

# ***SOUTHERN CHOICE REAL ESTATE ACADEMY***

4900 RANDALL PKWY, STE. A  
WILMINGTON, NC 28403  
910-791-9813  
WWW.SOUTHERNCHOICE.COM

## **Policies & Procedure Disclosure**

Date of Bulletin Publication: June 2024

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
- Stephen Sulkey – Instructor

### **PURPOSE OF THE ACADEMY**

Southern Choice Real Estate Academy, LLC has partnered with The CE Shop 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.

Southern Choice Real Estate Academy, LLC has partnered with RECampus/Dearborn to offer *Asynchronous Broker Postlicensing Courses*. Southern Choice has also partnered with The CE Shop offering *Asynchronous Post* courses. The CE Shop is the recording school.

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 and The CE Shop 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 The CE Shop required to qualify to take the license examination to become licensed as a real estate provisional broker in North Carolina; and
- Asynchronous *Postlicensing Education Program* with RECampus / Dearborn 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. The courses are available In-Person, via Zoom, or Self-Paced.

### BROKER POSTLICENSING COURSES

**Purpose of the Postlicensing Program:** The primary objection of the *Postlicensing Education Program* is to provide instruction at a level beyond that provided in the *Broker Prelicensing Course* on topics deemed to be of special importance to licensees.

Per General Statute 93A-4(a1), provisional brokers must complete, within 18 months following initial licensure, a postlicensing education program consisting of 90 hours of instruction in subjects determined by the Commission in order to retain eligibility to actively engage in real estate brokerage.

The Postlicensing program consists of three 30-hour courses prescribed by the NC Real Estate Commission that may be taken in any sequence. Be aware that a Postlicensing course will expire two (2) years after its completion date. When a provisional broker has timely completed all three (3) courses, the provisional status of the broker's license will be automatically terminated by the NC Real Estate Commission. Southern Choice offers Asynchronous Postlicensing courses through RECampus/Dearborn.

#### Course Descriptions:

The "*Broker Relationships and Responsibilities*" Post #301 course includes a review of agency relationships in real estate residential and commercial sales and commercial property management transactions, a real estate broker's legal duties to clients and customers, a step-by-step review and discussion of the functions and responsibilities of a real estate broker when working with sellers and buyers, a review of issues associated with transactions in progress when a broker leaves a firm, and a review of license status and education issues.

The "*Contracts and Closing*" Post #302 course includes selected basic contract law concepts, real estate sales contract preparation, sales contract procedures, buyer's due diligence, closing procedures, Real Estate Settlement Procedures Act, closing disclosures preparation, contracts for deed, options, and selected real estate license status and education issues.

The "*NC Law, Rules, and Legal Concepts*" Post #303 course includes general NC licensing requirements, brokerage compensation issues, the disciplinary process, specialized types of real estate, property management in NC, and miscellaneous laws and legal concepts.

**Course Materials:** All coursework will be available on the Student's RECampus portal. Each student is required to use and have immediate access to the current edition of the *NC Real Estate Manual* and *North Carolina License Law and Commission Rules* booklet during each Postlicensing course session. Southern Choice DOES allow a student to use the online versions of the *NC Real Estate Manual* and *NC License Law & Commission Rules* booklet during classes. We recommend the digital version of the textbook.

**End-of-Course Exams** will not be administered to any student who does not complete the coursework by the expiration date. A passing grade is 75%. The Exam will be taken with a proctor from RECampus through the student's portal.

**Failed exams:** Southern Choice WILL allow an Asynchronous *Broker Postlicensing 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 completed by the course expiration date.

**Eligibility Requirements for Course Completion Certificate(s):** To successfully complete a *Broker Postlicensing Course* and receive a course completion certificate, a student must:

- Complete all coursework by the expiration date, and
- Pass the end-of-course exam with a minimum score of 75% by the expiration date.

## **REGISTRATION, ENROLLMENT, AND CONDUCT**

**Registration:** To enroll in a Postlicensing course, the student may register on our website.

**Tuition and Fees:** RECampus / Dearborn accepts the following forms of payment: VISA, Mastercard, Discover, and American Express.

The Postlicensing tuition fee for #301 and #302 is \$189. The fee for #303 fee is \$195. The Student may purchase all three together in a package for \$499 (all three courses must be completed within 180 days of registration). Payment for Post will not be accepted until STUDENT has certified that the STUDENT has read the Southern Choice's Policies and Procedures Disclosure (PPD), and the STUDENT agrees to abide by all of the outlined policies. STUDENTS may read the official Disclosure and agree to the terms either digitally during online registration, as a separate link on the school's website, or in person at the ACADEMY office.

The student's purchase will only be available for 180 days, whether that is a one-course purchase or the three-course package.

**Repeat Privilege:** If a student does not complete or pass a Postlicensing exam, they may retake the course at a discounted price, and receive another 180 days.

**Refund of Tuitions & Fees:** For Asynchronous classes, refunds will not be granted to courses that have already been started. This includes the three-course package.

**Cheating:** If a student is discovered to be cheating in any manner during an examination, the student will be immediately dismissed, will receive a failing course grade, will not be eligible for any retake or makeup policies, and will be reported to the NC Real Estate Commission [per *Commission Rule 58H .0203(h)*].

## **ADDITIONAL SCHOOL POLICIES**

### **FOR ASYNCHRONOUS (SELF-PACED) COURSE GUIDELINES**

**Registration:** Southern Choice has partnered with RECampus / Kaplan to bring you the Asynchronous (Self-Paced) Postlicensing Courses. The courses are done on your own time, at your own pace. Once registered with RECampus, you will have 180 days to complete your purchase (either one course purchased separately or the three-course package) and their course exams.

**Extensions are not allowed.** The student will need to complete all of the coursework including the Unit Exams to complete the course. There is a final exam for each Post course. The RECampus/Kaplan Proctoring Service must be used for the Postlicensing exams. All of the coursework must be completed before an exam may be scheduled.

If a student does not complete or fails a Post course, they may retake the course at a discounted rate.

**Refund Policy:** A refund will not be granted once the Student has begun any part of the coursework including the 3-course Post package.

**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 June 2024*