



1900 State Street, Ste 1 Bettendorf, IA 52722 Phone: 563-355-6655 Fax: 563-355-2619

## REAL ESTATE SALESPERSON PRE-LICENSE ENROLLMENT FORM

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

PHONE (Home): \_\_\_\_\_

PHONE (Cell): \_\_\_\_\_

PHONE (Office): \_\_\_\_\_

E-MAIL: \_\_\_\_\_

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**STARTING COURSE DATE:** \_\_\_\_\_ **Application Date:** \_\_\_\_\_

IA Salesperson (60 hour) \$425.00

**TOTAL COST:** \_\_\_\_\_

Less any partial payment: \_\_\_\_\_ date paid: \_\_\_\_\_ pymt type: \_\_\_\_\_

Balance due by first class: \_\_\_\_\_ date paid: \_\_\_\_\_ pymt type: \_\_\_\_\_

*Payment type code: ca-cash ck-check cc-credit card mo-money order*

*Make checks or money orders payable to:  
Quad City Area REALTOR® Association or QCARA*

- The "Total Cost" (tuition) indicated above is due along with the class application.
- The Quad City Area REALTOR® Association (QCARA) reserves the right at any time to reschedule and cancel classes. Upon cancellation, the school will refund the unearned tuition in accordance with the refund policy. QCARA may cancel this agreement due to unsatisfactory advancement/behavior of or failure to pay all tuition due by the student.
- Tuition paid is applicable only to the course in which the student is enrolled. Tuition is not transferable from one person to another. If a student must drop a course already in session the tuition may be applied toward another course within six months from the date of the dropped class. Materials may be an additional charge. A \$10 transfer fee will be charged to persons transferring from one course to another.

### REFUND POLICY

Tuition is NOT REFUNDABLE after the student starts class. Refunds apply as follows:

1. A full refund of tuition if the applicant is not accepted.
2. A full refund less \$10 processing fee will be reimbursed if applicant's notice of cancellation is given at least 4 business days prior to the first scheduled class. If notice of cancellation is given less than 4 business days prior to class, a refund less a \$75 cancellation fee will be reimbursed.
3. The official date of termination shall be determined by the date on which the school receives notice mailed or delivered to QCARA of the student's intention to discontinue the course.
4. A full refund or credit will be given for tuition paid if QCARA decides to cancel the scheduled class.

Copies to: \_\_\_\_\_ Accounting \_\_\_\_\_ Education \_\_\_\_\_ Student