

DISTANCE LEARNING INSTITUTE TRAINING

10410 KENSINGTON PARKWAY, SUITE 223

KENSINGTON, MD 20895

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TEL: 301 615 0906

PRINCIPLES AND PRACTICES OF REAL ESTATE-ONLINE, 60 CLOCK HOURS PROGRAM

STUDENT INFORMATION *(please print clearly):*

Last Name	First Name	M.I.	*Social Security #
Address	City	State	Zip
Home Phone	Cell Phone	Email Address	

*It is required by the Maryland Higher Education Commission to provide your social security number.

This section is voluntary. Your application will be considered in the same manner no matter whether you provide this information:

Gender: Female Male I do not wish to disclose this information

Race/Ethnicity:

Hispanic or Latino A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

Black or African American (Not Hispanic or Latino) — A person having origins in any of the black racial groups of Africa

White (Not Hispanic or Latino) — A person having origins in any of the original peoples of Europe, the Middle East, or North Africa

Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino) — A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

Asian (Not Hispanic or Latino) — A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam

American Indian or Alaskan Native (Not Hispanic or Latino) — A person having origins in any of the original peoples of North and South America (including Central America),

Student Enrollment/Entrance Requirements:

Enrollment Requirements

1. Complete the enrollment agreement form, provide a copy of high school diploma, G.E.D, or high school equivalency, college transcripts from a 2 year or 4-year degree program, or college diploma.
2. Provide a copy of a birth certificate or a valid driver's license/state identification card to show proof that they are 18 years of age or older.
3. Complete the Program Demo -posted on the DLIT website which gives an overview of the program.
4. Complete a free Online Readiness Questionnaire posted on DLIT website to see if online learning is best suited for your learning style. Send a copy of your result print- out with your registration form. This test assesses whether you can read and comprehend instructions presented in an online format.
5. Upon receipt of the signed enrollment form, the school will send you a link to register and pay for the program. Students may access the enrollment form at any time by going to www.dlitraining.com. They may also receive a copy by emailing DLIT at ENROLLMENT@DLITRAINING.COM.

Entrance Requirements

Please note a criminal conviction MAY affect your ability to be licensed through the MD Real Estate Commission. It is advisable to contact the Real Estate Commission for information specific to becoming a real estate agent (Occupational Code 41-022 – Real Estate Agents). In addition -all students must meet/complete the enrollment requirements mentioned above and have a computer/Internet that meets Technical requirements below.

Technical/Hardware Requirements for this Program: This online program requires the following:

Minimum System Requirements

- Desktop PC or Mac, Laptop, most tablets-although we highly recommend you use a desktop or laptop to access the program
- Most browsers-Google Chrome, Safari, Explorer (This program does not support Beta versions of Internet Explorer)

- High speed internet recommended but not required

- Printer (for program documentation and Student Affidavit)
- Web camera (program proctored remotely)

Downloads

The following are free downloads required in order to use the showcase player.

Adobe Acrobat Reader 5.0 or greater Flash Player plug-in.

Program Schedules: Distance Learning Institute Training online enrollment policy allows students 90 days from the date of purchase to complete the program and pass the proctored final exam. Principles and Practices of Real Estate-Online, 60 clock hours program is a distance education program, so there are no hours designated for lecture, lab, or clinics. All 60 hours of this program are designated for instruction of each subject covered in the program. Additionally, students set their own schedule by working at their own pace and convenience within the 90-day window after purchase and pass a proctored exam. If they do not pass the exam the first time, they will have the opportunity to take a retake of the exam. All exams must be completed within the 90-day enrollment window.

Student Obligations: In order to receive a completion certificate, you must complete all lessons and pass the proctored final exam within 90 days. This includes if you are taking a retake exam. The program requires active participation in each lesson, and you must answer lesson questions correctly twice (100%) in order to proceed to the next lesson. There is no “make-up” work policy because all program work must be completed before taking the final exam. You must pass the exam with a grade of at least 75% in order to receive credit for the program. To schedule your proctored final exam, you must contact the School Director by phone at 301 615 0906 or by email at enrollment@dilitraining.com. If you do not pass the final exam, you will be allowed one exam retake. If you do not pass the retake exam, you will not receive credit for the program. Also, if you do not complete the program with 100% attendance (completing each lesson) within the 90 days, you will not receive credit for this program. However, you will have the one opportunity to purchase a retake of the program for a fee of \$117. If you do purchase a retake, you will be required to start the program over and a new 90-day commences. Distance Learning Institute Training will maintain your school records including your exam scores for as long as the school exists. Transcripts may be obtained by the student upon request.

Job Placement Disclaimer: Distance Learning Institute Training does not offer placement assistance to its graduates and does not guarantee that students will find employment as real estate sales agents. Distance Learning Institute Training makes no claim that the award of its certificate entitles the student to any job placement or salary consideration by either the school or any potential employers.

Program Cost:

To register for Principles and Practices of Real Estate-Online, 60 clock hours program- you will be required to pay \$234.99. Payment is made through the Learning Management System portal. We accept Visa, Mastercard, and American Express. No partial payments.

There are additional fees paid to PSI to sit for the licensing exam (currently - \$61.00) and to the State of Maryland to get a Salesperson license (currently \$90).

Refund Policy: You have a right to cancel your enrollment and obtain a refund. Distance Learning Institute Training refund policy is outlined below.

Student’s Right to Cancel and Refund Policy: All fees paid by a student shall be refunded if the student chooses not to enroll in or to withdraw from the school within 7 calendar days after

having signed the Enrollment Agreement (7-day cancellation period). After the 7- day cancellation period has expired:

- A prorated refund shall be made based on the proportion of the program completed by the student. The proportion of the program completed shall be the percentage of lessons completed by the student compared to the total number of lessons in the program.
- The date of termination is the student’s last day of actively working (attended) in the program. A refund due to a student shall be based on the date of termination and will be paid within 4 weeks of the termination date.
- If the school closed or discontinues a program or program, the school shall refund to each currently enrolled student monies paid by the student for tuition and monies for which the student is liable for tuition and fees.

By signing below, I affirm the following:

I have been informed that the above criteria **must** be met before I can be considered for acceptance into **Distance Learning Institute Training** program. I understand that applicants must be at least 18 years of age and high school graduate or have high school equivalence and submit proof of both. I may also provide college transcripts from a 2 year or 4- year degree program or college diploma. Additionally, I affirm that I have watched the Program Demo and completed the Online Learning Readiness Questionnaire to see if on line learning best fits my learning style. I have received a copy of this enrollment agreement and the current school catalog. I understand that this enrollment contract may be extended or modified only with the written consent of both the school and the student.

BY: DISTANCE LEARNING INSITUTE TRAINING- REP **DATE:**

STUDENT: **DATE:**

How did you find out about our online program?

	Referral from friend, agent, broker
	Online search (Google, Yahoo, Bing)
	Google Ad or Paid Search Ad
	Other _____

NOTE: IN ORDER TO BE BINDING, THIS ENROLLMENT CONTRACT MUST BE SIGNED BY THE APPLICANT AND THE SCHOOL OFFICIAL. STUDENTS ARE ADVISED TO KEEP ALL DOCUMENTS REGARDING ENROLLMENTS AND FINANCIAL OBLIGATIONS.