National Church Residences
UNIVERSITY

FRANKLIN
UNIVERSITY

PROPERTY MANAGEMENT& HOUSING SKILLS
CERTIFICATE REQUIREMENTS

Management Essentials
- e-Pay
- Processing Reserves
- Remote Deposit Capture

Risk Control
- Risk Management
- OSHA: Right to Know
- Driving Safely
- Fire Safety
- House Rules
- Insurance 101
- Ladder Safety
- Safety Self-Inspections
- Slip and Fall Prevention

YARDI Voyager for Property Management
- Yardi Certification

REAC
- Units and Common Areas
- Building Systems
- Health and Safety
- Exterior
- Site

National Church Residences Basics
- Fair Housing
- Marketing Your Community

- Developing Telephone Techniques
- Tailoring the Tour and Close
- HUD Systems and Paperwork
- HUD Move-In Procedures
- HUD Move-Out Procedures
- LIHTC Systems and Paperwork
- LIHTC Move-Out Procedures
- LIHTC Move-In Procedures

Service Coordination Fundamentals
- From Day 1: An Introduction
- Documentation 101
- Tracking Data
- Property Manager and Service Coordinator: A Winning Team
- Adult Protective Services: What You Need to Know
- Building Professional Relationships
- Ethics

Service Coordination Enrichments
- Transformational Interviewing

Management Essentials
- Developing a HUD Budget
- Financial Performance
- Audit Readiness

If you have met these requirements, please contact the University to receive your certificate of completion.

ncru@nationalchurchresidences.org

As an employee of National Church Residences you have educational benefits at no cost through National Church Residences University that are eligible for college credit at Franklin University, a private not-for-profit institution. Transfer select professional development and training curriculum at National Church Residences University as college credit to Franklin University. When you apply and enroll at Franklin University simply submit your certificate of completion for university elective or technical credit.

Completion of this educational plan equals (4 credits) of Franklin University College Electives.