



AUCTION SCHOOL REQUEST FOR CERTIFICATION
NORTH DAKOTA PUBLIC SERVICE COMMISSION
 SFN 19509 (Rev. 12-99)

Date of Application _____

APPLICANT INFORMATION

School Name _____			
Mailing Address _____	City _____	State _____	Zip Code _____
School Administrator _____			Telephone Number _____

CURRICULUM

List the hours of instruction provided to students in each of the following areas (instruction must be provided on each subject; total hours must equal or exceed sixty):

Ethics		Closing Statements	
Bid Calling		License Law	
Sales Management		Uniform Commercial Codes	
Advertising		Tax Collections	
Contracts		Bulk Sales	
Accounting/Bookkeeping		Firearms	
Real Estate		Other	
Appraisals		TOTAL HOURS	

GRADING

1. Attach a description of the grading system used to determine a student's competence in each of the areas listed above.
2. What system is used to determine if a student will be issued a diploma/certificate of completion?
3. Attach a copy of the test instruments that are used to determine student competence.

INSTRUCTOR COMPETENCE

The applicant certifies that at least forty hours of instruction is provided by licensed auctioneers with at least five years of auctioneering experience.

STATE OF _____)
) SS
 COUNTY OF _____)

_____ being duly sworn, says he/she is an official of the auction school named in the foregoing Request for Certification, and that the facts stated in the application are true to his/her own knowledge.

 Signature

Sworn to before me this _____ day of _____, 20____

(Seal) _____
 (Notary Public)

My commission expires _____