



WELCOME TO NEXUS125™

Individual Enrollee Onboarding Packet

Everything you need to begin the Nexus125™ HR Partner Program with clarity and confidence.

PROGRAM	Nexus125™ HR Partner Program
CONTACT	info@nexus125training.com (866) 413-8777

Effective August 2026

Welcome: You are enrolling in a professional education experience designed to connect employee benefits, Section 125 strategy, ACA employer responsibilities, documentation, IRS response-readiness and employer advisory practice.

Your quick-start path

- ☐ Keep your Stripe payment receipt.
- ☐ Complete and return the learner-information section in this packet.
- ☐ Review and acknowledge the enrollment and operating policies.
- ☐ Complete the requested identity-verification step.
- ☐ Watch for a separate email containing your course-access instructions.
- ☐ Sign in, verify your name and complete the orientation before beginning Module 1.

Program snapshot

Program	Nexus125™ HR Partner Program
Format	Self-paced six-module professional education program with knowledge checks and final examination
Standard access	90 calendar days from the access start date
Completion standard	Complete required modules and activities and earn at least 80% on the final examination
Credential	Private Nexus125™ program-issued certificate/credential after verified completion
Support	info@nexus125training.com (866) 413-8777

Learner information

Legal name for records	
Preferred name	
Email	
Mobile phone	
Mailing city/state	
Employer/organization	
Current role/title	
Enrollment option	Individual Enrollment — \$997

Stripe receipt/reference

Requested start date

**How did you hear about
Nexus125™?**

Professional goals

Primary goal

**Current benefits/HR
experience**

Topics of greatest interest

**How you expect to apply
the training**

Accessibility and accommodations

Nexus125™ provides a process for requesting reasonable access-related accommodations. You are not required to disclose a diagnosis in this packet. Describe the access need or adjustment requested, and Nexus125™ will follow up privately.

**Accommodation
requested?**

☐ No ☐ Yes—please contact me privately

Best contact method

**Requested adjustment or
access need**

Technology and account readiness

- ☐ I have reliable access to email and a current web browser.
- ☐ I will use my own unique email address and learner login.
- ☐ I understand that course links, passwords, PINs and assessment access codes may not be shared.
- ☐ I can open PDF resources and save downloaded learning materials securely.
- ☐ I will contact Nexus125™ promptly if I cannot access the course or an assigned resource.

Learning and completion expectations

Course sequence	Complete assigned modules, activities and knowledge checks in the required order.
Satisfactory progress	Maintain consistent participation and respond to progress outreach when support is needed.
Maximum completion time	Standard access is 90 calendar days. One approved no-cost extension of up to 30 days may be available for documented circumstances.
Final examination	A score of 80% or higher is required for the full-program credential.
Identity and integrity	The enrolled participant must personally complete required coursework and assessments without unauthorized assistance.
Certificate issuance	Certificates are issued after completion, identity and assessment requirements are verified.

Important scope statement: Nexus125™ provides professional education and compliance-readiness guidance. The program is not a government license, academic degree or independent accreditation and does not authorize legal, tax or accounting advice.

Enrollment and operating policy summary

Cancellation, withdrawal and refunds

A participant may cancel in writing through midnight of the third business day after signing the enrollment agreement and before instruction begins for a full refund. After instruction begins, the published proportional refund schedule and the signed enrollment agreement apply. Requests must be submitted in writing to info@nexus125training.com.

Identity verification and examination integrity

Nexus125™ may require reasonable verification of the participant's identity before access, assessment or certificate issuance. Sharing accounts, answers, test content or access credentials; receiving unauthorized assistance; or misrepresenting the person completing the work may result in access suspension, review and denial or revocation of completion documentation, subject to the appeal process.

Complaints and appeals

Submit a written complaint or appeal to info@nexus125training.com with your name, course, relevant dates, the decision or concern and the requested resolution. Nexus125™ will acknowledge receipt, review the matter and issue a written response. When practical, the reviewer will not be the person whose original decision is being appealed.

Student records and verification

Nexus125™ maintains enrollment, completion, assessment and certificate-verification information needed to administer the program and respond to legitimate verification requests. Records are released only to the participant or as authorized by the participant, required by law or permitted under the applicable policy.

Program revision, cancellation or closure

If a course is materially revised, rescheduled or discontinued, affected participants will receive reasonable notice and instructions regarding continued access, teach-out, transfer to an appropriate offering or any applicable refund remedy.

Contact and support

Enrollment and academic support

info@nexus125training.com

Telephone

Toll-Free (866) 413-8777 | Local (225) 327-8777

Website

www.nexus125training.com

Written notices

Email subject: Enrollment Support, Complaint, Appeal,

Accommodation or Withdrawal

Participant acknowledgments

- ☐ I reviewed the program description, tuition/fees and the option I purchased.
- ☐ I understand the 90-day standard access period and completion expectations.
- ☐ I understand the 80% final-examination requirement for the full-program credential.
- ☐ I agree to use only my assigned account and to complete required work personally.
- ☐ I received information about cancellation, refunds, accommodations, complaints, appeals and records.
- ☐ I understand the educational scope and professional boundaries of the program.
- ☐ I authorize Nexus125™ to communicate with me about enrollment, access, progress, completion and support.

Acknowledgment and signature

By signing, the participant confirms that the information provided is accurate, the applicable enrollment and operating policies have been received, and the program's educational scope and completion requirements are understood.

Participant name

Signature

Date

Nexus125™ administrative use

Learner ID	
Payment verified by/date	
Identity verified by/date	
Access start date	
Standard completion date	
Extension date, if approved	
Certificate ID/date	