



NATIONAL ACADEMY OF NEUROPSYCHOLOGY

DistancE Policies & Procedures

STUDENT COST

NAN is pleased to offer reduced prices to our members. Membership in NAN is not required for participation.

Educational Offering	Member Rate	Non Member Rate
Online Courses		
• Clinical Neuroanatomy (30 CE)	\$450	\$750
• Clinical Psychopharmacology (30 CE)	\$450	\$750
• Behavioral & Cognitive Neurology (24 CE)	\$360	\$600
• Neuropsychology of Epilepsy and Epilepsy Surgery (16 CE)	\$240	\$400
Live Webinars (1.5 CE)	\$40	\$60
Recorded Webinars (1.5 CE)	\$30	\$50
Static Courses (3 CE)	\$65	\$80
Static Courses (1.5 CE)	\$30	\$50

COURSE REGISTRATION AND NAN MEMBERSHIP

Individuals who wish to join NAN in order to register at the member rate should do so prior to course offering registration. As our online courses sometimes fill quickly, prospective members are encouraged to apply in advance, as membership applications take 2-3 weeks for processing. Membership application information can be obtained [here](#).

ONLINE COURSE WORKLOAD

Each week students complete online course modules that may include assigned readings and activities, discussion questions posed by instructors, and online multiple choice questions. Each module is intended to take 2 to 3 hours to complete.

ASSESSMENT OF STUDENT PERFORMANCE

To complete the course and earn continuing education credits, students must complete multiple choice examinations, earning a cumulative percentage >74% correct. The online system automatically records performance on our multiple-choice exams, which may be taken multiple times. Online course students must also participate in assigned course discussions and activities as judged by the instructor (see individual course syllabus for more information).

Upon successful completion of the formal course requirements, participants will receive CE credits from the National Academy of Neuropsychology. The National Academy of Neuropsychology is approved by the American Psychological Association to sponsor continuing education for psychologists. The National Academy of Neuropsychology maintains responsibility for this program and its content.

ONLINE COURSE INCOMPLETE POLICY

Students who do not complete an online course may be eligible to re-enroll in a subsequent offering of that course before capacity limitations and registration deadlines have been met. However, the NAN DistanCE program does not guarantee that a course in which you have enrolled will be offered at a later date. Tuition for re-enrollment will be charged at full price based on membership status at time of registration.

CANCELLATION POLICY

NAN reserves the right to cancel courses due to insufficient enrollment or unforeseen events. Students will be notified within 5 business days of the course start date. Should a course be canceled for any reason, registered participants will be granted a full refund of their course registration fees.

REFUND POLICY

Registration for NAN DistanCE programming entitles the student to course access. As no refunds will be provided, please be sure to read the course information thoroughly before you sign up for the course. Students registered for live webinar offerings who do not attend will be automatically enrolled in the recorded version once it becomes available.

RESOLUTION OF QUESTIONS AND CONCERNS

Students have a number of options for expressing concerns. Online course students typically post questions and concerns on course discussion boards. The course instructor(s) respond to questions related to course content and progress. A NAN Office staff member responds to other concerns that may arise (e.g., problems with computing systems). Students may also send their questions/concerns to [NAN Distance](#). NAN is committed to providing educational programs of the highest quality. Participants who are dissatisfied with a NAN educational program are

encouraged to seek an appropriate resolution as outlined in NAN's Grievance Policy (available from the NAN Office).