

- I am interested in obtaining the CBA designation. Please have someone contact me!
- I am interested in obtaining the MCBA designation. Please have someone contact me!
- I am interested in taking CBA classes On-line. Please have someone contact me!
- I have already started taking CBA Classes but I do not remember which ones I have completed. Please have someone contact me!
- I am interested in becoming an instructor. Please have someone contact me!

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email Address: \_\_\_\_\_

## CBA ONLINE

**CBA Classes are now available online!  
You can take up to 3 of your courses online to  
finish your CBA!**

- ✓ You simply log on to the website at [www.pb-us.com](http://www.pb-us.com).
- ✓ Follow the link "Committee Pages" on the left hand side to the "Education Committee" page.
- ✓ There you can select "CBA Online" on the right hand side under Quick Links.
- ✓ Then you select the class you wish to take, fill out a short form, submit that form and pay online.

**It's quick, simple and easy!**

Once you pay for the class, you are emailed the information for the class as well as a practice test. The final step to get credit for the online classes is to take the exam at one of the two PBUS Conferences. Both the Midyear and the Winter Conference offer a testing center where you can take the test.

**By taking classes online you will be able to free up your conference schedule and attend more classes.**

**CBA Online helps you finish all your  
classes faster!**



**Professional Bail Agents of the  
United States  
1301 Pennsylvania Ave. NW  
Suite 925  
Washington, DC 20004  
Phone: 202-783-4120  
Fax: 202-783-4125  
[info@pb-us.com](mailto:info@pb-us.com)  
[www.PBUS.com](http://www.PBUS.com)**



**Professional Bail Agents of  
the United States**

*Presents:*

**C**ertified

**B**ail

**A**gent

**PROGRAM**

Including Certified Bail Agent, Master  
Certified Bail Agent, Online Courses  
and Continuing Education

**[www.PBUS.com](http://www.PBUS.com)**

## CBA Course Curriculum

### I History & Responsibilities

Covers the history of bail, the history of Professional Bail Agents of the United States and presents an overview of the entire CBA program.

### II Your Professional Image

Discusses professionalism, demeanor, appearance, attitude, public relations and the PBUS Code of Ethics.

### III Daily Business Practices

This class covers, underwriting and risk selection, forms and record keeping, supervision of agents and employees and controlling your defendants.

### IV Reducing Losses

Covers the location and recovery of defendants, use of recovery agents, legal procedures and strategies and the recovery of the loss of expenses.

### V Legislative – Creating Your Future

Covers state and federal legislative involvement and the involvement in local, state and national bail organizations.

### VI National Apprehension & Liability Standards

Covers all aspects of controlling & limiting liability for the Bail Agent and the Agency.

### CBA Continuing Education

In keeping with the tradition of striving to improve the quality of the PBUS education program, the Board of Directors has set a requirement for those receiving their CBA after 1999 that they recertify every 2 years. This can be accomplished by attending a designated program at one of the PBUS Conferences.

# CBA

## Certified Bail Agent Program

*Please review the following instructions and procedures to achieve the certification:*

- ◆ All 6 classes must be successfully completed within a 2 year period in order to receive credit for payments and classes attended.
- ◆ You must have attended two PBUS national conferences.
- ◆ Only a licensed or appointed bail agent is authorized by this association to use the CBA Designation for any purpose.
- ◆ A maximum of 3 classes can be taken on-line.
- ◆ All CBA class exams must be taken at a PBUS Conference.
- ◆ All fees must be paid and verified before a student will be allowed to take an examination.
- ◆ If a student has failed a test, they may re-take the class and/or the test at no extra charge. If this should apply to you, please contact the PBUS headquarters to schedule the re-take and to receive a Re-Take Admission Card.
- ◆ You must remain a PBUS member in good standing to retain your CBA designation.
- ◆ Anyone who has started their CBA prior to the 2009 Winter Conference is not required to take CBA VI for completion of their CBA certification.

# MCBA

## Master Certified Bail Agent Program

To achieve the Master Certified Bail Agent's designation, the applicant must have their CBA designation, be a current member of PBUS, be a licensed or appointed bail agent in good standing for no less than 10 years and meet all the additional requirements as set forth by PBUS.

There is a class offered at the PBUS Winter Conference going over the application process for MCBA. It is free and open to anyone registered for the conference.

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**Professional Bail Agents of the United States**

**1301 Pennsylvania Ave. NW Suite 925**

**Washington, DC 20004**

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