

## Frequently Asked Questions

### What is the target audience for TTS's courses?

Training The Street's "TTS" courses are designed for a variety of audiences. For more information, please refer to the first page of our detailed brochure [Fast Track](#).

### Are there any pre-requisites or pre-work that need to be completed in order to participate in the courses?

Yes. The courses are designed for individuals who have completed a basic financial accounting class. Additionally, in order to maximize participants' learning experiences there is a pre-reading exercise that should be completed prior to the start of the courses. The pre-reading exercise will be emailed out 1 week prior to the start of the courses, and will take 2-6 hours to complete depending on prior financial accounting experiences.

### What do I need to bring to the seminar?

A writing instrument (pen, pencil, etc.) and a financial calculator, preferably the HP-12C or HP-17B. A laptop computer with Microsoft Excel and USB memory stick ability is also needed.

### How can I register for the courses?

Easy! See the last page of our detailed brochure [Fast Track](#). Upon receipt of your registration form, a TTS representative will confirm receipt of your registration request. Registration will not be complete until payment has been received. If payment will be made by check, registration will be completed upon receipt of a check (US \$). If payment will be made with a credit card, registration will be complete upon successful processing of the credit card 14 days prior to the first day of attendance.

### What are my payment options?

You can pay with a check (US \$) or credit cards. TTS accepts Visa, MasterCard and American Express. Please indicate on the registration form on the last page of the detailed brochure [Fast Track](#) which form of payment you will be using.

## Preparing Financial Professionals for Success

### **Until what date can I register for courses?**

TTS recommends that you sign up as soon as possible in order to reserve a space in the courses. Space is limited and seats are allocated on a first-come, first-serve basis. Additionally, if you sign up for the courses 14 days prior to the start of class for each set of courses, there is a discount of \$200 per day.

### **What is the cancellation policy?**

Participants who cancel up to 14 days before attendance will receive a full refund. Cancellations within 14 days of attendance will not be refunded. Requests for refunds prior to 14 days before attendance should be made via email to [laverne.worthy@trainingthestreet.com](mailto:laverne.worthy@trainingthestreet.com). TTS reserves the right, at its sole discretion, to cancel course dates if enrollment is insufficient. If TTS cancels a class, payments are refunded in full.

### **If I am unable to attend the course(s) I signed up for, can I transfer my registration to the next available TTS course?**

Yes. TTS allows transfers subject to certain restrictions and availability. Each transfer request is subject to a 25% rebooking fee. Transfer requests must be made at least 14 days prior to the first day of class for each set of courses. TTS does not allow transfers within 14 days of the first day of class for each set of courses. There is only one transfer allowed per participant. Requests for a transfer should be made via email to [laverne.worthy@trainingthestreet.com](mailto:laverne.worthy@trainingthestreet.com).

### **Can I transfer my enrollment to another participant?**

Yes. However, you are responsible for all aspects of transferring enrollment to another participant including notifying TTS of the transfer.

### **Will I receive a receipt for the course?**

Yes. TTS will provide receipts to all participants at the conclusion of each set of courses.