



ONTARIO ASSOCIATION OF HOME INSPECTORS

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OAHI DEFECT RECOGNITION AND REPORTING COURSE REGISTRATION

COURSE DESCRIPTION

DEFECT RECOGNITION AND REPORTING IS A 4-DAY COURSE. CLASSES ARE HELD ON TWO WEEKENDS (SATURDAYS AND SUNDAYS)

THIS IS ONE OF THE MANDATORY BASELINE ACCREDITATION COURSES REQUIRED TO BECOME A REGISTERED HOME INSPECTOR (RHI) IN ONTARIO

SYNOPSIS

The OAH Defect Recognition and Reporting program is unique in North America. The focus of this course is analysis and recommendations.

There are eleven modules:

Legal Responsibilities of the Home Inspector • Building Safety Issues • Building Envelope • Roofing • Basement Water Infiltration • Electrical Defects • Heating, Cooling & Ventilation System Defects • Plumbing • Structures & Structural Defects • Environmental Issues • Report Writing •

Each module will contain handout materials of approximately 20-50 pages, and will include between three and ten slides or photographs as appropriate, with exercises and interactive role play. The goal is to understand the significance of various situations, the responsibilities of the home inspector, and communicating appropriate recommendations. Participants should have a fundamental understanding of construction, system operation, and typical defects found in a home inspection. The situations described will be actual cases, including errors by home inspectors. The responsibilities of the inspector and specific concerns in Ontario will be stressed.

OBJECTIVES

To understand the methodology and limitations of an OAH Standard inspection and the expectations of the home inspector. To develop effective verbal and written communication skills. To understand the relative importance and prioritization of defects. To understand the importance of referring specialized evaluation when conditions are beyond the scope of the home inspector.

YOU DO NOT HAVE TO BE A MEMBER OF OAHI IN ORDER TO TAKE THIS COURSE. However, you may want to inquire about "Student" membership status in order to pay the 'member rate' for courses, and acquire all the benefits of membership. A membership information package is available through the OAH Office.

HOW TO REGISTER

We recommend that you register for this course months in advance.

FOR ALL REGISTRANTS: For all persons who register for this course, class selection is conducted on a 'first come, first serve' basis. There is a maximum of 30 students per class. The first 30 Registration Forms (for each class) received with payment by the OAH office will be recorded on the Class List. Post-dated cheques are not accepted. If the class you chose is full, you will be notified that your name has been placed, in the order it was received, on the Class Waiting List and on the Class List for the next scheduled class. If, while on the Class Waiting List, a space does become available for you in the class you chose, you will be notified. Otherwise, your registration will automatically be transferred to the next scheduled course date. Your course registration payment will not be processed until you get into a class. Further notification would be provided as needed.

Reserve your space by completing and signing the Registration Form, then fax or mail the completed form with payment to the OAH office (see OAH contact coordinates above or at the bottom of the page on the Registration Form). Your name will then be recorded on the Class List in the order it was received. You will be notified thereafter as to confirmation of your registration. Receipts and certificates will be issued after completion of the course and can take at least four weeks.

Credit Card Payments: If paying by credit card, fill out all the required credit card information in the Payment Type section of the Registration Form.

Cheque Payments: All cheques should be submitted with the Registration Form and made payable to the Ontario Association of Home Inspectors. If you are registering for this course and also either purchasing the CD-ROM or registering for another course, please issue separate cheques for each item, on account of the likelihood that your payments would be processed on different dates.

WALK-INS

Unless you have received notification from the OAH office that you are registered for a course, please do not show up on the first day of class expecting to attend. All 'walk-ins' will be declined entry with no exceptions. You are not registered for a course if you have been placed on a class waiting list.

CANCELLATION/REFUND POLICY

- >> Cancellation made by a Registrant at least 7 days prior to the course delivery date may only be transferred one time to the same course at no extra cost, or receive a refund of course fees less a \$84.75 (\$75.00 + \$9.75 HST) administration fee.
- >> Registrants will be allowed one opportunity to reschedule one missed module at \$28.25 (\$25.00 + \$3.25 HST) and any subsequent missed modules will require the Registrant to take the entire course again. You will be given six months from the original course dates to reschedule and take the one missed module or you will be required to take the entire course again.
- >> Cancellation made by a Registrant between 2 to 7 days prior to the course delivery date will be subject to a penalty of 50% of the cost of the course.
- >> Cancellation made by a Registrant within 48 hours of the course delivery date will not be refunded

Confirmation of your registration and class placement will be sent to you by email. Please acknowledge receipt of the confirmation by return email.

COURSE FEES

The course fees cover tuition and printed materials. Any accommodations or meals are to be arranged on your own.

CD-ROM-OAHIDEFECT RECOGNITION COURSE (Optional)

Though not required, a supplemental interactive CD-ROM (for Microsoft Windows only) on the OAH Defect Recognition Course is available as an optional study guide, for \$28.25 (\$25.00 + \$3.25 HST) for those registered to take this course. For those who want the CD-ROM, but are NOT registering for this course, the fee is \$56.50 (\$50 + \$6.50 GST) for the CD-ROM. All CD-ROM payments will be processed upon receipt.

See DRC Registration Form on next page...

