



ONLINE EDUCATION OVERVIEW/POLICIES AND PROCEDURES

Click [here](#) for an explanation of your CT continuing education requirements.

By registering for any Online Course through CTR you are indicating that you understand/agree to the following policies and procedures:

COST/EXPIRATION:

Courses are currently priced at \$40 for any 3-hour course and \$60 for any 6-hour course. Online exam prep designed for both Salesperson and Broker candidates is also available through REcampus for \$59.95. Once you have completed the registration process, you will receive an e-mail confirmation for your records.

You will receive 12 months to complete courses through REcampus for purchases made before 12/31/19 (6 months starting 1/1/2020), 6 months with Hondros Learning and 45 days with Keynote. Please keep license renewal deadlines (where CE is required) in mind when taking an online course:

Brokers - March 31, EVEN YEARS only

Salespeople - May 31, EVEN YEARS only

CERTIFICATE OF COMPLETION:

Completion notices will state which course(s) you took, how many credits the course(s) were approved for, and the completion date. If your broker/office requires proof of your CE for license renewal, please supply them with a copy of the notice.

RECampus: You will receive a Completion Notice by e-mail within 3 weeks of completing a course.

Hondros Learning: You will be able to print your Certificate of Completion at completion of course.

Keynote: You will be able to print your Certificate of Completion at completion of course.

ONLINE COURSE - FINAL EXAM:

While the state of CT does not require final exams, some online providers have periodic testing throughout the course to ensure you remain engaged through the entire course.

CANCELLATIONS/REFUNDS:

Once you have registered/purchased a course there are **no refunds**. Please make sure you've read all of the necessary information before making your purchase final.

SYSTEM REQUIREMENTS:

Please be sure to review the most current system requirements for all Online CE providers.

TECHNICAL SUPPORT:

Please call the Technical Support Hotline if you are encountering difficulties such as the following: difficulty in viewing course provider's website or placing an order, problems loading or viewing your online course or software product, or other system-type problems.

<p>REcampus: 1-888-213-5124 Monday – Friday 8:00am to 10:00pm REtechsupport@dearborn.com All emails will be answered within 24 hours, including weekends.</p>	<p>Hondros:1-866-455-3278 Monday – Friday 9:00am – 7:00pm and Saturdays 10:00am – 3:00pm. Email support is located under Contact/Support and all emails will be answered within 24 hours on weekdays.</p>	<p>Keynote: 1-469-607-1600 24 Hour Support</p>
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ADMINISTRATIVE QUESTIONS:

Contact AbbyKrist, CTR's Manager of Political and Professional Programs at 860-566-8688 or e-mail at Abby@CTRealtors.com

CONTACT THE CTR OFFICE WITH ANY QUESTIONS

PHONE 860-566-8655 ♦ FAX (860) 290-6615

WWW.CTREALTORS.COM