

## Keep Me Certified Enrollment Agreement

This agreement is required by the South Carolina Real Estate Commission to be made between Keep Me Certified and each student prior to the student beginning the course.

<b>Keep Me Certified - Online Real Estate School</b> 11 Deerfield Street, Suite 15366 - Boston, MA 02215 support@keepmecertified.com - 617-651-1335	<i>{{student information}}</i>
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**Course Name:** *Course or Package Name*

**Credit Hours:** *# of Credits in Course / Package*

**Fee:** *Paid at registration*

### **Admission Policy**

Courses offered through and by Keep Me Certified are available to the public and accessible 24/7 upon registration and receipt of payment.

### **Attendance Policy**

Student is responsible for completing each course in its entirety in order to receive credit and a certificate of completion. Students can access the course 24/7 and complete it at their own pace.

### **Course Fees**

Student will pay the respective course or course package fee as promoted on the school website (keepmecertified.com) at the time of registration. The course curriculum for each course can be downloaded from

### **Course Materials**

Any course materials (if applicable) will be available to be downloaded directly from the online classroom throughout the entirety of the course.

### **Testing and Passing scores**

The South Carolina Real Estate Commission requires all courses delivered online include quizzes. Each course is video based and there are short quizzes at the end of each video to confirm retention of the subject discussed. Passing score for each quiz is 70%. All videos must be watched and quizzes must be passed to receive a certificate of completion.

### **Course Price**

Course prices are indicated on our website and students can confirm the amount their credit/debit card will be charged during the enrollment process.

### **Payment Method**

Payment of course fees is collected via credit card through our website. All major credit and debit cards are accepted.

### **Course Access Schedule**

Courses are offered through the Keep Me Certified website. Courses can be accessed and completed 24/7/365. Due to South Carolina regulations, students can only complete a maximum of 8 hours of continuing ed per calendar day.

### **Refund Policy**

Students can request a full refund for any or no reason prior to beginning or during a course. The student will not be eligible to receive a refund for a course if the student has already received a certificate of completion for the same course.

### **Acknowledgement and Acceptance**

By clicking the "continue" (or equivalent) button during the registration process, I (the student) acknowledge receipt of this agreement and accept the terms outlined herein.

A copy of this Enrollment Agreement can be accessed and downloaded from our Terms of Use and is also provided prior to accessing each South Carolina approved course.