

Anthony Schools, A Kaplan Professional Company

General Information Page

(This is provided to you in accordance with standards set by the CA Department of Real Estate – DRE)

Cost

The total cost of the course(s) in which you are enrolling is the price advertised in the current brochure, on the current version of the website, or quoted to you by the Anthony Schools Registrar or Enrollment Center; fees for additional services are explained below.

Examination Requirements

You will be required to pass a course final examination, which will be administered either online or print depending on the course. All DRE approved final exams are provided online. All online final exams are included in the course cost. Please note, any in-class required exams are also provided at no additional cost. For DRE approved courses, the exam will be “open book”. All tests are timed.

Name	Category	Hours	Presentation	# of ?s	Time Limit
			Home Study-HS Computer Based-CB Online-OL Residential-Live	Multiple Choice-MC True/False-T/F	
College Level/Statutory					
Real Estate Practice	Statutory	45	HS	100 MC	2.5 hrs
Mortgage Loan Brokering & Lending	Statutory	45	HS	100 MC	2.5 hrs
Legal Aspects of Real Estate	Statutory	45	HS	100 MC	2.5 hrs
Property Management	Statutory	45	HS	100 MC	2.5 hrs
Escrows	Statutory	45	HS	100 MC	2.5 hrs
Real Estate Office Administration	Statutory	45	HS	100 MC	2.5 hrs
Real Estate Principles	Statutory	45	HS & Live	100 MC	2.5 hrs
Real Estate Appraisal	Statutory	45	HS & Live	100 MC	2.5 hrs
Real Estate Economics	Statutory	45	HS & Live	100 MC	2.5 hrs
Real Estate Finance	Statutory	45	HS & Live	100 MC	2.5 hrs
Continuing Education					
Ethics	Ethics	3	HS & OL	25 T/F	25 mins
Fair Housing Laws	Fair Housing	3	HS & OL	25 T/F	25 mins
Trust Fund Handling	Trust Fund Handling	3	HS & OL	25 T/F	25 mins
Agency	Agency	3	HS & OL	25 T/F	25 mins
Survey Course	Survey	6	HS, CB & OL	30 T/F	30 mins
Understanding Commercial Real Estate	Consumer Protection	39	HS	80 M/C	2 Hrs
CYA - Cover Your Assets	Consumer Protection	39	HS, CB & OL	80 M/C	2 Hrs
Marketplace Today	Consumer Protection	39	HS, CB & OL	80 M/C	2 Hrs

Certificate of Completion

Once you have passed the final examination for all enrolled courses, Anthony Schools will provide you with an official Certificate of Completion within 3-5 days from the date your last exam results are received in our office. Your Certificate will indicate the number of credit hours earned, and the course-approval category. If you should misplace or lose your Certificate, Anthony Schools maintains College Level records indefinitely and Continuing Education records for a minimum of 5 years and will issue a duplicate Certificate upon request. The fee for a Duplicate Certificate is \$15 each, payable by check or credit card.

Course Completion Time Limits

The enrollment period for every Anthony Schools course is 12 months. If you are unable to complete your course within the stated time period, you may purchase an extension for an additional fee. For DRE approved College Level courses, the minimum completion time allowed by the DRE is 2 ½ weeks (18 days) per course. For example, the DRE will not permit you to complete 2 courses in less than 5 weeks (36 days). In addition, should you fail a College Level exam, there is an additional 18 day waiting period before you are allowed to re-take that exam; there is no waiting period for failed Continuing Education exams. For DRE approved Continuing Education courses, the completion time in days (any fractional portion equals an additional day) is determined by dividing the number of approved hours by 8 hours per day. For example, a 12 hour course equals 2 days (12 divided by 8, equals 1.5, so it is 2). You may not take the final exam to complete the course until the minimum completion time has been satisfied. The clock starts on the day you have access to course material.

Refund Policy

*Risk-Free Money Back Guarantee**: Please check your materials immediately upon receipt to ensure they include everything that was ordered. If you're not completely satisfied, you can return the materials unmarked to us within 30 days from the date they were received along with a written explanation as to why they are being returned. Upon verification, you will receive a 100% refund less shipping and handling.

*Refunds are not provided if we've issued you a certificate of completion.

Dismissal for Unsatisfactory Attendance

For residence courses (mandatory attendance), attendance in at least 90% of a course offering is required. An instructor may authorize make up work for up to 10% of a residence course offering if arranged with the instructor's approval in advance. Mandatory attendance is not required for approved correspondence courses.

Grading System

In order to pass a course, you must achieve a minimum score on the course final exam. For all DRE approved courses, the minimum is 60%. The passing score for other courses (e.g. OREA), is course dependent.

DRE Course and Instructor Evaluation

An online evaluation of courses and instructors is available on the DRE Web site at www.dre.ca.gov

DRE Disclaimer Statement

These courses are approved for Credit by the California Department of Real Estate. However, this approval does not constitute an endorsement of the views or opinions which are expressed by the course sponsor, instructor, authors, or lecturers.

This material is for educational purposes only. In no way should any statements or summaries be used as a substitute for legal or tax advice.

It is your responsibility to know and understand DRE rules and regulations concerning licensing and educational requirements. We will be pleased to help answer your questions, but the DRE is the final authority - contact them at 916-227-0931 or visit the DRE's website at www.dre.ca.gov.
