



**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	_____
Bid Calling	_____
Sales Management	_____
Advertising	_____
Contracts	_____
Accounting/Bookkeeping	_____
Real Estate	_____
Appraisals	_____

Closing Statements	_____
License Law	_____
Uniform Commercial Codes	_____
Tax Collections	_____
Bulk Sales	_____
Firearms	_____
Other	_____
<b>TOTAL HOURS</b>	_____

**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 \_\_\_\_\_