



Mbition LLC dba  
Mbition Learn Real Estate

Kentucky Academic Catalog

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Mbition LLC dba Mbition Learn Real Estate is a private (not public) training institution that is incorporated as a C-Corporation in the state of Delaware.

## TABLE OF CONTENTS

Topic	Page Number
SCHOOL INFORMATION	3
OWNERSHIP AND ADMINISTRATION	4
HOURS OF OPERATION	4
ADMISSION REQUIREMENTS	5
FACILITIES	5
ACADEMIC POLICIES	5
TUITION AND FEES	9
COURSE DESCRIPTIONS	10
REFUND AND CANCELLATION POLICIES	13
DISCIPLINARY POLICIES	14
RECORD RETENTION	15
TECHNICAL SUPPORT	15

## MBITION LEARN REAL ESTATE HISTORY

Mbition Learn Real Estate (formerly Career Webschool), a division of Mbition LLC, is an established leader in computer-based education in real estate and appraisal. Mbition LLC is focused on developing and delivering the highest quality education programs available for computer instruction. Since its inception, Mbition Learn Real Estate, now a wholly owned subsidiary of Mbition LLC, has dominated the computer-based real estate education market. The educational quality of its courses has gained Mbition LLC widespread acceptance, even in a stringent regulatory arena such as real estate. The courses offer “in class” content but are not bound by location or schedule. Mbition Learn Real Estate courses are accepted in 38 states, with a growing number of courses available in each state.

Mbition Learn Real Estate is approved to offer appraisal and real estate courses by the governing boards in the following states: AL, AR, AZ, CA, CO, CT, DC, DE, FL, GA, IA, ID, KS, LA, MD, ME, MI, MN, MO, MS, NC, ND, NE, NH, NJ, NV, NY, OH, OK, OR, RI, SC, SD, TN, TX, UT, VA, WA, WI, WV, and WY.

## MISSION

Mbition Learn Real Estate is an e-learning partner that empowers companies and professionals to improve, achieve, and aspire. For more than 40 years, Mbition Learn Real Estate has been delivering continuing education, prelicensing, and corporate training. Top companies and millions of professionals nationwide know us by our premier brands in regulated industries, including Nurse.com, ProSchools, Mbition Learn Real Estate (formerly Career Webschool), TrainingPro, California License and American Home Inspectors Training (AHIT). Consolidated as Mbition LLC, we bring together the nation’s best-in-class brands and a multidisciplinary education solution designed to enhance professions, guide employment paths, and start new careers.

### *OBJECTIVES*

We are dedicated to taking learning to the next level by launching new products such as our Mbition LLC technology platform and by continuing to build on a curriculum that has already surpassed 10,000 courses. The continued development of better technology to support education will shape the future of Mbition LLC.

## OWNERSHIP AND ADMINISTRATION

Mbition LLC dba Mbition Learn Real Estate is a private (not public) training institution that is incorporated as a C-Corporation in the state of Delaware.

### *Leadership*

Maure Baker, Vice President

### *Instructors*

Molly Lathem, MA, CDEI

Ann Wells, MBA, CDEI

Bud Black, PhD, CDEI

### *School Operations*

Frances Cartagena, Administrator

### *Key Administrative Personnel*

Nichol Andler, Compliance Manager

Heather Abrahms, Compliance Analyst

## HOURS OF OPERATION

### *SCHOOL CALENDAR*

Students may access their courses online immediately upon enrollment. Courses are accessible to students any time within the enrollment period. The administrative staff hours of operation are: 7:30am to 7:30pm (CT) Monday through Friday. Email support is available during normal business hours. The Mbition LLC staff office is closed for the following holidays:

New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, Day after Thanksgiving, Christmas Eve Day and Christmas Day. On occasion, the office may close early due to inclement weather or on the day before a holiday. When the school does close early, our phone system will be changed to announce the closure. All students scheduled for a proctored exam will be called and notified by the school administrators no later than 8:30 AM on a day the school closes for inclement weather.

Our instructors will be happy to assist you with any questions regarding course content. They can be reached at 800-532-7649 or by email at [realestateinstructor@oncourselearning.com](mailto:realestateinstructor@oncourselearning.com) during normal business hours. While our instructors make every effort to answer your questions in a timely manner, they are committed to responding within a 24-hour window.

## ADMISSION REQUIREMENTS

### *ENROLLMENT POLICY*

Students may enroll in our courses at any time by visiting our websites or calling our enrollment office at 888-553-1267. Our enrollment policy allows students 180 days to complete a course and applicable exam, with an option to purchase additional time (unless your state licensing board won't permit it.) Extensions may be purchased in monthly increments for \$50. Students must complete all coursework within one year of enrollment. If, for any reason, a student must retake the course, the re-enrollment fee is discounted 50% from the original cost. To receive credit for our courses, all students must be at least 18 years of age and have either a high school diploma or its equivalent. Please note that some states have a shorter time frame for completing courses. Contact your state licensing board to ensure that you have the most up-to-date information.

### *NOTICE TO STUDENTS*

Should you have any questions or difficulty regarding the course content, our approved instructor will be glad to assist you and can be reached at 800-532-7649.

## FACILITIES

Mbition Learn Real Estate delivers courses in a distance-learning format. Students can take courses at a location and setting of their choice.

## ACADEMIC POLICIES

### *POLICY RELATED TO GRANTING CREDIT FOR PREVIOUS EDUCATION AND TRAINING*

Mbition Learn Real Estate does not grant credit for previous education and training. Also, Mbition Learn Real Estate does not guarantee the transferability of its credits to any other educational institution. Transferability is up to the receiving institution.

### *REQUIREMENTS FOR COMPLETING THE COURSE*

Please refer to the directions on your course home page for specific instructions regarding completion of your course and the "Introduction" lesson located at the beginning of each course. To complete the course and receive your certificate, you must successfully:

- Complete all instructional lessons in the course by answering each question correctly at least twice before a prescribed time limit expires
- Return a signed and dated student affidavit to Mbition Learn Real Estate when the course is complete

The Student Affidavit is a signed document on which you certify that you have personally completed each lesson of instruction. The student affidavit must be returned to the school before you can receive credit for a distance learning course. (A “Student Affidavit” link will appear on your course home page upon completion. Click on that link to obtain a copy of the Student Affidavit.)

### *EXAMINATION AND GRADING POLICY*

Mbition Learn Real Estate offers qualifying (appraisal), prelicense (real estate), and continuing education appraisal and real estate courses. All qualifying and prelicense courses require an examination upon completion of the course lessons. You must correctly answer at least 75% of the questions to pass the course. All exams are taken online. If you fail the first exam, you may schedule a second exam no sooner than the next day. Should you fail both exams, you must re-register and repeat the course from the beginning before taking the final exam again. A discounted re-enrollment fee will be charged.

### *PROCESSING TIMES*

After you have completed all of the lessons on the computer, you must allow the following times for processing to complete the course and receive your completion certificate:

- grading exam and issuing course completion certificate      3 business days
- scheduling a retake final exam (if applicable)                      3 business days
- receiving the course completion certificate by U.S. Mail      3 days (estimated)

### Important Notes:

- A. “Issuing” a course completion certificate means that we will place it in the U.S. mail.
- B. The minimum time you should allow between taking the exam and receiving your course completion certificate is approximately nine business days (depending on mailing time).
- C. We must receive your signed Student Affidavit, which is available on your course home page, before we can issue a course completion certificate.
- D. In the event the certificate is lost, you may obtain a duplicate from the Mbition Learn Real Estate offices by written request. An administrative fee of \$10 must accompany the written request.

## *HOW COURSES MONITOR YOUR PROGRESS*

Mbition Learn Real Estate’s innovative approach is entirely user-driven with a platform that allows learners to progress at their own pace. Learners range from beginners who want to build on their training to veterans who would like a refresher course in best practices. Mbition Learn Real Estate sets the industry standard for continuing education and licensure with more than 650,000 real estate professionals beginning their careers or strengthening them using Mbition learning modules, all of which are online.

Mbition Learn Real Estate’s learning management system (LMS), emphasizes teaching to mastery and fluency and giving the learner dynamic control of the learning process. Each module:

1. begins by stating the learning objectives for that specific module
2. frequently assesses with multiple choice questions the extent to which the learner has absorbed the material and met the stated learning objectives
3. offers remediation for any items not yet mastered
4. continues remediation until the learner can demonstrate mastery of all items in the instructional content for that module

No module may be completed until the stated learning objectives have been met so the learner must satisfy preset criteria for fluency and mastery. Actual performance is frequently compared to desired performance, which is another way of describing “mastery of the content.” Thus, the learning objectives — the structured process guiding the learner’s progress — and the preset criteria collectively constitute an integrated learning system that leads to mastery. The process becomes one of “TEACHING TO mastery” rather than simply “TESTING FOR mastery.”

Re-examination Policy: In the event you do not pass the online final exam, please contact Mbition Learn Real Estate by calling 800-532-7649 or emailing [re@mbitiontolearn.com](mailto:re@mbitiontolearn.com) to schedule a retake.

## *NON-DISCRIMINATION POLICY*

Mbition Learn Real Estate does not discriminate on the basis of race, color, religion, gender, gender identity and/or expression, national origin, disability, marital status, sexual orientation, or military status, in the establishment of fees, entrance qualifications, or standards for successful completion of any course.

## *ATTENDANCE POLICY*

To receive credit for a course, you must complete 100% of it and pass the final exam. Under no circumstances will you receive any credit for courses in which you completed less than 100% of the lessons and/or failed the final exam. We do not have a leave of absence policy or probationary period.

Information on the final exam requirements may be found on the course instruction page under the course document tab. All prelicensing and qualifying courses require a final exam. However, for continuing education courses, final exam requirements vary by state. Information on final exam requirements may be found on the course instruction page under the course document tab.

#### *EXTENSION POLICY*

Because our distance education courses are delivered via the Internet, Mbition Learn Real Estate does not have an attendance policy. However, if the course is not completed within 180 days, you may purchase an extension of 60 days (effective from the course expiration date). Contact Mbition Learn Real Estate at 800-532-7649 to purchase an extension. A maximum of three extensions may be purchased for one course.

#### *GRIEVANCE POLICY*

##### *FILING A COMPLAINT WITH THE KENTUCKY COMMISSION ON PROPRIETARY EDUCATION*

To file a complaint with the Kentucky Commission of Proprietary Education, each person filing must submit a completed "Form to File a Complaint" (PE-24) to the Kentucky Commission on Proprietary Education by mail to 500 Mero Street, 4<sup>th</sup> Floor Frankfort, KY 40601. The form can be found on the website at [www.kcpe.ky.gov](http://www.kcpe.ky.gov).

##### *STUDENT PROTECTION FUND*

KRS 165A.450 requires each school licensed by the Kentucky Commission on Proprietary to contribute to a Student Protection Fund, which will be used to pay off debt incurred due to the closing of a school, discontinuance of a program, loss of license, or loss of accreditation by a school or program. To file a claim against the student Protection Fund, each person filing must submit a completed "Form for Claims Against the Student Protection Fund." This form can be found on the website at [www.kcpe.ky.gov](http://www.kcpe.ky.gov).

##### *PLACEMENT ASSISTANCE*

Mbition Learn Real Estate does not offer placement assistance.



## TUITION AND FEES

### *TUITION POLICY*

All students are required to pay the full tuition before they start the course. The school does not offer financial aid or any other type of financing. Tuition may be paid in any of the following forms: credit cards (Visa, MasterCard, or American Express), money order, or certified check. If a student's credit card transaction is charged back by the bank after a certificate of completion is issued, that certificate will be invalidated.

### *FEE SCHEDULE*

Mbition Learn Real Estate reserves the right to change course prices when necessary. Each course has an all-inclusive price that covers the cost of the course, student handouts, tech support, service charges, and completion certificates. Our fee schedule for courses is as follows:

#### Real Estate Continuing Education

Anti-Discrimination Laws	\$29
Ethics in Real Estate	\$29
Ethics- Disclosures and Cooperation	\$29
Ethics- Pricing, Offers, and Advertising	\$29
Evolving Real Estate Finance Laws	\$29
Green Home Features	\$29
Introduction to Brokerage Management	\$29
Listing and Selling HUD Homes	\$29
Minimizing Risk with Effective Practices	\$29
People Management in Real Estate	\$29
Principles of Commercial Real Estate	\$29
Professional Property Management	\$29
Qualifying the Buyer Under New Regulations	\$29
Safety First Crime Prevention and Self Defense for Real Estate Professionals	\$29
Tax Free Exchanges	\$29
Technology Trends in Real Estate	\$29

#### Appraisal New License

Residential Sales Comparison and Income Approaches	\$349
Residential Appraiser Site Valuation & Cost Approach	\$199
Residential Report Writing Case Studies	\$199
Residential Sales Comparison and Income Approaches	\$349

#### Appraisal Upgrade License

Basic Appraisal Principles	\$349
Basic Appraisal Procedures	\$349
<del>2018 2019 15 Hour Equivalent USPAP Course</del>	<del>\$279</del>
Residential Market Analysis and Highest and Best Use	\$189

#### Appraisal Continuing Education

Residential Report Writing and Case Studies	\$189
<del>Residential Appraiser Site Valuation &amp; Cost Approach</del>	<del>\$189</del>
<del>Residential Market Analysis and Highest and Best Use</del>	<del>\$189</del>
2020-2021 7-Hour Equivalent USPAP Update Course	\$189
A URAR Form Review	\$99
Income Capitalization Overview	\$99
Appraisal Math and Statistics	\$99
Sales Comparison Approach	\$99
Cost Approach Overview	\$99

## Course Descriptions

*PREREQUISITES: There are no prerequisites for any real estate courses*

### Real Estate Continuing Education

#### Anti-Discrimination Laws

As far back as 1866, with the Civil Rights Act, legislators have been trying to eliminate discrimination in the housing industry. This course reviews the history and purpose of laws against discrimination. Specific real estate practices of blockbusting, steering and redlining are detailed. In addition, the impact of the Americans with Disabilities Act is highlighted. Finally, how to recognize and guard against predatory lending practices is reviewed.

#### Ethics in Real Estate

A great refresher in ethics, this online course reviews the National Association of Realtors (NAR) Code of Ethics and fulfills the mandatory NAR Ethics Renewal Training requirement. Complete with case studies and various scenarios, students will enjoy a better understanding of what is and is not ethical for real estate professionals. This real estate continuing education online course includes decision-making exercises designed for an in-depth understanding and application of daily real estate practices.

#### Ethics- Disclosures and Cooperation

This Ethics course follows the NAR-mandated curriculum for the NAR-required Ethics course. From the ethical responsibilities of agents involving disclosures to ethical issues relating to compensation, this practical course explores the challenges involved in ethical decision-making. Ethics: Disclosure and Cooperation takes a practical look at considerations involved in making ethical business decisions as well as the process of enforcing the Code of ethics. Per the NAR requirements, the course must cover the Preamble and two of the following Articles in the Code of Ethics: Article 1, Article 2, Article 3, Article 9, Article 11, Article 12, Article 16 and Article 17.

#### Ethics- Pricing, Offers, and Advertising

This Ethics course follows the NAR-mandated curriculum for the NAR-required Ethics course. In day-to-day real estate transactions, real estate professionals are forced to make decisions that require ethical reasoning. Ethics: Pricing, Offers and Ads explores the agent's obligation to protect a client's interest, plus looks at an agent's duties with regard to advertising

himself and a property. This must-have guide serves as a blueprint for providing information on making ethical decisions regarding pricing, offers, and ads. Per the NAR requirements, the course must cover the Preamble and two of the following Articles in the Code of Ethics: Article 1, Article 2, Article 3, Article 9, Article 11, Article 12, Article 16 and Article 17. The Ethics: Pricing, Offers and Advertising course covers the Preamble and Article 1 and 12.

### *Evolving Real Estate Finance Laws*

This course examines the development of federally regulated consumer protection provisions relating to home ownership, including TILA, Regulation Z, HELCPA and HOEPA. Covered is a discussion of the changes to HOEPA in the Dodd-Frank Act, including expanded triggers for determining whether a mortgage transaction falls under HOEPA, and the additional lender requirements and prohibitions under its provisions. Changes in the requirements for escrow accounts conclude the course.

### *Green Home Features*

What makes a green home green? Students will gain insight into different features included in green design. This real estate continuing education online course highlights water and energy efficiency, appliances, methods of controlling heat loss, how to conserve energy in a home, lighting, and renewable energy.

### *Introduction to Brokerage Management*

Are you ready to take on the leading role as managing broker? In today's results-focused workplace, you need a solid understanding of management functions, the importance of strategic thinking, and how to analyze the financial condition of the company. If you want to build your leadership role and lead your company to a winning performance, —this groundbreaking course is for you!

### *Listing and Selling HUD Homes*

With more than 40,000 HUD homes available annually, it is important for licensees to understand how the HUD selling process works. This course teaches licensees how homes enter the HUD home selling market, and how licensees and HUD contractors (field service managers and asset managers) interact within a HUD transaction. Discussed are HUD's online bidding process, the registration for licensees who wish to bid on HUD-owned homes as selling brokers, and how a licensee may become a HUD listing agent. Also discussed are the components of the HUD Sales Contract Package and the process for completing and delivering the package and delivering it to the Area Manager. The course concludes with a discussion of the regulatory and disclosure issues relating to HUD transactions, how closing costs and earnest money are handled in a HUD transaction; advertising rules relating to HUD-owned properties, and the types of financing available to purchasers of HUD homes.

### *Minimizing Risk with Effective Practices*

There's no question about it: In today's real estate environment, knowing how to avoid legal problems is essential. This must-have-course provides an overview of how to minimize your liability. You'll learn about the importance of establishing agency policies, developing effective marketing and advertising practices, effective anti-discrimination practices, plus how to reduce your risk by maintaining proper records. Stay out of legal hot water...enroll today!

### People Management in Real Estate

How do you successfully recruit and hire new agents? How do you retain good people once you get them? The answer to both these questions is the same- it's about people management. Explore the fundamentals of attracting and recruiting new agents to your firm. Identify the training needs of new and experienced licensees, plus look at effective tools and techniques for retaining good talent within your organization. Don't learn by trial and error! Begin the steps to building your people management skills now with this valuable groundbreaking course.

### Principles of Commercial Real Estate

A high-level view of commercial real estate, this elective online course examines various types of commercial real estate including retail space, storage facilities, and office space. Additional highlights include land development, site selection, industrial real estate brokerage and how both local and regional labor markets can have an effect on commercial real estate.

### Professional Property Management

As a professional property manager, you must attempt to balance the needs of property owners with the needs of tenants. To accomplish this, professional property managers need to understand elements of leasing, rent collection, market dynamics, resident retention and building maintenance functions. Explore these important topics for both residential and commercial property management in this 4-hour elective course.

### Qualifying the Buyer Under New Regulations

This must-have course addresses the fundamental role of real estate agents in the mortgage lending process. With so many changes affecting the ability of potential homebuyers to obtain loans, it is imperative for real estate agents to understand the complexities of today's market. The course discusses how to qualify buyers, as well as the pitfalls to avoid in that process. The qualified mortgage (QM) and ability to repay (ATR) rules are also covered, with an in-depth look at how they affect real estate transactions, real estate agents, and clients. Stay ahead of the curve with this dynamic course!

### Safety First Crime Prevention and Self Defense for Real Estate

#### Professionals

This online course provides real estate professionals with safety tools and tips to help mitigate fear when working in the field as real estate sales professional. The material and activities are designed to help real estate sales professionals better recognize and avoid potentially dangerous people and situations. This real estate continuing education online course will also equip real estate professionals with self-defense techniques to handle a real attack, thereby increasing self-confidence.

### Tax Free Exchanges

Learn all about tax free exchanges. This online course is an excellent introduction to the implications of tax free exchanges for investment properties in residential real estate. Learn what is required to qualify for a tax free exchange, what different kinds of exchanges are available and also various ways that the title can be transferred for the purpose of an exchange.

### Technology Trends in Real Estate

The technology landscape changes quickly, and this rapid change can have significant consequences for the real estate professional. In order to perform at their best, real estate professionals need to stay ahead of these trends. This online course helps to bring focus to the technological innovations that are most relevant to real estate practice. This real estate CE online course will discuss trends in software, social media, and internet security. Videos are presented throughout the course to help explain and illustrate key topics.

### *Course Outlines*

Please contact Mbition Learn Real Estate if you would like a course outline.

### *EXTENSIONS*

Extensions may be purchased in the following increments:

Real Estate: \$50

Appraisal: \$50 each course

### *RETAKES*

Students must complete all coursework within one year of enrollment. If, for any reason, a student must retake the course, the re-enrollment fee is 50% off of the original cost.

## REFUND AND CANCELLATION POLICIES

### *CANCELLATION POLICY*

Students not accepted to the school are entitled to all monies paid. Students who cancel this contract by notifying the school within three (3) business days of enrollment are entitled to a full refund of all tuition and fees paid. Students who withdraw after three (3) business days but before classes begin are entitled to a full refund of all tuition and fees paid except the maximum cancellation charge of \$150. (or 25% of the contract price, whichever is less).

In the case of students who withdraw after classes begin, the school will retain a cancellation charge plus a percentage of tuition and fees paid, which is based on the percentage of contact hours attended (if training is offered as distance education, money refunded is based on the percentage of lessons completed), as described in the table below. The refund is based on the last date of recorded attendance.

### *REFUND TABLE*

<b>What student is entitled to upon withdrawal/termination:</b>	<b>Refund:</b>
Within first 10% of program (Lessons 1 - 2)	90% less cancellation charge
After 10% but within first 25% of program (Lessons 3 – 5)	75% less cancellation charge
After 25% but within first 50% of program (Lessons 6 – 10)	50% less cancellation charge
After 50% but within first 75% of program (Lessons 11 – 15)	25% less cancellation charge
After 75% (Lesson 16) [if paid in full, cancellation charge is not applicable]	NO Refund

1. The student may cancel this contract at any time prior to midnight of the third business day after signing it.
2. All refunds will be made within 30 days from the date of termination. The official date of termination or withdrawal of a student shall be determined based on:
  - a. the date on which the school receives written notice of the student's intention to discontinue the training program; or
  - b. the date on which the student violates published school policy, which provides for termination; or
  - c. the earlier of the date the school determines a student is not returning from an excused but extended leave of absence or the day after the expected return date.
3. The student will receive a full refund of tuition and fees paid if the school discontinues a program or stand-alone course within a time period a student could have reasonably completed it, except that this provision shall not apply in the event the school ceases operation.

The policy for granting credit for previous training shall not affect the refund policy.

## DISCIPLINARY POLICIES

### *STUDENT BEHAVIOR/DISCIPLINARY POLICIES*

When taking our educational courses, you are expected to comply with all policies as stated within this school policy manual. If you fail to adhere to these policies, you may invalidate your eligibility for course credit. (These situations will be handled on a case-by-case basis.)

### *STUDENT CONDUCT POLICY*

Students are expected to act in a manner that will reflect well on themselves, the school, and the real estate profession. Students will be expected to have the highest possible ethical standards and conduct themselves accordingly. The school has the right to dismiss any student who fails to adhere to and observe school regulations, or who is involved in illegal or unethical practices, or who is dishonest regarding completion of education (cheating on exams), or who cannot meet the standards of the school's approved academic and attendance requirements.

## RECORD RETENTION

Student records will be kept for five (5) years (unless a regulatory board requires a longer time period). While our school administration department will try to accommodate any records request, it cannot guarantee it will have your records available after the five-year period.

## TECHNICAL SUPPORT

You can contact [Tech Support](#) by calling [800-743-8703](tel:800-743-8703) or emailing [techsupport@mbitiontolearn.com](mailto:techsupport@mbitiontolearn.com). The hours of operation are 7:30 AM to 6 PM (CT) Monday through Friday. Email support is available during normal business hours. Email received after normal business hours will be answered the next business day. Before you call, please be prepared to explain your problem in detail and have access to your computer. To effectively troubleshoot your issue, our technicians will begin by asking you a series of questions regarding your operating environment. They will need to know what type of computer you are using, the operating system, and the version number of any associated software. Your calls may be documented or monitored to help us maintain quality of service standards.

### SYSTEMS REQUIREMENTS

Minimum system requirements:

- ✓ Internet connection (minimum 56Kbps required, although we highly recommend a high-speed connection such as DSL, cable, or T1)
  - ✓ Printer (for course documentation and student affidavit)
- A. For Windows PC:
- a. Intel® Pentium® III 1GHz or faster processor, Intel® Pentium® 4 2GHz or faster
  - b. Microsoft® Windows® XP, Windows® Vista®, or Windows® 7
  - c. 512MB of RAM (1GB recommended)
- B. For Mac OS:
- a. Intel Core™ Duo 1.83GHz or faster processor
  - b. Mac OS X v10.5 or v10.6
  - c. 512MB of RAM (1GB recommended)
- C. Downloads:
- a. The following are free downloads required in order to use the Showcase player.
    - i. Adobe Acrobat Reader 5.0 or greater
    - ii. Flash Player plug-in
    - iii. Adobe AIR
    - iv. Microsoft Internet Explorer 7 or greater (Mbition Learn Real Estate does not support any beta versions of Internet Explorer)
- D. For iPads or Tablets:
- a. An app that allows flash to play: recommendations [Puffin Web Browser](#) or [Photon Flash](#)

Mbition Learn Real Estate Direct System Requirements

- ✓ Web Browser
  - Microsoft Internet Explorer 8 or greater
  - Chrome Version 15 or later
  - Firefox Version 3.6 or later
  - Safari 6.2 or later
  
- ✓ Minimum Screen Resolution
  - 1024px X 768px
  
- ✓ Additional Notes
  - Mbition Learn Real Estate recommends at least 512MB of available memory at each workstation.
  - A minimum screen resolution of 1280px X1024px is required to utilize the Artisan Authoring Tool.
  - For multi-media courses, sound is required for optimal viewing.
  - Content providers may require additional browser plug-ins and may have different workstation requirements that would be above and beyond the minimum workstation requirements necessary to run the learning management system.
  - All of our outbound emails come from the dedicated IP of 198.2.179.70. If our system emails are flagged as spam, please add an exception to your filter.
  
- ✓ Network Security
  - IP Address List
    - 66.150.9.234
    - 66.151.15.205
    - 69.20.10.123
    - 192.222.0.131
    - 198.2.179.70
  - Domain Name List
    - \*.betraining.com
    - Port 80 for HTTP
    - Port 443 for HTTPS
  - Network Overview
    - OCD can be accessed through either HTTP or HTTPS protocols based on customer needs.



## Disclosures

Mbition LLC makes no representations except as expressly set forth in this catalog, and under no circumstances does Mbition LLC make any claim, promise, or guarantee for employment or state licensure.

Mbition LLC reserves the right to change courses, start dates, tuition, and to cancel courses. Any changes will be made in accordance with State Board rules and regulations and will be attached to this catalog. Not all courses listed in this catalog are approved or offered in every state. The information contained in this catalog is true and correct to the best of Mbition LLC's knowledge.