

FLORIDA ASSOCIATION OF CODE ENFORCEMENT CERTIFICATION: FUNDAMENTALS OF CODE ENFORCEMENT (LEVEL I)

CLASSES: In conjunction with the Florida Association of Code Enforcement, Inc. (F.A.C.E.) and the John Scott Dailey Florida Institute of Government at the University of Central Florida, the John Scott Dailey Florida Institute of Government at FAU is pleased to offer the 40 hours of classes required for Level I Code Enforcement Certification:

Sept. 22	Legal Aspects Report Writing	8:00 a.m. – noon 1:00 p.m. – 5:00 p.m.	(4 hours) (4 hours)
Sept. 23	Legal Aspects Communication Skills	8:00 a.m. – noon 1:00 p.m. – 5:00 p.m.	(4 hours) (4 hours)
Sept. 24	Property Ownership	8:00 a.m. – 5:00 p.m.	(8 hours)
Sept. 25	Ethics Principles and Practices	8:00 a.m. – noon 1:00 p.m. – 5:00 p.m.	(4 hours) (4 hours)
Sept. 26	Principles and Practices	8:00 a.m. – 5:00 p.m.	(8 hours)

All classes will be held at the FAU campus, 3000 College Avenue in Davie. Class size is limited and registration will be closed when capacity has been reached. The registration fee includes course materials and morning refreshments. Participants will be on their own for lunch.

FEES/STRUCTURE: Active F.A.C.E. members: \$12.00/hour Non-members: \$15.00/hour

REGISTRATION INFORMATION: The deadline for registering is September 8. Due to the strong interest in the certification program and limitations on class size, registrations will be confirmed only if they are accompanied by a payment or purchase order. Please contact our office at 561.0297-3749 if you wish to pay with a credit card. Refunds must be requested in writing and received no less than seven days prior to the first date of classes. Fees will be refunded less a \$75.00 administrative fee. Beyond this date all monies are forfeited.

A \$65.00 fee applies to all rescheduled classes.

To register, please complete the registration form and indicate which course(s) you wish to take. Please mail the form, along with your check or purchase order (made payable to Florida Atlantic University 3000), to:

The John Scott Dailey Florida Institute of Government at FAU
777 Glades Road, Building 44, Room 50 108
Boca Raton, FL 33431-0590

Phone: 561/297-3749

Fax: 561/297-4479

Email: jdailey@fau.edu

EXAM AND CLASS REGISTRATIONS MUST BE DONE SEPARATELY

***** You may register for the classes online at <http://www.fau.edu/flog> *****

EXAM: The Level I exam will be given on Saturday, September 27 from 10:00 a.m. – 12:00 noon at the FAU campus in Davie. In order to be eligible to take the exam, you must have completed all 40 hours of Level I classroom instruction. The fee for the exam is \$85.00 for F.A.C.E. members if payment is received by September 12 and \$125.00 otherwise. The exam fee for non-members is \$135.00 and \$170.00 for payments received after September 12.

YOU MUST REGISTER ONLINE FOR THE EXAM AT:
<http://www.flog.fau.edu/Courses/States.asp?&courseid=154912-1>

ALL F.A.C.E. EXAM REGISTRATIONS ARE THROUGH THE UCF SOG OFFICE

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Florida Code Enforcement Certification Introduction

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