

About registering...

- Submit a separate registration form in advance for each course, or to retake an exam (see Education Program, "Retaking an examination" for details) or to request a Homestudy exam.
- Register early to insure your spot in the class or Homestudy/Retake exam. Class size is limited. If you register and find that you cannot attend, please notify us immediately.
- After we receive your registration form, we will send you confirmation of your registration.
- We reserve the right to cancel any class or examination with an enrollment of fewer than 25 people.
- You are responsible for meals and lodging.

About classes or examinations...

- Bring a noiseless calculator with a large-digit capacity, a note pad, and pencils to class or examination. For class only, you also may want to bring a highlighter and a three-ring binder.
- For class or examination times and locations, refer to your confirmation letter.
- Class begin at 8:30 a.m. — attendance is mandatory.
- You may retake a course, however you will not receive credit from IDOR.
- Homestudy/Retake exams: Morning (begins at 9:30 a.m.) and afternoon (begins at 1:00 p.m.)
- Department education information and Homestudy course materials are available at tax.illinois.gov.

Describe the course in which you wish to enroll.

Course name _____ Location _____ Course Date ___/___/_____

1 Check one: Class Morning exam Afternoon exam

2 Tell us the following information about yourself.

First-time student Retaking course - Check here if your address has changed: _____

Name _____ Job title _____ No. of years _____

Number/street _____ County of employment _____

City _____ State ___ ZIP _____ Township of employment _____

Email _____ Work telephone (_____) _____ - _____

Social Security number* ____ - ____ - ____ Home telephone (_____) _____ - _____

*First-time students must provide all nine digits. Cell phone (_____) _____ - _____

Returning students may provide the last four digits only. Fax number (_____) _____ - _____

Send your registration to:



ASSESSMENT EDUCATION UNIT MC 4-500
ILLINOIS DEPARTMENT OF REVENUE
PO BOX 19033
SPRINGFIELD IL 62794-9033

Call weekdays: **217 782-2818** or **217 785-6636**
Fax: **217 782-9932**
Email: **rev.proptaxed@illinois.gov**
Web site: **tax.illinois.gov**

_____ For Illinois Department of Revenue use only _____

Logged In (_____) Confirmed (_____) Canceled (_____)