



THE STATE  
of **ALASKA**  
GOVERNOR BILL WALKER

Department of Commerce, Community,  
and Economic Development

DIVISION OF CORPORATIONS, BUSINESS AND  
PROFESSIONAL LICENSING

550 West Seventh Avenue, Suite 1500  
Anchorage, Alaska 99501-3567  
Main: 907.269.8160  
Fax: 907.269.8156

March 19, 2015

MARK PORTER  
1101 MORGAN LEFAY  
LEWISVILLE TX 75056

Mr. Porter,

Congratulations, your instructor certification has been approved. A copy of this letter and attached certificate may be used to inform students of the Real Estate Commission approval. It identifies the instructor number, approved topics of instruction, and both the effective and expiration date. **Please know that prior to offering any course, both the instructor and course must be approved (under the same subject areas) by the Alaska Real Estate Commission.**

Per 12 AAC 64.410 (7), you must supply a course evaluation form with the course title and number listed, for completion by your students. You should retain the completed evaluations for three years; and be prepared upon request to provide copies to the Real Estate Commission. Please remember, program attendees are under no obligation to sign their course evaluations and certificates of completion cannot be withheld to attendees who do not sign their name on the evaluation form.

If, after reviewing the instructor certificates, you choose to add or remove specific topics of instruction please complete the attached form and forward it to the Commission office. **Documentation of education and experience is required in all topics areas that you request to be added to your instructor approval.** If approved, updates will be made and a new certificate will be generated reflecting these updates.

The Commission has approved a standardized education certificate that all instructors/sponsors are required to use. All certificates must contain the required course information to include a clear distinction of the type of hours completed (DCE, ECE or PLE). The Commission relies on this certificate for verification of licensee continuing education credits.

If you have any questions, or would like to update your contact information please feel free to contact me at 907.269.8168 or email at [nancy.harris@alaska.gov](mailto:nancy.harris@alaska.gov).

Sincerely,

A handwritten signature in blue ink that reads "Nancy Harris".

Nancy Harris  
Project Assistant  
Alaska Real Estate Commission



**STATE OF ALASKA  
ALASKA REAL ESTATE COMMISSION**

**CERTIFICATE OF INSTRUCTOR APPROVAL**

In accordance with AS 08.88.091 and 12 AAC 64.440-460, the Alaska Real Estate Commission has reviewed and approved the instructor certification for:

**Mark S. Porter**

Instructor Number: **837**

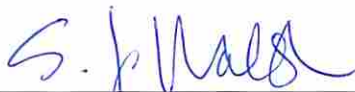
The above-named individual has been approved to teach the following **highlighted** topic areas:

#	SUBJECT AREAS	#	SUBJECT AREAS
1	Licensee Relationships	22	Real Estate Brokerage Management
2	Closing Transactions	23	Real Estate Investment Analysis
3	Common Interest Ownership & Resale Certificates	24	Real Estate Property Law
4	Communications & Negotiations	25	Real Estate License Law
5	Repealed 6/28/1997	26	Securities
6	Contracts	27	Title Insurance & Lien Law
7	Energy Conservation	28	Trust Account Management
8	Health, Safety, Environmental Issues and ADA Compliance	29	Trusts, Estate & Probate
9	Fair Housing and Equal Opportunity Laws	30	Ethical Decision Making
10	Financing Real Estate	31	Community Association Management
11	Foreclosure, Judgements and Bankruptcy	32	Community Association Documents
12	International Real Estate Transactions	33	Risk Management
13	Land Use, Planning, Zoning and Building Codes	34	Alaska Landlord Tenant Law
14	Legal Descriptions	35	Customer Client Service
15	Listing Responsibilities	36	Commercial Property Management
16	Marketing Property	37	Tax Law & Exchanges
17	New Construction	38	Broker Disclosure Responsibilities
18	Prohibited Conduct	39	Broker Supervision
19	Property Disclosure & Inspections	40	Broker Trust Account Responsibilities
20	Residential Property Management	41	Organizing and Managing a Real Estate Office
21	Property Valuation		

**Effective Date: 03/13/2015**

**Expiration Date: 03/31/2020**

Approval applies to this instructor only when the individual delivers a Commission approved course.

  
Sharon J. Walsh  
Executive Administrator



STATE OF ALASKA  
 DEPARTMENT OF COMMERCE, COMMUNITY  
 AND ECONOMIC DEVELOPMENT  
 DIVISION OF CORPORATIONS, BUSINESS AND  
 PROFESSIONAL LICENSING  
 REAL ESTATE COMMISSION  
 550 WEST 7TH AVENUE, SUITE 1500  
 ANCHORAGE, AK 99501  
 Telephone: (907) 269-8168 Fax: (907) 269-8156  
 E-mail: license@alaska.gov  
 Web Site: www.commerce.state.ak.us/occ/prec.htm

Date Stamp

**ADDING/REMOVING ADDITIONAL EDUCATION TOPICS**

**I. PERSONAL INFORMATION**

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

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Instructor Number: \_\_\_\_\_

**II. ADDING ADDITIONAL TOPICS**

Please check each subject area and topic number that you are requesting approval to instruct. **Remember: You must be able to show that you have experience in each subject area. (12 AAC 64.440 (b)(c)).**

X	TOPIC #	SUBJECT AREA	X	TOPIC #	SUBJECT AREA
	1	Licensee Relationships		23	Real Estate Investment Analysis
	2	Closing Transactions		24	Real Estate Property Law
	3	Common Interest Ownership and Resale Certificates Required Under AS 34.08.590		25	Real Estate License Law
	4	Communications, Negotiations, and Real Estate Counseling Skills		26	Securities
	5	Repealed 6/28/1997		27	Title Insurance and Lien Law
	6	Contracts		28	Trust Account Management
	7	Energy Conservation		29	Trusts, Estates and Probate
	8	Health, Safety, Environmental Issues and ADA Compliance		30	Ethical Decision Making in Real Estate Transactions
	9	Fair Housing, Equal Opportunity Laws		31	Community Association Management
	10	Financing Real Estate		32	Community Association Documents
	11	Foreclosure, Judgements and Bankruptcy		33	Risk Management
	12	International Real Estate Transactions		34	Alaska Landlord Tenant Law
	13	Land Use, Planning, Zoning and Building Codes		35	Customer Client Services
	14	Legal Descriptions		36	Commercial Property Management
	15	Listing Responsibilities		37	Tax Law and Exchanges
	16	Marketing Property		38	Broker Disclosure Responsibilities
	17	New Construction		39	Broker Supervision
	18	Prohibited Conduct		40	Broker Trust Account Responsibilities
	19	Property Disclosure and Inspections		41	Organizing & Managing RE Office
	20	Residential Property Management			
	21	Property Valuation			
	22	Real Estate Brokerage Management			

**III. REMOVING TOPICS**

Please check each subject area and topic number that you wish to remove from your instructor certification. An updated certificate reflecting these changes will be forwarded to you.

<b>X</b>	<b>TOPIC #</b>	<b>SUBJECT AREA</b>	<b>X</b>	<b>TOPIC #</b>	<b>SUBJECT AREA</b>
	1	Licensee Relationships		23	Real Estate Investment Analysis
	2	Closing Transactions		24	Real Estate Property Law
	3	Common Interest Ownership and Resale Certificates Required Under AS 34.08.590		25	Real Estate License Law
	4	Communications, Negotiations, and Real Estate Counseling Skills		26	Securities
	5	Repealed 6/28/1997		27	Title Insurance and Lien Law
	6	Contracts		28	Trust Account Management
	7	Energy Conservation		29	Trusts, Estates and Probate
	8	Health, Safety, Environmental Issues and ADA Compliance		30	Ethical Decision Making in Real Estate Transactions
	9	Fair Housing, Equal Opportunity Laws		31	Community Association Management
	10	Financing Real Estate		32	Community Association Documents
	11	Foreclosure, Judgements and Bankruptcy		33	Risk Management
	12	International Real Estate Transactions		34	Alaska Landlord Tenant Law
	13	Land Use, Planning, Zoning and Building Codes		35	Customer Client Services
	14	Legal Descriptions		36	Commercial Property Management
	15	Listing Responsibilities		37	Tax Law and Exchanges
	16	Marketing Property		38	Broker Disclosure Responsibilities
	17	New Construction		39	Broker Supervision
	18	Prohibited Conduct		40	Broker Trust Account Responsibilities
	19	Property Disclosure and Inspections		41	Organizing & Managing RE Office
	20	Residential Property Management			
	21	Property Valuation			
	22	Real Estate Brokerage Management			

**IV. PROOF OF CORRESPONDING EDUCATION (ADDING ADDITIONAL TOPICS ONLY)**

Pursuant to 12 AAC 64.440 (b)(c), I have the documented experience in the topic areas requested in section II above.  Yes  No

I certify that the information provided in this application is true and correct.

SIGN HERE ►

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date