

# School Terms & Policies

## Salesperson Advanced Real Estate Principles: Unit 2 Course

These terms and school policies are considered part of the Unit 2 Enrollment Agreement.

The SC Real Estate Commission has approved these five modules.

Unit 2 consists of the five modules listed below.

Module A	Monday	Agency and Property Disclosure
Module B	Tuesday	Real Estate Contracts
Module E	Wednesday	Investment and Taxation
Module C	Thursday	Ethics and Real Estate
Module D	Friday	Measurement and Valuation

1. Anyone who pays the class fee may attend these classes without discrimination. Each module is a separate course and individually they are priced at \$80 each. We discount them to \$325 when all are taken in one week. Classes may be split into subsequent months for an additional split fee of \$10 per additional month.
2. **Splitting**—You may elect to split the modules over a maximum of **five (5) consecutive months**. The cost is \$10 per additional month. All modules must be completed within the five-month period or there will be an additional \$50 charge per class beyond the five-month period.
3. **Refund Policy**—To get a refund for the Monday class, you **MUST notify us by 3:00 p.m. on the Thursday before class starts or forfeit the deposit**. If you do, you may elect to transfer to another of our Unit 2 classes or request a full refund. Refunds will be paid within 10 days of request. **If you are going to miss any of the other modules (classes) you must notify us not later than 10:30 a.m. the day before any module you will miss. See #6 NO SHOW Policy.**
4. **Attendance Requirements/Tardiness**—Attendance of the entire \*six (6) hours and passing the module exam are required. **\*A maximum of fifteen (15) minutes per 6-hour module may be missed.** There is no way to make up time missed exceeding 15 minutes.
5. **Withdrawal policy**—If you must leave class early, there will not be a refund for that day; however, you may transfer to another month for the \$10 split fee. If you elect to withdraw completely after starting a class and give notice not later than 10:30 a.m. on that day, classes already attended will be charged at the rate of \$80 per day and any balance will be refunded. Refunds will be paid within 10 days of request.
6. **NO SHOW Policy**—Each day is a separate class. **If you don't attend a Module and don't give notice as above, you will need to pay again \$60 for the class you missed.**
7. **Transferring**—After starting the course, changing your schedule to transfer any of the other modules to another month requires notice **not later than 10:30 a.m. on the day before the scheduled** module you will miss. Transferring with timely notice will be treated the same as splitting and will only cost \$10.
8. **Returned checks**—\$35 will be charged if your check is returned for any reason.
9. **Module Exams**—There is a 20-question multiple choice exam at the end of each module. The minimum passing score is 70% or 14 questions correct. Anyone who fails to get 14 questions correct will be given a makeup exam as soon as the class is over on that same day.
10. During class, **cell phones must be turned off, not left on silent or vibrate**. Tape-recording any of our classes is not permitted. Use of computers in the classroom is not allowed.
11. No unrelated reading materials, computer games, etc. are allowed during class.
12. The instructor has the right to have any disruptive student removed from class.

Call Wyatt Institute at 864.233.1514, if you have **ANY** questions about these terms and policies **BEFORE** registering for class.