Elite ESCP Real Estate
Real Estate School Georgia School Policy

Elite ESCP Real Estate School
1935 Rosemont
Jonesboro, GA, 30236
Phone: 678-390-8949
info@EliteESCP.com
EliteESCP.com

Mission: The mission of Elite ESCP Real Estate School is to provide high-quality distance education courses to Real Estate prelicensing students as well as licensed agents in support of federal and state-mandated education programs for licensure and ongoing professional competency.

Elite ESCP Real Estate School teaches online distance education courses. Students may register and complete the course on any computer that meets the technical requirements covered in this catalog. Students may have access to the course at any time and may work at their own pace.

Ownership: Elite ESCP Real Estate School offers real estate courses for delivery on computer.

School Hours of Operation/Calendar: Elite ESCP Real Estate School students may access their courses via the Internet immediately upon enrollment. Courses are accessible to you at any time within the enrollment period. Upon enrolling in the course, you will have 180 days to complete the course with the option to purchase up to three 60-day extensions but must complete the course within one calendar year of enrollment. As our courses are taught via distance education, students do not have the calendar constraints common to in-class courses such as program start/end dates and beginning/end dates for terms. The administrative staff hours of operation are: **M-F 9:00a.m. – 5:00p.m. (EST).** The technical support hours of operation are: M-F: 9:00 AM EST to 7:00 PM EST, (on call on the weekends: 1:00 PM – 4:00 PM EST. Email support is available during normal business hours. Elite Enterprise Services Company staff office is closed in recognition for the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas. On occasions, the office may close early due to inclement weather or on the day prior to a holiday. No recruiting for employment opportunities for any real estate brokerage firm is allowed on the school premises.

Enrollment Policies: Students may enroll in Elite ESCP Real Estate School course at any time by going to EliteESCP.com or by calling our enrollment office at 678-390-8949. Since you choose to register for a course at a time that fits your schedule, there are no late enrollment requirements. Elite ESCP Real Estate School enrollment policy allows students 180 days to complete the course and applicable exam with the option to purchase additional time Elite Enterprise Services Company does not accept credit for previous training.

Attendance Policy and Requirements to Graduate: In order to get credit for this course, you must complete 100% of the course (a 100% attendance rate.) Under no circumstances will you receive any credit for courses in which 100% of the lessons were completed and the final exam was passed. As it is taken on the internet, there are no absences, tardiness, or early departure policies. Elite Enterprise Services Company does not have a leave of absence policy or probationary period.

Overview of our Programs: Elite ESCP Real Estate School offers the following courses:

Sales Prelicense
Sales Post License
Broker Prelicense
Continuing Education

State Requirements:
Be at least 18 years old
Have no felony charges on record
Be able to Submit proof of US residency

Grading System/Minimum Grade Requirement: The course that Elite ESCP Real Estate School offers is created by mbitiontolearn, mbition LLC. Below is an explanation of how the Mbitiontolearn's Learning Management System works and how it monitors your progress. There is no "make-up" work policy because all course work must be completed before taking the final exam. For real estate prelicense there is a final exam requirement after all lessons are completed. You must pass the exam with a 75% in order to receive credit for the course.

If you do not pass the final exam, you will be allowed an exam retake. If you do not pass the retake exam, you will not receive credit for the course. However, you will have the opportunity to purchase a retake of the course at a discounted price. If you do fail the course exam and purchase a retake, you will be required to start the course over and progress through each lesson again before you are allowed to take the final exam. Elite ESCP Real Estate School will maintain your school records including your exam scores for five years at the minimum.

Signed Student Affidavit

Elite ESCP Real Estate School requires that you certify that you have personally completed each module of a distance learning course and any written exercise or assessment required for completion of the course. You must provide an electronic signed **Student Affidavit** to the school before scheduling any course examination and before the school may certify your completion in any course. The school will not process your course completion without your submitting a signed certification form. This form is available online and you will electronically submit this to your school *when you have completed all required modules of the course*. This from will appear on your course homepage once you have completed the course lessons.

In order for Elite ESCP Real Estate School to certify that you have completed a course, you must:

1. complete all instructional lessons in the course
2. Submit signed and dated **Student Affidavit**
3. pass the required course final examination at an approved school location.

Course Completion Records: Elite ESCP Real Estate School will supply you with a certificate of completion.

The Mbitiontolearn Learning System: The Mbitiontolearn Learning System represents an entirely new approach to instruction administered using a computer. The primary feature that distinguishes this system from more traditional computer-based instruction (CBI) is that the system is designed around proven instructional strategies, rather than around the capabilities of the computer.

How Our Course Monitors and Evaluates Your Progress and Provides Feedback:

Mbitiontolearn courses utilize the personal computer to perform the functions traditionally performed by the teacher. Using Mbitiontolearn courseware, the computer becomes essentially a one-on-one tutor. It presents the material to be learned, provides adequate explanation to ensure that you understand what is being presented, and requires that you demonstrate your understanding through active participation in the learning process.

More importantly, it acts as a constant monitor of what you know and don't know and uses that information to dynamically adjust the presentation to meet your needs as you learn. The result of this process is that the courseware provides a fully self-contained instructional program that can adjust to your specific needs which may vary widely both in the amount of knowledge you bring into the learning session as well as your learning ability (i.e., how quickly you learn. In addition, no other resources (such as books or teachers) are normally needed to accomplish the educational objectives of a particular course.

How to best take an Mbitiontolearn course
Spending too much time in any one session will burn you out. Remember, our program actually challenges you to LEARN the material not just skim over text. So, we recommend you split up your effort into 30-40-minute sessions. You can do more than one session per day (recommended) but, try to do something everyday. The consistency of effort (particularly for any prelicense courses) is what will produce the best learning for you.

As you work on the course, your time in each lesson is recorded as well as how many questions are presented and how many attempts were required to answer the question correctly. So, the learning system serves as a record of attendance and academic achievement.

Refund Policy: You have the right to cancel your registration for any reason within seven (7) business days from the date of purchase. Requests for cancellation of a registration must be made by contacting School Name by phone, or email. The request must be received by Elite ESCP Real Estate School before midnight of the seventh business day from the date of purchase. A cancellation fee will be charged to the student to cancel a registration. The amount of the cancellation fee is 15% of the total purchase amount. If the course includes one or more textbooks, the books must be returned at the student's expense. The request for cancellation will not be processed until the book(s) are returned to the school in reusable condition.

Student Services, Rights, Privileges and Responsibilities: Upon successful completion of a course, each student will receive an official completion certificate.

Technical Support:
You can contact Tech Support at 800-743-8703 or by email at techsupport@mbitiontolearn.com. Their hours of operations are Monday through Friday 8:00 AM EST to 5:30 PM CT. Email support is available during normal business hours. Emails received after normal business hours will be answered the following business day. Before you call, please be prepared to explain your problem in detail and have access to your computer. In order to effectively troubleshoot your issue, our technicians begin the call by asking you a series of questions regarding your operating environment. We will need to know what type of computer you are using, the operating system you are using, the version number of any associated software. Your calls may be documented or monitored to help us maintain quality of service standards.