

24/7 School of Real Estate LLC  
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<https://247schoolofrealestate.com>

## Policies & Procedure Disclosure

**Date of Publication:** February 21, 2024

**Legal Name of Education Provider:** 24/7 School of Real Estate

**Advertised Name of Education Provider:** 24/7 School of Real Estate

*NOTE: This may differ from the Legal Name only if the Education Provider has registered an assumed or trade name with the NC Secretary of State.*

**Name of Education Director:** Chris Barnette

**Names of Full-Time Officials and Faculty:** Chris Barnette

### Education Provider Certification

**24/7 School of Real Estate** is certified by the North Carolina Real Estate Commission. The Commission's address is 1313 Navaho Drive, Raleigh, NC 27609. Any complaints concerning the Education Provider or its affiliated instructors should be directed in writing to the Commission. A link to the Complaint Form is provided on the Commission's homepage ([ncrec.gov](http://ncrec.gov)).

Per *Commission Rule 58H .0204*, the Education Provider must provide each prospective student with a copy of the Education Provider's Policies & Procedures Disclosure (PPD) prior to payment of any non-refundable tuition or fee. The PPD, which is required by the NC Real Estate Commission, outlines Education Provider policies plus the rights and obligations of the Provider and the student. A signed certification that a student received a copy of the PPD must be retained by the Provider.

**NO STUDENT SHALL BE DENIED ADMISSION ON THE BASIS OF AGE, SEX, RACE, COLOR, NATIONAL ORIGIN, FAMILIAL STATUS, HANDICAPPING CONDITION, OR RELIGION.**

## Course Offerings

**24/7 School of Real Estate** conducts:

X the *Broker Prelicensing Course* required to qualify to take the license examination to become licensed as a real estate provisional broker in North Carolina; and

X the *Postlicensing Education Program* needed for a provisional broker to remove the provisional status of such license; and

X the annual *Continuing Education* courses needed to maintain a real estate license on active status.

### 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 **24/7 School of Real Estate** *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](http://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.*

#### End-of-Course Exam

The end-of-course exam will be administered:

**In-Person:** the end of class examination will be administered on the last day of class in the classroom.

**Synchronous Courses:** end-of-course exams will be administered by a third-party. The proctor fee for the first exam attempt is included in the cost of the course. If a second attempt is required, the student will be charged \$25 prior to scheduling the exam. **A computer with a camera and working microphone is required for the proctored exam. You may NOT use a phone, tablet or Chromebook for the final exam.**

Please go to <https://www.proctorfree.com/technical-requirements> for proctoring system details for synchronous prelicense courses.

An end-of-course exam will not be administered to any student who does not satisfy the course attendance requirement.

Students are not permitted to bring laptops, tablets, cell phones, or similar electronic devices (other than a basic calculator) into the testing site on the day of an exam. Any student who brings such a device into the testing site on the day of an exam will be required to remove it before the exam begins.

### Missed Exams for In-Person, Synchronous, and Blended Courses

**24/7 School of Real Estate** WILL allow an **in-person** *Broker Prelicensing Course* student who does not take the initial end-of-course exam as scheduled to take a makeup exam one time within **30** days of the last scheduled day of the course at a time and date stated by the Education Provider.

**Synchronous Courses: you must take your exam during the scheduled testing window assigned during class. If you do not complete the test during the scheduled time, you will be charged \$25 to reschedule.**

### Failed Exams

**24/7 School of 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 **one** time(s); however, all retakes must be completed within the deadline stated by the Education Provider.

**Synchronous Courses: If a second exam attempt is required, the student will be charged \$25 prior to scheduling the exam.**

### Eligibility Requirements for Course Completion Certificate

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

- a) meet attendance requirements,
- b) timely submit completed in-class and take-home assignments, and
- c) pass the end-of-course exam with a minimum score of **80%**.

### All-Inclusive Tuition/Fees

- Synchronous or in-person Prelicensing: \$450 + cost of the book

### Annual Summary Report

During the July 2022 - June 2023 license year, **24/7 School of Real Estate** had **0** students who initially enrolled in a *Broker Prelicensing Course*.

### License Examination Performance Report

During the July 2022 - June 2023 license year, **24/7 School of Real Estate** had **0** students take the license examination for the first time within 30 days of the *Broker Prelicensing Course* completion date.

## Registration

To enroll in a course at 24/7 School of Real Estate, prospective students must visit [247schoolofrealestate.com](http://247schoolofrealestate.com) to select from available offerings. For post licensing courses, each attendee will be required to display his/her license at time of class to receive credit.

## Tuition and Fees

24/7 School of Real Estate accepts the following forms of payment: credit card (VISA/Mastercard).

Tuition must be received by: time of registration.

The penalty for a check returned for insufficient funds is: \$25

## Attendance

- *Students in an in-person or synchronous distance learning Broker Prelicensing Course must attend a minimum of 80% of all scheduled instructional hours.*
- *Students in an in-person or synchronous distance learning Broker Postlicensing Course must attend a minimum of 90% of all scheduled instructional hours.*
- *Early departures from CE courses delivered in-person or via synchronous distance learning are prohibited by Rule 58A .1705.*
- *Attendance will be closely monitored, including late arrivals and early departures from class sessions and from all scheduled breaks, during in-person and synchronous distance learning courses. All time missed will be recorded for each student.*

## Course Cancellation or Rescheduling / Refunds

24/7 School of Real Estate reserves the right to cancel or reschedule a course as needed. Students enrolled in a rescheduled or cancelled course will be given a minimum **2 days'** notice of the cancellation or revised course schedule.

If a course is cancelled or rescheduled, students will have the following options: attend the class at a later date or receive a refund.

## Withdrawals and Transfers / Refunds

A student may withdraw from a course by giving written notice to the Education Provider **prior** to the start of the course. In such event, the student will have the following options:

In person or synchronous courses: education provider will provide a full refund or transfer to a different course. No refunds will be granted once a course has officially started.

A student who terminates enrollment in a course either with written notice to the Education Provider or by no longer attending a course on or after the beginning of the first class session will not be entitled to a refund of any portion of paid Tuition.

## Student Conduct

Students are expected to:

- Complete all course assignments and tests
- Participants in synchronous/in-person courses are expected to remain engaged in class activities
- Participants in synchronous/in-person courses should refrain from the following except during scheduled breaks:
  - Texting, making/taking phone calls
  - Surfing the internet
  - Activities not related to the course
  - Sleeping
  - Driving
- All attendees will be respectful of others during class participation

## Cheating

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 makeup policies, and will be reported to the NC Real Estate Commission [per *Commission Rule 58H .0203(h)*].

Synchronous students: must comply with all rules of the third-party vendor to maintain the integrity of the test.

## CERTIFICATION OF TRUTH AND ACCURACY

*I certify that the information contained in this Policies & Procedures Disclosure is true and correct and that 24/7 School of Real Estate will abide by the policies herein.*

*Chris Barnette  
Education Director*

## CERTIFICATION OF RECEIPT

*I certify that I received a copy of 24/7 School of Real Estate School's Policies & Procedures Disclosure prior to payment of any non-refundable course registration fee or tuition.*

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*Full Legal Name of Prospective Student*