

Student Policy for Continuing Education Real Estate Course



Thank you for selecting RECP for your real estate education source. You have joined over 375,000 other professionals who have selected the RECP as their educational provider. We pledge to do everything we can to help make your real estate education both interesting and profitable. The following policies are for your assistance and information, please read them carefully. They are strictly enforced. Any exceptions to these policies must be approved by the Director of the Real Estate Certification Program.

Refunds

RECP reserves the right to cancel a class for any reason. If this occurs, you will be notified via email and all fees refunded upon request. Otherwise, all fees are nonrefundable. RECP reserves the right to change dates, instructors, courses and locations without notice.

Member-Benefit OnDemand CE

You have one year from the enrollment date to complete your OnDemand member-benefit CE. If you do not complete your member-benefit CE package within the one-year timeframe, you will have to pay \$20 to access the package again.

Certificates If you need RECP to send you any CE certificates, there will be a \$5 charge per certificate (starting 7/1/23).

Transfers

If you find it necessary to transfer to a later class, you may do so for a \$20 transfer fee. Transfers must take place prior to the start of a live class. Transfers from an online class must take place before starting the online course.

Registration

Advance registration and payment for a live continuing education class is preferred. Walk-in registrations are not guaranteed space in the class. Instructors cannot accept cash or credit card payments at the door.

Attendance

The Indiana Real Estate Commission requires all licensees to attend CE sessions in their entirety in order for Continuing Education credits to be awarded. There are no exceptions to this rule pursuant to 876 IAC 4-2-1(f). Students must bring identification to class and make certain they are attending the correct class.

Copyright

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Conduct

All students are expected to behave professionally and respect other students, instructors and employees of RECP. Possession of weapons, illegal drugs and alcohol of any kind are not allowed at any time on RECP property. Any violation of school policies may result in permanent dismissal from the school.

Electronic Devices

Electronic device policy is determined by the instructor. Cell phones are not permitted until scheduled breaks by the instructor.

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THANK YOU again for selecting RECP. We look forward to serving you throughout this course and for all your future real estate continuing education needs.