

# National Association of Enrolled Agents

202-822-6270 FAX

NAEA Facilitator Led Online Course Registration Form  
Using Gleim Publications' Study Materials

First Name \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_

Nickname: \_\_\_\_\_  Member  Non-Member NAEA ID: \_\_\_\_\_

Company: \_\_\_\_\_ PTIN # \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

| Class and Materials Fee – Select how many classes you wish to take |       |  |       |
|--|-------|--|-------|
| NAEA Member Pricing  |       | Non-Member Pricing                     |       |
| <input type="checkbox"/> 1 Class                                   | \$349 | <input type="checkbox"/> 1 Class       | \$385 |
| <input type="checkbox"/> 2 Classes                                 | \$673 | <input type="checkbox"/> 2 Classes     | \$745 |
| <input type="checkbox"/> 3 Classes                                 | \$920 | <input type="checkbox"/> 3 Classes     | \$995 |
| *Save \$127 if you order three at once                             |       | *Save \$160 if you order three at once |       |

**Additional charge for previously registered participants changing sessions**  
 **\$50 Charge Fee** – I'm already registered but need to change my session start date.

Select the number of classes you wish to take as marked above. The Special Enrollment Exam (SEE) contains 3 parts (Part 1-Individuals, Part 2-Businesses and Corporations, Part 3-Representation, Practices and Procedures). NAEA Parts correspond to the SEE. **NOTE: You may only select one Part per Session, but can take Part 1, 2 or 3 in any order.**

|                  |   |   |  |
|------------------|---|---|--|
| <b>SESSION 1</b> | <input type="checkbox"/> <b>Part 1</b><br>4/29/2013 – 6/21/2013   |   |  |
| <b>SESSION 2</b> | <input type="checkbox"/> <b>Part 1</b><br>6/24/2013 – 8/16/2013   | <input type="checkbox"/> <b>Part 2</b><br>6/24/2013 – 8/30/2013   | <input type="checkbox"/> <b>Part 3</b><br>5/20/2013 – 6/28/2013  |
| <b>SESSION 3</b> | <input type="checkbox"/> <b>Part 1</b><br>8/26/2013 – 10/18/2013  | <input type="checkbox"/> <b>Part 2</b><br>8/19/2013 – 10/25/2013  | <input type="checkbox"/> <b>Part 3</b><br>9/2/2013 – 10/11/2013  |
| <b>SESSION 4</b> | <input type="checkbox"/> <b>Part 1</b><br>10/28/2013 – 12/20/2013 | <input type="checkbox"/> <b>Part 2</b><br>10/21/2013 – 12/27/2013 | <input type="checkbox"/> <b>Part 3</b><br>10/28/2013 – 12/6/2013 |

## Shipping and Handling included in class pricing

Expedited – (Additional \$10 ships in 2 business days – only available within one week of class start)

Registration Fee Total: \$ \_\_\_\_\_

Expedited: + \$ \_\_\_\_\_

Total Due: = \$ \_\_\_\_\_

*All fees must accompany your registration form. You will receive an email confirmation from NAEA, and then an email with login information and materials shipped from Gleim Publications prior to the class start. Materials will not be shipped if a method of payment is not provided. **Please register at least 2 weeks before class begins to ensure timely processing delivery of materials. Registrations received within one week of the start of class may encounter a delay.***

Check payable to NAEA  Visa  MasterCard  Amex

Card #: \_\_\_\_\_ Expiration: \_\_\_\_\_

Name on Card: \_\_\_\_\_ Signature: \_\_\_\_\_

Please fax this form to **202-822-6270**, or mail payment and form to **NAEA, 1120 Connecticut Ave NW Ste 460, Washington, DC 20036**. Please be advised a \$50 processing fee will be charged for cancellations received before the first week of class. No refunds are given after the first week of class. Materials must be returned to Gleim in resalable condition to be eligible for a refund. Shipping and handling is non-refundable. To register for the Special Enrollment Exam, visit Prometric at [www.prometric.com/SEE/default.htm](http://www.prometric.com/SEE/default.htm). **Questions? Contact NAEA at 202-822-6232 or [education@naea.org](mailto:education@naea.org).**