

# 2019 New York State Manufactured Housing Certification Courses

*Sponsored by the New York State Department of State and New York Housing Association*

Requirements to become certified in New York State as a manufacturer, retailer, installer or mechanic include financial responsibility, experience, education, initial training and in some cases, a written examination. Requirements vary with each type of certification. Prior to beginning any training, all applicants should read the **Manufactured Housing Laws & Regulations Part 1210**. Here is the link:  
<https://www.dos.ny.gov/DCEA/pdf/Part1210.pdf>

## 8:30 a.m. Registration

**9 a.m. – 12 p.m. 3-Hour 21B Introductory Course**  
Course Fee: \$95.00 per person for Association Member  
\$125 per person for Non-Member

*Required training for manufacturers, retailers, communities that sell homes, installers and mechanics*

Course fee includes class material and related expenses. Overnight accommodations are not included.

**9 am – 4 pm 6-Hour Mechanics Cert. Course**  
Course Fee: \$195.00 per person for Association Member  
\$225 per person for Non-Member

This course begins with the 3-Hour 21B Introductory Course, moves into the Mechanics Course and concludes with an exam. There will be brief breaks during the course. Course fee includes 21B course, class material and related expenses, and breaks. Overnight accommodations and lunch are not included.

**Installers Training Available Online.** To register, visit <http://mhei.mycourse.com> – click on New User button in the upper right corner. Be sure to choose the New York Course. The \$275 registration fee includes the course guidebook, 21B Introductory Course registration fee and final exam. Once successfully completed, you will need to register for an onsite 21B Course and take the final written exam. Call the Association office for details.

2019 Certification Course Schedule			
<input type="checkbox"/>	Apr 16	Rivers Resort & Casino	Schenectady
<input type="checkbox"/>	May 23	Hilton Garden Inn	Rochester
<input type="checkbox"/>	Aug 8	Haylor, Freyer & Coon	Syracuse
<input type="checkbox"/>	Oct 2	Turning Stone Resort	Verona
<input type="checkbox"/>	Dec 5	Haylor, Freyer & Coon	Syracuse
<i>Locations &amp; Times Subject to Change</i>			

Minimum class size is 30; maximum class size is 50 people. Course fees are non-refundable. Registration must be received in the Association office at least 14 days prior to each course.

### REGISTRATION FORM – PLEASE PRINT

*Please complete this form and mail with check made payable to New York Housing Association, 634 Watervliet Shaker Road, Latham, NY 12110*

**Course Selection:** ✓ Please check the course you plan to attend

21B 3-Hour Introductory Course ONLY     6-Hour Mechanics Course

Name of Person Certifying \_\_\_\_\_  
(First) (Middle Initial) (Last) (Last 4 digits SS#)

Home Mailing Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Business Name \_\_\_\_\_

Business Mailing Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

**Signature :** \_\_\_\_\_

Course Date \_\_\_\_\_

I have enclosed a check in the amount of \$ \_\_\_\_\_



New York Housing Association  
634 Watervliet Shaker Road, Latham, NY 12110  
(518) 867-3242 / (800) 721-HOME • Fax (518) 867-3245  
info@nyhousing.org www.nyhousing.org