



Choose to Reverse

Buy a house or get money back using a Reverse
Mortgage Financing Program for Seniors

by
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PROFESSIONAL *Direction* INC

www.clockhours.com



Important! Read first.

1. You will be provided with the class material. The booklet is the property of Professional Direction and cannot be used for any reason other than taking these clockhours. The curriculum was developed by the WA State Department of Licensing.
2. The course has been divided up into sessions. In Washington State a “clock hour” is 50 minutes. There are questions about each section. They can be answered while reading the material, at the end of the session, or at the end.
3. **Answer** questions on the quiz answer sheet. Print it out and complete with a pen.
4. If you have questions regarding the material, don’t hesitate to email Natalie Danielson.
5. **EMail Answer Sheet and Evaluation** with Tuition.
6. The certificate will be emailed ASAP within receipt of Quiz and Evaluation.

Disclaimer.. the course materials and questions are not to be used for legal advice. Information can change over time. Real estate transactions are handled different ways in different regions in the State of Washington. If you have any comments or concerns about the material contact Professional Direction.

Thanks!

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Choose to Reverse

Reverse Mortgage Financing Program

Session Time	Major topics	Teaching tools
1 15 min	Introduction What is a Reverse mortgage A reverse mortgage is simply a lien	Ask audience why they are attending Do they know someone who is a potential for a reverse mortgage? What have they heard about reverse mortgages?
This is a good time to do introductions		
2	History of Reverse Mortgages Why a senior would choose a reverse mortgage Why is counseling required?	Give some examples of seniors that might need or want a Reverse Mortgage. Discuss the counseling that is required.
3	How does the borrower get the money? How much money can they qualify for? What about taxes insurance and condition?	Use an example of seniors getting a Reverse Mortgage. You can assign three agents to role play as seniors and ask them how they would like the money should they qualify for a Reverse Mortgage.
4	When is the reverse mortgage paid back?	Discuss how it is similar to any mortgage, but in this case the senior must occupy the property.
5	What properties are eligible for a reverse mortgage? What if the property currently has a mortgage?	Discuss what properties are eligible and stress that it is for the principle residence of a senior.
This is a good time to take a break		
6	Steps to getting a reverse mortgage	Go over the steps to getting a Reverse Mortgage.
7	7 myths to getting a reverse mortgage The benefits of a reverse mortgage The bad rap reverse mortgages get. What are the consumer safeguards?	What have the agents heard about Reverse Mortgages? Do they believe any of the myths? Did the explanation help with their fears?
8	How can a reverse mortgage be used to purchase a home?	Discuss a scenario where a senior wants to use a reverse mortgage to purchase a home. Use Betty White as an example! Can She get a reverse? What if she wants to donate to zoo? Can she get one if she marries Aston Kutcher? ETC
9	Senior Watch	Give the agents information or resources
	Quiz	Only do the quiz if required! Try to do it AFTER the break if it is required.

Choose to Reverse

Reverse Mortgage Financing Program

Seniors can get financing and never make a monthly house payment! Instead of cracking open the piggy bank, they can tap into the equity in their home!

There are many seniors who have equity tied up in the house where they live. They may want to remain in the house but need more monthly income to pay bills. There are seniors that have money for a down payment but cannot qualify for a typical mortgage. The reverse mortgage was designed just for these types of situations.

Any senior can qualify for a reverse mortgage on their property if they have equity. It can be used without restriction for their financial needs. The class will cover how it works, what is required, why you should consider it, what the pitfalls are, and loan structuring.

Real estate agents need to understand this type of loan because they may come across a senior that can benefit from this type of mortgage and delay selling the residence. But, a reverse mortgage can also be used to finance the purchase of another home.

Learning Objectives

As a result of taking this course the student shall be able to do the following:

- ❑ Identify what a reverse mortgage is, how it works and the benefits for seniors.
- ❑ Discuss the myths about reverse mortgages.
- ❑ Explain how seniors and property qualify for a reverse mortgage.
- ❑ Explain how a reverse can be used for a purchase HECM program.
- ❑ Know that counseling is required for the borrowers.
- ❑ Discuss some of the issues and questions regarding this type of loan program.

Choose to Reverse

Reverse Mortgage Financing Program

What is a reverse mortgage?

A Reverse Mortgage is a Government Insured program under FHA. This specific type of mortgage allows senior citizens to access the equity in their homes as tax-free income without making any monthly payments during their lifetime or until the home is sold. There is no credit, employment or income requirement, which makes it much easier to get than a traditional loan. The actual name for the program is a Home Equity Conversion Program or HECM.

Qualifying is based on three determining factors:

- Age.. the seniors must be 62 years of age
- They must own a home or purchase a primary residence
- There must be equity in the property

A Reverse Mortgage is Simply a Lien

The way a Reverse Mortgage works is similar to a traditional mortgage loan. It is simply a lien against the property. There is an interest rate charged to the borrower for any money withdrawn from the program.

The difference with a Reverse Mortgage, however, is that after the borrowers receive the money, instead of paying back this mortgage on a monthly basis, they make NO payments in their lifetime. This allows seniors who need or want extra cash or income, but might be otherwise unable to afford a mortgage payment, to receive the money they need.

The easiest way to understand this concept is to imagine that the bank is deferring a traditional mortgage payment until the borrower passes away or sells the home. The bank will then collect the full amount of money you borrowed, and the interest that has accrued when the loan becomes due.

The money from a reverse mortgage can come to the senior as a monthly payment, a lump sum, or as a line of credit.

One of the major benefits of the Reverse Mortgage is that there is very little need to shop around to other lenders to find the best deal. Most of the costs and rates are preset by the FHA and the amount the senior can qualify for should be relatively the same.

Why did you choose to take this class?

Do you know anyone who might be a potential client for reverse mortgage?

What have you heard about reverse mortgages... good and bad?

This would be a good time for a lender to tell the story about why they are passionate about reverse mortgage lending. Why did you choose this company? What is your background? Who did you do a reverse mortgage for recently that you felt good about when it closed?

History of Reverse Mortgages

In 1961 the first reverse mortgage loan was made. In 1989 HUD selected 50 lenders by a lottery to make the first FHA insured reverse mortgages.

AARP started supporting reverse mortgages in 1997.

In 2009 the National Lending Limit was raised to \$625,000.

In 2013 the Reverse Loan program limited the fixed rate reverse loans to adjustable rate mortgages.

Reverse Mortgages are not a new program. Over the years the programs have had a number of consumer safeguards in place. In addition, the FHA has tightened up on some of the types of programs making most of them adjustable rates. But, the lending limit has been raised significantly over the years.

Why a Senior would choose a Reverse Mortgage

There are many seniors who have a large amount of equity in their home. But, unlike a piggy bank that you can easily access, the equity in a home is locked up unless the owner qualifies for a refinance or sells the property. But, with a Reverse Mortgage, a senior who cannot typically qualify for a traditional mortgage can access this equity.

There are seniors in our community that live in very nice homes but do not have enough money to buy food, pay utilities, and cover medical expenses! There are seniors that dream of travelling, buying a second home, want to help grandchildren, have a desire to donate to charity or need to move to an accessible home. With a reverse mortgage using the equity in a home, the senior can have access to money that they may not otherwise have and still stay living in their home.

Peter and Julie own a nice rambler that they bought 50 years ago when they started their family. They own the house free and clear with no mortgage. Both of them are in their 70's and they have four grandchildren who are soon starting college. Peter has had some hip surgery and needs to convert the house to make it more accessible. They have very little savings and live on their social security income.

How would a reverse mortgage benefit Peter and Julie?

Do they qualify for a reverse mortgage if they only live on their social security income?

Can they give money to their grandchildren's college fund?

Can they use the reverse mortgage money to make their home more accessible?

Why is Counseling Required?

When a senior chooses to get a reverse mortgage there is a requirement that they have counseling to discuss the consequences of the reverse mortgage. Most people do not understand how a reverse mortgage works for homeowners. Often the grown children think that a reverse mortgage might eat up all the equity leaving nothing for them.

How does the Borrower get the money?

There are three options on how to receive the money based on what you qualify for. These options can be customized and combined to allow you to structure the Reverse Mortgage to your individual needs.

Tenure or Term Payment ... Get a monthly payment

The borrower will receive monthly income from their home equity. They can choose Tenure or Term option.

The Tenure option will last for a senior's entire lifetime. The senior would receive a monthly income for as long as they live. This offers security knowing that they will always receive income for the rest of their life. But, it also gives the senior the smallest amount of money each month because it is based and calculated on the life expectancy.

The Term option gives the senior a monthly income based on a pre-determined amount for set number of years. It is a great way to receive the exact amount of money needed each month. With the ability to choose the amount or number of years, the senior can determine budgetary needs based on your expenses. The drawback is that you may outlive the amount of money. Once the term runs out, there are no more monthly payments.

Lump Sum Disbursement... Get a check for the full amount!

The full amount of money can be withdrawn after the loan funds immediately, without needing to wait for a monthly installment. The lump sum is often taken out for major expenses that need to be paid, and offers a borrower the ability to have the entire amount of cash on hand. The drawback is that once the senior has spent all the money, the loan runs out and there is no more borrowing capability. Additionally, the remaining equity in your home at a faster pace.

Line of Credit (LOC)... Get the money as it is needed

The borrower will have access to an account set up by the bank, and can withdraw any amount at any time for their financial needs. The Reverse Mortgage does offer a major benefit with the LOC, which is that during the borrower's lifetime, any unused portion of the available balance will continue to grow.

Finally, the LOC option allows the most flexibility. You choose how much you want to use, and when you want to use it.

As a borrower gets older, their mental facility may deteriorate to a point where they are unable to manage their finances. It is important to ask questions about how to get Power of Attorney in order to access these funds by a third party if needed. The last drawback of the LOC is that for most people, they are unable to responsibly budget themselves, and may wind up using the full amount of money in the LOC by spending too freely.

If a senior elects to have payments on a tenure basis, will the amount of income change as they age?

Can a senior elect to have some of the reverse mortgage funds paid in a lump sum and the balance in a line of credit?

How much Money can a Senior Qualify For?

The amount of the reverse mortgage is dependent on several factors. It is a lien against the primary residence of a person or persons that are seniors.

The age of the senior. The older the senior the more the potential loan could be. The amount of loan is determined based on the age of the senior.

The equity in the property. The amount of the loan is based on the equity in the property. It becomes a lien against the property. The more equity in the property, the higher the loan.

The current interest rates. The reverse mortgage is a loan. Because of that, the amount of the interest rate has an effect on the amount of the loan.

Mario wants a reverse mortgage to help with his medical bills. He has a home with a large amount of equity. He is disabled and lives on a fixed income
If he is 67 years old and if the value of his home is \$500,000, he may be able to borrow over \$300,000 giving him a monthly income for the rest of his life of over \$2000.
If he is 90 years old he may be able to borrow over \$400,000 with a monthly available income for the rest of his life of over \$4000 a month. (These are very rough estimates)

What about Taxes, Insurance and Condition?

When a senior qualifies for a reverse mortgage, the senior is still required to pay the property taxes and insurance on the property. In addition, the property must be kept in livable condition.

When is the Reverse Mortgage Paid back?

The Reverse Mortgage is simply a lien against the primary residence of a senior citizen. The seniors can live in the property for as long as they wish. They are never required to move or sell the house. They are never required to make a payment on the loan. The seniors always retain title to the property.

So, how is the loan paid? The reverse mortgage is paid when the following occur?

The borrowers (seniors) pass away. If both seniors (if they are both on the loan) pass away the loan must be paid. The estate must sell the property and the proceeds go to paying off the loan. If the proceeds do not pay the full amount of the loan, the heirs are not liable for any overage.

The seniors sell the home. If the seniors decide to sell the home, the reverse mortgage must be paid in full. It cannot be passed on to the next borrower or assumed.

The seniors move out of the home. If the seniors decide to move to another home, to a rental property or move to a facility to live, the reverse mortgage must be paid. The proceeds are only available to the senior while they live in the property as their primary residence.

The borrowers repay the loan. The seniors may decide to sell some other investments, win the lottery, or acquire an inheritance and pay off the reverse mortgage. In that case, the loan can be paid. There is no prepayment penalty.

The borrower will never own more than the price of the home. If the market goes down and the loan is higher than the value, the borrower will not be liable.

James and Katrina took out a reverse mortgage on their home when they were 75 years old. Their health is deteriorating and they decide to move to assisted living together as they turn 83 years old. What happens to their reverse mortgage?

Can the kids keep the house as a rental and use the reverse mortgage proceeds to pay the assisted living expenses?

What happens to the reverse mortgage if James and Katrina move to assisted living?

What if Katrina stays in the house and only James moves into assisted living?

What Properties are Eligible for a Reverse Mortgage?

A reverse mortgage is a lien against the primary residence of a senior. It is available on residential properties. This can include:

- Single Family residence
- Multi family 2-4 units owner occupied
- Manufactured homes but with limits as to date built
- Condominiums and townhouses FHA approved
- Planned Unit Developments (PUD's)

What if the Property Currently has a Mortgage?

If the property owned by the senior currently has a monthly mortgage payment but there is still equity, it may qualify for a reverse mortgage. The reverse mortgage would pay off the first mortgage and if there is enough equity, the senior could qualify for more equity to come their way from the mortgage.

George is 72 years old. He owns his house but has a mortgage with 10 years left. He owes just over \$100,000. His social security and retirement income are being eaten up by the monthly mortgage payment. Add to that his medical bills and he is struggling every month. George has over \$500,000 equity in his property. He chooses to get a reverse mortgage. It will pay off the first mortgage of \$100,000 and he adds a line of credit should he have some unexpected bills. George has then eliminated his monthly mortgage payment and can comfortably live on his income. In addition, he now has access to equity in his house should he need it in the future.

What happens to the first mortgage?

Can George eliminate his monthly payment on his first mortgage?

What would be the advantage for George to take out a reverse mortgage?

Steps to Getting a Reverse Mortgage

1. Qualification for the mortgage

Although, the qualification process may vary by lender, there are typically no income, credit or health qualifications needed to qualify for a reverse mortgage. The amount of the reverse mortgage loan for which they qualify is determined by several factors, including:

Homeowner age – All of the homeowners on title must be at least age 62

Current appraised value of the home

Current interest rate

2. Counseling

Regardless of the reverse mortgage program they choose, counseling by a Department of Housing and Urban Development (HUD)- approved counselor or a Freedom Association of Retired Persons (AARP)- approved counselor is required. The counselor is there to help make sure they are fully aware of their options and that they understand the reverse mortgage program and the loan process itself. In addition to counseling, they are encouraged to also seek advice from their family, legal, and financial advisors.

3. Application

Although the application appears daunting at first, it is not that complicated. Many states have specific disclosure pages and these are printed automatically with the package. The loan package consists of three parts, the application, a copy of the application and a brief explanation of the government insured HECM. The application does not commit the client to completing the loan, it simply starts the process.

4. Appraisal

Upon completion and submission of the application, the property is appraised to determine or “confirm” the current market value of their home and whether or not any repairs will be needed in order to meet loan underwriting guidelines.

5. Underwriting

Underwriters will then review the loan file and appraisal in accordance with the applicable FHA or lender loan policy.

6. Loan Closing

When approved, the senior borrower will then decide how they want to receive the loan proceeds. The final step will be the signing of the documents at loan closing. Disbursement of payment from their reverse mortgage loan will be after the three day right of recession has been satisfied.

Seven Myths of a Reverse Mortgage

A Reverse Mortgage provides guaranteed tax-free income to pay off debts, cover long term care, make home improvements or supplement your retirement income. But many people have misconceptions about Reverse Mortgages. The answers to these myths will help you see why so many people are using a Reverse Mortgage to make their lives more comfortable and more secure.

Myth #1

You sell your house to the bank:

You always keep title to your house and have complete control over it. You will never lose your home due to non-payment of the loan. Once the loan is settled, you are no longer liable for the debt.

Myth #2

You can be forced to leave your home:

Reverse Mortgages backed by the Federal Housing Authority and the Department of Urban Development specifically indicate you cannot be forced to leave your home.

Myth #3

Your home must be debt-free to qualify:

Even if you have a first mortgage or other debt, you may qualify. But Reverse Mortgage proceeds must first be used to pay off debts that effect title.

Myth #4

There are income qualifications that may disqualify you:

There are no income qualifications at all. The loan is based only on your age, the value of your home, the amount of equity you have and current interest rates.

Myth #5

You will lose your Medicare and Social Security benefits:

Money you receive is a loan, not income. Therefore, the Medicare and Social Security benefits are not affected.

Myth #6

Your heirs won't inherit anything:

When you are deceased, the estate will sell the home and use the proceeds to pay off the Reverse Mortgage. The balance of the equity in the home becomes part of the estate.

Myth #7

You will have to make a monthly payment:

There is never any monthly payment to make. The flow of payments is reversed. The lender pays you.

You can print out the Myths on cards and pass out to agents in the class to read and give their input or questions.

Benefits for a Senior to get a Reverse Mortgage

A Reverse Mortgage is available to seniors 62 years of age and older. The benefits of a reverse mortgage include:

- 1) NO INCOME OR CREDIT REQUIREMENTS
- 2) NO MORTGAGE PAYMENTS EVER!!!
- 3) POSSIBLY A LUMP SUM OR MONTHLY PAYMENT TO YOU!!
- 4) YOU CAN USE THE MONEY FOR ANYTHING YOU WOULD LIKE
- 5) LIVE IN YOUR HOME FOR THE REST OF YOUR LIFE WITH NO PAYMENTS
- 6) MAKE YOUR CURRENT MORTGAGE PAYMENT GO AWAY FOREVER
- 7) POSSIBLY CURE A FORECLOSURE OR BANKRUPTCY WITH ENOUGH EQUITY
- 8) COMPETITIVE FHA GOVERNMENT LOAN RATES
- 9) YOU RETAIN OWNERSHIP OF YOUR HOME
- 10) YOU GET THE APPRECIATION IF THE HOME VALUE INCREASES
- 11) NO PREPAYMENT PENALTY (if paid off)
- 12) TAX FREE FUNDS
- 13) NO CHANCE OF DEFAULT

The Bad Rap Reverse Mortgages Get

Because a reverse mortgage taps into the equity built into a senior's home, the potential heirs to the estate may be concerned that the value of the estate will go down. While their parent might be struggling under the weight of overwhelming bills, the kids might be fighting their ability to get a reverse mortgage and use the equity they have built to help their current lifestyle.

There have been some unscrupulous lenders calling themselves financial assistant who convince a senior to get a reverse mortgage and the lender earns the fee. Then the lender turns around and "helps" the senior invest the money into maybe unsecured unsafe investments also paying the lender a fee. The reverse mortgage lender should not be working with the senior on how to invest the money from a reverse mortgage.

Consumer Safeguards

Reverse mortgages are insured by the government as FHA loans. There are safeguards out there that protect the consumers. Reverse mortgages are:

- Federally insured by the FHA
- Have capped interest rates
- Provide full disclosures
- Have three day right of rescission
- Require independent counseling
- Have no maturity date
- There is no penalty for cancellation
- Assets are protected and senior never loses the home
- Let the senior keep the appreciation of the home.

How is a Reverse Mortgage used to Purchase a Home

There are seniors that have a large amount of equity in their current house or a large investment that they want to use to help them move into a more accessible home, closer to their family, in better climate, a new construction home, or to downsize. A reverse mortgage can be used for a purchase transaction. The Housing and Economic Recovery Act Of 2008 (HERA) provides reverse mortgage borrowers with the opportunity to purchase a principal residence using Reverse Mortgage loan proceeds. The HECM Reverse Mortgage for Purchase was designed to allow seniors to purchase a principal residence and obtain a reverse mortgage.

The Reverse mortgage used to purchase a property is the same product, rate and fees as the reverse mortgage as a refinance.

Using a reverse mortgage for purchase requires that the senior have a sizeable down payment or amount of equity in the property. The balance of the purchase is a reverse mortgage. The senior will never have to make a mortgage payment. The reverse mortgage becomes a lien on the property.

The funds that the seniors use to put down on the property must come from their own savings, investments or the sale of their home. They can come from a retirement account. Gift funds from acceptable sources must be approved by the lenders. The lender has to verify the source of the funds.

The senior cannot use the following funding sources

- Personal Loans
- Secured Or Non-Secured Loans From Another Asset (Car, Home Equity)
- Cash Withdrawal From Credit Cards
- Bridge Loans, Subordinate Liens
- Seller Financing Or Contributions Including Loan Discount Points Or Interest Rate Buy Downs
- Closing Cost Assistance
- Builder Incentives

Jose and Suzie want to move closer to the grandchildren to a one floor home. They currently live in a large two story home with over \$200,000 equity when they sell. They choose to buy a \$300,000 house using only \$100,000 of the equity from the house they are selling. The balance of the \$200,000 will come from a reverse mortgage. Jose and Suzie will never make a mortgage payment. That leaves them with their retirement income and over \$100,000 in the bank.

Why would Jose and Suzie want a reverse mortgage?

Why would they not put all \$200,000 into the house and have a smaller mortgage?

How much will their payments be on their mortgage?

When does the reverse mortgage have to be paid off?

Senior Watch

There are times when a real estate agent visits the home of a senior and discovers that they might be a good candidate for a reverse mortgage. There are seniors that are struggling to pay bills, not having another money to keep up the house, or that overwhelmed with medical expenses. The house may be too large and difficult for them to live in. A real estate agent might be able to help the senior without having them sell the property. Though it could make it so the agent does not get a listing, they could be helping the senior and eventually result in a listing at a later date. In addition, a reverse mortgage might be able to be used to help a senior move into a property that better suits their needs.

Signs that agents can watch for:

- The senior is house rich but cash poor
- The senior can't afford to pay property taxes but has equity.
- The senior can't pay the utility bills.
- The senior wants or needs to downsize.
- The senior wants to move but cannot qualify for a mortgage.

Conclusion

It is important as our population in our country ages, that we watch out for senior citizens who may have equity in their homes but have no available liquid assets. There are times that a Reverse Mortgage can help a senior pay utility bills, medical expenses, or even be able to move into another home that better meets their needs.

Teaching Ideas

Creative ways to help people understand Reverse Mortgages

Bring \$100,000 candy bars to ever class for the agents. Tell them that there are senior that can't afford to buy the candy bar but they have a fortune tied up in the equity of their house.

Use Jane Fonda or Lily Tomlin as an example..... Or Jack Nicholson

Can she/he qualify for a reverse mortgage?

Is she too old? Old enough?

What if she marries a younger man.. a man only 50 years old?

Can she take the money from the reverse and donate to a political cause?

Can she get a reverse mortgage and then move to another house?

Could she AND her friends get a reverse mortgage if they are all signed on the mortgage?

What if Jack Nicholson is put into a mental hospital?

What if Jack Nicholson marries a younger woman? Can he get a reverse?

Would his young bride be kicked out of the house if he goes into assisted living?

Marry two people in class. Use them as an example.

Tell the class ... "The two of you are married. "

Then ask the class to answer questions about their situation.

"How old is she?"

"How old is he?"

"How is their health?"

"Do they have grandkids?"

"How could a reverse mortgage work for them?"

Make a crossword puzzle.. google it .. online that you can give the agents when they come into the room.

Get scrabble letters online. Put in the middle and have the agents try to find letters that match some of the acronyms that you have... FHA, HUD, HECM, FICO (credit score), etc

For fun as the agents come into class or to get them back from a break, make up a trivia quiz about Jane Fonda or Jack Nicholson....

Choose to Reverse Quiz

1. Reverse Mortgages are federally insured loans under _____.
2. In order to qualify a senior citizen must be what age? _____.
3. A senior with a Reverse Mortgage can avoid making monthly mortgage payment. True / False
4. A Reverse Mortgage is simply a _____ on the primary residence.
5. The Reverse Mortgage is paid back when the senior moves or passes away. True / False
6. The senior citizen is required to undergo counseling prior to getting Reverse Mortgage. True / False
7. The Reverse Mortgage borrower can only get the money in a lump sum. True / False
8. If the Reverse Mortgage Borrower elects a Tenure payment, he/she will get a check monthly for the rest of his/her life. True / False
9. The Reverse Mortgage Borrower can elect to get the money as needed as a Line of Credit. True / False
10. The Reverse Mortgage **can / cannot** (choose one) be used to pay off an existing mortgage so that the senior citizen has no more monthly payments.
11. The Reverse Mortgage must be paid off when the senior moves out of the home. True / False
12. A senior can get a Reverse Mortgage on a single family home, condo or _____.
13. To qualify for a Reverse Mortgage the senior does not have to verify monthly income. True / False
14. A senior with a Reverse Mortgage can be forced to move from the home at the end of the term of the loan. True / False
15. A senior can get a Reverse Mortgage to purchase a home as long as he/she has money to put down so that there is equity in the property. True / False

You must include the quiz and the Mandatory Evaluation and return to Professional Direction with tuition to get clockhours. clockhours@gmail.com

Your signature _____ date _____



Mandatory Evaluation

Did you read the material in the booklet on this date? YES / NO
 Did you complete the quiz and ATTACH both quiz and answer sheet? YES / NO
 Did you pay Tuition? Link on website. YES / NO
 Did you fill out and sign this form? YES / NO
 Why did you choose to take this course? Topic? Time? Cost? Ease? Other?
 A "clock hour" is 50 minutes. A 3 hour class should take 2.5 hours..
 How long did it take you to complete the course? _____

Will the material you learned improve your performance?	
Were the course materials easy to follow?	
Were the course materials relevant to your profession?	
Were your objectives met by attending the class?	
Was the course material interesting?	

What are 3 things that you learned from the course?

- 1.
- 2.
- 3.

Would you take another correspondence course from Professional Direction? Yes/ No

3 clockhour Choose to Reverse	
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