

## ENROLLMENT CONTRACT

**Graduation Requirements:**

1. Complete all 60 clock hours of training with no more than 12 hours missed and made up by the scheduled end date of the program.
2. Achieve an average minimum score of 75% on all quizzes and a minimum score of 75% on both the mid-term and final examinations.
3. Financial obligations to school are to be satisfied.

**Financial Obligations:**

Tuition	\$275.00
Course Materials	\$75.00
Admin Fee.	<u>\$25.00</u>
<b>Total Cost</b>	<b>\$375.00*</b>

\*Total Cost will be due at the time of booking and includes the following required course material:  
**MODERN REAL ESTATE PRACTICE, 20th Edition, by Fillmore W. Galaty, Wellington J. Allaway,**  
**MARYLAND REAL ESTATE: PRACTICE & LAW, Current Edition**

**Refund Policy for Classroom-Based/Resident Delivery of Instruction**

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 not to enroll after the seven-day cancellation period, but before the first day of instruction, the registration fee will be retained by the school.
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:

<i>Proportion of Total Program Taught by Date of Withdrawal</i>	<i>Tuition Refund</i>
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 course or 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 School 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 last date of attendance.
7. All refunds due will be paid within 60 days of the student's last date of attendance.
8. Books purchased from the school are the property of the student and are not refundable, except within the seven-day cancellation period.

Student Name: \_\_\_\_\_

**Certificate of Completion Terms**

A certificate of completion will be awarded upon successful completion of the program as well as completion electronically reported to PSI. All applicants must be 18 years of age and have graduated from high school or received a G.E.D. Successful completion of this exam preparation program satisfies the minimum educational requirements for eligibility to take the Maryland Real Estate Salesperson Licensure Examination. The program objectives are to satisfy the requirements of the Maryland Real Estate Commission for a license to sell real estate.

**Contract Acceptance**

I acknowledge I have read the above information and I accept the terms of this Enrollment Contract. I have been advised to keep this document as well as copies of all financial documents.

This enrollment contract may be extended or modified only with the written consent of both the student and the school.

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Student Signature	Student First & Last Name	Date
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Instructor Signature	Instructor First & Last Name	Date
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**School Contact Information**

Address: 1655 Crofton Blvd, Suite 200 Crofton, MD 21114  
Phone: 443-871-2946  
Email: info@1streacademy.com  
Website: www.1streacademy.com

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**Course Information**

*(to be completed by 1<sup>st</sup> Choice Real Estate Academy Instructor)*

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Course Name	Course Dates
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PAID IN FULL