DOUGLAS/ELBERT REALTOR® ASSOCIATION

ENROLLMENT FORM

Register at DERA, 303-688-0941/Fx: 303—688-6053
douglaselbertrea@qwest.net/www.derarealtors.com

Student Information

Student Name:_____
Last First Initial

Address:_____
Street City State Zip

Phone Number:_____ or _____

Fax:_____Email:_____

Course Name:_____

Course Date_____Course Location___DERA_____

Fees:

$_____ **Payment due in full at the time of registration.**
Only MC and Visa accepted
If paying by check, please call DERA
CC #_____
Exp date:_____Signature_____

Refund Policy:

If the course is cancelled, or the student withdraws at least **7** days prior to the course, a full refund will be issued. Cancellation within 5 days of the course or less will result in a refund of the tuition less a 25% cancellation charge. If the student fails to appear for class or fails to cancel, **no** refund will be issued. Any refund due to the student will be issued within 30 days of cancellation.

Students must be in class within **15 minutes** before starting time in order to receive course credit and/or continuing education credit.

- Students must attend the full class and achieve 70% or better on any exams to receive credit. If a student fails, he/she will receive information about how to retake the exam.
- At the end of the class, all students receiving credit will receive a Certificate of Completion. This certificate must be **kept on file by the real estate licensee** as proof of successful completion of, and credit for, the course. The Colorado Real Estate Commission randomly audits licensees annually.
- **ADA**: Do you have any disabilities, which require special accommodations, including the provision of auxiliary aids and services? If so, please indicate.