

**I want to order a course using the  
Self Proctor™ Option.**

Name \_\_\_\_\_

Address \_\_\_\_\_

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

Phone \_\_\_\_\_

E-mail \_\_\_\_\_ Fax \_\_\_\_\_

Course \_\_\_\_\_

Course Number \_\_\_\_\_

30 Hours Classes \$149.00 + \$8.00 Shipping and Handling

60 Hours Classes \$219.00 + \$8.00 Shipping and Handling

Total \_\_\_\_\_

The provider has the right to require a traditional proctored exam if necessary.

Credit Card Number \_\_\_\_\_

Expiration Date \_\_\_\_\_

Signature \_\_\_\_\_

Call me to place an order.  Call me with details.

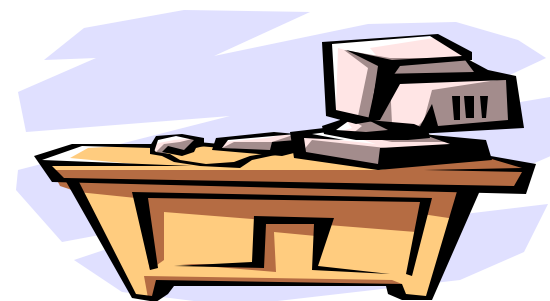
**Refund Policy** If after reviewing your package, you are unhappy with the materials, please feel free to return it within 4 days for a full refund. If returned within 10 days, you will receive a full refund less a \$25 administration fee. Shipping is not refundable **After 10 days or completion of the class there shall be no refund.**

**Fax Enrollment To 1-(512) 451-9787 For Information  
Call Toll Free 1-800-522-8835 or in Austin 451-9883**

*It is the student's responsibility to determine that the course ordered meets TREC's regulatory requirement.*

Capital Real Estate Training Center  
7701 N. Lamar #420  
Austin, Texas 78752

## Self Proctor™ Your Core Class Final Exam



7701 N. Lamar #420  
Austin, Texas 78752  
A New Service Provided By

Capital Real Estate Training Center  
*In conjunction with*  
Texas Tech University CPD  
512-451-9883  
1-800-522-8835  
reclasses@aol.com  
<http://www.cretc.com>

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## Courses Currently Available For A Self Proctored™ Final Exam

Principles 0111 (30 Hours)  
Principles 0112 (60 Hours)  
Agency 0111  
Law Of Contracts 1200  
Psychology of Marketing 0523  
Marketing 0511

### Traditional Proctoring Is Available For:

**All of the courses listed above plus:**  
Real Estate Finance 0411  
Finance II 0412  
Real Estate Mortgages 0421  
Marketing To Sellers 0521  
Marketing To Buyers 0522  
Real Estate Law I & II 0311 & 0312  
Inspection for Agents 1021  
Real Estate Brokerage 0712  
Real Estate Investments 0911  
Residential Appraisal 0211

*Call For Information On  
15 Hour MCE Classes.  
TREC Provider 0143.*



## How Do I Take Advantage Of This New Service?

### Step One

Order and receive the class.

### Step Two

Complete all required course work.

### Step Three

Request Self Proctor™ Package

### Step Four

Take and pass the final exam. Return To Academic Excellence.

### Step Five

Receive Completion Certificate From Texas Tech University CPD

All Real Estate Correspondence Classes Are Accredited Through Texas Tech University CPD TREC Provider #0143.

This Program Is Only Available For Core Classes. Fifteen Hour MCE Classes Require A Traditional Proctored Final Exam.

### Requirements

1. After receiving the final exam package the student must call with the registration number to receive a serial number that will allow the final exam to be opened only once.
2. The student may not receive help from any person in taking the final exam. Cheating will result in a failing grade.
3. The student **MUST** provide a legible copy of a valid photo ID. Dark illegible copies will result in a failing grade. Photo business cards are not acceptable.
4. The student must have the certificate request form notarized before returning the final exam package.
5. The student must complete and return all required forms with **original** signatures.
6. The student must return all required forms and the final exam CD-ROM.
7. The student **MUST** place the correct amount of postage on the return envelope to return the final exam materials.
8. It is the student's responsibility to return all final exam materials in a timely fashion. The provider is not responsible for any late renewal fees for final exams not returned in a timely fashion. The provider is not responsible for any late fees or licensing fees of the student for technical difficulties, the student waiting to a time close to their renewal date or any other reason.
9. Validation questions must be answered and the validation score sheet must be printed and returned with the final exam completion form. The student may be contacted to confirm these validation questions before credit is issued. Failure to match ANY of the validation questions on any follow up call will result in a failing grade. Validation score represents that all questions were answered not if the correct response was provided.
10. The student must pass the final exam, print the completion form and return it with final exam materials.