



# REALTOR® ASSOCIATION OF PIONEER VALLEY, INC.

The Western New England Center for Real Estate Services  
221 Industry Ave., Springfield, MA 01104-3246

Phone: (413) 785-1328 Fax: (413) 731-7125 Toll free: (877) 854-6978 www.rapv.com

Dear Prospective Student:

Whether you are contemplating our real estate sales pre-license course to obtain a real estate sales license or just to become more knowledgeable in the “Hows and Whys” of real estate transactions, you are making the right choice. Our course covers both areas.

The most money that the average person will invest during their lifetime is in a home. Therefore, by taking our course you will be better prepared to make intelligent decisions when you do buy or sell a home, or help a member of the public buy or sell real estate.

The course curriculum is determined by the State. An outline of the subject matter is attached to the application and also available by calling the REALTOR® Association of Pioneer Valley at 413-785-1328. Our course covers more than the State requires.

Tuition for the Course-----	\$299.00
Books and Supplies-----	\$ <u>60.00</u>
<b>Total-----</b>	<b>\$359.00</b>

The course consists of 14 classes, meeting 3 nights a week (Monday, Wednesday, and Thursday). All classes meet from 6:00 to 9:00 p.m., and all classes must be attended in their entirety in order to earn credit. If for some reason you miss a class, you must make up the corresponding class during the next scheduled course. You have one year in which to make up any missed classes. If you fail to make-up the class after one year, you would need to re-take the course.

A certificate of completion is required in order to take the test. The test is administered by Promissor Testing Service and is not directly affiliated with the REALTOR® Association of Pioneer Valley. Once you successfully complete the course we will give you contact information for Promissor Testing Service. Test dates could be scheduled out as far out as 6 to 8 weeks from when you call. Plan accordingly. You need a social security number in order to become licensed.

The REALTOR® Association reserves the right to re-schedule any classes as required or to cancel any course with less than 17 registered students.

If you cancel per terms of the contract, books that you have received are non-refundable. Payment may be made by money order, cashier’s check, personal check, credit card (in person – Mastercard or Visa) or cash. Please make check payable to RAPV. **Personal Checks will not be accepted 2 weeks prior to the first class of the session, this includes walk-ins. Payment in full is required before you may begin the course.**

It is the student’s responsibility to clarify any questions with the State relative to moral character, criminal record, etc., as required by State License Law. If you have a criminal record, are on probation or parole, call the Massachusetts Board of Registration prior to beginning the course (617)-727-5374, or (617)-727-9936 as this may affect your ability to become licensed.

If you are already licensed, but let the license lapse for failure to pay renewal fees, you will not be allowed to retest. You need to call the Massachusetts Board of Registration to find out how to become reinstated; call 617-727-5374, or 617-727-9936. You may wish, but are not required to, retake the course if you are already licensed. If you have any further questions, please call, write or email.

Sincerely,

*Laura Herring*

Laura Herring  
Education Coordinator  
[laura@rapv.com](mailto:laura@rapv.com) or 413-785-1328