

Real Estate School of New England® Branford Location
(203) 483-7710
www.resonebranfordct.com

Mailing address: 265 East Main Street - Branford, CT 06405

Education Policies and Procedures

By registering for Real Estate School of New England's pre-licensing course, you are indicating that you understand/agree to the following policies:

Cost Per Course: \$490.00 per student (salesperson), \$290.00 per student (broker) / text books included.

Textbooks: "CT Real Estate Practice & Law" and "Modern Real Estate Practice" textbooks. Books will be distributed at scheduled first session.

Registration: Full payment must accompany registration. Faxed registrations can only be accepted with Master Card or Visa payments. Registration forms may also be obtained on the school's web site – **www.resonebranfordct.com**

Attendance: Attendance is closely monitored. CT Real Estate Commission mandates completion of 30/60 hours classroom training. Please arrive ON TIME. Late arrivals create a distraction and an arrival after 10 minutes from start time will not count for session attendance.

No Student may be absent more than 2 class sessions from course. If a student misses 3 sessions of the course in which they originally started, they are dismissed and the hours they did attend class do not count towards graduation. If a student is absent 1 or 2 times, student must make up those missing hours during the first 2 class sessions of the next scheduled course. Failure to do so will result in dismissal and the hours previously attended do not count toward graduation.

Reviews / Exams: Instructor will review questions at the end of the chapters and when appropriate expand on points raised by the questions. Once a student completes all 14 required class sessions, student is qualified to take the final exam. Final exam dates are to be scheduled directly with the instructor. For anyone who may not pass the exam on the first try, one re-take option is available. School exam and re-take exam must be taken before the next subsequent course ends. If school exam is not passed within that timeframe, student will have to re-take the course in order to qualify to sit for exam. Posted fees in the most current semester's schedule would apply.

Affidavit of Passing: To obtain your validated school affidavit, you must contact: Nancy Orlando (203) 481-7247 Ext. 301. Please call in advance to confirm your arrival time.

State Exam: Application and State testing procedures will be discussed in detail during last class session. Inclement Weather: Delays, class cancellations or changes in schedule will be announced through the school's phone number voice mail system. Call (203) 483-7710 prior to class or go to www.WTNH.com

Refund Policy: Cancellations with refund must be made in writing and received 48 hours prior to your scheduled start date. Any cancellation will be subject to a \$40 processing fee. Refunds will not be issued after scheduled start date. Please note: Having someone else to take your place qualifies as a cancellation and the same fees apply.

Signature of Applicant

Date