

EQUIFAX ADVANCED CREDIT CERTIFICATION PROGRAM POLICIES

GETTING STARTED

BY REGISTERING INTO THIS COURSES, YOU AGREE TO THE TERMS AND CONDITIONS OF THE POLICIES LISTED BELOW.

PLEASE READ THIS DOCUMENT CAREFULLY BEFORE REGISTERING.

REGISTRATION POLICY

- Registration process must be done by the individual taking the course. You may not register another individual using your account.
- Students must register using their **full legal name** as shown on government-issued photo I.D.
- Any material shipped will be sent to the address provided at the time of registration. **Please note that we cannot ship to P.O. boxes.**
- Accommodations can be made for students with special physical and/or learning needs. Medical documentation may be required. Please email education@MPC.ca *prior to* registration.
- All course communication is through email. Please ensure the information in your online profile is accurate and up to date.
- By registering in this course, you acknowledge and authorize the sharing of your information with Equifax.
- By registering in this course, you acknowledge having read and understood the policies, expectations and tenets outlined in the [Learners Code of Conduct](#), and agree to abide by them.

Please direct your email inquiries as follows:

- General Inquiries and Course Changes: education@MPC.ca
- Address Information / Shipping: info@MPC.ca
- Exam Information: exams@MPC.ca

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PARTICIPATION POLICY

ONLINE PARTICIPATION POLICY

- Access to online studies is available immediately upon registration.
- The online program is accessible for a period of **six months** from the date of purchase.
- Online modules must be completed.
- Modules contain quizzes to verify material comprehension.
- **All online modules must be fully completed prior to booking an exam.**

EXAM POLICY

- The final exam format is 40 multiple choice questions.
- Passing grade is 70%.
- 2-hour time limit.
- Maximum of 2 attempts
- If a student is unsuccessful after two attempts at the examination, they will be required to re-register in the course. To proceed with re-registration in the Equifax Advanced Credit Certification, please contact education@mpc.ca.