

# Nevada Real Estate Academy

3185 St. Rose Parkway, Suite #100 Henderson, Nevada 89052

Ph: 702-796-7777 Fax: 702-796-7765

Website: [www.NVREAcademy.com](http://www.NVREAcademy.com)

E-Mail: [Michelle@BHHSNV.com](mailto:Michelle@BHHSNV.com)

## ENROLLMENT AGREEMENT

Name: \_\_\_\_\_ Address \_\_\_\_\_ Apt/Unit #: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

How did you hear about us? \_\_\_\_\_ Reason for choosing our school: \_\_\_\_\_

### **COSTS for Classroom Course:**

### **TOTAL**

1) 24-Hour – Nevada Property Management Permit Course \$200.00

### **Instruction Method: \_\_\_\_\_ Classroom**

Nevada Real Estate Academy will not give credit for instruction received at any other institution nor does it guarantee that the student will pass the final examination or obtain the property management permit designation issued by the Nevada Real Estate Division as a result of completing the course herein. Job placement is not guaranteed or promised to graduates of the course. Student must complete the course no later than one year from the enrollment date. (Student Initials) \_\_\_\_\_ The effective date of the catalog under which the student is enrolling is January 1<sup>st</sup> 2018

**Refund Policy for Students Enrolled in Classroom Instruction:** The Classroom session begins on \_\_\_\_\_ and ends on \_\_\_\_\_. For the purpose of the refund policy for classroom students the course will be 60% completed on \_\_\_\_\_. If the student cancels enrollment prior to start of instruction, there will be refund of the above fees, less a registration fee of 10% of the tuition amount. After the start of instruction and before 60% of the course has been completed, the school has received a refund request in writing from the student, a refund will be made less: 1.) 10% of the tuition as a registration fee and 2.) a pro rata amount of the tuition determined by the first day of instruction to the last day of attendance by the student. No refund of tuition will be granted after 60% completion of the program. If the school cancels the selected course, there will be a full refund to the student. Nevada Real Estate Academy will issue all refunds within 15 calendar days upon receipt of the written cancellation request.

**Method of Payment:** Tuition: \$125.00 + Text Book: \$ 50.00 + Admin Fee: \$ 25.00 = TOTAL \$ 200.00 (S&H -will be an additional fee)

Paid by: Cash/Money Order: \_\_\_\_\_ Check # \_\_\_\_\_ AMEX: \_\_\_\_\_ VISA: \_\_\_\_\_ MasterCard: \_\_\_\_\_ Discover: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Name on credit card if different from Student: \_\_\_\_\_

Student DL/ID Number: \_\_\_\_\_ State Issued: \_\_\_\_\_

### **All fees must be paid prior to receiving any course material**

The undersigned student understands the content of this enrollment agreement and the Nevada Real Estate Academy catalogue which is made a part of this agreement and acknowledges receipt of this agreement and the catalogue.

Student: \_\_\_\_\_ Nevada Academy: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

# **Nevada Real Estate Academy**

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**Office: 702-796-7777      Fax: 702-796-7765  
Email: Michelle@BHHSNV.com      Web: www.NVREAcademy.com**

## **RECEIVED COURSE MATERIAL**

**Date:** \_\_\_\_\_

**Print Student Name:** \_\_\_\_\_

\_\_\_\_\_ Nevada Property Management Permit Course

**My signature below certifies that I have received the above flashdrive  
on this date and I have it in my possession.**

**Student Signature:** \_\_\_\_\_

**NVREA Representative:** \_\_\_\_\_

**NEVADA REAL ESTATE ACADEMY**  
**Official Student Progress Report and Transcript**

Name: \_\_\_\_\_ Address \_\_\_\_\_

Apt/Unit #: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**24 HOUR - NEVADA PROPERTY MANAGEMENT PERMIT COURSE**

Enrolled for: Classroom instruction \_\_\_\_\_

CHAPTER	SUBJECT	COMPLETED
1	Nevada Laws Relating to Property Managers	_____
2	Management Contracts and Rental Agreements	_____
3	Mandatory Disclosures	_____
4	Property Management for a Common Interest Community * NRS 116	_____
5	Landlord-Tenant Law Under NRS-118A / NRS-40	_____
6	Fair Housing	_____
7	Recordkeeping, Accounting, and Trust Account Management	_____
8	Principles of Commercial Property Management	_____
9/10	Risk Management / Role of the Broker	_____

**Course Enrolled: 24 HOUR - NEVADA PROPERTY MANAGEMENT PERMIT COURSE**

Date Started: \_\_\_\_\_ Date Completed: \_\_\_\_\_

Examination Score: Final Exam: \_\_\_\_\_

Completed the Course? Yes \_\_\_\_\_ No \_\_\_\_\_ Date Certificate was issued: \_\_\_\_\_

**I hereby certify the above to be true and correct.**

\_\_\_\_\_  
Director of Education

\_\_\_\_\_  
Date

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