

# TOOLS of the Trade

## ENROLLMENT FORM

[www.derarealtors.com](http://www.derarealtors.com) / [laura@derarealtors.com](mailto:laura@derarealtors.com)

### Student Information

Student Name: \_\_\_\_\_

*Last*

*First*

*Initial*

Address: \_\_\_\_\_

*Street*

*City*

*State*

*Zip*

Office Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Course Name: \_\_\_\_\_

Course Date: \_\_\_\_\_ Course Location: DERA

### **FEES: Payment is due in full at time of registration.**

Amount: \_\_\_\_\_ Check #: \_\_\_\_\_

### **If you would like to use a credit card, please complete the following:**

Note: we do not keep credit card information on file.

VISA     MasterCard     American Express     Discover

Credit Card #: \_\_\_\_\_

Expiration: \_\_\_\_\_ Verification Code: \_\_\_\_\_

Name as Shown on Card: \_\_\_\_\_

Credit Card Billing Address: \_\_\_\_\_

*Street*

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Signature: \_\_\_\_\_

**Policies:** Students must be in class within **15 minutes** before starting time in order to receive course credit and/or continuing education credit.

- Students must attend the full class and achieve 70% or better on any exams to receive credit. If a student fails, he/she will receive information about how to retake the exam.
- At the end of the class, all students receiving credit will receive a Certificate of Completion. This certificate must be **kept on file by the real estate licensee** as proof of successful completion of, and credit for, the course. The Colorado Real Estate Commission randomly audits licensees annually.
- **ADA:** Do you have any disabilities, which require special accommodations, including the provision of auxiliary aids and services? If so, please indicate.



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