



# ARIZONA SCHOOL OF Real Estate & Business

A Division of Real Estate & Business Education, LLC  
7142 E. First Street, Scottsdale, Arizona 85251  
Phone: (480) 946-5388 • Fax: (480) 949-5918 • [www.asreb.com](http://www.asreb.com)

## HOME INSPECTION TRAINING PROGRAM ENROLLMENT AGREEMENT

PREREQUISITE: High School Diploma or General Education Development Test (GED)

PROGRAM START DATE: \_\_\_\_\_ FOR THE 80 HOUR COURSE RECEIPT # \_\_\_\_\_  
DATE: \_\_\_\_\_

STUDENT ID: \_\_\_\_\_  
(OFFICE USE ONLY)

NAME: \_\_\_\_\_ EMAIL \_\_\_\_\_  
FIRST LAST MI

ADDRESS: \_\_\_\_\_  
STREET CITY  
STATE ZIP

Visa/MC/Discover: \_\_\_\_\_ Expiration \_\_\_\_\_  
CVV \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_ BUSINESS PHONE: \_\_\_\_\_

The Undersigned acknowledges that the tuition for the 80-Hour HOME INSPECTION TRAINING PROGRAM is \$995.00 which is payable upon enrollment and is subject to change without notice. Said tuition is refundable subject to the following conditions:

### TUITION:

The total cost for the HOME INSPECTION TRAINING program: \$995

### CANCELLATION AND REFUND POLICY:

Rejection: An applicant rejected by the school is entitled to a refund of all monies paid.

Three-Day Cancellation: An applicant who provides written notice of cancellation within three days (excluding Saturday, Sunday and federal or state holidays) of signing an enrollment agreement is entitled to a refund of all monies paid. No later than 30 days of receiving the notice of cancellation, the school shall provide the 100% refund.

Other Cancellations: An applicant requesting cancellation more than three days after signing an enrollment agreement and making an initial payment, but prior to entering the school, is entitled to a refund of all monies paid minus an administrative/registration fee of \$200. NO CASH REFUNDS or tuition credit will be given after 12 months from the date of this agreement.

### Refund after the commencement of classes:

#### 1. Procedure for withdrawal/withdrawal date:

- A. A student choosing to withdraw from the school after the commencement of classes is to provide written notice to the Director of the school. The notice is to indicate the expected last date of attendance and be signed and dated by the student.
- B. For a student who is on authorized Leave of Absence, the withdraw date is the date the student was

scheduled to return from the Leave and failed to do so.

C. A student will be determined to be withdrawn from the institution if the student has not attended any class for 30 consecutive class days.

D. All refunds will be issued within 30 days of the determination of the withdrawal date.

2. Tuition charges:

Tuition charges will be determined based upon the percentage of the clock hours attempted. The percentage of the clock hours attempted is determined by dividing the total number of clock hours elapsed from the student's start date to the student's last day of attendance, by the total number of clock hours in the program (less the \$200 administrative/registration fee).

Tuition refunds will be issued within 30 days of the date of student notification, of date of school determination (withdrawn due to absences or other criteria as specified in the school catalog), or in the case of a student not returning from an authorized Leave of Absence (LOA), within 30 days of the date the student was scheduled to return from the LOA and did not return.

Tuition refunds are determined as follows:

1. Before the beginning of classes, the student is entitled to a refund of 100% of the tuition (less administrative/registration fee of \$200, if applicable).

2. After the commencement of classes, the tuition refund amount, minus the administrative/registration fee (if applicable), shall be determined as follows:

<i>% of the clock hours attempted:</i>	<i>Tuition Refund amount:</i>
<i>10% or less</i>	<i>At least a 90% refund</i>
<i>More than 10% and less than or equal to 20%</i>	<i>At least a 80% refund</i>
<i>More than 20% and less than or equal to 30%</i>	<i>At least a 70% refund</i>
<i>More than 30% and less than or equal to 40%</i>	<i>At least a 60% refund</i>
<i>More than 40% and less than or equal to 50%</i>	<i>At least a 50% refund</i>
<i>More than 50%</i>	<i>No Refund is required</i>

3. **Books and Supplies:** There is no refund for equipment, books and supplies received by the student (\$200).

4. **Special Cases:** In case of prolonged illness or accident, death in the family, or other circumstances that make it impractical for the student to complete the program, the school may make a settlement which is reasonable and fair.

5. A \$5.00 Charge for each student ID reprint will be applied.

6. A \$30.00 charge will be imposed on all returned checks.

7. In accordance with the Americans with Disabilities Act, individuals with disabilities who require an accommodation to attend classes must notify the school at least 72 hours in advance of attendance by calling or faxing notification to the telephone or fax numbers found on the top of the first page of this document.

**Holder in Due Course Statement:**

Any holder of this consumer credit contract is subject to all claims and defenses which the debtor could assert against the seller of goods or services obtained pursuant hereto or with the proceeds, hereof Recovery hereunder by the debtor shall not exceed amounts paid by the debtor (FTC Rule effective 5-14-76).

**THE STUDENT UNDERSTANDS:**

1. The School does not accept credit for previous education, training, work experience (experimental learning), or CLEP.

2. The School does not guarantee job placement to graduates upon program/course completion or upon graduation.
3. The School reserves the right to reschedule the program start date when the number of students scheduled is too small.
4. The School will not be responsible for any statement of policy or procedure that does not appear in the School catalog.
5. The School reserves the right to discontinue any students' training for unsatisfactory progress, nonpayment of tuition or failure to abide by School rules
6. Information concerning other schools that may accept the School's credits toward their programs can be obtained by contacting the office of the President. It should not be assumed that any programs described in the School catalog could be transferred to another institution. The School does not guarantee the transferability of credits to a college, university or institution. Any decision on the comparability, appropriateness and applicability of credits and whether they should be accepted is the decision of the receiving institution.
7. This document does not constitute a binding agreement until accepted in writing by all parties.

STUDENT ACKNOWLEDGMENTS:

1. I hereby acknowledge receipt of the School's catalog dated 2009-10, which contains information describing programs offered, and equipment/supplies provided. The School's 2009-10 catalog is included as a part of this enrollment agreement, and I acknowledge that I have received a copy of this catalog.  
 \_\_\_\_\_ Student's initials
2. Also, I have carefully read and received an exact copy of this enrollment agreement.  
 \_\_\_\_\_ Student's initials
3. I understand that the school may terminate my enrollment if I fail to comply with attendance, academic and financial requirements or if I disrupt the normal activities of the school while enrolled in the school. I understand that I must maintain satisfactory academic progress as described in the school catalog and that my financial obligation to the school must be paid in full before a certificate may be awarded.  
 \_\_\_\_\_ Student's initials
4. I also understand that this institution does not guarantee job placement to graduates upon program/course completion or upon graduation.  
 \_\_\_\_\_ Student's initials

CONTRACT ACCEPTANCE:

I, the undersigned, have read and understand this agreement and acknowledge receipt of a copy. It is further understood and agreed that this agreement supersedes all prior or contemporaneous verbal or written agreements and may not be modified without the written agreement of the student and the school official. I also understand that if I default upon this agreement I will be responsible for payment of any collection fees or attorney fees incurred by the Arizona School of Real Estate & Business.

My signature below signifies that I have read and understand all aspects of this agreement and do recognize my legal responsibilities in regard to this contract.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
School Official

\_\_\_\_\_  
Date

### GRIEVANCE PROCEDURE:

1. Any student with a grievance or dispute has the right to file a complaint, in writing, with the school.
2. Any complaint must be received within 30 days of the course completion.
3. Complaints should be specific as to their nature in order for the school to investigate and respond.
4. The school will respond to all complaints, in writing, within 30 days of receipt.
5. If the complaint cannot be resolved after exhausting the school's grievance procedure, the student may file a complaint with the Arizona State Board for Private Postsecondary Education. The student must contact the State Board for further details. The State Board address is:  
1400 W. Washington, Room 260, Phoenix, AZ 85007. Phone 602/542-5709; website:  
<http://azppse.state.az.us>.



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Signed this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
School Official

\_\_\_\_\_  
Date

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