



CCIM INSTITUTE  
UNIVERSITY PROGRAM APPLICATION FORM

Name: \_\_\_\_\_ Title \_\_\_\_\_ Date: \_\_\_\_\_

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

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

City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

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

Secondary contact & phone:  
\_\_\_\_\_

URL of Degree Requirements and Description: \_\_\_\_\_

**Applicant Program Information**

Real Estate Degree Program Name: \_\_\_\_\_

Number of semester hours required to earn this degree: \_\_\_\_\_

Number of semester hours that are real-estate based courses: \_\_\_\_\_

Please select your accreditation:

AACSB  Date received: \_\_\_\_\_

ASBSP  Date received: \_\_\_\_\_

IACBE  Date received: \_\_\_\_\_

Real Estate program date of inception: \_\_\_\_\_

Please list name(s), title and contact information for person(s) who should receive communications from CCIM Institute.

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

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

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

## CCIM Core Competencies

Identify which core competencies of the CCIM Institute designation education program match your degree program:

CCIM Core Skills (Real Estate Decision Making)	Required or Elective Course(s) Addressing Topics
<p><b>CI 101 Real Estate Financial Analysis</b></p> <ul style="list-style-type: none"> <li>• Determine initial investment for a property before and after tax, and with and without financing</li> <li>• Forecast annual cash flows for a property before and after tax, and with and without financing</li> <li>• Forecast sale proceeds at end of the holding period before and after tax, and with and without financing</li> <li>• Calculate and explain the following measures of performance: gross rent multiplier; acquisition cap rate; before and after-tax IRR with and without financing; effective tax rate with and without financing; after tax capital accumulation</li> </ul>	
<p><b>CI 102 Market Analysis</b></p> <ul style="list-style-type: none"> <li>• Apply economic base analysis to forecast employment and population</li> <li>• Interpret shift-share analysis results</li> <li>• Calculate and explain the difference between total vacancy rate and building average vacancy rate</li> <li>• Calculate absorption rate and time to absorb vacant space</li> </ul>	
<p><b>CI 103 User Decision Analysis</b></p> <ul style="list-style-type: none"> <li>• Analyze and compare the following measures of cost of occupancy for three different lease proposals from a tenant's perspective: total effective rent, total effective rate, average annual effective rent, average annual effective rate, and discounted effective rent</li> <li>• Calculate and interpret the impact of generally accepted accounting principles (GAAP) on occupancy alternatives</li> <li>• Calculate and interpret net present values (NPVs) of the leasing versus the purchasing alternatives</li> <li>• Calculate and interpret the internal rate of return (IRR) of the differential cash flows after tax from leasing versus purchasing</li> </ul>	

<ul style="list-style-type: none"> <li>• Calculate and explain the sales price point of indifference between the leasing and purchasing alternatives</li> <li>• Determine the maximum price a tenant should pay to an owner to buy out of an existing lease</li> <li>• Determine the minimum price an owner should accept from a tenant to buy out of an existing lease</li> </ul>	
<p><b>CI 104 Investment Analysis</b></p> <ul style="list-style-type: none"> <li>• Calculate and demonstrate the impact of taxation on a real estate investment with and without financing</li> <li>• Quantitatively analyze an owner's options to dispose of a property and invest in another one.</li> <li>• Compare the before- and after-tax IRRs of various hold and dispose alternatives</li> <li>• Compare different alternatives using capital accumulation</li> </ul>	

Please provide the following documentation with your

- application: Sample Degree Plan
- Degree Requirements
- Course Syllabi and concise Description for all real estate courses
- Program Faculty list

**University Partner Qualification**

University Fast Track Candidates are required to complete one or more CCIM core course (s) (in addition other requirements) in earning the CCIM designation. Which core skill set(s) listed above (CI 101-104) would **most** benefit students graduating from your program and pursuing the CCIM designation? \_\_\_\_\_

**University Faculty Requirement**

Qualified university programs must have at least one (*academic*) faculty membership with the CCIM Institute or one (*current*) designee as part of their program faculty.

Name of Qualifying Faculty Member: \_\_\_\_\_

**University Reciprocal Education Agreement**

All University Partners are asked to share their education resources (*in the form of real estate-related education studies and/or expert faculty and alumni speakers*) with the CCIM Institute and their local CCIM Chapters.

Each University Partner is asked to provide at least 2 (*two*) resources per year. This agreement will build and expand the alliance between the Institute and our Partners.

## Qualifying Statement

As an applicant to the CCIM Institute University Program, we \_\_\_\_\_  
(university name) hereby certify that the \_\_\_\_\_ (program name) meets the following  
base criteria for serving as a partner university:

- Accreditation by one of the following: The Association to Advance Collegiate Schools of Business (AACSB), the Accreditation Council for Business Schools and Programs (ACBSP), or the International Accreditation Council for Business Education (IACBE).
- Master of Science in Real Estate or Master of Business Administration with a real estate concentration with a minimum of 4 courses in real estate studies
- At least 25% dedicated credit hours for the program are devoted to real estate courses
- A program that has a minimum of one graduation class under the approved curriculum
- A program that must have at least one (*academic*) faculty membership with the CCIM Institute or one (*current*) designee as part of their program faculty.
- Upon acceptance as a CCIM University Partner, the university agrees to comply with the UO Reciprocal Education Agreement and recertification every 5 years.

We acknowledge that partner universities will be required to re-certify from time to time under these same criteria, or new criteria that may be established by the CCIM University Program, in order, to maintain University Partner status; and we further agree that we will notify the CCIM University Program within 30 days should we fall out of compliance with the criteria listed above.

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

Date \_\_\_\_\_

Title: \_\_\_\_\_

CCIM University Partners Program  
CCIM Institute  
430 North Michigan Avenue, S700  
Chicago, IL 60611  
Phone: 312-321-4504  
Fax: 312-321-4530  
[universityalliance@ccim.com](mailto:universityalliance@ccim.com)