

HOPE REALTY INSTITUTE OF DELAWARE

PRE-LICENSING SALESPERSON COURSE



IMPORTANT NOTICE: We must receive a validated sealed copy of your GED, High School Diploma and or Preferred a Copy of Your High School TRANSCRIPT document in order to receive a certificate of completion here!!

BUT you don't have to have a Diploma, call me!

Become a Realtor in just up to 9 weeks!

Classes begin **March 2024!**

Call **((302) 645-9800** or email info@hope4housing.com for more information

Address: 12001 Old Vine Blvd Suite #103 Lewes, De 19958 (located adjacent to the only Social Security Office in Sussex County)

Classes will be held via zoom throughout the week starting at 6pm

Student Name: _____

DOB: _____

Social Security Number: _____

Email: _____

Address: _____

Student Home/Cell#: _____

Payment Schedule: Tuition
Application Fee
Text Books
Student Kit
Down Payment

Balance

Payments PerMonth: \$ _____

1st payment Due Date: _____

Visa/Mastercard etc. _____

Account number: _____ Exp.date: _____

(NOTE: Credit card information is shredded after the payment is processed)

Credit card Amount\$ _____ or Check/cash enclosed: \$ _____

(\$100 minimum deposit required)

Address cardholder: _____

(Use the billing address of the cardholder)

Registration checks shall be made payable to:
Hope Realty 12001 Old Vine Blvd Suite 103 Lewes, De 19958.

Signature: _____

Print Name: _____

Deposit is refundable with written cancellation within 7 days of orientation session
minus \$25.00 Administration fee

Actual scheduled dates subject to minimum required student registrations.

Tuition: \$660 with an additional \$150 registration fee.

Law Students only: (Licensed in other states) \$225

Course Purpose: To guide you through this course and prepare you to successfully pass the state and national exam.

Course Content: Minimum 99 hours including (3)hr final exam Topics Covered: Real Estate Sale, Law and Real Estate Math

Textbooks: (required by the real estate commission) All includes tuition and provided to students upon payment of the full amount due. Students may keep the textbook upon completion of the class.

Text Books: 20th Edition, Law Supplement including Delaware Real Estate License law, Rules and Regulations and various laws as outlined in the lesson.

- Real Estate Sales 10 Sessions (40 hours)
- Real Estate Law 10 Sessions (40 hours)
- Valuation, Math review, financing 4 Sessions (16 hours)
- Exams and Final 1 Sessions (4 hours)
- Law Only Students: 10 Sessions Real Estate Law
- Textbooks available after tuition is paid in full

Qualifications: Salesperson. — An applicant who is applying for licensure as a salesperson under this chapter shall submit evidence, verified by oath and satisfactory to the Commission, that such applicant:

- (1) Meets the requirements of subsection (a) of this section.
- (2) Is at least 18 years of age.
- (3) Has successfully completed a prescribed pre licensing course of instruction including real estate principles and practices and Delaware real

estate law.

(4) Has passed a uniform national and state examination for salespersons, as is contractually arranged for, with a nationally recognized independent testing service, by the Division; and

(5) Has provided such information as may be required on an application form designed and furnished by the Commission with the approval of the Division. No application form shall require information relating to citizenship, place of birth or length of state residency; nor require personal reference 24 Del. C., Chapter 29, 2907 (b)(3)

Requirements for examination

1. Submit a copy of the certificate that you received when you completed the 99-hour Delaware salesperson's pre-licensing course.
2. Submit the original score report that you received from **Pearson VUE** when you passed the general and Delaware law portions of the salesperson's examination.

Procedure for Complaints and Refund

As a condition for granting certification, each school must maintain a cancellation and settlement policy which must provide a full refund of all money paid by a student if:

1. The student cancels the enrollment agreement or contract **within 72 hours (until midnight of the 3rd day excluding Saturdays, Sundays and legal holidays)** after the enrollment contract is signed by the prospective student;
2. The

enrollment of the student was procured as the result of any misrepresentation in advertising, promotional materials of the school or representations by the owner or representative of the school.

b. As a condition for granting certification, each school must maintain a policy for the refund of the unused portion of tuition, fees and other charges in the event the student, after expiration of the **72-hour cancellation** privilege, fails to enter the course, or withdraws or is discontinued therefrom at any time prior to completion, and such a policy must provide:

1. Refunds for private business and trade school courses will be based on the period of enrollment computed on the basis of course time expressed in clock hours;
2. The effective date of the termination for refund purposes in private business and trade schools will be the earliest of the following:
 - A. The last date of attendance, if the student is terminated by the school;
 - B. The date of receipt of written notice from the student;
 - C. Ten school days following the last date of attendance;
3. If tuition is collected in advance of entrance, and if, after the expiration of the 72-hour cancellation privilege, the student does not enter the private business and trade school, not more than \$100 shall be retained by the school;
4. For the student who enters a private business and trade school course of not more than 12 months in length terminates or withdraws, the school may retain \$100 (\$200 if student takes early math pre-test) of tuition and fees and the minimum refund of the remaining tuition will be:

Procedure for Complaints or Refund

- A. After 0.01 percent enrollment time of the course, 80 percent of the remaining tuition;

- B. After 5 percent to 9.9 percent enrollment time of the course, 70 percent of the remaining tuition;
- C. After 10 percent to 14.9 percent enrollment time of the course, 60 percent of the remaining tuition;
- D. After 15 percent to 24.9 percent enrollment time of the course, 55 percent of the remaining tuition;
- E. After 25 percent to 49.9 percent enrollment time of the course, 30 percent of the remaining tuition;
- F. After 50 percent or more enrollment time of the course, the student may be considered obligated for the full tuition;

NOTE: Enrollment time is the time elapsed between the actual starting date and the date of the student's last day of physical attendance in school.

Refund Policy

Hope Realty Institute of Delaware will refund all deposits/tuition if the planned course is canceled or postponed or apply the deposit/tuition to the next planned course.

Students may cancel registration up to 7 days prior to the start of the session and receive a refund of tuition received minus \$100 (**\$100 deposit**) **is non refundable.**

Complaints will be submitted to Dean Collena Hope and arrangements for a personal meeting will be made to air and resolve the issue. Students will be given an opportunity to choose a mediator to facilitate this meeting. In the event, the student feels that he/she is not satisfied with the outcome of his/her complaint; they may contact and file a formal complaint:

Delaware Department of Education 34 Commerce Way, Ste. 1

Dover, De 19904

(302) 857-3313

Patricia.keeton@doe.k12.de.us

Rules

1. Standard approved textbooks will be included. No borrowing of such material will be tolerated.
2. Students caught cheating on exams or hours will be cause for immediate dismissal.
3. Students will be held responsible for their own equipment and personal property.
4. Students must attend class regularly and pursue instructions and practical work diligently.
5. Absences due to sickness after 3 consecutive days must be verified by a doctor's note.
6. No weapons of any kind are allowed in the building, including knives
7. Modest attire is a requirement when you come to class.

If and when the rules are not obeyed;

1st offense- warning

2nd offense- you will be asked to leave and your hours will not be credited

Termination: Should a student be disruptive to the instructor and/or other students, the student will receive a verbal warning for the first offense, a written

warning for the second offense and will be terminated for the third offense. Should a student be terminated, a student will receive a refund as per the refund policy in this catalog.

In the case when a concern or complaint cannot be resolved, you may contact the *Department of Education, private business and trade Schools, 35 Commerce Way, St. 1 Dover, DE 19904, (302) 857-3313.*

Attendance: Attendance logs will be maintained by the instructors. Students may miss no more than (3) four hour sessions and not more than (2) four hour sessions in any one of the subject areas mentioned above.

Absence will not relieve the student of responsibility for material covered.

Students more than 10 minutes late may attend the class but will be marked absent by the instructor (unless given different instructions by the instructor). Students who insist on texting or emailing will be marked absent by the instructor.

I _____, having been enrolled and accepted as a student, agree to make regular payments as scheduled above, if a payment agreement is breached then a late fee will be charged \$25 and/or payment agreement canceled and all monies due immediately. All payments are to be made upon completion of my hours, payable to Hope Realty.

I FURTHER AGREE TO COMPLY WITH THE FOLLOWING STIPULATIONS: CLASSES MAY NOT BE ATTENDED IF TUITION PAYMENT IS DUE.

No change or representation in the contract will be recognized unless made in writing and signed by both student and school director.

No responsibility is assumed by the school for any negligence, carelessness or lack of skill by one or more students while practicing any part of the school course upon another.

I _____ HAVE RECEIVED A SCHOOL HANDGUIDE AND UNDERSTAND ALL RULES, TUITION POLICIES AND CANCELLATION POLICIES OUTLINED IN THE HANDGUIDE AND AGREE OF ALL THE TERMS AND CONDITIONS LISTED ABOVE.

Also that I will be given your High School Transcript from you before you complete this course and you have received a copy of this contract.

Student Signature

_____ **Date** _____ **Student**

Signature

_____ **Date** _____

Parent Signature (If under 18)

School Agent _____ **Date** _____

Examinations: Final Exams will be developed by the respective instructor in two subject areas. **Sales** (including valuation, finance, appraisal and math) and **Law** in a format similar to the statewide licensing examination.

Quizzes and Mid-term exams may also be given. In order to pass the exam in the subject, students must score an **80% or better**. Students scoring less than 80% in a subject have one opportunity to retake a new final exam in that subject.

Certificate of Completion: After successfully completing and passing the 3 exams, and complying with the attendance requirement, students will be issued a Certificate of Completion.

Student Initial_____ **Date** _____

Owned and Operated Collena Hope, Hope Realty Institute of Delaware does not discriminate based on race, color, national origin, religion, creed, sex, marital status, age, sexual orientation, gender identity or disability in its programs, admission policies, employment policies or Actual scheduled dates subject to minimum required students registrations.

Web- www.hope4housing.com Email- info@hopehousing.com Office- (302) 363-7112