

REAL ESTATE AGENTS LINK SOURCE

333 Creekstone Ridge, Suite 113
Woodstock, Georgia 30188
Phone (770) 928-6538 Fax (770) 928-8175

PRESENTS

COMPUTER BASED REAL ESTATE EDUCATION

The Career Institute of Real Estate offers education courses by Independent Study. INDEPENDENT STUDY is a category of courses approved by the Georgia Real Estate Commission, which provides for interactive instruction via a personal computer (IBM* compatible). This method of learning requires no attendance of in-class hours.

INDEPENDENT STUDY is convenient. You may take courses at your home or office according to your own schedule. The salesperson pre-license course takes approximately seventy-five (75) hours of computer time. The broker pre-license course takes approximately sixty (60) hours of computer time to complete. The continuing education courses vary in time, indicated on the enrollment form.

The computer based prelicense course is an interactive computer based instruction technology course. The course provides in-depth training on all aspects of the real estate profession. Each course includes reference and reading materials, interactive tutorials, and user-friendly screens.

The computer provides a fully individualized course of instruction for each student. The program is easy to use and does not require previous computer experience. It lets faster learners proceed quickly, but spends extra time with those who may need more help. Support is available to answer questions or provide help.

You may take an Independent Study course at our office (appointment necessary) or at a location of your choice (home, office, etc.) If you choose to take the course using your own computer, you will need the following:

System Requirements

- Requires an IBM* PC-AT or 100% Compatible computer (minimum 350 MHz processor)
- At least 32 MB of Random Access Memory (RAM)
- SVGA (800X600) video card, driver and monitor
- Microsoft Windows 98/ME/2000/XP*
- Microsoft standard Arial, Times New Roman, Symbol, and Wingdings fonts
- Adobe Acrobat Reader 5.0
- CD-ROM drive
- 10 MB available hard drive space
- Printer (for course documentation and Course Completion Record)

*Trademarks: IBM is a trademark of International Business Machines Corp; Windows and MS-DOS are trademarks of Microsoft Corp.

To enroll in a course, please complete the attached enrollment form, including full name, as you want to be licensed, address, telephone number, etc. It is imperative that you read all of the information provided and sign the enrollment form.

The enrollment form may be returned by mail, fax or in person to our office in Woodstock. The courses may be shipped directly to you at your home or office or available for pickup at our office on the next business day after your order has been acknowledged. Return the enrollment form and appropriate fee(s) to:

Call now for your personal demonstration of software or ask about our resident classes.
See us on the web at www.Realestateagentslink.com

REAL ESTATE AGENTS LINK SOURCE

Independent Study - Statement of Policy

BACKGROUND

The Real Estate Agents Link Source (Real Source) is approved by the Georgia Real Estate Commission to offer Prelicense, Post-license and Continuing Education courses. The courses offered by REAL SOURCE convey to the student the technical and practical information required to establish a foundation for a continued career in real estate. Our school code is 440 and our approval expires 12/31/07.

RECRUITING

No recruiting for employment opportunities for any real estate brokerage firm is allowed in this class or on the school premises. Report promptly any efforts to recruit by anyone to the Real Source at (770) 928-6538 or the Georgia Real Estate Commission at (404) 656-3916. Commission Rule 520-2-. 15.

ATTENDANCE, ASSIGNMENTS AND GRADING

Since this course is offered by independent study, no in class hours are required. State law requires that you satisfactorily complete all computer-administered modules, homework and exercises given throughout the program.

For all Pre and Post license courses a score 75% or better on the final exam is required. All final exams must be taken in person, by appointment, at the school office. If a student fails the first exam they may retake the exam once.

REFUNDS / EXCHANGES

ALL SALES ARE FINAL. NO EXCHANGES OR REFUNDS WILL BE MADE OR CREDIT GIVEN UNLESS PROVIDED FOR IN THE COURSE INFORMATION / INSTRUCTIONS. If Refunds are permitted, the customer is responsible for all return shipping charges.

LOST / DAMAGED DISK

The student is responsible for all lost CD-ROMs/Diskettes or course materials. REAL SOURCE liability for replacement of CD-ROM's/Diskettes shall be for manufacturer defects only. Software supplier shall determine a manufacturer defect. Student assumes ALL risk of loss / damage to disk, data or files due to virus, improper use of the program or lack of familiarity with the computer operating system.

COURSE COMPLETION / CERTIFICATION

All courses must be completed within six (6) months of purchase. Upon completion of a course, the student will receive a certificate of completion. The student is responsible for forwarding the certificate to the commission. Post license certificates must be forwarded to the commission immediately. Continuing education certificates must be retained and returned with your renewal. In the event a certificate is lost, a duplicate may be obtained from REAL SOURCE by written request for a \$10.00 administrative fee.

SCHEDULE CHANGES / RETURNED CHECKS

Scheduled dates, locations and prices are subject to change without notice.

Any student who has a returned check will be assessed a \$22.00 service charge.

NOTICE TO STUDENTS

Should you have any questions or difficulty regarding the course content, contact the school office at (770) 928-6538 between the hours of 10:00 am and 5:00 pm Monday - Friday except holidays. The school will put you in touch with one of our approved instructors to discuss your questions.

NON-DISCRIMINATION

The REAL SOURCE will not discriminate on the basis or race, color, sex, religion, national origin, familial or handicap status in the establishment of fees, entrance qualifications or standards for successful completion of any course.

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333 Creekstone Ridge / P.O. Box 560 / Woodstock, Georgia 30188

Phone (770) 928-6538 * Fax (770) 928-8175 * School Code: 440

NAME: _____
(As you want it to appear on your certificate for licensing)

RESIDENCE ADDRESS: _____

CITY/ STATE/ ZIP: _____ COUNTY: _____

MAILING ADDRESS: _____
(IF DIFFERENT FROM RESIDENCE)

CITY/ STATE/ ZIP: _____ COUNTY: _____

HOME #: _____ DAYTIME #: _____ FAX # _____

Email address: _____ (Required for Online Courses)

Company: _____ R. E. License # _____
(REQUIRED) New Salesperson Broker Associate Broker

How did you learn about this course? Former Student Advertising Yellow Pages Internet
 Real Estate Broker Other (specify) _____

PLEASE COMPLETE THE FOLLOWING INFORMATION AND ANSWER QUESTIONS ON REVERSE FOR THE
 GEORGIA REAL ESTATE COMMISSION

DATE OF BIRTH: / / SOCIAL SECURITY NO. - -

SEX: Male Female

EXAM TYPE: Salesperson Broker STATUS: Active Inactive

FIRM LICENSE NUMBER: H - (If you know the company you plan to work for)

<u>COURSE</u>	<u>COURSE ID</u> <small>(For school use)</small>	<u>MEDIA</u>	<u>CREDIT</u>	<u>COST</u>	<u>TOTAL</u>
___ Salesperson Pre-license Course	<input type="checkbox"/> CT <input type="checkbox"/> PS <input type="checkbox"/> _____	<input type="checkbox"/> CD-ROM <input type="checkbox"/> _____	75 Hours	\$395.00	_____
___ Broker Pre-license Course	<input type="checkbox"/> CT <input type="checkbox"/> PS <input type="checkbox"/> _____	<input type="checkbox"/> CD-ROM <input type="checkbox"/> _____	60 Hours	\$360.00	_____

(Please include \$10.00 per course for shipping / Handling) Total Shipping _____
 (Prices include all applicable sales taxes) Total Due _____

METHOD OF PAYMENT (Independent Study Courses require payment by Debit/Credit Card or Cash)

VISA ___ MASTERCARD ___ Account # _____ Expiration ___/___

If payment is made by credit card, signature is required below

The purpose of this course product is to provide earned education credits to qualified students and to provide practical knowledge helpful in the real estate practice. Career Institute of Real Estate's product liability is limited to replacing a manufacturer's damaged disk and providing education credits to those students successfully completing this course. REAL SOURCE is not liable for the student's loss of CD, files or data. By enrolling and proceeding with this course, you consent to these terms and the school policy. NO REFUNDS OR EXCHANGES.

ALL COURSES MUST BE COMPLETED WITHIN SIX MONTHS FROM THE DATE OF PURCHASE.

**Please sign below in acceptance of all terms and conditions
 As stated in the school policy.**

Student Signature _____

Print Name on Card _____ Date _____

School **Real Estate Agents Link Source**

By _____

Title **Director / Coordinator** Date _____

HISTORY

(Check Yes or No)

YES NO

- 1. Are you applying as a Georgia resident?
- 2. Are you a veteran with at least one year of active duty who served at least 90 days during wartime?
- 3. Have you ever been licensed in another state as a broker or salesperson?

If YES, where? (State abbreviation)

Under what last name?

Note: If "yes," you must attach to this application a course completion certificate. In addition, you must attach a certificate of license history (not more than one year old) from any other state in which you have held a license only if you:

- a. Do not have course completion certificates and are attempting to prove that you have met Georgia's required prelicense or postlicense education in another state or (if applying for a broker's examination) you have met any part of Georgia's three-year experience requirement in another state; or
- b. Are a resident of Florida and taking only the state portion of Georgia's examination?

- 4. Have you ever held or do you hold a real estate license in Georgia?

If YES, give license number

If YES, but under a different name, what last name?

- 5. Are you a high school graduate OR the holder of a General Education Development (GED) certificate?
- 6. Have you ever been convicted of, pled nolo contendere to, or been granted first offender treatment upon being charged with (1) any criminal offense other than a traffic violation or (2) any traffic violation that involved driving under the influence of drugs or alcohol, homicide or feticide by vehicle, fleeing the scene of an accident, attempting to elude a police officer, or impersonating a law enforcement officer?
- 7. Have you ever been disciplined by the Georgia Real Estate Commission or any state or federal licensing agency or authority which regulates any profession? (Disciplinary actions include but are not limited to such actions as: reprimand, a suspension, a fine, or any restriction placed on your rights to operate as a licensee.)

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- 8. If applying for a broker license, how many years have you been actively licensed as a salesperson? _____ as a broker? _____ as a community assn manager? _____