

# Washington State

## A+ Student Enrollment & Registration Form

Student Last Name \_\_\_\_\_ First Name \_\_\_\_\_ M.I. \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Fax Number \_\_\_\_\_ email address \_\_\_\_\_

Check One:

I am taking this course at an in-house school at the Broker's Office named \_\_\_\_\_

I am ordering this CD course to take as HOME STUDY. Please mail my CD to address above.

I am purchasing a CD course to take as HOME STUDY from a broker/branch school named \_\_\_\_\_ and have already received it.

I agree to enroll in the A+ Real Estate \_\_\_\_\_ course at a tuition charge of \$ \_\_\_\_\_ due and payable at time of enrollment, which covers all materials and expenses for a \_\_\_\_\_ clock hour course.

Students completing the 60 hour course will receive a course completion certificate and candidate handbook for submission to the Real Estate Agency. Students completing other courses will also receive a certificate of completion. This contract is not binding until approved by A+ administrator.

Student agrees to the terms and conditions herein and acknowledges that he/she has read and received a copy.

**Course Materials:** The course materials, CD ROMS, Key Disks, manuals outlines and/or textbooks and any other included materials are the property of A+ Institute, and may not be duplicated without the prior written permission of the author.

**Certificates:** Certificates are provided by the Administrator within **24 hours** from the date the course files are received. Upon notification and payment of an additional \$15.00, the certificate may be sent overnight priority mail. This is the student's responsibility to notify the administrator in advance with a request. The school will maintain records on students for 5 years or as required. Students may request duplicate certificates.

**Instructors:** All Instructors have a current instructor certificate by the State Department of Licensing to teach clock hour courses in the course areas in which they are approved.

**Refund Policy:** There will be no refunds once student has received course materials. However, an unused course may be transferred to another individual at the discretion and approval of A+.

**Required Disclaimer:** This school is approved under chapter RCW 18.85. Inquiries regarding this or any other real estate school may be made to Washington State Department of Licensing, Real Estate Education, P.O. Box 9015, Olympia, WA 98504. (360) 753-3194.

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_ A+ Administrator Signature: \_\_\_\_\_ Date \_\_\_\_\_

Name of Course	Amount pd	Check	Credit card	Other (describe)	Copy of drivers license rec'd?	Sworn Statement submitted?	For a New License or Continuing Education?

### Credit Card Billing Authorization Form

Authorize A+ Institute to charge my credit card for the following purchase: \_\_\_\_\_

Please charge my (check one) MC \_\_\_\_\_ VISA \_\_\_\_\_ DISCOVER \_\_\_\_\_ NOVA \_\_\_\_\_ AM EX \_\_\_\_\_ DINERS \_\_\_\_\_ Transaction Amount \$ \_\_\_\_\_

Card Number \_\_\_\_\_ Exp date \_\_\_\_\_

Card Holder Billing Address: Street number \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Card Holder Name \_\_\_\_\_ Card Holder Signature \_\_\_\_\_ ( Authorization # \_\_\_\_\_ )

**To receive clock- hours for any course you must: 1. Submit this form, 2. Submit Statement of Sworn Identity Form 3. Submit Tuition payment 4. copy of photo ID and 5. Send the completed course files to our administrator by:**

1. email [eval@aplusnow.com](mailto:eval@aplusnow.com)
2. or fax 1(800)375-5033
3. or bring in person or mail all completed forms to A+ Institute, 14525 N Newport Hwy, Mead, Washington 99021