



The Professional Development Institute

2730 University Blvd, Suite 200,
Wheaton, MD 20902
301-949-1771 fax: 301-949-5441
www.pditraining.net

MD Mortgage Originator Pre-licensing Training—40 hour

Name: _____

Phone: _____ Evening (Cell) _____

Address: _____ City: _____

State: _____ Zip: _____ SSN: _____ - _____ - _____

Email: _____ Fax: _____

I am enrolling at THE PROFESSIONAL DEVELOPMENT INSTITUTE for a 40-hour program of study in mortgage originator pre-licensing training. The full name of this course, as approved by the Division of Financial Regulation is, “Ethics, RESPA, TILA, ECOA, Maryland Finders Fee Law, Maryland Law, Privacy & Security of Customer Records, Predatory Lending & Fraudulent Real Estate Practices, Vocabulary, Credit Reports & Scores, Anatomy of a Loan, The Mortgage Approval Process, The Appraisal Process & Report”.

The program is scheduled to begin on _____ and conclude _____.
Hours of instruction per day _____. Days required each week: _____. Total hours required each week: _____. Weeks required to complete the program: _____.
Class location: _____.

I understand that I will be entitled to the privileges and bound by the conditions below

All applicants must be at least 18 years of age and have graduated from high school or received a G.E.D.

A certificate of completion will be awarded upon successful completion of the program. Graduation requirements are as follows: Complete 40 hours of training with no more than eight (8) hours of make-up classes; achieve an 80% overall attendance rate; achieve a minimum score of 70% on each quiz and on the final exam; and satisfy financial obligations of the school.

An academic transcript and record of attendance will be provided to the student upon written request to the school.

Job Placement: The Maryland Higher Education Commission requires that The Professional Development Institute and all schools that provide the Mortgage Originator program to collect employment information from you. Following your completion of the program, we will be contacting you to request your Employer’s name, address, contact information, your new job title, date hired, and starting salary.

The Professional Development Institute does not offer placement assistance to its graduates; does not guarantee that students will find employment as mortgage originators or any other occupation, and does not guarantee any salary.

Books, supplies and equipment: None are required.

Program Cost:

The total cost of the program is \$499.00 as follows: tuition of \$449.01 and registration of \$49.99.

Refunds:

(1) If the school closes, cancels or discontinues a course or program, the school will refund to each currently enrolled student all money paid by the student for tuition and fees and all money for which the student is liable for tuition and fees.

(2) All money paid by a student will be fully refunded if the student chooses not to enroll in, or to withdraw from, the school within seven calendar days after having signed an enrollment agreement.

(3) If the student chooses not to enroll after the seven-day cancellation period, but before the first day of instruction, the registration fee will be retained by the school.

(4) If, after the seven-day cancellation period expires, a student withdraws after instruction begins, refunds will be based on the total contract price for the course and shall include all fees, except the registration fee, and any charges for, materials, supplies, or books which have been purchased by, and are the property of, the student. The minimum percentage refund that the school will pay a student who withdraws or is terminated after the 7-day cancellation period has expired and after instruction has begun, is as follows:

Proportion of Total Program Taught by Date of Withdrawal	Tuition Refund
Less than 10%	90%
10% up to but not including 20%	80%
20% up to but not including 30%	60%
30% up to but not including 40%	40%
40% up to 50%	20%
More than 50%	No refund

(5) The date of withdrawal or termination is the last date of attendance by the student. A refund due the student will be based on the date of withdrawal or termination and paid within 60 days from the date of withdrawal or termination.

(6) In the case of an official leave of absence, if a student fails to return to training by the end of the leave of absence, a refund due the student will be based on the date of withdrawal or termination and paid within 60 days of the scheduled last day of the leave of absence.

(7) Books purchased are the property of the student and are not refundable except within the seven day cancellation period, as noted above. The registration fee is not refundable after the seven day cancellation period.

Criminal Convictions. *Criminal convictions may affect your ability to be licensed.*

Acknowledgments: I have received a copy of THE PROFESSIONAL DEVELOPMENT INSTITUTE'S current catalog. I have read the requirements and polices stated in the catalog for entrance, grading, attendance, conduct, leave of absence, withdrawal, graduation, and job placement. As a condition of acceptance, I agree to adhere to and abide by these requirements and policies with the knowledge that THE PROFESSIONAL DEVELOPMENT INSTITUTE has the right to cancel my contract if I do not meet attendance requirements, standards of progress or abide by the student conduct policy. The enrollment contract may be extended or modified only with the written consent of both the student and the school.

In order for this enrollment contract to be binding, it must be signed by the applicant, the guardian, if applicable, and the school official.

Signature of Applicant

Date

Signature of THE PROFESSIONAL DEVELOPMENT INSTITUTE Official

Date

ALL STUDENTS WILL RECEIVE AN EXACT COPY OF THE ENROLLMENT AGREEMENT. PLEASE KEEP ALL DOCUMENTS REGARDING ENROLLMENT AND FINANCIAL OBLIGATIONS.



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Payment Methods (check one):

MasterCard/ Visa: _____ Exp.Date: _____

Amount \$ _____

American Express: _____ Exp.Date _____

Amount \$ _____

Signature required if paying by credit card

Cash Payment in the amount of \$ _____

Money Order/Cashier's Check \$ _____

NO PERSONAL OR COMPANY CHECK ACCEPTED. PLEASE ATTACH A COPY OF YOUR HIGH SCHOOL DIPLOMA OR G.E.D WITH THIS APPLICATION.

