

# Prosci's Train-the-Trainer Registration

Fax completed registration form to 970-669-7005  
or scan and email to [awest@prosci.com](mailto:awest@prosci.com)

## Course Information

Date of Class: \_\_\_\_\_  
Course Tuition: \$2300

Course Location: 1367 S. Garfield Ave., Loveland, Co 80537  
Special Dietary Needs For Lunches: \_\_\_\_\_

## Participant Information

Today's Date: \_\_\_\_\_  
Participant Name: (For certificate at end of session) \_\_\_\_\_  
Title: \_\_\_\_\_ E-mail: \_\_\_\_\_  
Phone: \_\_\_\_\_ Company: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Shipping Address: \_\_\_\_\_

Train the trainer prerequisite: Certification in Prosci's methodology (must have been attained within 24 months of TTT).

Date achieved: \_\_\_\_\_  
Location of certification: \_\_\_\_\_

Please check all boxes that apply:

- Upon completion of Prosci's Train-the-Trainer program I will be conducting Prosci training to build change management competency within my own organization.
- After completion of Prosci's Train-the-Trainer program I intend to offer Prosci training courses to third party client organizations. (Requires Authorized Training Provider designation)
- After completion of Prosci's Train-the-Trainer program I need to provide certification in Prosci's methodology. (Requires Prosci Certified Instructor designation)

\*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.

## Payment Method

If payment needs to be made in another form please call +1 970-203-9332

Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_  
Card Holder Name: \_\_\_\_\_ Type of Card: \_\_\_\_\_  
CVV2 Code (Security code on card – 4 digits on front of AMEX, and 3 digits on back of all other cards): \_\_\_\_\_  
Billing Address: \_\_\_\_\_

## Additional Information:

- ⇒ You will receive a welcome letter, via email, giving details and information that you will need for the course.
- ⇒ You will need to make your own flight, transportation and accommodation arrangements. Suggestions will be mentioned in the welcome letter.

Cancellation policy: More than 30 calendar days before the program, tuition is fully refundable or transferable to another session date. Within 30 to 15 calendar days of the program start date, tuition is nonrefundable and 75% can be transferred to a subsequent session (25% change fee). Within 14 calendar days of the program start date, tuition is nonrefundable and 50% can be transferred to a subsequent session (50% change fee). All cancellation/transfer requests must be received in writing (send email [awest@prosci.com](mailto:awest@prosci.com)). Students must cancel lodging and meal accommodations with the venue directly and pay all associated fees.

Call to enroll at 970-203-9332 or 800-700-2831 (Toll free within USA and Canada)

1367 S. Garfield Ave. – Loveland, CO – 80537 – USA  
[www.change-management.com/ttt](http://www.change-management.com/ttt)