

OKLAHOMA HOMEBUYER EDUCATION ASSOCIATION  
CERTIFICATION FOR HOMEBUYER EDUCATION PROFESSIONALS  
Training & Certification

**April 22-26, 2013**

**September 23-27, 2013**

**Oklahoma Weatherization Training Center, Edmond, OK**

Monday through Thursday 8:30 to 4:30; Friday Class 8:30-11:45. Certification exam at 1:15

Name \_\_\_\_\_

(Please list your name exactly as you want it printed on your certificate)

Nickname for your badge \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Title \_\_\_\_\_ Supervisor's Title \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

Phone (day) \_\_\_\_\_ Fax number \_\_\_\_\_

Email address \_\_\_\_\_ Phone (evening) \_\_\_\_\_

(used only in case of emergency cancellation)

**PAYMENT INFORMATION**

**Advance Registration fee \$425; On-site \$475**

**Sorry, we do not accept credit cards**

**Make checks payable to OKACAA.**

OHEA c/o OKACAA  
605 Centennial Blvd.  
Edmond, OK 73013  
Fax: 405-509-2712

Purchase order enclosed. P.O.# \_\_\_\_\_

**Class Hours** Please arrive by 8:15 to register on Monday. Class begins promptly at 8:30 and we finish at 4:30 on Monday through Thursday. Friday class is 8:30 – 11:45. The certification exam begins at 1:15. You are free to leave after you finish the exam. (Due to the requirements of administrating a professional certification program, the time for beginning the exam cannot be changed. It will not begin before 1:15 pm.)

**Payment and Cancellation Policies for 5-day course**

Payment in full must be received by the start of class.

Refunds are available if you cancel five working days before the first day of the session. Tuition credits toward future sessions will be issued for cancellation given the Friday before the class. Tuition credits are transferrable. No credit is given without one business day notice.

**Hotel Information:** The Oklahoma Weatherization Training Center is located near 33<sup>rd</sup> Street and Broadway in Edmond, Oklahoma. You should be able to find a number of motels nearby through Google or Bing.

**Directions to OKC Class Facilities:** The Oklahoma Weatherization Training Center is located at 605 Centennial Blvd., Edmond, OK 73013. From I-35 or Broadway Extension go west on 33<sup>rd</sup> Street. Turn north on Kelly. The first stop light is Centennial. Turn east (right) and continue to the first intersection – Linda Lane. The training center is on the northeast corner of Centennial and Linda Lane.

**Class Attire** is business casual. We strongly suggest that you dress in layers. It is impossible to find a thermostat setting that is right for everyone in the room. Please bring a light sweater or jacket to ensure you will be comfortable.

**For additional information contact**

Tricia Auberle

In OKC calling area: 949 -1495

Outside calling area: 866-HOW-2OWN (866-469-2696)

HomebuyerEd@okacaa.org

Fax: 405-509-2712

**Please call the instructors at 405-203-8780 if you are delayed the morning of the class.**

website 2/5/2013



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OHEA is administered by the Oklahoma Association of Community Action Agencies.

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