

Prosci® Virtual Train-the-Trainer Program Registration Form – Pending Invoice



Send via email to
register@prosci.com



Participant Information

*Required Fields

*Participant Name: *Today's Date:

*Organization Name: *Phone:

*Address, City, State, Zip:

*Job Title: *Email:

*Emergency Contact and Relationship: *Phone:

Name and email of person to send the pending invoice to (if different than actual participant):

What will be your method of payment? Credit card Check Wire transfer

Is your organization tax exempt? Yes No

Course Information

*Date of Class: Program Location: Virtual Instructor-Led

Program Tuition (select all that you are registering for):

Level 1: \$3,000

Level 2: \$2,000

Level 1: Will cover the facilitation of the following programs virtually and face to face: Program for Managers, Employee Orientation, Delivering Project Results, and Fundamentals

Level 2: Will cover the facilitation of the remaining programs virtually and face to face: Sponsor Briefing and the 3-day Practitioner Program

In order to complete the Train-the-Trainer process you will need to deliver a Prosci program for your company within 90 days of the Train-the-Trainer Program.

Date of the Class that you plan to teach:

Which course will you teach?

Your spot is secured when payment is received.

When your participation is confirmed, you will receive a welcome letter, via email, providing details on the program.

*When did you complete the Prosci 3-day Certification Program?

*Where did you take the 3-day Certification Program?

I agree to the statements below:

- Upon completion of the Prosci Train-the-Trainer Program, I understand that I will only be allowed to conduct certain (depending on the level) Prosci training to build change management competency within my own organization.
- Upon completion of the Prosci Train-the-Trainer Program, I understand that I am not allowed to offer Prosci training courses to third-party client organizations.
- Upon completion of the Prosci Train-the-Trainer Level 2 Program, I recognize this does not enable me to grant Prosci certification when teaching the 3-day Practitioner Program. (Requires Prosci Advanced Instructor Certification.)
- Prosci's Train-the-Trainer Program is not designed for consultants or employees from consulting companies; I am not a consultant nor is my company a consulting company.

- Please be advised that the TTT process is for instruction internal to your organization; it does not grant the capability to deliver training to external or third parties.
- For each course you deliver, you must purchase the appropriate course package for each student attending. Payment: as soon as we receive your registration form, we will contact you for payment information.
- When your registration is confirmed, you will receive a welcome email, providing details of the program.

Terms and Conditions I agree to the Terms and Conditions

Cancellation policy: specific to Prosci program tuition. If cancellation notice is received by Prosci from you more than 60 calendar days before the program start date, tuition is fully refundable or transferable to another session date. Within 60 to 45 calendar days of the program start date, tuition is nonrefundable and 75% can be transferred to a subsequent session (25% change fee) within 1 year. Within 44 to 15 calendar days of the program start date, tuition is nonrefundable and 50% can be transferred to a subsequent session (50% change fee) within 1 year. Within 14 calendar days tuition is nonrefundable and nontransferable. All cancellation/transfer requests must be received in writing (send email register@prosci.com).

Release of Liability and Indemnity Agreement: In consideration for participating in Prosci's program (the "Event") and to the greatest extent permitted by law, you assume all risks associated with participating in the Event known or unknown, including but not limited to, injury and/or death, and you hereby release Prosci, Inc., its employees, consultants, insurance carriers, officers, directors, representatives, and agents (hereinafter the "Released Parties") from any and all liability and/or claims that you may be entitled to bring on your own behalf that arise from participation in the Event, including claims based on negligence or breach of warranty. To the fullest extent permitted by law, you agree to indemnify and hold harmless the Released Parties from any and all claims, including those of a third party, and to not make claims or file any actions against any of the Released Parties arising in whole or in part from participation in the Event. You further agree to pay all costs, including attorney's fees, incurred by any Released Party in defending a claim or suit brought by you or on your behalf. You understand that participating in any additional activities beyond the Event is voluntary and that your change management certification is not contingent upon participation in any such activity.

Governing Law: These terms shall be governed by the laws of the state of Colorado.

Privacy Policy: Know your data privacy rights (<http://empower.prosci.com/know-your-data-privacy-rights>). By agreeing to these terms and conditions, you acknowledge your consent to Prosci's collection and use of all information you provide to Prosci in accordance with Prosci's privacy policy, located at www.prosci.com/privacy-policy.

Email Communications: By registering for this program, you agree that Prosci may contact you with information related to this course at the email you have provided. You may unsubscribe from email communication at any time.