

# PRINCE2® Foundation intensive course in the classroom Enrollment Form P2F1

Allinweb AG PRINCE2 ATO since 2009

Please fill in the form, and send it by e-mail to:  
PRINCE2admin@allinweb.ch or by Fax to the number +41(0)919211648

Signature required on the last page

PART 1: PERSONAL DETAILS	
<b>Title (Mr/Mrs/Miss/Dr/Prof):</b>	
<b>Family Name:</b>	
<b>First Name:</b>	
<b>E-mail:</b>	
<b>Tel. Number:</b>	
<b>Company and Dept.:</b>	
<b>Job description:</b>	
<b>Years of experience in Project Management :</b>	
<b>Billing Address:</b>	
<b>City :</b>	
<b>Post Code:</b>	
<b>Country:</b>	
<b>Delivery Address:</b>	
<b>City:</b>	
<b>Post Code:</b>	
<b>Country:</b>	

PART 2: DELEGATE's SPECIAL REQUESTS	
<b>Access to the Venue</b>	
<b>Audio/Visual</b>	
<b>Dietary</b>	
<b>Other</b>	

### I am interested in the following service package:

<p><b>PRINCE2 Foundation Intensive Course</b> Formula: 3 working days in the classroom</p> <p><b>PRINCE2 Manual</b></p>	<p><b>start date</b> (dd/mm/yyyy) ___ / ___ / _____</p> <p><b>end date</b> (dd/mm/yyyy) ___ / ___ / _____</p> <p>Managing Successful Projects with PRINCE2® 2009 Edition – Book <input type="checkbox"/></p> <p>Managing Successful Projects with PRINCE2® 2009 Edition – PDF- The file is protected by Digital Rights Management (DRM) and can only be opened with Adobe Digital Editions <input type="checkbox"/></p> <p>NO <input type="checkbox"/> Please tick NO only if you already possess either the book or the PDF. The use of the manual is not optional.</p>	<p>Course Fee 1000 Chf</p> <p>Book - 140 Chf (included delivery)</p> <p>PDF - 120 Chf</p>
<p><b>PRINCE2 Foundation Certification Exam paper -based format</b></p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Allinweb does not organize PRINCE2 certification exams separately from the related training services. Please note that the exam organized by Allinweb is set at the end of the course, as indicated in the course time-table. If the delegate prefers to postpone the exam date, the exam booking and administration are both excluded from Allinweb services and will have to be managed by the delegate.</p> <p><b>General information:</b> the purpose of the foundation level is to confirm you have sufficient knowledge and understanding of the PRINCE2 method to be able to work effectively with, or as a member of, a project management team working within an environment supporting PRINCE2. The foundation level is also a pre-requisite for the practitioner certification.</p> <p><b>Exam Format:</b> Multiple choice; 75 questions of which 5 questions to be trial and not counted in scores; 35 marks required to pass (out of 70 available) - 50%; 60 minutes duration; closed book.</p>	<p>Exam Fee 180 Chf</p>



## Terms and Conditions

**Enrollment** - In order to enroll to the course fill in this form, sign it and send it by e-mail to: [PRINCE2admin@allinweb.ch](mailto:PRINCE2admin@allinweb.ch) or by Fax to the number +41(0)919211648. In case you experience any problem please contact Allinweb at the following phone numbers: +41(0)919211646 or +41(0)919211647

**Payment** - The course confirmation – subject to there being a minimum number of 4 participants – will be sent by e-mail 10 working days before the course start date. The payment has to be made upon receipt of the course confirmation notification and prior to the course start date. The invoice will be issued prior to the course start date.

**Withdrawal** - In case the delegate wishes to cancel their enrollment, 70% refund will be provided on condition that the cancellation has been notified to Allinweb 5 working days in advance. In all other case no refund will be provided, with the only exception of a delegate being replaced by another person, who have regularly paid the entire course fee.

**Postponement and cancellation** - Allinweb reserves the right to cancel or change the training course date upon written notice of 3 working days. In such a case the payments made will be fully reimbursed or, on delegate's request, transferred to another course. No indemnity will be paid by Allinweb

**Copyright** - Delegates acknowledge that –unless otherwise stated- Allinweb holds the copyright on the course training material. Copying or disclosing the course material to 3rd parties is forbidden except with the prior written permission of Allinweb.

**I understand and agree to the conditions of enrollment and confirm that the above information are correct and complete**

**Date** (dd/mm/yyyy) \_\_\_ / \_\_\_ / \_\_\_

**Delegate 's Signature** \_\_\_\_\_