

GREC License School Code: 1016

Online Courses Notice to Students

This course is approved by the Georgia Real Estate Commission as online courses to be provided by Executive School of Real Estate. School Renewal Date is December 31, 2019.

Grading, Homework, and Examination Policy

After course completion, the Student will be required to take a Test. Student will have two opportunities to pass the test with a score of 75% or higher. If student, does not pass after the second opportunity, student will be required to retake the course in its entirety at no discounted cost.

For online PreLicense students: The following nine contracts must be completed and are built into the student's online course under the Real Estate Contracts section: (These are all due after student completes all modules.) Listing Agreements 1 & 2 and Buyer Agency Agreements 1 & 2, Purchase and Sale Agreements 1 & 2, and Leasing/Management Agreement, Lease Contract, and Tenant Agency Agreement. Students must successfully complete all assignments before receiving credit for the course.

Once student passes the course test, he/she will be required to take the Georgia Real Estate Salespersons Examination. Please be aware that candidates will be required to submit a Georgia criminal background report in order to obtain licensure. For persons, with criminal convictions a preliminary background application may be completed. This is referred to as the Commissions Preliminary Decision Option. [520-1-.04 (11)]

List of instructors licensed and authorized to teach this course:

Susan Strickland, ABR, CRS, CRB. Susan is the School Director and has been a licensed real estate salesperson since 1989. She is a real estate broker and has earned numerous production awards to include Lifetime Million Dollar Club and Top Producer. As a community leader, she served on the Liberty County Planning and Zoning Commission for 4 years and as Hinesville Zoning Commissioner for 4 years.

Janie Diggs, ABR, ASR, AHWD, GRI, MRP, and has earned a Bachelors in Business Administration. She is a managing broker, and has been in the real estate business since 1999. Her achievements include Lifetime Million Dollar Club, Distinguished Sales Society, Top 10 under 40 Business Leaders in Liberty County, and Realtor of the Year.

William "Billy" Strickland II has been in the real estate business since 2005. His areas of expertise include REO and foreclosed homes, as well as, real estate investment. Billy has earned such honors as the Distinguished Sales Society numerous times during his licensure. He has volunteered in multiple community organizations, to include American Red Cross and Hinesville Area Board of Realtors Ethics Chairman.

Attendance/Accountability

The student must complete all instructional modules required to demonstrate mastery of the material and sign the certification statement to that effect. There are no make-up classes for online courses. There are no in-class instructions required for online courses. Please review the “Student notice” in the documents link within the online course for Course Expiration and Review, Course Extension, Technical Support, and System Requirements.

Continuing Education

Please note that students will not receive any continuing education credit for taking a course if they have taken the same course within the previous twelve (12) months.

No Recruiting – Zero Tolerance

The school will not allow anyone to recruit students to become new affiliates for any brokerage firm on the school premises during a class or one hour immediately before or one hour after a class meets. Any violation of this is required by law and will be promptly reported to the Georgia Real Estate Commission.

Signed Student Affidavit

School Name requires that you certify that you have personally completed each module of a distance learning course and any written exercise or assessment required for completion of the course. You must provide an electronic signed Student Affidavit to the school before scheduling any course examination and before the school may certify your completion in any course. The school will not process your course completion without your submitting a signed certification form. This form is available online and you will electronically submit this to your school when you have completed all required modules of the course. This form will appear on your course homepage once you have completed the course lessons.

In order for School Name to certify that you have completed a course, you must:

1. complete all instructional lessons in the course
2. Submit signed and dated Student Affidavit
3. pass the required course final examination at an approved school location.

Course Completion

Course is “complete” when student has passed the course examination. Upon Completion of this course student will have successfully earned the 75 required credit hours for the Georgia Salespersons PreLicense Course. The school will convey the student record of completion to the testing service in a timely manner (usually within 1 business day). The school submits completions electronically to the Georgia Real Estate Commission.

The OnCourse Learning System: The OnCourse Learning System represents an entirely new approach to instruction administered using a computer. The primary feature that distinguishes this system from more traditional computer-based instruction (CBI) is that the system is designed around proven instructional strategies, rather than around the capabilities of the computer.

How Our Course Monitors and Evaluates Your Progress and Provides Feedback:

OnCourse courses utilize the personal computer to perform the functions traditionally performed by the teacher. Using OnCourse courseware, the computer becomes essentially a one-on-one tutor. It presents the material to be learned, provides adequate explanation to ensure that you understand what is being presented, and requires that you demonstrate your understanding through active participation in the learning process.

More importantly, it acts as a constant monitor of what you know and don't know and uses that information to dynamically adjust the presentation to meet your needs as you learn. The result of this process is that the courseware provides a fully self-contained instructional

program that can adjust to your specific needs which may vary widely both in the amount of knowledge you bring into the learning session as well as your learning ability (i.e., how quickly you learn. In addition, no other resources (such as books or teachers) are normally needed to accomplish the educational objectives of a particular course.

How to best take an OnCourse course

Spending too much time in any one session will burn you out. Remember, our program actually challenges you to LEARN the material not just skim over text. So, we recommend you split up your effort into 30-40 minute sessions. You can do more than one session per day (recommended) but, try to do something everyday. The consistency of effort (particularly for any prelicense courses) is what will produce the best learning for you.

As you work on the course, your time in each lesson is recorded as well as how many questions are presented and how many attempts were required to answer the question correctly. So, the learning system serves as a record of attendance and academic achievement.

Refund Policy: You have the right to cancel your registration for any reason within seven (7) business days from the date of purchase. Requests for cancellation of a registration must be made by contacting School Name by phone, or email. The request must be received by School Name before midnight of the seventh business day from the date of purchase. A cancellation fee will be charged to the student to cancel a registration. The amount of the cancellation fee is 15% of the total purchase amount. If the course includes one or more textbooks, the books must be returned at the student's expense. The request for cancellation will not be processed until the book(s) are returned to the school in reusable condition.

Student Services, Rights, Privileges and Responsibilities: Upon successful completion of a course, each student will receive an official completion certificate.

Technical Support:

You can contact Tech Support at 800-743-8703 or by email at techsupport@oncourselearning.com. Their hours of operations are Monday through Friday 8:00 AM EST to 5:30 PM CT. Email support is available during normal business hours. Emails received after normal business hours will be answered the following business day. Before you call, please be prepared to explain your problem in detail and have access to your computer. In order to effectively troubleshoot your issue, our technicians begin the call by asking you a series of questions regarding your operating environment. We will need to know what type of computer you are using, the operating system you are using, the version number of any associated software. Your calls may be documented or monitored to help us maintain quality of service standards.

Affidavit

By enrolling/registering for an online course, you are acknowledging that you have read and understand all terms in this notice. Unless otherwise stated, testing will be administered at:

Executive School of Real Estate
401 South Main Street
Hinesville, GA 31313
912-877-6600