

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



Participant Information

*Required Fields

Send via email to
register@prosci.com



*Participant Name:

*Today's Date:

*Organization Name:

*Phone:

*Job Title:

*Participant's Email for all program needs (Portal tools, comms, and Certificate access)

Participant Residential Physical mailing address for hard copy materials

Residential Address (Street, City, State and Zip):

Payment Information

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

****Please call 970-203-9332 when ready to pay, if paying by Credit Card****

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

Is your organization tax exempt? Yes No

Course Information

*Date of Class(es): 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: Leading Your Team Through Change, Change Management Employee Orientation, Delivering Project Results Workshop, and Taking Charge of Change

Level 2: Will cover the facilitation of the remaining programs virtually and face to face: Change Management Sponsor Briefing and the 3-day Change Management 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 completing 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?
(Must have attended within the last 24 months, please call us if it has been longer)

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

I agree to all 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.

- For each course you deliver, you must purchase the appropriate course package for each student attending.

Terms and Conditions I agree to the Terms and Conditions

Cancellation Policy: If cancellation notice is received more than 30 calendar days before the program, the program fee is fully refundable or transferable to another session date. If cancellation notice is received within 30 to 15 calendar days of the program start date, the program fee is nonrefundable but can be transferred to a subsequent session within a year with a 25% change fee. If cancellation notice is received within 14 calendar days of the program start date, the program fee is nonrefundable and 50% can be transferred to a subsequent session (50% change fee) within a year. All cancellation/transfer requests must be received in writing (send email to 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. If you have any additional questions about Prosci's privacy practices please contact us at privacy@prosci.com or toll-free at 1-800-700-2831.