



EXPRESS BROKERS ACADEMY, LLC

ENROLLMENT AGREEMENT

PRINCIPLES & PRACTICES OF REAL ESTATE FOR SALESPERSONS - 60 Clock Hours

Express Brokers Academy, LLC 1300 Mercantile Lane, Suite 139B Largo, MD 20774

301.322.2964 (o), 301.322.2965 (f) www.ebracademy.com info@ebracademy.com

STUDENT INFORMATION:

Student Name: _____

Address: _____

City, State, Zip: _____

Telephone #s: H: _____ W: _____ C: _____

Email: _____

Social Security #: _____

PROGRAM INFORMATION:

Program Name and Clock Hours: Principles & Practices of Real Estate for Salespersons - 60 Clock Hours

Training start date: _____ Training end date: _____

Evenings Class Meets: (circle) M T W Th F Sat Sun

Time of day/evening class begins: _____ Time of day/evening class ends: _____

Total number of hours of instruction per week: _____

Total number of weeks of program instruction: _____

GRADUATION REQUIREMENT:

Upon successful completion of the program, I will receive a "Certificate of Completion" required to sit for the Maryland Real Estate Salesperson Examination. Successful completion requires the following:

- Complete all 60 clock hours of training. (All missed clock hours, up to 12 clock hours, must be made up.)
- Achieve a minimum 80% attendance rate throughout the program.
- Achieve a minimum score of 75% on the final examination.
- Financial obligations to School satisfied.

Student acknowledges that job placement and job salaries cannot be guaranteed by Express Brokers Academy, LLC.

Students wishing to obtain an official transcript must make a request in writing to the school. In order to receive an official transcript, a student must pay \$5.00 by cash, check or money order, payable to Express Brokers Academy, LLC.

PROGRAM COSTS:

Tuition \$200.00; Text(s) \$80.00; Registration Fee: \$20 - **Total \$300.00**

Students may purchase books from the open market or from the school.

(Not included - Maryland Real Estate Salesperson License Exam - \$61.00)

REQUIRED TEXTBOOKS:

Modern Real Estate Practice 20th Edition (April 30, 2014) **ISBN 978-1-4754-6372-9**

Maryland Real Estate Practice & Law 16th Edition by Dearborn Real Estate
ISBN 978-1-07-880-596-4

PAYMENT:

Payment must be made with application before classes begin and payable to Express Brokers Academy, LLC.

Payment accepted (one of the following): Check, Discover Card, Mastercard, American Express, Visa

Refund Policy:

1. All monies paid by the student will be fully refunded if the student chooses not to enroll in or to withdraw from the school within seven calendar days after having signed the enrollment contract.
2. If the student chooses to withdraw after the 7 day cancellation period but before the first day of instruction, the School will retain in full the monies paid for the student's textbook fees. Textbooks are the property of the student and are not eligible for a refund except within the 7 day cancellation period.
3. If, after the seven-day cancellation period, a student withdraws or is terminated after the instruction begins, refunds will be made according to the following schedule:

Proportion of Total Program Taught by Date of Withdrawal

Tuition Refund Less than 10%	90%
10% up to but not including 20%	80%
20% up to but not including 30%	60%
30% up to but not including 40%	40%
40% up to 50%	20%
more than 50%	No refund

4. If the school closes, cancels or discontinues a program, the school will refund to each currently enrolled student all monies paid by the student for tuition and fees and all monies for which the student is liable for tuition and fees.
5. Students are requested, but not required, to notify the Director or designated school official if they are withdrawing from the school.
6. The date of withdrawal or termination is the last date of attendance by the student. Refunds are based on the date of withdrawal or termination.
7. All refunds due will be paid within 60 days of the student's date of withdrawal or termination.

8. Books purchased are the property of the student and are not refundable, except within the seven-day cancellation period.

By signing below, you are acknowledging that have received the following:

- ◆ I have received an exact copy of this enrollment contract.
- ◆ I have received a copy of the school's current catalog.
- ◆ I have been advised to keep this document as well as copies of all financial documents.

Signature of Applicant

Date

Signature of Director

Date

In order to be binding, this contract must be signed by the applicant, and the school official. The enrollment contract may be extended or modified only with the written consent of both the student and the school.