

## Class Registration Form for License Prep Classes



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### Check Appropriate Class:

\_\_\_\_\_ **Property & Casualty:** May 4, 5 & 6, 2021 8:30am to 4:30pm

Cost: \$435 Includes the written study materials & the online exam simulator.

There is no life & health license preparation class scheduled at this time. If you are interested, please contact us directly for study help options. Thank you.

**Amount Due \$** \_\_\_\_\_

Attendee Name: \_\_\_\_\_

Employer: \_\_\_\_\_

Business Address: \_\_\_\_\_

Email \_\_\_\_\_

Business Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

**Email the completed registration form back as soon as possible to reserve a seat. We accept cash (paid in person), checks or you can pay by credit card via the Pay Pal option on the registration page of our website. [www.ilpofalaska.com](http://www.ilpofalaska.com)**

### Payment and Cancellation Policy (please read before signing)

- Cash, Credit Cards, Debit Cards, Agency Check, Cashier Check or Personal Check are acceptable forms of payment. Please use the Pay Pal option on our registration page to pay with a credit or debit card.
- Cancellations 7 or more days before a scheduled class will incur a cancellation fee of \$20 for supply preparation. If you already have the books for a P & C or Life & Health license preparation class, the \$200 you paid for the books will suffice and you will keep the books.

- Cancellations 6 or less days prior to the class will not receive a refund; *however*, we will apply the fee to any other class offered in the future. The credit can be applied to the registrant or any other person. Contact us directly for application of credits.
- No-shows and day-of cancellations will NOT receive a refund or credit.
- In the case of EMERGENCIES, please contact Margaret directly and consideration will be given based on the nature of the emergency.
- **We will be absolutely strict about this policy, so please be sure before you enroll.**

I have read the payment and cancellation policies outlined above, agree to, and understand the terms:

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Signature

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Date

**After you register for a class, be sure to complete the following steps:**

**Get the material.** After you have paid for the class, your study guides will be mailed to you.

**Review the Material.** At the very least, skim over the material, but if you can, study it intently prior to the class. Our student feedback has told us that this was very useful for them and helped them better understand the material when presented in class.

**Register for the exam.** The exams are administered for the State of Alaska by PearsonVue. We strongly recommend taking the exam within one week of the class if possible. Leave yourself a few days to review the material and take practice exams, but take the exam within 2 weeks of taking the class so the examples given in class have not faded.

**PearsonVue:** We suggest registering for the exam early to secure the date you want. The phone number for PearsonVue is (800) 274-5993. You may also use their online option <https://home.pearsonvue.com>. If you register for the two parts (property/casualty) back to back, you avoid paying the \$89 fee twice. If you separate the exams, you will pay **two** \$89 fees.

**NOTE:** exams are now available online with a web based proctor as long as your computer is equipped with a webcam. There is no discount for scheduling back to back exams when you choose the web based option.

*Margaret Varlamos, LLC and ILP are in no way affiliated with PersonVue, and, as such, cannot comment on the actual exams. We suggest contacting PersonVue PRIOR to taking the license prep class as exam slots fill fast. There is no charge to change the exam date as long as you contact PersonVue 48 hours before the scheduled exam date.*