_\_\_\_

RAM Dean: \_\_\_\_\_

- I have the following certificates in property management. Only active memberships will be accepted. Please include proof and the year received. (Check all that apply):
  - RAM       ARM       CAM       CPM
  - Other (specify) \_\_\_\_\_
  
- I hold a college degree in real estate, law, business, or other academic area directly related to the multifamily housing industry. Please specify.
  
- I have successfully demonstrated the ability to teach in schools, adult education programs, seminars, or in an equivalent setting. Please explain on attached sheet(s).
  
- I have at least three (3) years of experience in the professional area of real estate or directly related to the area I am proposing to teach. Please attach your biography or resume.
  
- I am recognized as knowledgeable in multifamily management in my local/regional area. Please attach one (1) letter of reference.
  
- I have professional instructional experience with trade association(s). Please supply reference name, company and phone number and dates of all programs/seminars taught in the last three (3) years if not included in your biography or resume.
  
- I have read the instructors' manual for the Basic RAM chapter(s) that I would like to teach and discussed them with my RAM Dean. Please specify the chapter(s):

Return this application and supporting materials to your sponsoring RAM Dean. It will be reviewed by the RAM Dean who will notify you regarding the status of your application to teach the RAM program.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Return form and materials to:  
The National Associated Builders and Owners  
RAM Program Coordinator  
5 Hanover Sq.  
Suite 1605  
New York, NY 10004  
(212) 838-7442  
Email: [info@registeredmanager.com](mailto:info@registeredmanager.com)

You will be notified regarding the status of your application. Approved instructors will be supplied one set of instructor materials upon their approval and the scheduling of their first course. Additional or replacements materials can be ordered for a fee.