



BOMA and BOMI Education Offerings Summary

Foundations of Real Estate Management (BOMA)

- A soup-to-nuts, 6-module, 30-hour, entry-level course, covering the fundamentals of commercial real estate administration, management, building systems, accounting and reporting, contract management and more.
- Classroom instruction from seasoned professionals, reinforced by behind-the-scenes tours of outstanding buildings.
- Live, in-person training with small class sizes to facilitate learning, discussion and team activities.
- A complete package - instruction, peer networking, property tours and a comprehensive course manual that is easy to read and a valuable resource back on the job.

Building Re-Tuning (BOMA)

Building re-tuning is a systematic approach that property professionals can take to identify and correct small operational problems that lead to energy waste. The re-tuning process is designed to focus on no- and low-cost solutions that can be implemented in their buildings right away, without the need for costly capital improvements. During the process, property professionals make sure all regular maintenance has been done properly and is up-to-date. They also look closely at both the space and the equipment to check for any unnoticed maintenance issues, such as cracks or leaks, as well as less obvious problems, like an air gap.

Certificate Programs (BOMI)

- High Performance Certificate – for building professionals responsible for the operation and maintenance of high-performance sustainable buildings and facilities.
- Property Administrator – covers budgeting, accounting and design/operation/maintenance of building systems.
- Building System Maintenance – learn to efficiently manage key building systems to create a productive and comfortable indoor environment. Covers air handling, water treatment, plumbing and HVAC systems, also energy management & controls.

Designation Programs (BOMI – certificate programs can count toward designation programs)

- Real Property Administrator (RPA) – for property managers. Learn to optimize all operating aspects of a commercial building to maximize net income while minimizing risk (also has add on for high performance buildings).
- Facility Management Administrator (FMA) – for facility managers. Learn to effectively lead the daily operation and maintenance efforts needed for a facility to function at peak efficiency (also has add on for high performance buildings).
- Systems Maintenance Technician (SMT) – for hand-on technicians/building engineers. Learn to increase the operating effectiveness of building systems.