

To: All Attendees,

During the March 2020 Home Inspection Advisory Committee meeting a directive was made by the Chairman of the Advisory Board to all association representatives providing education, that Home Inspection Continuing Education Unit (CEU) requirements are "Specific" and that all associations providing education must abide by those regulations. The Advisory Board Chairman put all associations on notice to remedy any non-compliance issues immediately.

In order for NJ-ALPHI to fully abide by the Standards set forth by the Advisory Board for in-person classroom education we are required to implement a classroom standard for the benefit of our members and comply with the state. We have been told by the Advisory Board to police our members; to be sure all members are present and in the classroom to receive the required hours.

- Members **MUST** be in the classroom for the State Standard of 1 hour (60 minutes) to receive 1 CEU.
- Members **MUST** sign in upon arrival. See our representatives at the sign in tables.
- Members **MUST** sign out at the end of the seminar. See our representatives to sign out. If you are not signed out you will not receive a certificate.
- Cell phones **MUST** be turned off \muted. No cell phone use of any kind (texting, emails, any type of app Etc. is allowed during class time.
- **DO NOT** go to the lobby or outside to hangout, talk or use your phone during class time. You **MUST** be in the classroom during class time. You must wait for a break or lunch to talk and make phone calls.
- Lap tops, tablets, phones or any type of device **ARE NOT ALLOWED** while class is in session.
- If you must use the facilities feel free to do so, but do not use it as an excuse to use your phone.
- Visit our vendors during breaks and lunch not during class time.
- Please remember during the education time the room is a classroom and should be treated like one.

Please understand that our meetings and seminars are for education purposes foremost as well as a way for our members to share ideas and talk among one another as a community. Remember the classroom is just that a classroom and must be treated like one and the rules must be respected for in person education to continue.

By following the new standards the board can be sure that all members are present, in the classroom and will be able to receive credit for a class as mandated by the Advisory Board.

Please be patient and help us continue to be your favorite Home Inspection Community by obeying the classroom standards. Please do not take or make phone calls, text or email, use your lap top or any type of device during class time. This will only lead to an uncomfortable confrontation by one of our monitors. If you must use your phone please only do so during breaks or lunch. Implementing these rules allows us to abide by the Advisory Board's request. This will help ensure that we can continue to be a community of inspectors that are willing to share their thoughts and knowledge with others. This can only truly happen in an in person class setting. Help us help you, so everyone will have the proper training to give their clients the best detailed and comprehensive inspection possible.

Please show your utmost respect to one another and especially to our speakers. Please **NO TALKING** during class time. This will ensure the speaker can be heard and anyone asking a question can be heard by the speaker.

Thank you,  
The NJ-ALPHI Board Members