

## More information

### Attend with a colleague

We encourage participants to attend certification with colleagues that are working on the same project, when possible. If you are attending the same program with one or more colleagues and working on the same project, you can receive a program fee discount.

The first person to register will pay the full program fee. The next participants will receive a CHF 200 discount. You can apply this discount one of two ways:

1. If registering at the same time: The discount will automatically be applied from your total price during checkout.
2. If registering separately: The first person to register will pay the full program fee. The next participants will receive the discount by indicating in the « Message » box that they will work on the same project of first name – last name of the first person.

### About the program fee

Prosci's certification is a total-immersion experience where you will learn with your classmates, stay at the same venue, and complete activities together. The program fee for the Prosci Certification Program is 3 550 CHF excl. VAT and includes your venue stay.

This all-inclusive fee covers:

- The 3-day training, including all course material, meals, activities, gratuities and meeting fees
- Certification in the industry-leading Prosci Change Management Methodology, including one-on-one application coaching
- License to apply the Prosci Change Management Methodology to unlimited projects

**ATTENTION: Please note that if you need a hotel, you will have to book it on your own.**

### Cancellation and Venue Stay Policy

All cancellation must be received in writing at [prosci@nexum.eu](mailto:prosci@nexum.eu)

1. If cancellation notice is received more than 60 calendar days before the program start date, only administrative fee will be due and charged (= CHF 80 excl. VAT).
2. If cancellation notice is received within 60 to 30 calendar days of the program start date, administrative fee and 70% of the venue package (CHF 950 excl. VAT) cost will be due and charged (= CHF 80 excl. VAT + 70% of CHF 950 excl. VAT).
3. If cancellation notice is received within 30 calendar days of the program start date, the program fee is nonrefundable and the total amount will be due and charged (CHF 3 550 excl. VAT).