

DEBTOR EDUCATION – ONLINE INSTRUCTIONS

OVERVIEW

In order to complete your debtor education requirement and receive your certificate, go to the Bkcourse website at www.BKcourse.com.

You will complete the course on-line. It will take approximately 2 hours to complete the course. You may start, stop and save your course at any time. When you log back in, the course will resume where you left off. You also have the option to return to the course at anytime to review sections or print worksheets at no additional cost.

The course includes two review quizzes to help you assess how much you have learned. You do not have to pass the quizzes to complete the course. As long as you complete the entire course and evaluation form, you will receive the Certificate of Completion. Your payment must be received before the certificate will be issued.

You will need a valid email address to register and complete the course. If you do not currently have an email address, there are several free email services available.

REGISTER TO TAKE THE COURSE

Go to www.BKcourse.com to begin the course.

Click on **Register to take course**.

Read the required disclosure and click on **Proceed to Registration**.

Select whether you are taking this course as an individual or couple.

Enter your personal information. You will also need the following information:

- Judicial District:
- Bankruptcy Case Number:
- Attorney Name:
- Attorney Email Address:
- Attorney Reference Code:

Select the type of course you are purchasing.

SELECT YOUR PAYMENT OPTION

You may pay on-line with a debit or credit card or mail a money order or cashier's check. If you need a certificate immediately, use a debit or credit card to pay. Certificates will not be issued until payment is received. There is a \$5 processing fee for money orders and cashier's checks.

If you pay with a credit card, enter the information, wait for it to process. If you choose the bill option, print the invoice. Mail your payment to the address listed on the invoice

COMPLETE COURSE

Click on **Take the course** and follow the instructions. If you have any questions about the course or need assistance, please contact Bkcourse at **1-877-252-6877 ext 277** or info@bkcourse.com.