

KEY REALTY SCHOOL

Refund of textbook or course materials form

This form is to be used by students who have purchased materials ONLY. Key Realty School does not afford a refund for course materials unless the conditions within the course materials refund policy noted below are met. Complete the student information and stop at the office use only point.

Last Name: _____ First Name: _____

Address: _____

City: _____ State: _____ Zip: _____ Primary Phone: _____

Refund Policy / Course Material Refund Conditions:

1. The product must have been purchased within the last 10 business days.
2. The product must be in new condition.
3. The product must be supplied at the time of this form submission

Once this form is completed and acknowledged by both the student and the school official, the school accounting department will receive a copy of this form and process the refund within 10 business days. Refunds are completed through the same method as original payment unless, the original payment was made via cash at which point a check for the materials will be sent to the address noted above.

By signing below, the student acknowledges that all of the aforementioned conditions have been met.

Students Signature: _____ Date: _____

Office Use Only beyond this point – School official should ONLY sign if above conditions are met

School Signature: _____ Date: _____

RE Princ. & Law	90hr	Legal Update	3hr	Inspection CE 301	20hr	Payment Type:
RE Princ. & Law HS	90hr	Agency	3hr	USPAP	7hr	Cash School Initials
RE Law	45hr	Property Mgt	3hr	Test Prep	8hr	Credit Type:
RE Law HS	45hr	Business Brkg	3hr	Escrow	3crd	<input type="checkbox"/> Visa <input type="checkbox"/> MC <input type="checkbox"/> Disc <input type="checkbox"/> Amex
RE NV Law	18hr	Broker Mgt	3hr	Economics	3crd	Check #: PayPal: <input type="checkbox"/>
RE NV Law HS	18hr	Ethics in RE	3hr	Business Law	3crd	Identification #:
Property Management	24hr	Short Sales	3hr	Property Management	3crd	Payment Pending From:
Business Brokerage	24hr	Contracts in RE	3hr	Broker Management	3crd	Total # of Hours :
Time Share	14hr	Disclosure	3hr	Appraisal Fundamental	3crd	Shipping: Pick Up Books / UPS
Structural Inspection	60hr	Eval Code of Ethics	3hr	Real Estate Finance	3crd	Misc:
On Site Inspection	78hr	Eviction	3hr	Common Interest	3crd	
Appraisal Pr Intern	78hr	Practice of Bus Brk	3hr	Investment	3crd	
App. Principles	30hr	Elements of Brk	3hr	CA Qualifying Pack	9crd	
App. Procedures	30hr	Fair Housing	3hr	RE Software / PSI Txt		
USPAP	15hr	Purchase Contract	3hr	Workbook: St Nat		
NV Appraisal Law	3hr	Listing Contract	3hr	Streaming Video		Key Realty School Contact:
Mortgage Agent	20hr	Profit and Loss	3hr	Misc:		Toll Free Phone 800 472 3893
C. A. Management	60hr	RE Post Licensing	30hr			www.KeyRealtySchool.com

Office Use Only: (Amount originally paid for materials being returned and date of original purchase)
