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## **Guidance for Remote Access to EH&S Training Courses**

Thank you for your interest in Environmental Health and Safety (EH&S) as a resource for safety training. EH&S offers safety training to companies or groups affiliated with Iowa State University through our Remote Access Program. Participation in the program includes the following options:

## **Online Training**

- Employees create an account in the <u>Learn@ISU Online Store</u> and receive 24-7 access to Environmental Health and Safety online training courses for \$65 per course. / per person.
- Individual employees may access their personal training history through the <u>Learn@ISU Online Store</u> website. In addition, one individual from your company may be designated to view the training history of your employees participating in our program.
- Payment:
  - For new customers (effective July 1, 2019), all courses may be purchased through the online store using a credit or debit card.
  - For existing customers: your company will be billed using the ISU Account Number you previously provided.

## **Classroom Training**

- Employees may register online for EH&S regularly scheduled classroom training sessions for the fee of \$75 per person / per classroom course. (Some courses have a higher fee; contact EH&S at (515) 294-5359 for information on course exceptions.)
- All classroom courses have a 48-hour cancellation policy. If you fail to cancel
  or are a no-show the day of class, you will be charged the registration fee.
- Payment:
  - For new customers (effective July 1, 2019), you may register for classroom courses online and payment is due at the time of registration.
     A credit or debit card may be used to pay for your registration.
  - For existing customers, your company will be billed using the ISU Account Number you previously provided.
- Specially scheduled classes can be arranged through the <u>Training Coordinator</u> at (515) 294-5359, with charges determined by the class length.

Questions - please contact the Training and Communications Program, (515) 294-5359.

We look forward to providing safety training for your employees!