

DHI FALL TECHNICAL SCHOOL

OCTOBER 3 -
OCTOBER 10, 2021

THE NATIONAL CONFERENCE CENTER

DHI technical and business practice education delivered in a traditional classroom format.

COURSE REGISTRATION FORMS



FLEXIBLE • CONVENIENT • AFFORDABLE

DHI 2021

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Students,

I am so excited to have you as a part of our amazing learning community, and I can't wait to welcome you to our upcoming DHI Fall School in Lansdowne, Virginia!

In this ever-changing landscape, we want you to know that our students' well-being, as well as maintaining safe social distancing onsite, is DHI's top priority. We have been working closely with the National Conference Center, who has taken [the following proactive measures](#) to ensure your safety.

We will be offering most of our DHI classes at our 2021 Fall School, so there will be plenty of opportunities to find what's just right for you, but because we are limiting our class sizes, you will want to act fast.

We are all looking forward to learning about your education and certification goals, and, as always are here to help you build a path to achieve them. If you need assistance, you can contact us at schools@dhi.org to share your goals, request information, or schedule an appointment to talk with our team about building your DHI education path.

You may already know exactly what you're looking for. If so, you can register online or complete this registration form just as you always have.

Don't forget: As a DHI member, you will benefit from excellent education discounts and an immediate ROI. If you're not a member, consider joining now to access these savings right away, as well as dozens of educational resources throughout the year.

We look forward to connecting with you and we hope to see you this October!



Laura Frye Weaver, DHT, DAHC, DHC, CSI, CDT, CCS, CFDAI

Vice President of Education, Certification and Technical Activities

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IMPORTANT PRICING INFORMATION

DHI strives to make its education available to its members at the most affordable costs. Course prices are established based upon DHI's cost to develop the curriculum and student materials, to provide qualified instructors to conduct the course, and the value and technical sophistication of the content. We provide volume discounts to encourage multiple students attending from the same company.

- **Company Discount (CD)**

Ask about our Company Discount – for 3 or more students from the same company per school.

- **Facilities Fee (FF)**

This fee covers the cost of food and beverage for meals and breaks and other ancillary costs of the facility DHI contracts to conduct the classes, and will vary from school to school depending on the property selected. It is a pass through cost of conducting the school and is in addition to the courses fees. Therefore it is a mandatory daily fee paid by each student regardless of whether they stay at the property. The Facilities Fee is not subject to discounts.

For the Fall 2021 Technical School in Lansdowne, VA, the mandatory Facilities Fee is \$85 and includes all meals and two refreshment breaks.

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TAKE ADVANTAGE OF DISCOUNTS!

Experience face-to-face learning from the finest line-up of nationally recognized, highly-credentialed instructors! *See below for details.*

REGISTRATION DEADLINE: SEPTEMBER 10, 2021*

HOUSING: www.dhi.org/fallschool

	COURSE NUMBERS AND TITLES	DURATION	DATES	MEMBER PRICE	NON-MEMBER	COLUMN A: COURSE TUITION	COLUMN B: FACILITIES FEE
COR117	Door, Frame, and Architectural Hardware Applications	4	Oct 3-6	\$1,500	\$2,025		\$340
COR123	Using Door, Frame and Hardware Standards	2	Oct 3-4	\$750	\$1,013		\$170
COR125	Takeoff and Estimating	2	Oct 5-6	\$750	\$1,013		\$170
COR133	Electrified Architectural Hardware	5	Oct 3-7	\$1,875	\$2,530		\$425
COR140	Using Codes and Standards	3	Oct 4-6	\$1,125	\$1,520		\$255
COR146	Introduction to Detailing Doors, Frames and Hardware	3	Oct 7-9	\$1,125	\$1,520		\$255
COR147	Introduction to Specification Writing	3	Oct 3-5	\$1,125	\$1,520		\$255
COR153	Installation Coordination and Project Management	2	Oct 8-9	\$750	\$1,013		\$170
COR160	Material Purchasing Concepts	1	Oct 7	\$375	\$505		\$85
DHT120	DHT Exam Prep	3	Oct 8-10	\$1,125	\$1,520		\$170
DHC205	Intermediate Detailing Doors, Frames and Hardware	4	Oct 6-9	\$1,500	\$2,025		\$340
DHC210	NEW! Mastering the Key Meeting	1	Oct 8	\$375	\$505		\$85
DHC307	Advanced Detailing Doors, Frames and Hardware	5	Oct 3-7	\$1,875	\$2,530		\$425
DHSC310	Writing Door and Frame Specifications	3	Oct 4-6	\$1,125	\$1,520		\$255
DHSC315	Writing Hardware Specifications	5	Oct 3-7	\$1,875	\$2,530		\$425
AHC220	AHC Exam Prep	3	Oct 8-10	\$1,125	\$1,520		\$255
EHC420	EHC Exam Prep	2	Oct 8-9	\$1,125	\$1,520		\$255
EHC433	Advanced Electrified Architectural Hardware	5	Oct 3-7	\$1,875	\$2,530		\$425
DAI600	Fire and Egress Door Assembly Inspection EXAM ONSITE	4	Oct 7-10	\$1,950	\$2,450		\$340

SEE BELOW FOR CREDENTIAL AND CERTIFICATION EXAM SESSIONS.

Please circle desired date for exam, if applicable. All certification exam fees include facility fees. The DHT exam is a flat member rate (no non-member rate).

DHT Credential Exam	1	Oct 8 or 9 or 10	\$385	\$385		
DHC Certification Exam	1	Oct 8 or 9 or 10	\$480	\$860		
AHC Certification Exam	2	Oct 8/9 or Oct 9/10	\$565	\$945		
CDC Certification Exam	1	Oct 8 or 9 or 10	\$480	\$860		
EHC Certification Exam	1	Oct 8 or 9 or 10	\$480	\$860		
TOTAL A + B						

*After September 10, you must contact DHI directly to register, based upon class availability.

DISCOUNTS

Ask about our Company Volume Discount - for 3 or more students from the same company per school. Facilities fee (FF) of \$85 per day per student is required. Includes all meals and 2 breaks. Fee is charged whether staying or not at the National Conference Center.

Please refer to Course Descriptions to see any recommended prerequisites and/or reference materials that may be required. Class sizes are limited. Course offerings subject to change without notice.

CONTINUE TO NEXT PAGE TO COMPLETE COURSE REGISTRATION.

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HOUSING: www.dhi.org/fallschoolREGISTRATION

DEADLINE: SEPTEMBER 10, 2021*

*After September 10, you must contact DHI directly to register, based upon class availability.

NAME		NAME FOR BADGE	
TITLE		MEMBERSHIP STATUS <input type="checkbox"/> DHI Member ID Number _____ <input type="checkbox"/> Non-Member	
COMPANY		ADDRESS	APT/SUITE NO.
CITY		STATE/PROVINCE	ZIP/POSTAL CODE
TELEPHONE	FAX	EMAIL REQUIRED (All registration confirmations AND exam results are sent via email.)	
PAYMENT INFORMATION			
PAYMENT METHOD <input type="checkbox"/> Check enclosed, payable in U.S. dollars to DHI <input type="checkbox"/> Please charge my: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> AMEX			
CARD NUMBER	EXPIRATION DATE	CW/SECURITY CODE	TOTAL DUE (COLUMN C FROM PAGE 4)
CARD HOLDER'S NAME (Print name as it reads on card)		SIGNATURE	
CREDIT CARD BILLING ADDRESS <input type="checkbox"/> CHECK IF THE CREDIT CARD BILLING ADDRESS IS THE SAME ADDRESS LISTED FOR STUDENT ABOVE. IF DIFFERENT, PLEASE NOTE CREDIT CARD BILLING ADDRESS BELOW:			
ADDRESS			APT/SUITE NO.
CITY		STATE/PROVINCE	ZIP/POSTAL CODE

PLEASE BE ADVISED

- All courses begin at 8:00 am and end at 5:30 pm. Punctual and complete attendance is mandatory.
- See page 7 for more details and tuition policies.
- Tuition fees do not include hotel accommodations and facilities fee.

PLEASE COMPLETE PAGES 4 & 5 OF THIS FORM AND RETURN TO:

2001 K Street NW, Suite 300
Washington, DC 20006

Phone: 202.367.1134

or

Register online at www.dhi.org

ACCOUNTING USE ONLY.

I understand and acknowledge that during my attendance at DHI's Technical School ("School"), I may be photographed, videoed or otherwise recorded by the Door Safety and Security Professionals ("DHI") and/or those designated by DHI. As a condition of my attendance at the School, I agree to irrevocably grant to DHI, its assigns, licensees and successors the right to photograph, publish, record, broadcast, exhibit, digitize, display, copyright, license, transfer, reproduce, translate, modify, edit or otherwise use perpetually throughout the world, in all media now and hereafter known or devised, in whole or in part, my image, likeness, name, biographical information, actions, performance, voice, conversations, quotes and material spoken or otherwise provided by me (collectively, the "Material") during my attendance at the School. I also agree that DHI shall be the sole owner throughout the universe and in perpetuity of any and all rights in and to any and all works containing the Material, in whole or in part, for all purposes whatsoever and in any manner or media including, without limitation, printed works, videocassette, DVD, and computer online services. I shall have no rights or interest thereunder whatsoever.

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DHI Fall Technical School October 3-10 Lansdowne, VA							
SUNDAY 10/3	MONDAY 10/4	TUESDAY 10/5	WEDNESDAY 10/6	THURSDAY 10/7	FRIDAY 10/8	SATURDAY 10/9	SUNDAY 10/10
COR117 Door, Frame and Architectural Hardware Applications				COR146 Introduction to Detailing Doors, Frames and Hardware			
	COR140 Using Codes and Standards			DAI600 Fire and Egress Door Assembly Inspection + Exam			
	DHSC310 Writing Door and Frame Specifications				DHT120 DHT Exam Prep + Exam		
DHC307 Advanced Detailing Doors, Frames and Hardware					DHC210 (NEW) Mastering the Key Meeting		
DHSC315 Writing Hardware Specifications					AHC220 AHC Exam Prep		
COR147 Introduction to Specification Writing			DHC205 Intermediate Detailing Doors, Frames and Hardware				
COR133 Electrified Architectural Hardware					Exam Testing		
COR123 Using Door, Frame and Hardware Standards		COR125 Take-off and Estimating		COR160 Material Purchasing Concepts	COR153 Installation, Coordination and Project Management		
EHC433 Advanced Electrified Architectural Hardware					EHC420 EHC Prep		

Classes/schedule are subject to change.

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TECHNICAL SCHOOL POLICIES & PROCEDURES

RECOMMENDED PREREQUISITES

Refer to the *Education Resource Guide* for further details on recommended prerequisites for classes and course descriptions (pages 5-11), as well as student-required materials (page 12).

TUITION STRUCTURE

Member tuition applies to any DHI individual member. Tuition includes all student materials except for a few select reference guides as noted in the *Education Resource Guide* (<https://www.dhi.org/Forms/Education/EducationResourceGuide.pdf>).

CLASS SIZE

Registrations are entered in the order they are received. Should a course sell out, registrants are placed on a waitlist upon receipt of a completed application. Those with full tuition payment are waitlisted first, followed by those with an application only. If waitlisted registrants with paid tuition, are not placed in their first class choice, they may opt to transfer to another current course, or future course with full credit or receive a full refund. (if applicable)

TUITION POLICIES

Registration

- Tuition payment must be received with registration to ensure a place in a course. Confirmation of registration after receipt of payment will be provided.

Cancellations and Administration Fee

- Registration deadline is September 10, 2021. After September 10, you must contact DHI directly to register, based upon class availability.
- For cancellations received up until 4 weeks prior to the start of the Fall Technical School, October 6, 2021, either a 95% refund or a 100% credit for future courses is available. Credit is valid only for one calendar year.
- For cancellations received within 4 weeks of the start of the Fall Technical School, October 7, 2021, a 90% credit only will be applied to a future course and valid only for one calendar year.

Refunds

- No refunds will be given to any missed sessions.
- No refunds will be given to any non-completion of course(s).
- Once a Technical School begins, no refunds nor credit will be given for missed or non-completed courses. Special circumstances such as a significant medical issue, death in family, etc. may allow for a partial or full credit of tuition fees only, not including facility fees, to be issued for a future course. Proof of special circumstance may be required.

HOTEL ACCOMMODATIONS

Students are responsible for making their own hotel reservations. To take advantage of DHI's rates please be sure to book by September 25. Complete housing information is available online at www.dhi.org/fallschool.

PHOTOGRAPHY DISCLAIMER

I understand and acknowledge that during my attendance at the DHI Fall Technical School, I may be photographed, videoed or otherwise recorded by the Door Safety and Security Professionals ("DHI") and/or those designated by DHI. As a condition of my attendance at the DHI Fall Technical School, I agree to irrevocably grant to DHI, its assigns, licensees and successors the right to photograph, publish, record, broadcast, exhibit, digitize, display, copyright, license, transfer, reproduce, translate, modify, edit or otherwise use perpetually throughout the world, in all media now and hereafter known or devised, in whole or in part, my image, likeness, name, biographical information, actions, performance, voice, conversations, quotes and material spoken or otherwise provided by me (collectively, the "Material") during my attendance at the DHI Fall Technical School. I also agree that DHI shall be the sole owner throughout the universe and in perpetuity of any and all rights in and to any and all works containing the Material, in whole or in part, for all purposes whatsoever and in any manner or media including, without limitation, printed works, videocassette, DVD, and computer online services. I shall have no rights or interest thereunder whatsoever.

2021 FALL TECHNICAL SCHOOL CREDENTIAL AND CERTIFICATION EXAMS

Three days of Credential and Certification Exam Sessions:

- AHC: Friday, October 8 and Saturday, October 9 OR Saturday, October 9 and Sunday, October 10
- Friday, October 8 OR Saturday, October 9 OR Sunday, October 10
- Upon registration, notification of exam instructions will be supplied to include materials needed

If you can't make the following dates for the DHT or DHC exams, please be aware that you can purchase the DHT exam and DHC exam outside of this school by setting up an appointment at your local Kryterion Testing Center.

ARCHITECTURAL HARDWARE CONSULTANT (AHC) – 2 DAYS:

Friday, October 8 AND Saturday, October 9 OR Saturday, October 9 AND Sunday, October 10

Architectural Hardware Consultants (AHC) have advanced mechanical and electrified hardware product and code application knowledge and expertise, with an intermediate level of knowledge of doors and frames, along with the skills proficient to detail, estimate and project manage large and complex projects and existing facility renovations. They are proficient to write or edit CSI format specifications for mechanical and electrified hardware. They are trained to recognize builders' hardware requirements for door openings in all types of public, commercial, industrial and institutional buildings.

CERTIFIED DOOR CONSULTANT (CDC) – 1 DAY, 3 SESSIONS:

Friday, October 8 OR Saturday, October 9 OR Sunday, October 10

Certified Door Consultants (CDC) have advanced door and frame product and code application knowledge and expertise, and skills proficient to detail and estimate doors and frames for large and complex projects and existing facility renovations. They are trained in the construction and application of standard and custom steel doors and frames, architectural wood doors and aluminum doors and frames. They are proficient to write or edit CSI format specifications for doors and frames.

ELECTRIFIED HARDWARE CONSULTANT (EHC) – 1 DAY, 3 SESSIONS:

Friday, October 8 OR Saturday, October 9 OR Sunday, October 10

Electrified Hardware Consultants (EHC) have advanced mechanical and electrified hardware product and code application knowledge and expertise, with an understanding of electronic access control systems. They specialize in the coordination of architectural door openings with the increased security needs of public buildings in today's society.

DOOR + HARDWARE TECHNICIAN (DHT) – 1 DAY, 3 SESSIONS:

Friday, October 8 OR Saturday, October 9 OR Sunday, October 10

Door + Hardware Technicians (DHT) demonstrate the competence to provide product and code application, detailing, estimating, and project management skills on projects with an intermediate level of complexity of occupancy type. This is the first level of technical credential earned for technical competence to assist contractors and building owners with basic construction project issues. Earning the DHT credential is required to sit for the DHC exam.

DOOR + HARDWARE CONSULTANT (DHC) – 1 DAY, 3 SESSIONS:

Friday, October 8 OR Saturday, October 9 OR Sunday, October 10

Door + Hardware Consultants (DHC) have advanced product and code application knowledge and expertise, and skills proficient to detail, estimate and project manage large and complex projects and existing facility renovations. They are qualified to provide technical consultation to architects, contractors and building owners on the most complex building projects, but do not provide specification writing services. Applicants must have already earned the DHT to qualify to take the DHC.