



NOBLE FIELDS SCHOOL OF REAL ESTATE

"Real Estate is a Noble Field."

Student Information

Orientation and Student Services

At orientation, students complete all necessary steps for enrollment. There is academic advising, course registration, campus tours and meetings with faculty and staff. At the conclusion of orientation students are expected to have fully enrolled in Noblefields School of Real Estate. A friendly and social environment that promotes learning and interpersonal interactivity to motivate our students.

For our distance education students, we encourage Interpersonal interactivity with your instructor, to foster your development of critical thinking through clarification and evaluation of your ideas. Asynchronous interpersonal interactivity is accomplished by email or facsimile. Computer conferencing is better for ongoing discussions because users can see all previous contributions to a discussion. This allows "threaded discussions" where the instructor asks a question of the student (beginning the thread), and others respond to the instructor's comments (adding to the thread). Synchronous (agreed time) interpersonal interactivity is generally accomplished using live chat. Non-computer communication may also be used, such as a telephone conference call or fax.

ADMISSION AND ENROLLMENT

The Office of Real Estate Appraisal requires appraisal licensees to be at least 18 years of age and to have a social security number. Enrollment duration is dependent on course credit hours. Registration period is unrestricted, meaning 24hs/7days. Orientation and counseling with an instructor or approved advisor is provided upon request. Within 10 calendar days of enrollment a signed affidavit must be received .

Methods of Instruction & Evaluation: The student must accomplish minimum learning objectives through direct readings, mini-quizzes, and a written (essay). The student's progress is monitored and evaluated by completing incremental assessments online. Students are encouraged to obtain feedback by contacting the instructor toll-free by telephone, email, facsimile, or US Postal Mail.

Final Exam: Final exams may be taken at the San Francisco or Daly City campus. If you wish to take the final exam in an area near your location, you may request a monitor for your exam, such as a Real Estate office or Title Company, or neutral third party who is not related to you by blood, marriage, or domestic partnership. We will send the final exam to the test monitor. You must contact him/her to set a time to take the final examination.

Passing criteria: The final examination is closed book and proctored. A minimum score of 70% is required to pass. Students failing the examination or if your enrollment has expired, must repeat the course (50% discounted tuition) and final examination.

Course completion Certificate: Students who complete the course will be sent a course completion certificate within 15 calendar days after passing the final examination. The school

maintains all student records for a period of five years.

Refund Policy: Students may cancel their enrollment, either in person or by certified letter within 10 business days from the date the course materials are sent (US Priority mail) by the school. Refunds for cancellations within the initial 10-day period will be subjected to a \$50 non-refundable application fee. After the initial 10-day period, a \$50 book fee will be charged, and the balance will be returned prorata, within 30 calendar days.

If the school cancels a class, the student will receive a full refund of all charges.

Personal Computer Modem may be used to register and complete (exams) online. Students use textbooks, study guide, and web links for student-content interaction. If the student chooses to complete exams online they must have access to a computer with internet connection and a personal email address. Exams may also be completed via postal correspondence.

Our staff encourages interactive participation and creates a friendly, comfortable social environment to help participants open up and ask questions to focus on critical concepts, principles, and skills.

ACADEMIC DISHONESTY

Noble Fields School of Real Estate strives to encourage honesty and integrity. Students engage in learning exercises and assessments with integrity and responsibility. A student must submit original work and are responsible for knowing and applying accepted principals of sound research and writing in all work. Any questions regarding unethical behavior or plagiarism should be discussed with the instructor. Academic Dishonesty is a form of misconduct that is subject to disciplinary action under Student Code of Conduct and includes the following: cheating, fabrication, fraud, facilitating academic dishonesty and plagiarism. Any student who violates our policy is subject to disciplinary action or dismissal from the School.

1. Plagiarism: any attempt to pass off another's work as your own.
2. Cheating: any attempt to gain an unfair, hidden advantage over one's fellow students.
3. Fabrication: Any attempt to present information that is not true.
4. Fraud: any attempt to deceive an instructor or administrative officer of the Noble Fields School of Real Estate.

INSTRUCTOR'S ROLE IN FACILITATING INTERACTION

Clearly the instructor's role in facilitating interaction is important. In addition to course design, it is our instructor's use of interaction that makes a difference for students participating in the web-based distance courses in creating a sense of community and collaboration among users. Instructors are flexible in their presentations and activities, to provide frequent and directed questions, and responses, to acknowledge comments made by students.

LEARNER CONTROL

Learner control is another perceived benefit of web-based instruction, and like interactivity is believed to enhance student learning in a distance education context. Learner control is the learner taking control of when and how he or she learns a topic and has been proclaimed as a benefit of using Internet-based technologies in educational contexts. Learner control has been linked to interactivity as a positive outcome of increased interactivity. The benefits of learner control include a "greater individualization of instruction, increased sense of personal responsibility for learning and the potential to optimize learning efficiency.

Our qualified instructors are there to provide expert help every step of the way. It's fun, fast, and convenient. Register for a class and increase your earning potential today!



**870 Market St. Suite 623 • San Francisco, CA 94102 • Phone: 415.956.6169 • Toll Free: 888-80-NOBLE • FAX:
415.956.4615 • Email: noblefields@yahoo.com**

Web Site by **Meridian Associates**