



***“We prepare you to pass the first time!”***

# **QUICK LEARNING SCHOOL**

**Insurance • Securities • Real Estate**

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**OUR MISSION:**

To achieve a pass ratio of 90% or better by providing the best training in prelicensing, exam preparation, and continuing education in our industry.

- CA State Insurance Licensing Exam Preparation
- Insurance Prelicensing Classroom and Online Training
- Tutoring Services
- Local School Branches
- Continuing Education

## Quick Learning School

Insurance • Securities • Real Estate  
Preparing you to pass the first time

### Enrollment

Registration is accepted in any of the following ways:

#### Phone:

Concord Branches or Peninsula Satellites – (925) 676-1526  
San Jose Branch (408) 453-8133

**Online:** [www.quicklearningschool.com](http://www.quicklearningschool.com)

#### Fax:

Concord (925) 682-5493 / San Jose (408) 453-8133

#### In Person:

Either Concord or San Jose Branches.

### Refund/Cancellation

#### Insurance Preclicensing

All cancellations or requests for refund must be submitted in writing for 100% refund LESS a non-refundable \$75.00 registration fee for insurance preclicensing. After 60% attendance or sixty (60) days from the original enrollment date, whichever comes first, all fees are non-refundable. Upon registration, “online course” fees are non-refundable.

#### Exam Prep Course

Rescheduling requests must be received prior to the exam prep course. One time rescheduling is permitted. Fees for exam prep courses are nonrefundable.

#### Course Material

All books, study aids, and CD’s are non-refundable. Materials purchased together in a package deal are non-refundable.

### Study Aids/Materials

Life Agent Textbook.....	\$55.00
Property & Casualty Textbook.....	\$55.00
Life Playbook ( <i>Q&amp;A with explanations</i> ) .....	\$55.00
Property & Casualty Workbook ( <i>Q&amp;A with explanations</i> ) .....	\$55.00
QLS Life or Fire Flashcards .....	\$45.00
QLS Flashcards on CD .....	\$45.00

### Exam Prep Course Tuition

Exam Prep Intensive: Life OR Property & Casualty .....\$149.00  
(*Full-day exam prep intensive – reviews questions and answers with test tips*)

Exam Prep: Life OR Property & Casualty.....\$139.00  
(*3 ½ hours for those that completed our preclicensing program – reviews questions and answers with test tips and includes workbook.*)

Securities – Series 6 & 63 Cram Course.....\$329.00  
(*2 ½ day cram course includes tuition and classroom study guide*)

CA Insurance Preclicensing Provider Number: 19830  
Does not imply endorsement from the CA DOI.

## Enrollment Information

### Insurance Preclicensing Course Fees

52-hrs Life Agent with Accident & Health Preclicensing Tuition Only ..... \$205.00  
(*40 hours Life Agent and 12 hours Code & Ethics Preclicensing*)

52-hrs Property & Casualty-Broker/Agent Preclicensing Tuition Only..... \$205.00  
(*40 hours Fire & Casualty and 12 hours Code & Ethics Preclicensing*)

32-hrs Personal Lines Preclicensing Tuition Only ..... \$185.00  
(*20 hrs Personal Lines and 12 hours Code & Ethics Preclicensing*)

92-hrs Insurance Preclicensing Tuition Only ..... \$400.00  
(*40 hours Life Agent, 40 hours Fire & Casualty, and 12 hours Code & Ethics*)

40-hrs Life Agent Preclicensing OR Fire & Casualty – Broker/Agent Preclicensing Tuition Only ..... \$205.00

20-hrs Accident & Health Preclicensing Tuition Only ..... \$150.00

12-hrs Code & Ethics Tuition Only .....\$95.00

\*\*52-hrs Life & Health Online Training Tuition Includes required hours and online exam prep .....\$99.98

\*\*52-hrs Fire & Casualty Online Tuition Includes required hours and online exam prep .....\$99.98

\*\*12-hrs Code & Ethics Online Training Tuition Only.....\$19.99

\*\*We recommend adding classroom exam prep, call us and find out why. *Please inquire about our corporate rates and package deals.*

### California Insurance License Types

#### Life Agent with Accident & Health Agent License

Life Agent license is required to solicit and sell life insurance and annuity products. Accident & Health Agent allows for the solicitation of the following products included and not limited to: long term care, managed care plans, disability income, medical supplement plans, Medicare supplement plans, etc.

#### Property & Casualty – Broker/Agent License

Required for the solicitation and selling of auto insurance, homeowners, commercial policies, workers compensation, liability insurance, etc.

#### Personal Lines License

This license allows the transaction of personal lines insurance; such as personal auto insurance and homeowners.

**Other license types available include:** Life Only Agent, Life Settlement Broker, Accident & Health Only Agent, and Limited license auto insurance are other types of licenses available. Please contact our office directly for information relating to these license types.

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# Obtaining a California Insurance Licensing

A candidate applying for a California Insurance license MUST complete the prelicensing requirement for license type desired prior to taking the state exam. The licensing process requires:

## STEP 1 Complete the California Insurance Pre-licensing Requirements

### Life Agent with Accident & Health License

- Life Agent Only
- Accident & Health Agent

40-hrs Life Agent pre-licensing (includes Accident & Health)  
AND 12-hrs Code & Ethics

\*Number of Questions: 160  
Time: 3 hours 15 minutes (195 minutes)  
Passing Score: 60% or better

### Property & Casualty-Broker/Agent License (Formerly Fire & Casualty-Broke/Agent)

- Property Broker - Agent
- Casualty Broker – Agent

40-hrs Property & Casualty – Broker/Agent pre-licensing  
AND 12-hrs Code & Ethics

\*Number of Questions: 160  
Time: 3 hours 15 minutes (195 minutes)  
Passing Score: 60% or better

### Personal Lines – Broker/Agent License

- Personal Lines – Broker/Agent

20-hrs Personal Lines pre-licensing AND  
12-hrs Code & Ethics.

\*Number of Questions: 85  
Time: 90 minutes  
Passing Score: 60% or better

## STEP 2: Register, schedule your State Insurance License Exam with PSI and Pass! (Best to schedule while you completing the prelicensing)

Register & Schedule your state exam: [www.psiexams.com](http://www.psiexams.com)

1. On the right column of the webpage, select:  
Register for an Examination
2. Select:
  - a. Organization: **Government/State Licensing Agencies**
  - b. Jurisdiction: **California**
  - c. Account: **CA Department of Insurance**
  - d. Select PSI or CDI Site and Exam type
3. Fee will appear (\$45 for CDI and \$78 for PSI Site)
4. Click “Register”
5. Input required personal information
6. Under “School” section, please note we are:  
**19830 American Financial Educators,  
Quick Learning School.**
7. Continue to payment in order to select exam site
8. Click on Schedule exam
9. Select CDI Sites (\$45.00 - San Francisco or Sacramento)  
or PSI Sites (\$78.00 includes a convenience fee -Hayward,  
San Francisco, Sacramento, Santa Clara or Walnut Creek)

Remember to arrive at your scheduled state exam 20 minutes early and bring valid and current picture identification.

## STEP 3: File an Application with CA Department of Insurance for a license (After passing the licensing exam)

Upon passing the State licensing exam, then file an application with the California Department of Insurance. Current CA Insurance License filing fee: \$154.00 (Updated 5/1/2014)

Visit our website at: [www.quicklearningschool.com](http://www.quicklearningschool.com)

1. Click on “Career Resources” on the left panel
2. Select the link “[CA Insurance License Application](#)”
3. You will be redirected to a new page
4. Select [Start New Application](#) link
5. Follow the steps to file for the exam
6. You will be prompted at the end of the application to pay the licensing fee of \$154.00.

### Contact Numbers

CA Department of Insurance: 1-800-967-9331  
PSI Exams: 1-800-733-9267

### Exam and Fingerprint Fees

Current Exam Fee: CDI Site - \$45.00 OR PSI Site - \$78.00  
One time Live Scan Fingerprinting fee: CDI Site - \$58.30 OR  
PSI Site - \$68.95 (Updated 4/12/2012)

\*10 additional questions are included in the exam and do not count towards your score. Passing score is based 60% or better on 150 questions. The 10 questions that do not count against your score are not revealed.

(Updated 5/2014)

## Concord Location

2014 ☐ September - December ☐ 2014

1465 Enea Circle, Suite 940, Concord, CA 94520  
(925) 676-1526 Fax (925) 682-5493 1-800-854-2367

### September 2014

Mon	Tues	Wed	Thurs	Fri	Sat	Sun
1 Labor Day	2 L1/2 PC Prep	3 L3/4	4 L5/6	5 L7/8	6 L9/C1	7 C2/3
8	9 L Prep	10	11	12	13	14
15 PC1/2	16 PC3/4	17 PC5/6	18 PC7/8	19 PC9	20 PCEPI	21
22 L1/2	23 L3/4 PC Prep	24 L5/6 Career Night	25 L7/8	26 L9/C1	27 C2/3	28
29	30 L Prep					

### October 2014

Mon	Tues	Wed	Thurs	Fri	Sat	Sun
		1	2	3	4	5
6 PC1/2	7 PC3/4	8 PC5/6	9 PC7/8	10 PC9/C1	11 C2/3	12
13 L1/2 PC Prep	14 L3/4	15 L5/6	16 L7/8	17 L9	18 PCEPI	19
20 L Prep	21 PC1	22	23 PC2	24	25 PC3/4	26 PC5/6
27 PC1/2	28 PC3/4 PC7	29 PC5/6	30 PC7/8 PC8	31 PC9/C1		

### November 2014

Mon	Tues	Wed	Thurs	Fri	Sat	Sun
					1 C2/3 Series 6	2
3 L1/2 PC Prep	4 L3/4 Career Night	5 L5/6	6 L7/8	7 L9/C1	8 C2/3	9
10 L Prep	11 L1	12	13 L2	14	15 PCEPI L3/4	16 L5/6
17 PC1/2	18 PC3/4 L7	19 PC5/6 L8	20 PC7/8 L9	21 PC9/C1	22 C2/3	23
24 PC Prep	25	26	27	28	29	30

### December 2014

Mon	Tues	Wed	Thurs	Fri	Sat	Sun
1 L1/2	2 L3/4	3 L5/6	4 L7/8	5 L9/C1	6 C2/3	7
8 L Prep	9	10	11	12	13	14
15 PC1/2	16 PC3/4	17 PC5/6	18 PC7/8	19 PC9	20 PCEPI	21
22 PC Prep	23	24	25 Christmas Day	26	27	28
29	30	31 New Year's Eve				

## \*SF Peninsula Classes

2014 ☐ September - December ☐ 2014

Property & Casualty Prelicensing (Burlingame Satellite)  
Life Agent w/Accident Health Prelicensing (San Francisco Satellite)

### September 2014

Mon	Tues	Wed	Thurs	Fri	Sat	Sun
1 Labor Day	2	3	4	5	6	7
8 L1/2	9 L3/4	10 L5/6	11 L7/8	12 L9	13	14
15 LEPI	16	17	18	19	20	21
22	23	24	25	26	27	28
29 PC1/2	30 PC3/4					

### October 2014

Mon	Tues	Wed	Thurs	Fri	Sat	Sun
		1 PC5/6	2 PC7/8	3 PC9 PC PC Prep	4	5
6 L1/2	7 L3/4	8 L5/6	9 L7/8	10 L9	11	12
13 LEPI	14	15	16	17	18	19
20 PC1/2	21 PC3/4	22 PC5/6	23 PC7/8	24 PC9 PC PC Prep	25	26
27	28 L1/2	29 L3/4	30 L5/6	31 L7/8		

### November 2014

Mon	Tues	Wed	Thurs	Fri	Sat	Sun
					1	2
3 L9	4	5	6	7	8	9
10 PC1/2	11 PC3/4	12 PC5/6	13 PC7/8	14 PC9 PC PC Prep	15	16
17	18 L1/2	19 L3/4	20 L5/6	21 L7/8	22	23
24 L9	25 LEPI	26	27	28	29	30

### December 2014

Mon	Tues	Wed	Thurs	Fri	Sat	Sun
1	2	3	4	5	6	7
8 L1/2	9 L3/4	10 L5/6	11 L7/8	12 L9	13	14
15 PC1/2	16 PC3/4	17 PC5/6	18 PC7/8	19 PC9 PC PC Prep	20	21
22	23	24	25 Christmas Day	26	27	28
29	30	31 New Year's Eve				

## San Jose Location

**2014 ☐ September - December ☐ 2014**

123 East Gish Road, San Jose, CA 95112

(408) 453-8133 Fax (408) 453-3855 1-800-829-8293

### September 2014

Mon	Tues	Wed	Thurs	Fri	Sat	Sun
1 Labor Day	2	3	4	5	6 L4/5	7 L6/7
8 PC1/2 L8	9 PC3/4 L9	10 PC5/6	11 PC7/8	12 PC9/C1	13 C2/3 Notary	14 LEPI
15 PCEPI	16 C1	17 C2	18 C3	19	20 PC1/2	21 PC3/4
22 L1/2 PC5	23 L3/4 PC6	24 L5/6 PC7	25 L7/8 PC8	26 L9 /C1 PC9	27 C2/3	28 PCEPI
29 LEPI	30					

### October 2014

Mon	Tues	Wed	Thurs	Fri	Sat	Sun
		1	2	3	4 C1/2	5 C3
6 PC1/2	7 PC3/4	8 PC5/6	9 PC7/8	10 PC9	11 Notary	12
13 Closed	14 PCEPI	15	16	17	18 C1/2	19 C3
20 L1/2 PC1	21 L3/4 PC2	22 L5/6 PC3	23 L7/8 PC4	24 L9	25 PC5/6	26 PC7/8
27 LEPI PC9	28 PCEPI1	29 PCEPI2	30	31		

### November 2014

Mon	Tues	Wed	Thurs	Fri	Sat	Sun
					1 C1/2	2 C3
3 PC1/2 L1	4 PC3/4 L2	5 PC5/6 L3	6 PC7/8 L4	7 PC9	8 L5/6 Notary	9 L7/8
10 PCEPI L9	11 C1	12 C2	13 C3	14	15 PC1/2	16 PC3/4
17 L1/2 PC5	18 L3/4 PC6	19 L5/6 PC7	20 L7/8 PC8	21 L9 /C1 PC9	22 C2/3	23 PCEPI
24 LEPI	25	26	27	28	29	30
Happy Thanksgiving! (Closed 11/27/2014 - 11/30/2014)						

### December 2014

Mon	Tues	Wed	Thurs	Fri	Sat	Sun
1 PC1/2	2 PC3/4	3 PC5/6	4 PC7/8	5 PC9/C1	6 C2/3	7
8 PCEPI	9	10	11	12	13 Notary	14
15 L1/2 PC1	16 L3/4 PC2	17 L5/6 PC3	18 L7/8 PC4	19 L9 /C1 PC5	20 C2/3 PC6/7	21 PC8/9
22 LEPI	23	24	25 Christmas Day	26	27	28
29	30	31 New Year's Eve				

September 2014 - December 2014

## QUICK LEARNING SCHOOL

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### How to read our schedule

Class Code	Course Title
L 1 - L9	Life Agent Prelicensing (40 hrs)
C 1 - C3	Code & Ethics Prelicensing (12 hrs)
PC 1 - PC 9	Property & Casualty-Broker/Agent PL (40 hrs)
Notary	Notary Classes and Exam
Series 6 EP	Series 6 & 63 Cram Course (Weekend)
L Prep or PC Prep	Life or Property & Casualty Exam Preparation
LEPI or PCEPI	Life/A & H or P & C Exam Preparation Intensive

Class Type	Class Times	Description
Day	8:00 am - 5:00 pm	Two modules: Morning Session - 8 am - Noon / Afternoon Session- 1 - 5 pm
Evening	6:00 pm - 10:00 pm	One Module
Weekends	8:00 am - 4:50 pm	Two modules: Morning Session - 8 am - Noon / Afternoon Session- 1 - 5 pm
Exam Prep	6:00 pm - 9:45 pm	Designed to specifically prepare you for the licensing exam.

**\*\*Class schedule subject to change without notice.**

**Satellite Locations** - Please call one of the branch offices to register. Upon enrollment, we disclose the exact office address: San Bruno and San Francisco.

### School branch hours and locations

Quick Learning School of Concord	
1465 Enea Circle, Suite 940, Concord, CA 94520 (925) 676-1526 Fax (925) 682-5493	
Monday - Thursday	8:30 am - 4:30 pm
Friday	8:30 am - 2:00 pm
Saturday and Sunday	Closed
*Office hours are subject to change without notice. <b>Office hours do not effect class times. Please see specific class times above.</b>	

Quick Learning School of San Jose	
123 East Gish Road, San Jose, CA 95112 (408) 453-8133 Fax (408) 453-3855	
Monday - Thursday	9:00 am - 7:00 pm
Friday	9:00 am - 1:00 pm
Saturday	9:00 am - 2:00 pm
Sunday	Closed
*Hours are subject to change without notice. <b>do not effect class hours.</b>	

Quick Learning School

## Quick Learning School

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# Insurance License Exam Prep

## Pass the State Licensing Exam the First Time

We offer a **full-day** Property & Casualty or Life with Accident & Health Agent Exam Prep Intensive for those who completed the Prelicensing requirement online AND/OR need assurance in passing the state licensing exam. This course is specifically designed for you. *Please note: this course does not replace the state pre-licensing requirements.*



## What is the Exam Prep Intensive?

During the full-day Exam Prep Intensive (EPI), students can expect to be fully immersed in reviewing key concepts, 300 – 400 practice questions & answers, and test taking strategies. With the use of “Accelerated Learning Techniques” you will grasp and retain more information that will keep you give you the mindset and focus on passing the exam.

We recommend those who completed the requirement online to bookend online training with our exam prep. Take the course while you are in the process of completing the online training and then a second time prior to sitting for the state licensing exam. Remember: “Repetition is the mother of all learning!” Prior to sitting for the EPI, we strongly encourage each student to schedule their exam within 3 days of the EPI.

Life Exam Prep Intensive™		
Concord	San Francisco	San Jose
<b>Evening Sessions</b> September 9, 2014: 6 p – 9:30 p September 30, 2014: 6 p – 9:30 p October 20, 2014: 6 p – 9:30 p November 10, 2014: 6 p – 9:30 p November 17, 2014: 6 p – 9:30 p December 8, 2014: 6 p – 9:30 p	<b>Full Day Intensive Only</b> September 15, 2014: 9:00 a – 4:30 p October 13, 2014: 9:00 a – 4:30 p November 3, 2014: 9:00 a – 4:30 p November 25, 2014: 9:00 a – 4:30 p	<b>Full Day Intensive Only</b> September 14, 2014: 8:30 a – 4:30 p September 29, 2014: 8:30 a – 4:30 p October 27, 2014: 8:30 a – 4:30 p November 24, 2014: 8:30 a – 4:30 p December 22, 2014: 8:30 a – 4:30 p

Property & Casualty Exam Prep Intensive™		
Concord	Burlingame	San Jose
<b>Full Day Intensive</b> September 20, 2014: 8:30 a – 4:30 p October 18, 2014: 8:30 a – 4:30 p November 15, 2014: 8:30 a – 4:30 p December 20, 2014: 8:30 a – 4:30 p  <b>Evening Session Exam Prep</b> September 2, 2014: 6 p – 9:30 p September 23, 2014: 6 p – 9:30 p October 13, 2014: 6 p – 9:30 p November 3, 2014: 6 p – 9:30 p November 24, 2014: 6 p – 9:30 p December 22, 2014: 6 p – 9:30 p	<b>Afternoon Session – Exam Prep</b> October 3, 2014: 1 p – 4:30 p October 24, 2014: 1 p – 4:30 p November 14, 2014: 1 p – 4:30 p December 19, 2014: 1 p – 4:30 p	<b>Full Day Intensive Only</b> September 28, 2014: 8:30 a – 4:30 p September 15, 2014: 8:30 a – 4:30 p October 14, 2014: 8:30 a – 4:30 p October 28 & 29, 2014: 6 p – 9:30 p November 10, 2014: 8:30 a – 4:30 p November 23, 2014: 8:30 a – 4:30 p December 8, 2014: 8:30 a – 4:30 p

## Tuition Rate for Exam Prep Intensive

The tuition is good for three (3) months from the date of registration. Tuition includes the exam prep course and workbook with practice questions & answers with explanation. Fees for exam prep courses and materials are non-refundable and non-transferrable. Rescheduling is permitted prior to scheduled exam prep date.

Life with Accident & Health Agent Exam Prep Intensive	\$149.00
Property & Casualty Exam Prep Intensive	\$149.00

**To Enroll Now Call (408) 453-8133 or (925) 676-1526**

## Quick Learning School

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Preparing you to pass the first time

# Securities Exam Prep “Designed for you to pass the exam!”

Quick Learning School's Securities Program walks you through the licensing process. We encourage you to start your studies by attending our orientation. Order your materials online in advance and study prior to attending our 2 ½ day program. We are committed to empowering you to pass the securities exam the first time!

Concord Securities Exam Prep Dates		
Location	Series 6	Series 63
Concord	September 26 & 27, 2014: 8:30 am – 4:30 pm	TBA
Concord	November 1 & 2, 2014: 8:30 am – 4:30 pm	TBA
Concord	December 5 & 6, 2014: 8:30 am – 4:30 pm	TBA

### Orientation Session - Securities licensing process and preparing to pass the exam the first time!

Online Video to prepare you on what to do to schedule your exam and best study practices.

What is required to take the securities exam? Why should I take this licensing exam? What is the exam about? How long is the exam? The questions that most of students asked are answered in this short video.

### Series 6 – 2 Day Exam Prep

Investment Company Products/Variable Contracts Representative Exam

In this live two day seminar, we discuss key topics in the following areas of testing: Securities markets, investment securities, and economic factors; securities and tax regulation; marketing, prospecting and sales presentation; and evaluation of customers. We will, also, review questions and answers to prepare you to pass the Series 6 exam the first time by using “accelerated learning techniques”.

### Series 63 – Evening Exam Prep

Uniform Securities Agent State Law Exam

In this evening session, we discuss key topics necessary for you to understand in the following areas of testing: Registration of persons, securities, business practices, and administrative provisions and other remedies. We also review questions and answers to prepare you to pass the Series 63 exam the first time through the use of “accelerated learning techniques”.

### Tuition and Class Fees

Series 6 Classroom Exam Prep Only.....	\$229.00
Includes: Two days of classroom training and classroom materials.	
Series 63 Classroom Exam Prep Only .....	\$129.00
Includes: An evening of classroom training and classroom materials.	
Series 6 & 63 Exam Prep Only .....	\$329.00
Includes: 2 ½ days of classroom training and classroom materials.	

Course textbooks are available separately from the classroom tuition and may be purchased online. There is an online exam prep option as well. Visit our website at: [www.quicklearningschool.com](http://www.quicklearningschool.com)

Series 6 & 63 Study Materials available for purchase online .....	\$174.95
Pre-purchase study materials and pre study at least 20 – 30 hrs prior to attending classroom exam prep.	

**To Enroll Now Call  
1-800-854-2367**

**American Financial Educators  
Quick Learning School**

Insurance ▪ Securities ▪ Real Estate

1465 Civic Court, Suite 940, Concord, CA 94520

123 East Gish Road, San Jose, CA 95112

(925) 676 - 1526 Fax (925) 682-5493

[www.quicklearningschool.com](http://www.quicklearningschool.com)

PRSRST STD  
US POSTAGE  
PAID  
CONCORD, CA  
PERMIT NO. 735

Concord       Burlingame (P & C Only)       San Francisco (Life & Accident & Health Only)       San Jose

**Student Information**

Student Name \_\_\_\_\_  
Address \_\_\_\_\_  
City, Zip Code \_\_\_\_\_  
Social Security No. \_\_\_\_\_  
Day Phone \_\_\_\_\_  
Evening Phone \_\_\_\_\_  
Email \_\_\_\_\_

**Company Information**

Company Name \_\_\_\_\_  
Manager/Recruiter \_\_\_\_\_  
Address \_\_\_\_\_  
City, Zip Code \_\_\_\_\_  
Phone No. \_\_\_\_\_  
Email \_\_\_\_\_

**Course Information**

40 hrs Life Agent Prelicensing (L1 - L9)  
Class Dates \_\_\_\_\_

40 hrs Property & Casualty-Broker/Agent Prelic. (PC1-9)  
Class Dates \_\_\_\_\_

12 hrs Code & Ethics Prelicensing (C1 - C3)  
Class Dates \_\_\_\_\_

Exam Prep Intensive Life or Property & Casualty  
Class Date \_\_\_\_\_

Series 6 & 63 Exam Prep  
Class Dates \_\_\_\_\_

**Course Materials**

Classroom Textbook (required)  
Circle one or both - Life Fire

Workbook - Q & A with explanations (optional)  
Circle one or both - Life Fire

Exam Prep (Optional)  
Circle one or both - Life Fire

Exam Prep Date \_\_\_\_\_

**Method of Payment**

Check No.       Visa / MC / AMEX

Billing Addr: \_\_\_\_\_ Exp. Date \_\_\_\_\_

Card No. \_\_\_\_\_

Cardholder Signature \_\_\_\_\_

**Tuition**

Please refer to catalog for pricing.

Tuition \_\_\_\_\_

Textbook \_\_\_\_\_

Study Material \_\_\_\_\_

Exam Prep \_\_\_\_\_

S & H \_\_\_\_\_

Total Due \_\_\_\_\_

**Refund/Cancellation Policy**

Cancellations must be submitted in writing for 100% refund, less \$75.00 non refundable registration fee. After 60% percent attendance or sixty (60) days from the original enrollment date, all fees are non-refundable. Fees and tuition for exam prep, computer study, and materials are non-refundable. By signing below, I have read and agree to the Refund/Cancellation policy. I understand any cancellations must be submitted in writing and are subject to a \$75.00 nonrefundable registration fee. Enrollment is valid for up to six months from the date of original enrollment.

Student Signature

Print Name

Date