Engineering Professional Development Program

Terms of Sale Agreement

1. Auburn University shall distribute the course(s) listed on our web site in the form of streaming video, DVD-R, or CD-ROM and necessary supporting materials to the Individual and Organization identified on the order form under a contract agreement.

2. The Individual and Organization shall have the right to retain Course Workbook, DVD-R, CD-ROM or password for streaming video for use solely by the Individual or Organization for educational purposes. Programs may not be edited or altered.

3. Programs may not be broadcast, copied, transmitted by cable or internet, or transmitted on an open or closed system other than a system wholly owned, licensed within the facilities of the Individual or Organization per the address given at the time the order was placed.

4. For a period of up to 1 year from date of purchase, Auburn University shall grant continuing education units (CEUs) prescribed conditions (see 5 below). CEUs are awarded at the rate of one tenth of a CEU for one hour of instruction. (e.g. viewing a three-hour course with examination earns 0.3 CEU). For Organizational orders, there is an additional certificate fee of $30 per exam submitted and certificate issued. This fee does not apply to an Individual Order.

5. To receive CEU credit each individual shall complete all specified instructional requirements, e.g., viewing, interacting, assignments, examinations, and feedback survey. CEU certificates will be issued only for accounts that are paid in full.

6. Organizational orders may renew a course annually for a fee of one-half of the organizational fee. There is no renewal provision for Individual orders. Contracts for courses containing material that has become obsolete shall not be renewable. Auburn University shall be the sole determinant of whether material is obsolete.

7. If you wish to request a refund because you are not completely satisfied, you must notify our office within 30 days from the original purchase date for a refund of the purchase price, or exchange for a different course or credit. We will not make a refund if you have already received CEUs for the course. For DVD or CD orders, you must return the complete course and all materials undamaged. Please contact our office at 800-446-0382 or email EPDhelp@eng.auburn.edu to make your request.

8. If a course is given or sold to someone, the Engineering Continuing Education Office must have a letter from the original purchaser indicating the change and the original purchaser assigns all rights to the new recipient of the course. A course cannot be transferred if CEUs have already been awarded.

9. An Individual or Organization shall not deviate from any rights granted herein.