
Advancing Careers in Real Estate Management

IREM[®] Foundation Scholarship Program




IREM FOUNDATION
INSTITUTE OF REAL ESTATE MANAGEMENT



Available Scholarships

■ Bette Fears, ARM® Scholarship

Bette Fears, ARM® served as the community manager for ParkPlace Apartments in Coeur d'Alene, Idaho. ParkPlace Apartments was a member of Tomlinson Black Management Inc., an ACCREDITED MANAGEMENT ORGANIZATION®. Bette was an active member of IREM® Inland Northwest Chapter No. 49, serving in local, regional and national positions within IREM. As a member of the Foundation's Scholarship and Grant Committee, Bette brought a sense of caring for all applicants as they exhibited a desire to advance careers in multi-family housing.

The purpose of the Fears Scholarship is to assist recipients with the cost of tuition associated with achieving the ARM® certification.

■ Donald M. Furbush, CPM® Scholarship

Donald M. Furbush, CPM® was senior vice president for BRE Properties, Inc. of San Francisco, heading the company's asset management department. He served as IREM® President in 1990, which capped a leadership commitment that began as president of IREM® San Francisco Bay Area Chapter No. 21. Mr. Furbush also held the Counselor of Real Estate (CRE) and the Real Property Administrator (RPA) designations. He was a member of the Society of Real Property Administrators, Building Owners and Managers Association of San Francisco, and the International Council of Shopping Centers.

The purpose of the Furbush Scholarship is to assist recipients with the cost of tuition associated with achieving the CPM® designation.

■ Diversity Outreach Scholarship

The Foundation is committed to helping the Institute increase diversity in the real estate management industry and within IREM®. The purpose of the Diversity Outreach Scholarship is to assist individuals from underrepresented population groups with the cost of tuition associated with achieving an IREM® credential.

■ Paul H. Rittle, Sr. Memorial Scholarship

Paul H. Rittle, Sr., CPM® was president of the Pittsburgh real estate firm of Rittle-Rosfeld, which he founded in partnership in 1945. He served as IREM® President in 1972. He played an active role in local and national real estate organizations, having served as president of the Pittsburgh Board of Realtors in 1966 and chaired the NAREB Make America Better Committee for the state of Pennsylvania. In 1967 he was selected Realtor of the Year by the Pittsburgh Board.

The purpose of the Rittle Scholarship is to assist recipients with the cost of tuition associated with achieving the ACoM® certification.

Criteria and Procedures

ADMINISTRATION AND AUTHORITY TO CONFER

The IREM® Foundation conducts the administration of the Scholarship Program. It has complete and final authority to confer or revoke scholarships, make other decisions pertaining to the use of funds in the scholarship program, and determine specific courses that recipients shall attend.

ELIGIBILITY REQUIREMENTS

All information must be submitted in English and all currency figures converted to U.S. dollars before entering them on the application.

Applicants must express an interest in earning one of IREM's credentials, as outlined on the application, and submit the required documentation for funding consideration.

• CPM® designation

At the time of submitting a scholarship application, an applicant must be a CPM® Candidate and be current with annual national and chapter dues. *(For more information about the CPM® program, visit www.irem.org/CPM)*

• ARM® certification

At the time of submitting a scholarship application, an applicant must have one year of qualifying residential real estate management experience, meeting the ARM® portfolio and function requirements. *(For more information about the ARM® program and the experience requirements, visit www.irem.org/ARM)*

• ACoM certification

At the time of submitting a scholarship application, an applicant must have one year of qualifying commercial real estate management experience, meeting the ACoM portfolio and function requirements. *(For more information about the ACoM program and the experience requirements, visit www.irem.org/ACoM)*

REQUIRED DOCUMENTATION

To assure completeness of an application, the following items are needed:

- Scholarship application, including the signed employer affidavit.
- Personal statement of need. The written statement should address financial need, interest and commitment to real estate management as a career, and accomplishments that support the application. If applicant is a member of an underrepresented population group, the population group in the area where the applicant lives or works should be described.
- Current resume.
- Letter of support from the local IREM® Chapter president or designated officer. *(To find contact information for local IREM® Chapters, visit at www.irem.org/chapters)*

SELECTION CRITERIA

The selection of recipients is based on, but not limited to these factors:

- Strength of letter of support from local IREM® Chapter.
- Demonstrated commitment to real estate management as evidenced by employment in the industry.
- Level of involvement at the chapter and national level.
- Previous IREM® course work completed.

STIPULATION AND BENEFITS

An IREM® Foundation Scholarship provides partial tuition for a recipient to attend up to three (3) IREM® courses in any delivery mode – classroom, home study, or online. The scholarship may be used for tuition only (at the premier member rate). The scholarship does not cover the cost of fees (i.e. application fees and management plan registration fee), dues, travel-related expenses or any other expenses. Recipients may reapply for additional scholarship funding if needed upon completion of the current scholarship.

Scholarships must be used in the calendar year awarded. The scholarship expires December 31st in the year awarded, which means the course registration process for all courses must be completed by December 31st. In some instances, actual course attendance may occur in the following calendar year; however, failing to register for all courses within the calendar year will forfeit the scholarship. No extensions will be granted.

APPLICATION DEADLINE AND SUBMISSION

Applications are reviewed and approved monthly between the 15th and last day of the month, except during the last quarter of the year (i.e., October, November and December). No applications are reviewed and approved during this time period.

The scholarship application and supporting documentation must be submitted to the IREM® Foundation by the local IREM® Chapter along with their letter of support. Applications may be sent by mail, e-mail, or fax.

Send completed applications to:

IREM® Foundation
Attn: Scholarship Program
430 N. Michigan Avenue
Chicago, IL 60611

E-mail: foundation@irem.org

Fax: (312) 410-7908

Phone: (312) 329-6008

The application must be accompanied by all of the supporting documentation as described in the Eligibility section of this document.

For official use only:

- Bette Fears, ARM® Scholarship
- Donald M. Furbush, CPM® Scholarship
- Diversity Outreach Scholarship
- Paul H. Rittle, Sr. Memorial Scholarship

Please type or print clearly.

Name: Mr. Ms. _____
LAST
FIRST
MIDDLE

IREM® ID No. _____ **Local IREM® Chapter Affiliation:** _____

Please choose the IREM® credential you wish to earn and for which you would like to receive a scholarship:

- CPM® designation** I am a CPM® Candidate and current with my annual national and chapter dues.
- ARM® certification** I have one year of qualifying residential real estate management experience, meeting the ARM® portfolio and function requirements as outlined on the ARM® application and at www.irem.org/ARM.
- ACoM certification** I have one year of qualifying commercial real estate management experience, meeting the ACoM portfolio and function requirements as outlined on the ACoM application and at www.irem.org/ACoM.

Have you received IREM® Foundation funding in the past? Yes No **If yes, which scholarship or grant did you receive?** _____

When did you receive this funding? _____ Amount of funding received: \$ _____

Citizenship: U.S. Canada Other _____ **Are you of legal age?** Yes No **Date of birth** ____/____/____
MONTH
DAY
YEAR

Home Address

STREET

CITY STATE/PROVINCE ZIP/POSTAL CODE COUNTRY

PHONE FAX

E-MAIL

Business Address

COMPANY NAME

STREET

CITY STATE/PROVINCE ZIP/POSTAL CODE COUNTRY

PHONE FAX

All of the information provided by me is complete and correct to the best of my knowledge and belief. If I made or at any time make any statement with knowledge of its falsity, I understand that it shall be cause for denial of an IREM® Foundation scholarship.

To assure your application is complete and can be processed, include:

- Scholarship application, including the signed employer affidavit.
- Personal statement of need. The written statement should address your financial need, interest and commitment to real estate management as a career, and accomplishments that support the application. If you are a member of an underrepresented population group, the population group in the area where you live or work should be described.
- Current resume.
- Letter of support from the local IREM® Chapter president or designated officer. (To find contact information for local IREM® Chapters, visit at www.irem.org/chapters)

SIGNATURE DATE

Employer Affidavit

It is hereby attested that the employee is not reimbursed for any educational expenses, directly or indirectly, by the company or any entity, property or individual related to, managed by, or associated with the company. Attested to:

NAME TITLE

COMPANY

SIGNATURE DATE

-OR-

Self Employed Affidavit

I attest that as a self-employed person I do not use my company's funds to support my educational expenses relating to my position and continuing education. Furthermore, I am not reimbursed for any educational expenses, directly or indirectly, by the company or any entity, property or individual related to, managed by or associated with the company. Attested to:

SIGNATURE DATE