

MISSION

Our mission is to be the Real Estate Education Resource Center for people who work in the real estate profession. This includes the BEST instructors and classes to prepare students for prelicense, continuing education, broker licensure and professional development.

A successful Real Estate Career depends on knowledge, skills, attitude, effort, perseverance, creativity, honesty and hard work. It begins with the solid educational foundation that you will receive at Northern Kentucky Real Estate College (NKREC).

DIRECTOR/ONLINE INSTRUCTOR

Shaunda Bauslaugh has had a career in education for just over 10 years running education programs teaching K-12 teachers and real estate professionals. She has been the Director of Education at Oklahoma City Metro Association of REALTORS® and Southern Indiana REALTORS® Association. Shaunda has authored and trained hundreds of continuing education training sessions to real estate professionals. She has earned her ePro Certification, GE Supra Certification, and Adobe Certification. Shaunda earned a bachelor's degree at Saint Edward's University in Austin, TX.

INSTRUCTORS

Art Reed got his first real estate job 50 years ago when he started cleaning his Dad's real estate office in Tempe, AZ. After leaving the Army as a Spanish interpreter/Translator in 1971, he became licensed in AZ as a real estate salesperson. Since then, he has obtained the Graduate, REALTOR® Institute (GRI), Certified Residential Specialist (CRS), Seniors Real Estate Specialist® (SRES®), and Residential Finance Specialist (RFS) designations and has acted as a salesperson, sales manager, general manager, and trainer. In 1990, he joined HUFF Realty in Northern KY and became the training director until he resigned in 1999 to pursue training opportunities around the country. He presently teaches the GRI, SRES®, and RFS designation courses and various continuing education classes. He has taught in 29 states.

George Stephan has taught at NKREC for six years and has been a REALTOR® with Huff Realty for the past 18 years. He has earned the CRS and GRI designations; is a past member of the Ethics

Communications at the Northern Kentucky Association of REALTORS®; and is currently a member of the Northern Kentucky Association of REALTORS® Hearing Committee.

TRANSFERRING PREVIOUS EDUCATION

Credit hours are not transferrable from another school. All course requirements must be completed to obtain an official transcript.

CONTINUING EDUCATION

The Kentucky Real Estate Commission (KREC) requires that all agents licensed after June 19, 1976 must take six hours of Continuing Education each year; with three hours being a law class. (Licensees that are in escrow are not required to complete continuing education.) Every four years, the KREC requires all agents to attend a Real Estate Core Law Class. Full class attendance is required to receive credit. The tuition of any continuing education class will be found on our website prior to registration.

NKREC is Accredited and licensed by the:
State Board of Proprietary Education
PO Box 1360
Frankfort, KY 40602 Phone (502) 564-3296 ext227

Kentucky Real Estate Commission
10200 Linn Station, Suite 201
Louisville, KY 40223 (502) 429-7250

COMPLIANCE

NKREC is an equal opportunity employer and educational institution. NKREC does not discriminate on the basis of race, color, national origin, age, religion, marital status, familial status, sex or disability in employment, education programs or activities as set forth in Titles VI or VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973 (Amended 1992), and the Americans with Disabilities Act of 1990, or any other state or local laws.

PRE-LICENSING COURSE

Each new student must complete an enrollment form, be at least 18 years of age, have either a high school diploma or G.E.D and apply for an FBI Criminal background check. The results of the background check are needed to apply for your Kentucky Real Estate license.

The program consists of 24 modules lasting 4 hours each (including breaks). Each class is a self-contained module which means you may begin classes at any time! You are asked to prepare for class by having read the assigned chapters, to be on time, and to attend the entire 4 hours of the class. **The Kentucky Real Estate Commission states that the final transcript shall not be given to any student who misses more than four hours of the ninety-six-hour course.**

PRE-LICENSING PROGRAM CLASS SCHEDULE

Pre-license online courses are available 24/7/365 from any place a student has an internet connection and a computer to utilize an updated version of Internet Explorer. Pre-license LIVE classes are held on Monday, Tuesday, and Saturday mornings from 8:00 a.m. to 11:45 am., Monday and Tuesday evenings from 6:00 p.m. to 9:45 pm, and Saturday afternoons from 12:45pm to 4:30pm. Students may begin classes at any time beginning with any class. Students can attend any time it is convenient to their schedule. **All students have six months to complete the course and may repeat any classes during that six month period.**

PRE-LICENSING TUITION SCHEDULE

The fee for online pre-licensing classes is \$585. The fee for the pre-licensing classroom classes are \$795. These fees include the Modern Real Estate Practice textbook, Real Estate Licensing Laws in Kentucky handbook, and binder materials. Tuition can be paid by cash, check, Visa or MasterCard.

PRE-LICENSE PAYMENT PLAN

As a service to our students we provide a payment plan for classroom classes ONLY. *There is no interest or fees charged for this service.* However, once you begin the program you are responsible for entire tuition fee of \$795 regardless of whether or not you complete the program.

The payment plan is as follows:

- \$400 due upon enrollment
- \$395 due one month after date of first class

PAYMENT FOR THE PROGRAM MUST BE PAID IN FULL WHETHER YOU COMPLETE THE PROGRAM OR NOT.

SCHOOL FINAL EXAM

To receive an official transcript or certificate of completion, Kentucky law requires students must pass a final exam and pass with a score of at least a 75 percent. One retake of the exam is permitted without having to retake the entire 24 modules. Online students need to call or email the director to schedule a proctored exam in their area (859.525.0303 or info@nkrec.com)

CLASS PROJECT

As of November 1, 2008, Kentucky law requires students of pre-license classes to complete a project. Our projects are designed to help you in your real estate career. Complete details will be provided in your first class.

CLASS GRADE

Your grade is computed by the scores of your final and project. The final comprises 70 percent of your grade and your project 30 percent.

STATE EXAM REQUIREMENTS

The State Licensing Exam is given in two sections. The sections are General Real Estate Principles and Kentucky Real Estate Law. Students are expected to earn a minimum grade of 75% for each section of the exam. Anything below a 75% is considered unsatisfactory and the State Licensing Exam will have to be repeated.

OFFICIAL TRANSCRIPTS

Upon successful completion of the 24 modules, the class final and the class project, the school will issue an official transcript to enclose with your license application. Official transcripts will not be released until all fees are paid in full.

STUDENT CODE OF CONDUCT (CLASSROOM)

- Students are required to be on time and prepared for all classes.
- Students are not permitted to smoke in the building at any time.
There is an area outside the building where smoking is permitted.
Please dispose of cigarettes in the containers provided.
- Students may not consume alcohol on school premises or attend classes while intoxicated.
- Northern Kentucky Real Estate College has a zero tolerance for drugs. Using or attending classes under the influence is not permitted and could lead to dismissal.
- beepers, cell phones, PDAs and laptops must be turned off in the classrooms.
- Instructors may ask students to leave classes for disruptive or disrespectful behavior.
- Student dress may be comfortable and casual. However, halter-tops, cropped tops, and short shorts are not permitted.
- Due to liability reasons, children are not allowed to accompany students to classes.

Calculators are provided by the school. However, if you would like to bring your own calculator, it needs to be battery operated, non-printing and non-programmable. This is the same type required for the State Exam.

Recording devices are not permitted in the classroom.

INCLEMENT WEATHER

In case of inclement weather, the school Administrator will determine if classes are canceled. Please call (859) 814-8691 for a pre-recorded message regarding canceled classes due to inclement weather. If class is canceled, the cancelled class will be held on the next schedule class date.

TUTORING SERVICES

Tutoring is available to any student who needs additional help with a specific module. We want to make sure that all students are prepared to take the exam. Please see the school Administrator for tutoring services.

DISMISSAL

As not to disrupt the learning of other students, any student that creates a disturbance will be asked to leave the class. If a student is dismissed twice from the course, they will be terminated and no refund will be given.

COMPLETION OF PROGRAM

The student is responsible for taking all 24 modules. The student may take any missed class the next time it is offered. Missed classes may delay your target exam date so please use your time wisely.

All students have six months to take the modules and can retake any/all modules during that six month period.

If program is not completed in the six month period a maintenance fee of \$50 will be charged for any module(s) that need to be completed. We reserve the right to charge for a new book if an updated version is now being used.

REAL ESTATE BROKER CLASS ENROLLMENT

The following Broker classes are offered during the year on a “demand of the industry schedule”. Each entire class is 48 clock hours.

Classroom classes are usually held on Mondays and Wednesdays from 8:30am to 5:00 p.m. for three consecutive weeks. This schedule may change depending upon the course.

The Kentucky Real Estate Commission states that the final transcript or certificate of completion shall not be given to any student who misses more than two hours of a forty-eight hour course.

AVAILABLE REAL ESTATE BROKER CLASSES

Real Estate Law

The cost of each class is \$595 which includes the textbook and class materials. A deposit of \$300 is required for reserved seating. All Real Estate Broker courses are offered on a first come, first served basis. Therefore, reservations are highly recommended for secured seating. There is a minimum of five students needed for a Broker Class to be held.

QUESTIONS

Our mission is to be your Real Estate Education Resource Center.

Please call us at 800-558-9119 or email info@nkrec.com



www.nkrec.com – 800-558-9119

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