



Real Estate
Training Institute

Terms & Conditions SAE Courses

Refund Policy

Student should be aware of all applicable fees as described. When enrollment in a course is started but not completed, PRETI will deduct \$3 for each hour of class that was attended, \$50 administration fee and \$25 course material fee. A written request for a tuition refund must be submitted within 30 days of payment. The refund will be processed within 10 business days. The refund will be in the same form by which payment was made and will be paid to the person who made the payment. Payments made by Credit/Debit Cards will be refunded to the account number used for payment, after PRETI Merchant Services confirms deposit of funds. If the Student is unable to attend class as scheduled, tuition may be applied to another classroom format core course for up to one year from the payment date.

Package Price Tuition Refund

If the courses are not completed within one year of payment, any unused credit is forfeited. A written request for a tuition refund must be submitted within 30 days of payment.

Completion Policy

The course(s) must be completed within one year of payment or tuition is forfeited. If the Student is unable to attend class as scheduled, tuition may be applied to another traditional classroom format core course for up to one year from the payment date.

Attendance Rules and Requirements to Receive Credit for the Course

To receive credit for the course, the Student must attend all hours of scheduled instruction and fulfill all financial obligations to Purvis Real Estate Training Institute (PRETI). Before credit for a course may be granted, Texas Real Estate Commission (TREC) Rules require the Student to attend 30 classroom hours of instruction, score at least 70% on the final exam, and satisfy all financial obligations to PRETI. In addition, the Student is required to initial daily roll sheets after class begins in the morning and before class ends for the day. Should the Student score below 70% on the final exam, the exam may be taken a second time. Additional study assignments must be completed and a seven-day waiting period must be passed before the exam may be taken again. A course may be audited within 180 days of the original enrollment date for a \$50 fee.

Absence from Class & Make-Up of Time

TREC Rules provide for the make-up of missed class time when the Student attends at least 20 classroom hours of instruction. The Student is required to make-up instruction during the exact time periods of a subsequent course. Make-up time must be completed and the final exam must be passed within 90 days of the enrollment date. A \$50 fee is charged to make-up time and the final exam. If the Student does not make-up time and the final exam within 90 days of the enrollment date, he/she may repeat the entire course for \$50 within 180 days of the enrollment date. The final exam may not be taken until all make up time has been completed.

Dropped Registration

When a Student attends less than 20 hours of instruction, TREC Rules require that the Student be dropped from the course. When a Student enrolls and registers for a course that was previously dropped, TREC Rules prohibit transfer of credit for the hours attended during the original course. A Student who is dropped from a course may enroll in the same course for \$50 within 180 days of the original enrollment date.

Returned Check Policy

When a check is returned, cash reimbursement must be made to PRETI for the full amount of the check plus a \$40 service fee. Once a check has been returned, the Student forfeits the advantage of package price savings and payment for all subsequent courses must be made by cash or money order at the individual course price.