



Mbition LLC dba Mbition Learn Real Estate
20225 Water Tower Blvd. 4th Floor
Brookfield, WI 53045
Hours of Operation: 8a-5p M-F (EST)
Enrollment Agreement North Carolina Real Estate

Policies and Procedures Disclosure (PPD)

Courses and tuition

North Carolina Broker Prelicense – 75 Hours (\$409 base price)

Online Real Estate Continuing Education (\$49.00 each):

Commercial Leases-4 Hours

Green Home Construction-4 Hours

Tax Advantages of Home Ownership -4 Hours

Concepts in Appraising Green Residential Buildings – 4 Hours

ADA and Fair Housing – 4 hours

Ethics in Real Estate – 4 Hours

Tax Free Exchanges – 4 Hours

Broker Prelicensing Course

Purpose of the Course

Successful completion of the Broker Prelicensing Course is generally required to qualify for the North Carolina (NC) real estate license examination and to obtain a NC real estate broker license. The primary objectives of this course are (1) to provide students with the basic knowledge and skills necessary to act as licensed real estate brokers in North Carolina in a manner that protects and serves the public interest and (2) to prepare students for the NC real estate license examination. This course may only be offered by education providers certified by the NC Real Estate Commission. At Mbition Learn Real Estate, the Broker Prelicensing Course consists of a total of 75 instructional hours, including the end-of-course examination.

After passing the Prelicensing course, a student must submit a license application to the NC Real Estate Commission to be eligible to take the license examination. License application instructions are provided in the free publication Real Estate Licensing in North Carolina (RELINC) which is available on the Commission's website at www.ncrec.gov. The minimum age requirement to obtain a real estate license in North Carolina is 18.

Course Description

Major topics addressed in the Broker Prelicensing Course include basic real estate concepts and law, property taxation, land use controls, environmental hazards, brokerage relationships and practices, real estate contracts, real estate financing, closing a real estate sale transaction, real property valuation, property insurance basics, fair housing laws, landlord and tenant, property management, federal income taxation of real estate, basic construction, basic real estate investment, North Carolina Real Estate License Law and Commission Rules, and Trust Account Guidelines. Real estate mathematics is an important component of this course and calculations will be required.

Exam

- The end-of-course exam must be administered by a qualified proctor within 60 days of the completion of the course instruction.
- The minimum exam passing score is 75%.
- Students are not permitted to bring tablets, cell phones, or similar electronic devices into the testing site on the day of an exam.
- Mbition Learn Real Estate will not allow a Broker Prelicensing Course student who does not take the initial end-of-course exam as scheduled to take a makeup exam.
- Mbition Learn Real Estate will allow a Broker Prelicensing Course student who takes but does not pass the initial end-of-course exam to retake the end-of-course exam 3 times; however, all retakes must be within 60 days of the initial exam attempt.

Course Completion Certificate

To successfully complete the Broker Prelicensing Course and receive a course completion certificate, a student must:

1. Meet the attendance requirements,
2. Timely complete the course materials (within 6 months of enrollment), and
3. Pass the end-of-course exam with a minimum score of 75%.
4. Course must be completed with 180 days of initial enrollment. If requirements have not been met, and certificate of completion has not been issued, an extension beyond 180 days is not allowed.

Annual Summary Report

During the July 2019-June 2020 license year, Mbition Learn Real Estate had 0 students take the license examination for the first time within 30 days of the Broker Prelicensing Course completion date.

*Mbition Learn Real Estate did not offer the Broker Prelicensing Course during this timeframe.

Continuing Education

Course Completion Certificate

1. Attend at least 90 percent of the scheduled instructional hours for the course
2. Provide legal name and license number to Mbition
3. Present pocket card or photo ID card, if necessary
4. Personally perform all work required to complete the course

Admission Requirements

Admission is open to any qualified applicant. No qualified person may be excluded from enrollment based on sex, race, ethnic origin, or religion. Applicants must meet the following requirements:

1. Be at least 18 years of age.
2. The submission of any required forms (Enrollment Agreements, etc.) as required by postsecondary regulations.
3. Pay appropriate fees.

Enrollment and Fees

Students may enroll in courses through www.mbitiontolearn.com or 800-532-7649. A signed copy of this disclosure is required prior to enrollment. Training must be paid in full upon enrollment.

No financial aid is available for any courses offered by Mbition Learn Real Estate.

Course Refunds

You have the right to cancel your registration for any reason up to seven (7) calendar days from the date of purchase. Requests for cancellation of a registration must be made by contacting Mbition Learn Real Estate by phone, fax, or e-mail. The request must be received by Mbition Learn Real Estate before midnight of the seventh calendar day from the date of purchase. A

cancellation fee will be charged to the student to cancel a registration. The cancellation fee is 15% of the total purchase amount. If physical book was part of the package, the book must be returned to the warehouse address given by the customer service representative before the 14th day from date of purchase.

Instructor Support

If you have any content questions and/or need to speak with an instructor, please contact realestateinstructor@mbitiontolearn.com. Your instructor for this course is (Eugene) Tom Mangum.

Student Conduct

It is expected that students will conduct themselves in a professional manner and demonstrate respect for their instructors and fellow classmates. The school administration reserves the right to terminate a student on any of the following grounds listed below. The termination notice will be in writing citing the reasons for termination. Tuition will be refunded according to the applicable refund policy.

Reasons for Termination:

- Not complying with school rules and regulations.
- Unprofessional conduct.
- Unsatisfactory academic progress.
- Excessive absence or lateness.
- Failure to pay fees when due.
- Cheating or falsifying records.
- Breach of enrollment agreement.
- Entering school site while under the influence or effects of alcohol, drugs, or narcotics of any kind.
- Carrying a concealed or potentially dangerous weapon.
- Sexual harassment.
- Harassment of any kind including intimidation and discrimination.

DISMISSAL/READMISSION

If a student is discovered to be cheating in any manner during an examination, the student will be immediately dismissed, will receive a failing course grade, will not be eligible for any retake or make up policies, and will be reported to the North Carolina Real Estate Commission (per Commission Rule 58H .0203(h)).

This agreement is valid only upon acceptance by the student. The student’s acceptance of this Enrollment Agreement is electronic by 1) the student checking the box with “I agree” and 2) purchase of the course.

Mbition Learn Real Estate is considered to have signed this Enrollment Agreement upon the student’s acceptance. A signed copy of the Enrollment Agreement will be emailed to the student along with the purchase receipt.

I (student) certify that I received a copy of Mbition Learn Real Estate’s Policies & Procedures Disclosure.

_____	_____
Signature of Student	Date

I (Mbition Learn Real Estate) certify the information contained in this Policies & Procedures Disclosure is true and correct.

_____	_____
Signature of Mbition LLC	Date

