



STATE OF TENNESSEE
DEPARTMENT OF COMMERCE & INSURANCE
AUCTIONEER COMMISSION
500 JAMES ROBERTSON PARKWAY
NASHVILLE, TN 37243-1152
Phone: (615) 741-3600 Fax: (615) 741-1245
www.tn.gov/commerce/boards/auction

**Application for
Auction School Approval**

FOR OFFICE USE ONLY

APPROVED: SPONSOR NO.: COURSE NO.: EXPIRY DATE:

NAME OF AUCTION SCHOOL:	
MAILING ADDRESS:	
PHYSICAL ADDRESS:	
PHONE NO.:	FAX NO.:
E-MAIL ADDRESS:	WEB ADDRESS:
NAME OF OWNER & OFFICERS:	

COURSE INFORMATION

COURSE TITLE: (attach a comprehensive course outline)
INSTRUCTOR(S): (must include a resume for each instructor for each course)
OUTLINE OF COURSE STUDY:
DELIVERY OF COURSE: (Circle Either) Classroom Distance Learning
TYPE OF DISTANCE LEARNING: Paper/Pencil Computer-Based Internet Other(describe)
ATTENDANCE POLICY: (minimum requirements) 100% Not Applicable (distance learning)
COURSE LENGTH (50 minutes = 1 Hour; no partial hour credit awarded) HOURS: _____

GRADING: (Please explain type of grading procedures used)
MATERIALS: (Please submit copies of materials provided to students)
COURSE ENROLLMENT: (Number of student per course) MIN: _____ MAX: _____
ENTRANCE REQUIREMENTS:
ACCREDITED LICENSING AGENCY:
LAST COURSE UPDATE:
METHOD USED TO REVIEW INSTRUCTOR(S) AND MATERIALS:
LENGTH OF TIME OPERATING:
REFUND POLICY:

SIGNATURE (TITLE)

DATE

PRINT NAME