

POST BANKRUPTCY STEP-BY-STEP INSTRUCTIONS

GETTING STARTED

- Confirm the Judicial District that you filed your bankruptcy in with your attorney:
- Have your attorney contact information: Name, Address, Telephone and Fax Numbers, and Email.
Attorney Number: (only if provided by attorney)
- Information required for the session: Bankruptcy Case Number: _____ -- _____

COURSE OPTIONS

Online Completions

- ***Users who took the Pre Credit Counseling Course with Pioneer will go to and.pioneercredit.com and login using the same username and password. Select "Purchase Post Filing Course" or Debtor Education - Post Filing Course.
- New users enter into the **top** address bar: <https://and.pioneercredit.com/register>
- Select **New Registrations Click Here to Get Started**. Select Debtor Education.
- If you have your Attorney Number select "**Yes**" and enter it in. If you don't have the attorney number select "**No**" and search for your attorney by name. If you are not using a legal advisor select "**I'm Filing My Own Bankruptcy**".
- 1.** Go through and fill out all of your personal information **2.** Create Username & Password
- Make payment and Complete Purchase.
- Re-enter your newly created username and password to login and proceed to your course.
- Click on Debtor Education - Post Filing Course.
- Proceed through the entire course, and complete all sections and tests. (*2 Hours Required)
- Once you meet the course requirements we will issue your Certificate.
***Returning users can enter and.pioneercredit.com into the top address bar to log back into their course.**

Telephone Completions

- Gather information listed above and call Pioneer; 1-866-210-3590
- Make payment: **We accept:** Debit Cards & Western Union. Money Orders should be mailed to:
Attn: Accounting Dept.
PO Box 6860
Rapid City, SD 57709-6860
- You will receive your Simplified Guide to Financial Life Skills Workbook & Disclosures by mail or you can download those off our website. <http://www.pioneercredit.com/bankruptcy/forms.asp>
- Once the disclosure is returned and payment received an appointment will be scheduled for your phone conference.
- Your education will be completed over the phone in a conference class.(Allow for 60-90 minutes)
- Upon completion we will issue your Certificate.

SAME DAY CERTIFICATE DISTRIBUTION

- Log back into your account using your username and password and click on the Record Center:
- As a courtesy we can also fax or email your certificate to your attorney upon request.