

TEAM TRAINING INSTITUTE

GRADING POLICY FOR APPROVED POST LICENSING COURSES

FINAL EXAM: Students must score 75% or higher on the final exam.

HOMEWORK ASSIGNMENTS: Students must have a 75% average or higher on homework or in-class assignments before being permitted to take the final school exam.

FINAL GRADE: Students final grade shall be determined by averaging the final test score with homework assignments. In the case of a retake, regardless of the passing score, the grade shall be a 76%.

HOWEVER, STUDENTS WILL BE REQUIRED TO SCORE A 75% OR BETTER ON THE FINAL EXAM TO PASS THE COURSE.

ABSENCES: Students should miss class only in case of emergency and this should be cleared through the school's Director or Coordinator. If an emergency occurs, making up the missed class (or any portion) will have to be done in the daytime, between the hours of 10:00 A.M. and 3:00 P.M. You must begin the make-up early enough to end by 4:00 P.M. However, depending on the class that has been missed will determine how the class will have to be made up. Make up sessions will be scheduled at a time and place determined by the school Director. Please contact our office regarding the missed class to find out the required make-up policy.

RETAKE: Students will be permitted to retake the final exam ONCE. After a second attempt, the course will have to be repeated at a cost of \$ 20.00 (Reference page 76-520-2-04 [#2]. This scheduling of retake exams must be made within two weeks of the ending date of the class.

Any student having to take the final exam a second time must score a passing grade of 75% or better. If the student passes the second exam, the final grade for the course will be 76%.

IMPORTANT

NO recruiting for employment opportunities for any person or brokerage firm is allowed in any class or on any school premises. Any efforts by anyone to recruit should be reported promptly to the school Director at 404-580-9919 or to the Georgia Real Estate Commission.

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