TEXAS REAL ESTATE
CONTINUING EDUCATION
YOUR EDUCATION DELIVERED

CE Course Policy Sheet

Texas Real Estate Continuing Education requires you to read and sign this policy statement in advance before registering for a class. Your signature will represent that you have read and understood the TREC (535.65 d1A-H) policies as well as the Texas Real Estate Continuing Education Policies on attendance and refunds.

1. The Real Estate Agent must attend the entire class.
2. CE credit will not be given for incomplete attendance. This includes checking in and signing out of the course.
3. Any makeup or written work will not be permitted.
4. The Real Estate Agent must decide if this course is fitting to continuing their education.
5. The Real Estate Agent will write their NAME and LICENSE NUMBER as it appears on their Real Estate License.
6. Refunds will not be granted without a 24-hour cancellation notice if you paid in advance, any credit card processing fees may be deducted from refund, not to exceed five dollars.
7. We do not charge any fees to reschedule a class with 24-hour notice.
8. The Real Estate agent understands the notices regarding potential ineligibility for a license based on criminal history required by Section 53.152, Texas Occupations Code.

I have read the above information, and I understand and will comply with the terms and conditions stated.

SIGNATURE_____ DATE_____

ARE YOU TAKING THIS COURSE FOR CE CREDIT? YES OR NO

NAME AS IT APPEARS ON YOUR REAL ESTATE LICENSE
_____

LICENSE NUMBER _____
COMPANY NAME/BROKER
_____
BROKER FULL OFFICE ADDRESS
_____
YOUR PHONE NUMBER _____
YOUR EMAIL ADDRESS _____
INSTRUCTOR'S NAME _____