

RULE AND REGULATION 2
REGULATION OF THE EDUCATION PROGRAM

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SECTION 1. PURPOSE

The purpose of this Rule and Regulation ("rule") is to set specific requirements to be followed by the Arkansas Professional Bail Bond Company and Professional Bail Bondsman Licensing Board (Board) in the administration of the beginning and continuing education program, pursuant to Act 909 of 1997, codified as Ark. Code Ann. Sections 17-19-107, and 17-19-402.

SECTION 2. AUTHORITY

This rule is issued pursuant to the authority vested in the Board under Ark. Code Ann. Section 17-19-108 and all other applicable provisions of Arkansas law.

SECTION 3. EFFECTIVE DATE AND APPLICABILITY

This rule shall be effective October 1, 2005 and shall be applicable to the Board and approved beginning and continuing education course providers in the administration of the beginning and continuing education program.

SECTION 4. DEFINITIONS

The following terms as used in this rule shall have the following definitions:

- A. Board - the Arkansas Professional Bail Bond Company and Professional Bail Bondsman Licensing Board/Arkansas Professional Bail Bondsman Licensing Board;
- B. Director - the Executive Director of the Board;
- C. Beginning Education - a course covering Arkansas Code and Regulations related to the bail bond industry and taken prior to licensing.
- D. Continuing Education - post-licensure education derived from participation in courses in bail bond related subjects.
- E. CEC - continuing education credit;
- F. Credit hour - An instructional classroom session of at least fifty (50) minutes with a Board approved instructor present.

- G. Instructor - a person registered and approved by the Board to teach bail bond related subjects.
- H. Licensee - a natural person who is licensed by the Board as a bail bondsman;
- I. Proof of completion - the certificate of attendance awarded by the Board approved instructor.

SECTION 5. APPLICATION FOR COURSE APPROVAL

- A. All proposed Beginning and Continuing Education course outlines must be submitted to the Board for review. No course shall be certified until approved by the Board.
- B. Approval of courses shall be required annually. Course providers desiring approval for the upcoming year shall submit the proposed course outlines by November 1 to be considered and approved at the December Board meeting.
- C. A bail bond company shall be allowed to offer qualifying continuing education courses if the course has been approved by the Board, and the classes are attended by and monitored by a Board approved course provider other than the company course provider who certifies the bail bondsmen have completed six (6) hours of continuing education as approved by the Board. All approved classes must be offered at a neutral location. Classes conducted on the premises of any bail bond company will not be approved. Any continuing education course offered by a bail bond company must be open to attendance by bail bondsmen from other companies at the same cost paid by bail bondsmen from the presenting company.
- D. Education providers must notify the Board office, in writing, of the date, time and location of beginning or continuing education classes two (2) weeks prior to the class being offered.

SECTION 6. APPROVAL OR DENIAL OF COURSE

- A. Properly completed course outlines will be submitted for consideration by the Board.
- B. The Board will review the proposed course outlines. Final approval of course outlines shall be the responsibility of the Board.

SECTION 7. APPROVAL OF FEE FOR BEGINNING AND CONTINUING EDUCATION CLASSES

- A. Proposed course outlines shall include a schedule of fees applicable to said classes.
- B. Such schedule of fees shall be subject to the approval of the Board.

SECTION 8. CERTIFICATE OF COMPLETION

- A. At the completion of each class, an attendance list shall be provided to the Board within two weeks of course completion.
- B. At the completion of each class, students who satisfactorily complete a course shall be awarded a certificate of attendance containing the following information:
 - (a) Name of school or sponsor
 - (b) Name of student (applicant or licensee)
 - (c) License number – if licensed
 - (d) Course title
 - (e) Course location
 - (f) Course date(s)
 - (g) Number of classroom hours of instruction
 - (h) Instructor's signature

SECTION 9. SEVERABILITY

Any section or provision of this rule held by the court to be invalid or unconstitutional will not affect the validity of any other section or provision.