



# CHARLES BURT SCHOOL OF REAL ESTATE

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1010 E. 20<sup>TH</sup> STREET JOPLIN, MO 64804  
(417) 782-1234

Dear Student:

Thank you for your interest in the Charles Burt School of Real Estate!

On the following pages in this document you will find the applications for the Missouri Salesperson Pre-Examination Course and the Missouri Real Estate Practice Course. The last page is a copy of the school's policies.

For your convenience, both day and evening classes are available. Classes are scheduled consecutively, however, they may be taken independently or together.

The cost of the 48 Hour Missouri Salesperson Pre-Examination Course is \$250.00 and the cost of the 24 Hour Missouri Real Estate Practice Course is \$100.00

Please read this material, complete the applications and return along with your check and a copy of your driver's license.

If you have any questions, feel free to Call Dan Barger or Pennie Burt at 417-782-1234.

# CHARLES BURT SCHOOL OF REAL ESTATE

## 48 Hour Missouri Salesperson Pre- Examination Course

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### STUDENT CONTRACT

**Administrator:** Allyn Burt

**Tuition:** \$250.00 Including Materials

**Refund Policy:**

A full refund of tuition will be given up to 24 hours prior to start of class. If a student is unable to attend classes due to illness, death in family, or family emergency, the school will allow the student to reschedule another class at no additional charge.

(Please check which course you are planning on attending.)

(MONTH) \_\_\_\_\_ **Day / Evening**

**Name:** \_\_\_\_\_  
(Please print name as it appears on your social security card/drivers license)

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State/zip:** \_\_\_\_\_

**Home phone:** (\_\_\_\_\_) \_\_\_\_\_ **Soc. Security #:** \_\_\_\_\_

Charles Burt School of Real Estate reserves the right to cancel this agreement at any time. Upon cancellation, the school will refund the tuition minus the cost of materials.

Classes are limited.

Charles Burt School of Real Estate makes no guarantee as to the passing success of their students.

For School Use Only

Fee Received \_\_\_\_\_

Cash

Check

# CHARLES BURT SCHOOL OF REAL ESTATE

## 24 Hour Missouri Practice Course

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### STUDENT CONTRACT

**Administrator:** Allyn Burt

**Tuition:** \$100.00 Including Materials

**Refund Policy:**

A full refund of tuition will be given up to 24 hours prior to start of class. If a student is unable to attend classes due to illness, death in family, or family emergency, the school will allow the student to reschedule another class at no additional charge.

(Please check which course you are planning on attending.)

(MONTH) \_\_\_\_\_ **Day / Evening**

**Name:** \_\_\_\_\_  
(Please print name as it appears on your social security card/drivers license)

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State/zip:** \_\_\_\_\_

**Home phone:** (\_\_\_\_\_) \_\_\_\_\_ **Soc. Security #:** \_\_\_\_\_

Charles Burt School of Real Estate reserves the right to cancel this agreement at any time. Upon cancellation, the school will refund the tuition minus the cost of materials.

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Fee Received \_\_\_\_\_

Cash

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# CHARLES BURT SCHOOL OF REAL ESTATE

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## SCHOOL POLICY

- 1.) To meet the educational requirements prescribed in the license law, all persons, who apply to take the examination for a salesperson license, shall present with their application a certificate from a school accredited by the commission evidencing satisfactory completion of a course of study in real estate subjects as set out in 20 CSR 2250.
- 2.) Applicants will have six (6) months after satisfactory completion of the required course of study within which to pass the required examination and apply for license. After six (6) months, credit for that course and examination will expire, and satisfactory completion of the required course and examination must be repeated before applying for license. A full tuition will be payable to repeat course study.
- 3.) The required course of study for the salesperson license examination shall consist of a minimum of sixty (48) hours of classroom instruction in subjects set out under 20 CSR 2250. For the purpose of these courses, an hour means sixty (60) minutes, at least fifty (50) minutes of which shall be devoted to actual classroom instruction, and no more than ten (10) minutes of which shall be devoted to a recess. Times allotted for supervised examinations may be regarded as hours of instruction. In any given calendar day, no course(s) shall exceed eight (8) hours in length, and a half hour break or more, must be given to students after four (4) hours for any course(s) exceeding four (4) hours in a given day. In addition to the 48 hour required course, an additional 24 hour Missouri Practice Course will be required to obtain your salesperson's license.
- 4.) Each student shall receive a certificate of completion when he has satisfactorily completed an in-class final examination of at least fifty (50) questions within the final twelve (12) hours of the course.
- 5.) A certificate of satisfactory completion shall not be issued to any student who fails to attend one hundred percent (100%) of the required classroom hours of study. Charles Burt School of Real Estate may, at its discretion, allow a student to be absent up to ten percent (10%) of the required hours, but only for reasons of personal illness, illness or death in the student's immediate family or hazardous road conditions.
- 6.) No other reading material other than that provided by the school will be allowed in the classroom
- 7.) If a student is more than fifteen (15) minutes late for class, the student will be required to retake the hour.
- 8.) No guests are allowed during class. Smoking will not be allowed in the building. A smoking area is available outside the basement door, located in the southeast corner of the basement. A pop machine is also located in the basement area. Please keep these areas clean.