



The CE Shop LLC
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LICENSED BY THE MICHIGAN DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY,
PROPRIETARY POSTSECONDARY SCHOOLS

The CE Shop LLC Enrollment Agreement

Program Name:

Credit Hours:

Total Cost:

Start Date:

Student Name:

Student Address:

Student Email:

REFUND POLICY

The CE Shop is committed to student satisfaction. If you are unsatisfied for any reason, The CE Shop will refund the purchase price of any course if the refund request is submitted within thirty (30) days of purchase, prior to course expiration, and the course is not more than fifty percent (50%) complete.

Regarding Exam Prep Edge, The CE Shop will refund the purchase price of any Exam Prep Edge product if the refund request is submitted within thirty (30) days of purchase and if the initial assessment has not been completed.

The CE Shop does not offer price adjustments on previously purchased items.

USPAP material fees are non-refundable.

LIVE CLASSROOM AND LIVE ONLINE COURSE POLICIES

By enrolling in a live classroom or live online course, you agree to attend all scheduled sessions in full.

Refunds are only available if requested within 30 days of purchase. Refunds will only be issued if the course is not more than 50% complete.

Rescheduling a course is permitted up to 15 calendar days prior to the course scheduled date. One course reschedule is permitted at no cost. Additional course reschedules will be charged 50% of the current retail price.

You must participate in all required activities (quizzes, polls, discussions, etc.), verify your identity, and use an approved device (desktop, laptop, or mobile device with a stable internet connection and camera). Disruptive behavior or non-compliance may result in removal from the course without refund. Cell phones are not an acceptable device for mortgage courses.

ANNUAL SUMMARY REPORT

During the period from October 1, 2024 – September 30, 2025, The CE Shop had the following Real Estate Pre-Licensing course completion percentages:

40-Hr. MI Fundamentals of Real Estate for Salespersons Course	24.8%
Michigan Broker Prep	41.0%
Michigan Commercial Real Estate Brokerage	36.5%
Michigan Valuation of Residential Properties	33.7%

ACKNOWLEDGMENTS

I have received a current copy of The CE Shop Catalog (Volume 9, dated July 1, 2026) and Enrollment Agreement. I have read the requirements and policies stated in the Catalog for entrance, grading, attendance, conduct, leave of absence, withdrawal and completion. I have also read, received and agree to this Enrollment Agreement. As a condition of acceptance, I agree to adhere to and abide by these requirements and policies with the knowledge that The CE Shop has the right to withdraw me from the program if I do not meet course requirements, standards of academic progress, or abide by the student conduct policy.

Student is advised to print and keep copies of the following: A) this Enrollment Agreement; B) The CE Shop LLC Catalog; and C) the financial terms and conditions of purchasing this course.

This agreement is not valid until acceptance by the student. Student's acceptance of the terms and conditions of this agreement is electronic by: A) student checking the box next to the "Check this box to accept our Terms and Conditions"; and B) clicking "Submit Order".

This contract may only be changed with the written consent of both the Student and an Authorized School Official.

Student Signature
(digitally signed)

Date

Signature of Authorized
School Official

Date