



CAPS - CERTIFIED APARTMENT PORTFOLIO SUPERVISOR



CERTIFIED APARTMENT PORTFOLIO SUPERVISOR®

Are you a professional manager of an apartment community or multiple rental properties looking to become certified? Are you interested in advancing your career? Let AAGLA be your catalyst to help advance your career in professional property management with the Certified Apartment Portfolio Supervisor certification course! This course focuses on professionalism, teamwork, organization, time management, and technology - all with the goal of developing the skills

needed to successfully manage portfolios of apartment buildings or large apartment communities. Recommended for multi-site or large apartment community managers and assistant managers with at least 24 months of experience, this course will prepare you to become a stronger portfolio supervisor and enhance your value!

Certification Dates:

Must attend all dates for certification

- September 18, 2023 - 9:00 a.m. - 4:00 p.m.
- September 19, 2023 - 9:00 a.m. - 4:00 p.m.
- September 25, 2023 - 9:00 a.m. - 4:00 p.m.
- September 26, 2023 - 9:00 a.m. - 4:00 p.m.

Location:
VIRTUAL!

Price:
Members: \$1,199.00
Non-members: \$1,499.00

Advance Registration Required.
To register, visit
<https://aagla.org/events/> or call
(213) 384-4131 ext 301.

During this 4-day virtual training, strengthen your knowledge and skills in these areas:

- Understanding management agreements and creating an owner's report
- Stakeholder relations with residents, communities, and municipalities
- Mortgage financing
- Overseeing the budgeting process across the portfolio
- Measuring portfolio performance and property valuations
- Investigating and troubleshooting under-performing properties
- Property acquisition and due diligence
- Market analysis and property inspections
- Operational and financial analysis inspections
- Property development feasibility analysis
- Investment strategies, including renovation, disposition, and refinancing
- Key content for an owner / company due diligence report
- Talent development and management throughout the employee cycle
- Managing staff during property sales or purchase, and business ethics
- Contemporary management issues and problem solving, including occupancy, emotional support animals, ratio utility billing systems (RUBS), cybersecurity, and music licensing

Featured Instructor: Lucinda Lilley



An experienced Property Management Professional, Lucinda is a Certified Property Manager®, Certified Apartment Portfolio Supervisor®, and a Graduate of the Realtor Institute®. She is a member of the National Apartment Association Faculty and an Institute of Real Estate Management Ethics Facilitator.

Attendee Name: _____ Member # _____

Address: _____ City, State, Zip: _____

Phone: _____ Attendee Email: _____

Company: _____

Credit Card or Check (Please Make Checks Payable to AAGLA) Total: \$ _____

Credit Card #: _____ Exp. Date: _____

Name on Card: _____ C.V.V.: _____

Billing Address: _____ City, State & Zip Code: _____

Once enrolled, there are no refunds on purchases of events and seminars. Visit our website <https://aagla.org/refunds/> for our refund policy.

For more information, please contact Diana Alcaraz at (213) 384-4131 ext. 301 or diana@aagla.org
621 South Westmoreland Ave., Los Angeles, CA 90005 | <https://aagla.org>