

Request Course Extension

Powered By:



Start with Enrollment Report

Click the **Enrollment Report** on the left menu. Search for the student that you would like to request a course extension for and then click on the student's name.

Filters

| | |
|----------------------------|------------------------------|
| Course Group - Select - | Course Subject |
| Course Name | Course Status All |
| Credit State - Select - | Reporting Location REDemo |
| First Name | Last Name Jones |
| Enrollment Date | Completion Date |

CLEAR SEARCH

Enrollment Report

Please note: Account changes can take up to 15 minutes to appear in reports.

25 records per page

| Name | Email | Reporting Location | Assigned Products | Assigned Completed |
|------------|------------------------|--------------------|-------------------|--------------------|
| Jones, Tom | tonia.bloch@kaplan.com | Kaplan Demo | 3 | 2 |

Showing 1 to 1 of 1 records

Previous 1 Next

Request Course Extension

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You will be directed to the enrollment detail report for that student. Look for the course that you need to request an extension for and then click the **Request Extension** link.

Enrollment Report / Tom Jones

Filters Used: All | Clear All
Please note: Account changes can take up to 15 minutes to appear in reports.
Email Address: tonia.bloch@kaplan.com
Phone: 608/795599

Course Status: All | View Notes

| + Continuing Education for Florida Real Estate Professionals, v12.0 | | Continuing Education | | |
|---|-------------------------------------|----------------------|---------------------|-----------------------------------|
| - Continuing Education for Florida Real Estate Professionals, v12.0 | | Continuing Education | | |
| Status: | Completed | Enrollment Date: | 2012-12-05 11:19 AM | |
| Last Access Date: | 2012-12-10 09:07:27 AM CST | Expiration Date: | 2013-12-05 11:59 PM | Request Extension |
| Completion Date: | 2012-12-05 11:12:00 PM CST | Credit Hours: | 14 | |
| Exam Score: | 90 | Credit State: | FL | |
| Seat Time: | 0:00:00 | Order ID: | 1748834 | |
| Processing Complete: | <input checked="" type="checkbox"/> | | | |
| Component | Status | Last Access Date | Component Completed | Score |
| Continuing Education for Florida Real Estate Professionals v12.0 | Completed | 2012-12-05T22:58:44 | 2012-12-05T22:58:44 | |
| Final Exam - Continuing Education for Florida Real Estate Professionals v12.0 | Completed | 2012-12-05T23:11:26 | 2012-12-05T23:11:26 | 90% |
| + Florida Real Estate Broker's Guide, v4.0 | | Licensing | | |

Enter the new expiration date being requested for the student in the **New Expiration Date** field and then click the **Submit Extension Request** button.

Request Extension

Student Name: Tom Jones
Product Name: Continuing Education for Florida Real Estate Professionals, v12.0
Current Expiration Date: 12/05/2013
School: Pete School of Real Estate

New Expiration Date:

SUBMIT EXTENSION REQUEST

The request will be sent via email to the Dearborn Technical Support team and the administrator placing the request will be copied on the email.