

SOUTHERN CHOICE REAL ESTATE ACADEMY

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Policies & Procedure Disclosure For Prelicensing Courses

Date of Bulletin Publication: July 2023

Legal Name of Education Provider: Southern Choice Real Estate Academy, LLC

Name of Education Director: Lee Eatmon

Names of School Officials and Faculty:

- Kerrie Landers – Assistant Director
- Jack Burnish – Instructor
- PJ Doherty – Instructor
- Kasey Kline – Instructor
- Jessica Mote – Instructor
- John Starling – Instructor
- Stephen Sulkey – Instructor

PURPOSE OF THE ACADEMY

The Southern Choice Real Estate Academy, LLC has partnered with Aceable Agent to offer an Asynchronous *Broker Prelicensing Course* required for an individual to qualify for the real estate license examination to become licensed as a “provisional” broker.

The Southern Choice Real Estate Academy, LLC conducts the Broker Postlicensing courses required in order for a licensee to remove the “provisional” status of his/her broker license. Southern Choice has also partnered with RECampus/Dearborn to offer Asynchronous Postlicensing Courses.

The Southern Choice Real Estate Academy, LLC conducts *Continuing Education* courses required for an individual to maintain Active Status for their NC Real Estate License. Southern Choice has also partnered with RECampus/Dearborn to provide Asynchronous Continuing Education Courses.

EDUCATION PROVIDER CERTIFICATION

Southern Choice Real Estate Academy, LLC is certified by the North Carolina Real Estate Commission. Any complaints concerning the Education Provider, or its affiliated instructors, should be directed in writing (form is provided on the Commission’s homepage) to:

North Carolina Real Estate Commission
1313 Navaho Dr.
Raleigh, NC 27609

Per *Commission Rule 58H .0204*: The Education Provider must provide each prospective student with a copy of the Education Provider’s Policies & Procedures Disclosure (PPD) prior to payment of any non-refundable tuition or fee. The PPD, which is required by the NC Real Estate Commission, outlines Education Provider policies plus the rights and obligations of the Provider and the student. A signed certification that a student received a copy of the PPD must be retained by the Provider.

NO STUDENT SHALL BE DENIED ADMISSION ON THE BASIS OF AGE, SEX, RACE, COLOR, NATIONAL ORIGIN, FAMILIAL STATUS, HANDICAP STATUS, OR RELIGION.

COURSE OFFERINGS

Southern Choice Real Estate Academy offers:

- Asynchronous *Broker Prelicensing Course* with Aceable Agent required to qualify to take the license examination to become licensed as a real estate provisional broker in North Carolina; and
- The *Postlicensing Education Program* needed for a provisional broker to remove the provisional status of such license; and
- The annual *Continuing Education* courses needed to maintain a real estate license on active status.

BROKER PRELICENSING COURSE

Purpose of the Course: Successful completion of the *Broker Prelicensing Course* is generally required to qualify for the North Carolina (NC) real estate license examination and to obtain a NC real estate broker license. The primary objectives of this course are (1) to provide students with the basic knowledge and skills necessary to act as licensed real estate brokers in North Carolina in a manner that protects and serves the public interest, and (2) to prepare students for the NC real estate license examination. This course may only be offered by education providers certified by the NC Real Estate Commission. Southern Choice Real Estate Academy's *Asynchronous Broker Prelicensing Course* with Aceable Agent consists of a total of 75 instructional hours, including the end-of-course examination.

Course Description: Major topics addressed in the *Broker Prelicensing Course* include basic real estate concepts and law, property taxation, land use controls, environmental hazards, brokerage relationships and practices, real estate contracts, real estate financing, closing a real estate sale transaction, real property valuation, property insurance basics, fair housing laws, landlord and tenant, property management, federal income taxation of real estate, basic construction, basic real estate investment, North Carolina Real Estate License Law and Commission Rules, and Trust Account Guidelines. *Real estate mathematics is an important part of this course and calculations will be required.*

Please review Aceable Agent's Terms & Conditions at [AceableAgent.com/terms-and-conditions/](https://www.aceableagent.com/terms-and-conditions/).

End-of-Course Exam will not be administered to any student who does not satisfy the course attendance requirement (attend 80% of class). In-person classroom Students are not permitted to bring laptops, tablets, cell phones, or similar electronic devices (other than a basic calculator) into the testing site on the day of an exam. Any student who brings such a device into the testing site on the day of an exam will be required to remove it before the exam begins. For Synchronous (Zoom) proctored exams, the School will email the Exam, and it will be monitored by the teacher through the class Zoom link. A passing grade is 80%.

Missed Exams: Southern Choice Real Estate Academy will allow a *Broker Prelicensing Course* student who does not take the initial end-of-course exam as scheduled to take a make-up exam one (1) on the Retake Day that is predetermined by Southern Choice. This applies to both In-person and Synchronous methods.

Failed Exams: Southern Choice Real Estate Academy WILL allow a *Broker Prelicensing Course* student who takes but does not pass the initial end-of-course exam to retake the end-of-course exam one (1) time; however all retakes must be taken on Retake Day predetermined by Southern Choice. There will not be any extra Retake Days scheduled. This applies to both In-person and Synchronous methods.

Eligibility Requirements for Course Completion Certificate: To successfully complete the *Broker Prelicensing Course* and receive a course completion certificate, a student must:

- Meet the attendance requirements (attend 80%)
- Timely submit completed in-class and take-home assignments, and
- Pass the end-of-course exam with a minimum score of 80%

Repeat Privilege: As STUDENT, you receive a repeat privilege for any course in which you have enrolled. Repeat privilege means that the student may re-enroll one (1) time within six (6) months of the beginning date of the course if he/she failed the end of course exam or dropped out of the course for any reason for 50% of the

original tuition plus the cost of a book if a new edition is needed. Repeat privileges will be based on space availability. This applies to both In-person and Synchronous methods.

REGISTRATION, ENROLLMENT, AND CONDUCT

Registration: To enroll in a Prelicensing course at Southern Choice, prospective students may register on our website or by phone. A link will be emailed to the student to finalize registration with Aceable Agent.

Tuition and Fees: Southern Choice accepts the following forms of payment: VISA, Mastercard, Discover, American Express, cash or check. The tuition fee for the Asynchronous Prelicensing course is \$425.

Refund of Tuitions & Fees: We follow Aceable Agent's Refund Policy (found under their Terms & Conditions) minus a \$35 processing fee. A refund may be granted if the course has not been completed and is within 30 days of purchase. Completion means that all levels are completed regardless if you have taken the final exam.

Extensions are not allowed. If the student does not complete the course within 180 days, they may contact Aceable regarding repurchasing another course.

LICENSE EXAMINATION PERFORMANCE REPORT

During the July 2022-June 2023 License Year, Southern Choice Real Estate Academy did not offer any In-Person, Blended, or Synchronous Prelicensing Courses. Therefore, Southern Choice had 0 students take the 2-part state license examination for the first time within 30 days of completing one of our Broker Prelicensing Courses.

For Self-Paced, we are now offering our courses using Aceable LLC who reports completions to the NC RE Commission. Southern Choice had 47 students register for the Aceable Self-Paced Pre-Licensing Course.

ANNUAL PERFORMANCE REPORT

During the July 2022-June 2023 license year, Southern Choice had 0 students who initially enrolled in a *Broker Prelicensing Course*. However, 5 Distance students successfully passed the self-paced course. Of those Distance students, 4 students passed the course, and 1 student completed the course but did not pass the end-of-course exam, and 0 students did not complete the course.

ADDITIONAL SCHOOL POLICIES

FOR IN-PERSON AND SYNCHRONOUS CLASSES

Students give ACADEMY permission to record my image and/or voice and grants ACADEMY all rights to use these recordings or photographs in any medium for educational, promotional, advertising, or other purposes that support the mission of the ACADEMY.

Procedure for Requesting Special Accommodations: Southern Choice complies with the Americans with Disabilities Act (ADA) and strives to ensure that no individual with a disability as defined by the ADA is deprived of the opportunity to participate in a course. If a particular handicap accommodation must be met, please contact the director seven (7) days in advance of the start of class so that arrangements may be met. Notice may be given in person, phone, or by email to the director.

Course Schedules: Course schedules are published separately from this Disclosure. Schedules are available at the ACADEMY and upon request by phone, email or US mail. They are also posted on our website at SouthernChoice.com under "Post-Licensing".

Use of Tech Equipment: Operation of cellular telephones, texting devices, and accessing online manuals during instructional time are allowed with instructor permission and guidelines. Personal laptops may be used in the courses with the NC RE Manual in the digital format. Approved electrical outlets will be provided to students. Students are responsible for fully operational technical equipment. Wireless Internet access will be provided when available.

The school reserves the right to expel any student without a refund or credit after repeated rule violation warnings.

To Register: Visit our website at SouthernChoice.com or call our office at 910-791-9813.

Location of Classes: Continuing Education classes are held in various hotels throughout North Carolina. Southern Choice Real Estate Academy Live classes will be held in the training room of Southern Choice at 4900 Randall Parkway, Suite A, Wilmington, NC. No smoking will be allowed in the classrooms.

Visitors: Classroom courses at Southern Choice are open to enrolled students only. Enrolled students may not bring visitors to the classroom without prior approval of the Education Director.

CERTIFICATION OF TRUTH AND ACCURACY

“I certify that the information contained in this Policies & Procedures Disclosure is true and correct and that SOUTHERN CHOICE REAL ESTATE ACADEMY will abide by the policies herein.”

Lee Eatmon
Education Director

CERTIFICATION OF RECEIPT

“I certify that I received a copy of Southern Choice Real Estate Academy’s Policies & Procedures Disclosure prior to payment of any non-refundable course registration fee or tuition.”

Full Legal Name of Prospective Student

Revised July 2023