



Foster Real Estate School
Administrative Office
14501 George Carter Way
Chantilly, VA
Phone: 301-622-0194

<http://www.fosterrealestateschool.com/>

PENNSYLVANIA REAL ESTATE FUNDAMENTALS & REAL ESTATE PRACTICE

This course is approved by the Commonwealth of Pennsylvania to fulfill the **60-hour** classroom prerequisite for taking the PA real estate examination for salespersons. It has been designed for individuals planning a career in real estate. The course material includes: text book, exams, quizzes, and various handouts which have been designed to prepare the student for the state examination. The final exam will be administered upon the student's completion of all requirements, including attendance to classes. Please note that course attendance does not require nor guarantee affiliation with a Real Estate Company.

SCHEDULE

Registration is accepted for 60 hours of PA mandated classroom instruction beginning with FUNDAMENTALS of REAL ESTATE (30 Hours) and followed by PRACTICES of REAL ESTATE (30 Hours). All required classes must be completed prior to taking and passing the Foster Real Estate School final examination for each 30 hour session. A student has 3 months from the first day of class to complete the requirements and receive the Certificate from Foster Real Estate School, which is needed in order to register for PA Testing with Psychological Services, Inc. (Commonly referred to as PSI). If not completed and passed in that time frame, the student must repay tuition and retake the entire course to receive credit.

PRE-REGISTRATION

Full payment is required. Directions for **ONLINE registration can be found below**. **Registration ONLINE is secure and preferred**. Payment may be made by Visa, Master Card or Discover. **No American Express Cards, checks or cash, please**. Payment must be received to issue class textbook and materials. Only by pre-registration are you guaranteed a seat in your selected class. **No "walk-ins" please. No refunds after the first session.**

INCLEMENT WEATHER

Class cancellation policy will be discussed by the Instructor. Communication of the **CANCELLATION** of class or of a **DELAYED OPENING** of class will be done **directly with your instructor**. **Please be sure to give your instructor a working phone number for contact purposes.**

DISABLED STUDENTS

Please contact the training center in the event you have a disability which requires special accommodation. The advance notice of special need will enable us to better accommodate you. Thank you for your cooperation.

SCHOOL HOLIDAYS: New Year's Day , Martin Luther King's Birthday, President's Day, Memorial Day, Independence Day, Labor Day, Rosh Hashanah, Yom Kippur, Thanksgiving Day, Christmas Day

ENROLLMENT POLICY

While there are no age requirements for entrance into the Foster Real Estate School, the Commonwealth requires a prospective licensee be at least 18 years of age to activate their real estate license. Classes will be closed when full. **WE RESERVE THE RIGHT TO CANCEL A COURSE DUE TO INSUFFICIENT ENROLLMENT.** If a course is cancelled or discontinued, by Foster Real Estate School/LFIRE, a full Refund will be processed. **NO** recording of any kind is permitted in class. No children may be present in the training center while classes are in session. All printed materials are copyrighted and may only be used in connection with course material. Students are responsible to keep all documents regarding enrollment and financial obligations.

PROCEDURES FOR PA LICENSING

In Pennsylvania, you are required by law to take two thirty-hour courses entitled “Real Estate Fundamentals” and “Real Estate Practice.” The tuition and length of these courses will vary with the institution. The Foster Real Estate School, many degree-granting institutions and some community colleges also offer the course. These courses cover all the technical aspects of real estate, math, law, and theory.

The Foster Real Estate School offers the required “Real Estate Fundamentals” and Real Estate Practice” courses in various time-periods to suit your schedule and learning pace. The courses cover all the material required by the Commonwealth of Pennsylvania, as well as all the information you need to study for the licensing examination. Our courses are principally for those planning to take the examination and become licensed real estate agents; however, many people take them simply for their own information and use.

You may take an exam prep course before the state licensing examination. Foster Real Estate School offers an exam prep class (based on demand), which consists of three class hours of intensive review, or you may choose a computer based review. Call the training center for schedules and locations. Once you pass the Real Estate Courses and the state examination, you must affiliate with a real estate brokerage firm, in order to have your license activated. If you have further questions, please call our registrar at 301-622-0194.

Psychological Services, Inc. (PSI) is contracted by the Bureau of Professional and Occupational Affairs of the Department of the state of Pennsylvania to develop and administer the real estate licensing examinations. PSI has multiple locations in Pennsylvania. The licensing exams are offered daily by appointment only. Call the Candidate Services Call Center at 1-800-733-9267 or go online to www.psiexams.com. The examination fee is \$56.00. For information on how to file a complaint with the Bureau regarding a real estate education provider please call 1-800-822-2113.

PA COURSE FEES

*Tuition PA Pre-Licensing \$199.00 (includes 60 hours classroom instruction & textbook)

*Exam Prep Class (optional) \$65.00

Exam Prep Schedule

<u>Doylestown Location, 511 Hyde Park, RT#202 Mechanicsville RD</u>	TBD
<u>Media Location, 535 Washington Street, Media, PA 19063</u>	TBD
<u>Philadelphia Location 170 S. 6th Street, L10 Curtis Building Philadelphia, PA</u>	TBD
<u>West Chester Location, 709 E. Gay Street West Chester, PA</u>	TBD

On-line Registration only. No walk-ins

*The exam prep class fee is \$65.00. This is a separate 3 hour intensive review class that is highly recommended, but optional. This class is scheduled upon class demand and attendance is open to all students. Please be sure your schedule will accommodate this class. A refund will be issued only if the student sends notification via email 48 hours to the exam prep class. All emails should be directed to Erica.Panjehshahi@longandfoster.com

Fundamentals of R.E & Practices of R.E Required 60 Hours

Doylestown

**511 Hyde Park Rt # 202 +Mechanicsville Road
Doylestown, PA 18902**

Doylestown Directions

Rt #611 North, bear Right onto Main Street (Doylestown) Right onto #202, Left onto Mechanicsville Rd, to 511 Hyde Park on Right. Make Right Office Park and drive around back, see Foster Real Estate School Signs.

West Chester:

709 E. Gay Street West Chester, PA 19380

West Chester Directions

South on Rt. 202. Take the first West Chester exit, which is Paoli Pike. At the end of the ramp, turn right onto Paoli Pike. Pass the shopping center on the right, and go about half a mile. Located behind Triple A.

Media:

535 Washington Street, Media PA 19063

Media Directions

Take Blue Route (I-476 S), Take Exit #3/Swarthmore/Media. Follow to the Right onto E. Baltimore Pike, go 0.8 miles and arrive at 602 Baltimore Pike

TUITION REFUND POLICY

Cancellation Period: The cancellation period is three (3) days. All fees paid by a student will be refunded (except registration fee) if the student cancels registration. The registration fee is \$50.00. If the student withdraws after the first day of instruction, the registration fee will be forfeited and the tuition will be refunded as follows:

PORTION OF COURSE TAUGHT

TUITION REFUND

1% to 4.9%	80%
5% to 9.9%	70%
10% to 14.9%	60%
15% to 24.9%	55%
25% to 49.9%	30%
50%	No Refund

Any refund due a student shall be paid within 30 days from the receipt of a written request. There will be no refund for the registration fee, books, materials or supplies purchased by the student. If Long & Foster Institute cancels a course, the student will receive a full refund. Students must satisfy all obligations, attend all classes, and pass the course final exam before the certificate of completion can be issued. This certificate is needed in order to take the state exam.



DIRECTIONS FOR ON-LINE REGISTRATION

Go to: www.thefire.com

Click on: “Get your license”

Under Live Classroom: Click on desired State

Proceed to click on desired information, i.e. state, location, class type and start date.

Click on: Register, “Please print a CONFIRMATION PAGE for your records.