



KEEPING AMERICA'S DREAM AFFORDABLE

## Tennessee Manufactured Housing Registration for Online Education

**Only use this form if you do not have a credit or bank card for online processing.**

*Complete this form and mail with Check or Money Order made payable to:*

**THA  
P.O. Box 569  
Mt. Juliet, TN 37121**

**Refund policy & Disclaimer: Course fees are non-refundable.**

***Please print clearly:***

Business Name: \_\_\_\_\_

Attendee Full name (as it appears on your driver's license): \_\_\_\_\_

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

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

Phone number: \_\_\_\_\_

Email: **(required\*)**: \_\_\_\_\_

**\*Note: Registration will not be processed if an email address is not included.**

|                               | Initial<br>Licensing/Certification Class<br>Fee* | Annual<br>Continuing Education<br>Class Fee | Basic Installation<br>Field Training<br>No License/Certification |
|-------------------------------|--|---|--|
| <b><u>THA Member Rate</u></b> | _____ \$ 350                                     | _____ \$ 75                                 | _____ \$ 100   |
| <b><u>NON-Member Rate</u></b> | _____ \$ 550                                     | _____ \$ 150                                | _____ \$ 100   |

**\*NOTE: Initial Licensing/Certification Class fees cover Phase I and Phase II.**

**Phase I** includes a series of lessons which contains downloadable class reference materials, online narrated instructional modules/videos, as well as content examinations. Take notes, as you will have a final master curriculum exam for the educational course. Upon successful completion of the educational curriculum, a certificate of attendance will be available to print, right from your student dashboard.

**Phase II** of meeting initial licensing statutory requirements will be passing a State issued exam, given by Morris & McDaniel, Inc, which is the contracting proctor firm hired by the State of Tennessee. At the completion of your Phase I education, the Association will be notified via the online portal, and will inform Morris & McDaniel, Inc. you are an eligible candidate to schedule a final state examination. If you fail your state exam, you will be responsible for paying Morris & McDaniel, Inc directly, for all subsequent tests.