



Pre-licensing & Post-licensing Student Enrollment and Certification Contract

RETURN COMPLETED FORM WITH PAYMENT TO:

North Carolina Academy of Real Estate, LLC, 638 Independence Pkwy. Suite 100, Chesapeake, VA 23320

COURSE START DATE: _____ END DATE: _____ AM PM DAYS: _____ TIMES: _____

Last Name: _____ First Name: _____ MI: _____

Address/City/ST/Zip: _____

Home Phone: _____ Cell Phone: _____ License #: _____

E-mail Address: _____ Last Four Digits of Social Security Number: _____

Special accommodations: I am attaching a special accommodation request letter and supporting documentation Yes No

This CONTRACT between the North Carolina Academy of Real Estate, LLC ("herein after called SCHOOL") and _____ ("herein after called STUDENT"), is entered into this _____ day of _____, 20____, and constitutes the complete agreement of the parties. School agrees to provide STUDENT the course(s) indicated below in accordance with the requirements prescribed by the North Carolina Real Estate Commission.

SELECT A COURSE BELOW:

- Broker **Pre-licensing** Course (81 classroom hours) – Cost: \$425 + \$60 Textbook
 - Broker **Post-licensing** Course (32 classroom hours each) – Cost: \$275 per post-licensing course. Book fee: \$55, CD: \$20, Online Access: \$20 (Text used for all 3 post-licensing courses and must be purchased in person or shipped. \$15 shipping fee will apply).
- Select one:** Brokerage Relationships and Responsibilities Contracts and Closing Selected Topics

TUITION

STUDENT agrees to pay tuition for the courses as indicated above in the total amount of TUITION \$ _____ + BOOK \$ _____ = \$ _____.

Tuition to be paid as follows: Minimum \$100 deposit with signed contract applied toward the tuition. Balance due by the first day of class.

VISA MC Card #: _____ Exp. Date: _____

Name on Card: _____ Signature: _____

AMOUNT PAID: _____ DATE PAID: _____ HOW PAID: _____

BALANCE DUE: _____ DATE DUE: _____ HOW PAID: _____ DATE PAID: _____

NOTE: If your bank for any reason returns a check, it must be replaced immediately with cash plus a \$50.00 service charge. INITIAL: _____

Special Provisions: _____

If the SCHOOL postpones or cancels an entire course, the STUDENT will receive a full refund. Prior to the start of the course, a student may withdraw from the course and receive a refund on tuition minus a \$25 administrative fee. NO REFUNDS ON TEXTBOOKS OR ADDITIONAL STUDY MATERIALS. NO REFUNDS OR TRANSFERS AFTER A CLASS HAS STARTED. If textbooks are updated or changed, the student is required to purchase a current textbook. SCHOOL and STUDENT mutually agree to abide by the SCHOOL policies described in SCHOOL'S Bulletin, a copy of which has been provided to STUDENT. **By signing this contract the STUDENT acknowledges receipt of the SCHOOL'S Bulletin.**

STUDENT SIGNATURE: _____ DATE: _____

SCHOOL REPRESENTATIVE: _____ DATE: _____