

Facts about College Credit for Representatives who Complete the mark Training

1. **mark** Representatives and Avon Representatives can receive college credit for completing the **mark** training.
2. District Sales Managers are **not** eligible for college credit for completing the **mark** training.
3. The final number of college credits for completing the courses, assessments and business plan activities is 1.5 credits.
4. By completing the training and the assessments, including the business plan activities, Representatives will receive college credit from the University of Phoenix (UOP).
5. Representatives will find the assessments on the Training Course page. There are links beneath each course title that will take them into the assessment tests.
6. The business plan activities are designed to provide Representatives with a theoretical and practical background in starting and operating their own business. Completing the business plan activities will require the Representative to invest a significant amount of time and effort in tasks such as readings and assignments that lead to the creation of a detailed and rigorous business plan. Representatives are guided through the process of creating a solid foundation for success.
7. The business plan activities will be available online September 8th.
8. Once Representatives have completed the training, and the business plan activities, they will submit their completed business plan. Representatives will click on the “Submit” button on the final screen of the business plan eLearning module:
 - The business plan will be sent to an Instructor to be graded according to the Business Plan assessment criteria.
 - The course score and status will be updated by an SSE Administrator
 - A custom email with a pdf certificate and document with instructions that give all of the details on contacting the University of Phoenix will be sent to the Representative.

For students over 21 years old who choose to redeem college credit and become a degreed student at the University of Phoenix:

9. To officially receive credit, the Representative enrolls by calling the UOP toll-free number or via the Internet (see the process detail below).
10. When the prospective student works with the UOP enrollment counselors (EC), the EC will audit all prior learning and educational experiences and help each individual establish a personal development plan toward a degree.
11. Prior Learning Assessment services are available to those who are not currently enrolled in a University of Phoenix degree program. Professional course work and training will be assessed for credit evaluation and transcripts can be requested.

For non-degree, post-secondary school students and other students who choose to transfer their mark training credits to another college or university:

12. Credits can be transferred to another institution by following the transfer process of that college or university.
13. Representatives who are between the ages of 18 to 21, and other non-degree students who wish to transfer their **mark** training credits must submit a completed Submission Cover Sheet and Table of Contents (see attached), and a proof of completion and hours for any articulated professional training course. The Avon Professional Certificate, which is generated upon completion of the **mark** training, is the student's "proof of completion."
14. There is a \$172.50 deposit for non-degree students for submission of Avon corporate articulated training. (This includes a \$90 submission one-time fee and \$82.50 for the 1.5 credits articulated to the **mark** training program. The \$82.50 equates to \$55.00 per credit hour).
15. Students who are 16 or 17 years old may take the **mark** training, receive their certificate, but cannot enroll in the UOP until age 21 or transfer their credits to another institution until age 18. At that time, the student's Avon training will be applied toward a degree.

Enrollment via Toll-Free Number – 866-955-5515

To enroll in the University of Phoenix via a toll-free number:

1. The Representative calls University of Phoenix (UOP) Call Center at 866-955-5515
2. The University of Phoenix Call Center Customer Service Representative (CSR), who is knowledgeable about our Avon Alliance, will ask the caller a few questions about their needs. (Age, prior learning experiences, what programs they have completed at Avon, their preference for an online or classroom environment, etc.)
3. If the caller prefers classroom learning, the operator will immediately call and connect the caller in a three-way call with the Enrollment Advisor at the campus located nearest to the caller's location.
4. If the caller prefers Online learning, the operator will immediately connect them with our Online Campus Call Center and Enrollment Advisor.
5. In either the Campus or Online programs, the Enrollment Advisor will help the caller:
 - Create a development plan
 - Complete the enrollment application
 - Order transcripts
 - Advise on financial options
 - Schedule the first class.

Once the process is underway, the caller can begin attending classes immediately.

6. If the caller is interested in applying for college credit that may be awarded for Avon training or other prior learning, the Enrollment Counselor will direct the caller in the assessment process.

Enrollment via Internet

The following details the process for enrolling in the University of Phoenix via the internet – <http://avon.phoenix.com>:

1. The interested individual requests additional information from the Website.
2. The inquiry is forwarded to a University of Phoenix Call Center Customer Service Representative (CSR), who is knowledgeable about our Avon Alliance. The CSR will contact the interested individual and discuss their interests (prior learning experiences, what programs they have completed at Avon, their preference for learning whether it is online or in a classroom environment, etc.)
3. If the caller prefers classroom learning, the operator will immediately call and connect the caller in a three-way call with the Enrollment Advisor at the campus located nearest to the caller's location.
4. If the caller prefers Online learning, the operator will immediately connect them with our Online Campus Call Center and Enrollment Advisor.
5. In either the Campus or Online programs, the Enrollment Advisor will help the caller:

- Create a development plan
- Complete the enrollment application
- Order transcripts
- Advise on financial options
- Schedule the first class.

Once the process is underway, the caller can begin attending classes immediately.

6. If the caller is interested in applying for college credit that may be awarded for Avon training or other prior learning, the Enrollment Counselor will direct the caller in the assessment process.