



Course participants have the option of either taking the exam on the same day or, if they feel they need more time to study the course materials, they may opt instead to wait and take the exam at later date in our Falls Church testing center (Monday to Friday from 8 am to 3 pm and Saturday from 8 am to 11 am). Exam results are available immediately for those who complete the exam on computer. For those who complete a paper and pencil exam, exam results are available in 2 to 3 weeks.

Payment Policy: Payment in full is due at the time of registration. There is an additional \$40.00 fee for on-site registration and/or if payment is received on site on the day of the course.

Cancellation Policy: 100% refunds will be issued if cancellation notice is received at least (7) seven business days prior to course administration. **There are no refunds for cancellations received within 7 business days of a scheduled course.** However for an additional fee of \$40.00 registrations canceled less than 7 days prior to course may be transferred to another upcoming course.

10% discount off the total fee for groups of three or more students from the same company enrolled in the same class.

Questions? Call or go online
(703) 533-7600

Registration Form

Course Date: _____

Student Name: _____

Company or Organization: _____

Billing Address: _____

City, State & Zipcode: _____

Phone: _____ Fax: _____

E-mail: _____

Amount of Payment:

- US\$ 210.00 Payment on the day of the Class (space is not guaranteed)
- US\$ 170.00 Advanced Payment required
- US\$ 153.00 *(10% Group Discount)

*Only applies for groups of 3 or more people from the same company attending the same Class

___ Check or Money Order ___ Payment Enclosed

___ American Express ___ MasterCard ___ VISA

Card Number: _____

Expiration Date: _____ CCV: _____

Billing Zipcode: _____

Name on Credit Card: _____

Signature: _____

*** Make check payable to *Education & Training Department* ***

Fax Completed Registration Form to: **(202) 318-8884** or mail to:
ORS Interactive, Inc - Education and Training Dept
6316 Castle Place, Suite 201 Falls Church, VA 22044