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Student Pre-License Enrollment Agreement

Please print all information except where signature is required.

Name: _____ Social Security Number _____
Street Address: _____ City: _____ State: _____ Zip: _____
Email Address: _____

Telephone # (day)(_____) _____ - _____ (evening) (_____) _____ - _____

Tuition Payment: [] Pre-Paid Full Tuition - _____ [] Payment Plan - _____

Payment Method: [] check [] Money Order [] Cash [] Mastercard/Visa Amount: \$ _____

If paying for the classroom course by credit card, go to our website [www.centuryrealestateschool.com] and click on the PayPal link. If paying for the on-line course, go to our website, click Register for Courses and click the REcampus link.

TERMS AND CONDITIONS:

Entrance Requirements. Student acknowledges that he or she is at least 18 years of age and possesses a high school diploma or its equivalent (GED)

Criminal Background Check. Student is made aware that a criminal background check will be required as specified by the Kentucky Real Estate Commission . Under KRS 324.045, a criminal conviction for a misdemeanor or felony (within the past 5 years) may prevent an applicant from qualifying for licensure. In such cases the student should not enroll in classes or pay course fees or take exams until the KREC has determined the student's eligibility for a license. A student who is not approved for licensing under these conditions and enrolls in classes does so at their own risk. Go to http://www.krec.us/krec.gov/, click on Applicant Information, then click on Criminal Background Check Information. Download and read the PDF document.

Student Conduct. You are required to abide by standard rules of good conduct during in-class instruction, participation, while on school property, or in any approved area being used by this school for instructional purposes. During in-class instruction students are not allowed to use cell phones for any purpose other than to receive an emergency call.

Registration. Student may register for the on-line portion of the Pre-license course or classroom course at any time.

Mastering of On-line Instruction and Class Attendance. In-Classroom Course: All 96 hours of the course must be completed within one (1) year of the date of enrollment to receive a certificate of completion. Classes may be taken in any order so long as they are completed within one (1) year from the date of enrollment. Classes are repeated on a rotating schedule. On-Line Course: Student must complete instruction in both the 60 hours of on-line instruction and the 36 hours in-classroom Kentucky Real Estate Law within one (1) year of the date of enrollment to receive a certificate of completion. The 60 hour on-line principles of real estate course is comprised of units of instruction. Each unit must be mastered in the order it is presented before moving on to the next unit. The in-classroom Kentucky Real Estate Law classes may be taken in any order so long as they are completed within one (1) year from the date of enrollment. The Kentucky Real Estate Law classes are repeated on a rotating schedule and may be taken at any time once the student has registered for the on-line course.

Completion of Course: After the student has completed all 96 hours of on-line and/or in-class instruction and completed all class projects there will be a final exam review and a final class exam. Student must receive a passing grade of 75 on this exam which will be monitored by a school representative. A certificate of completion will be awarded to the student who passes the exam. The student may then register to take the Kentucky State Real Estate License Exam.

Tuition and Resources. Cost for the 96 hour classroom pre-license course is _____ (_____) if using a payment plan) paid by check, cash or credit card. Course price includes \$100 non-refundable registration fee, 96 hours of instruction, special hand-out materials and the following resources: Modern Real Estate Practice 17th Edition and the Kentucky Real Estate Law Manual. Cost for the 96 hour on-line pre-license course is \$ _____ paid at registration on the on-line site. There is no payment plan available for the on-line course. The on-line course price includes the Kentucky Real Estate Law Manual and special handout materials.

Refund Policy. Classroom course: refunds are based on a prorated amount based on classes attended, minus the non-refundable enrollment fee and a \$ _____ administrative charge once a student has begun the course. There is no refund for the on-line course once it has been begun.

ADA Compliance. We meet all standards for ADA and fire safety as required by the State of Kentucky in an annual inspection.

Technical Support. If a student has a problem accessing the on-line portion of the course they are to contact the instructor via email, phone or text.

By signing below I hereby agree to the terms and conditions stated above, acknowledge that I have read and understand the Criminal Background Check Information found on the Kentucky Real Estate Commission website, and acknowledge that I have received a copy of this enrollment agreement.

Name _____ Date _____

Lucy Brooks - Administrator _____ Date _____