

## GENERAL INFORMATION

### PURPOSE OF THE ACADEMY

To conduct the Broker Pre-Licensing course required for a student to qualify for the real estate license examination. Also to conduct Broker Post-Licensing courses needed to upgrade from “provisional” broker to full broker and to retain his or her license.

### PRE-LICENSING COURSE

The ACADEMY conducts a Real Estate Broker Pre-Licensing course intended to instruct students in basic real estate principles and practices, including real estate law, financing, brokerage, closing, valuation, management, taxation and mathematics. Also included is instruction on construction, land use, property insurance, and the North Carolina Real Estate Commission rules and regulations. Upon satisfactory completion of the Broker Pre-Licensing course with a passing grade on the exam of 80% and required attendance of 80% of all scheduled class meetings, the student will receive a “Certificate of Completion” and qualify to make application to the North Carolina Real Estate Commission to take the state real estate license exam. The total number of classroom hours, including the course exam, will be 75 hours.

### POST-LICENSING COURSE

The ACADEMY also conducts the 30 hour Real Estate Broker Post-Licensing courses. The Broker Post-Licensing program consists of three courses titled “Broker Relationships and Responsibilities”, “Contracts and Closings”, and “Selected Topics”. New “provisional” brokers will be required to complete 90 hours of Post-Licensing education emphasizing practical knowledge and skills within three years of obtaining his/her “provisional” brokers license. A minimum of 30 hours of Post-Licensing education must be done before the first anniversary date of their licensure. If the licensee fails to complete at least one postlicensing course by this time, their real estate license will be placed on inactive status. The same is true for the second postlicensing course and second anniversary date of licensure. However, if the North Carolina licensee fails to complete their third and final post-licensing course by the third anniversary date of licensure, the licensee’s North Carolina real estate license will be canceled. Topics in “Broker Relationships and Responsibilities” include a review of issues associated with agent compensation and agents changing firms, as well as a review of license status and educational issues. The “Contracts and Closings” course includes a review of selected basic contract law concepts, sales contract preparation,, post-contract signing and closing procedures, Real Estate Settlement Procedures Act, closing statement preparation and other selected topics. “Selected Topics” includes commercial real estate brokerage, residential property management, land use controls, loan fraud, licensing law case studies, miscellaneous license law issues, and local issues.

Upon satisfactory completion of each 30 hour Broker Post-Licensing course with a passing grade of 75% and 80% attendance, the student will receive a completion certificate. Upon completion of all three courses within three years of licensure, the “provisional” status of the student’s broker license will be removed. Satisfactory completion includes homework as well as passing a course exam by 75%.

## ENTRANCE REQUIREMENTS

Students may not be enrolled in another real estate post-licensing course at the same time. All students must be high school graduates or equivalent and have basic reading and math skills. “No student shall be denied admission on the basis of age, sex, race, color, creed, national origin or religious preference, handicapping condition, or familiar status.” If particular handicap conditions must be met, please contact the director well in advance of the start of class so that arrangements may be met. Possession of a current Broker License in North Carolina is a prerequisite for enrollment in the 30 hour Broker Post-Licensing Courses. Prospective Broker Post-Licensing Course students must present evidence of meeting this prerequisite at the time of enrollment.

### REGISTRATION

Immediate registration is recommended to reserve space in the class as we are limited in space. Simply fill out the Registration Form on the next page and mail it to us with your tuition fee. We will send you a “Registration Confirmation” and an enrollment contract that must be executed prior to the first scheduled class meeting. You may also register online at [TheMarketPlaceAcademy.com](http://TheMarketPlaceAcademy.com).

### LATE REGISTRATION

Late registration is accepted on a space available basis only.

### TUITION & FEES

The tuition fees are \$395.00 for the Pre-Licensing course and \$199.00 for each of the Post-Licensing course, which includes books and other materials. If the student already has the current NC Real Estate Manual for the Post-Licensing courses, a credit of \$35.00 will be given. As STUDENT, you receive repeat privileges for any course in which you have enrolled. Repeat privileges will be based on space and availability up to one year. If you fail the first end of course exam, you may retake the exam one time only as long as it is within 90 days of the original end of course date, without repeating the course.

### REFUNDS on TUITION & FEES

The ACADEMY agrees to refund tuition to the STUDENT in full if the STUDENT withdraws prior to the first scheduled class day. If the STUDENT withdraws after the first scheduled class and before the third scheduled class begins, the ACADEMY agrees to refund all but \$100.00. In the case of rescheduling students who have withdrawn, the \$100.00 will be credited to the STUDENT as partial payment for another course session as long as it is rescheduled within the next three months.

## REGISTRATION FORM

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Email \_\_\_\_\_

How did you hear of us? \_\_\_\_\_

Are you currently enrolled in another real estate class?  Yes  No

Make check payable to:

The Market Place Real Estate Academy

Mail registration & tuition to:

The Market Place Real Estate Academy

Lumina Station III

1902 Eastwood Road, Suite 104

Wilmington, NC 28403

Office ( 910 ) 509 - 2131 Mobile ( 910 ) 233 - 2222

You can also register online at [TheMarketPlaceAcademy.com](http://TheMarketPlaceAcademy.com)

Next class or classes begin: \_\_\_\_\_