

TRAINING REGULATIONS

Academy of Technology C&C Partners Sp. z o.o.

Processing of personal data

All information regarding the policy of personal data processing by C&C Partners Sp. z o.o. is presented in the GDPR Information Clause document available on the website: www.ccpartners.pl. Your data will be used only for commercial purposes and related to the execution of the order and registration for training.

Registration for training

1. C&C Partners Sp. z o.o. trainings can be attended by both private persons and employees of companies and public institutions.
2. The training participant and the participant registering the participant are obliged to read these regulations at the latest before joining the training and adapt to its provisions.
3. An application for the training can only be submitted by filling in the on-line application form, available at each training date on the www.ccpartners.pl website.
4. Sending an application is not tantamount to accepting the participant for a given type and date of training.
5. The participant will be accepted for a given training date only if there are free places. The participant will then receive an e-mail confirmation of acceptance for a given training date.
6. No later than one day before the start of the training, to the address provided by e-mail, information about the training will be sent. In the event of not receiving any information, the Participant is obliged to contact the following e-mail address: akademiatechnologii@ccpartners.pl or telephone at phone +48 65 525 55 00.
7. Registration for training is tantamount to acceptance of the terms and conditions of these regulations.
8. C&C Partners Sp. z o.o. assumes that the declarations made by the training participants in the application form, regarding the knowledge and skills are consistent with the actual state of knowledge of the training participant. Thus, the training program does not cover the basic knowledge of structural networks, active devices and IP networks.

Costs of participation in the training

1. The cost of participation in the training along with the services included in the price is given in the offer of individual trainings.
2. After registering the application for the paid training, the system will generate a proforma invoice, which must be paid within 7 days from the date of issue. This invoice will be automatically sent to the person registering the participant for the training to the address indicated in the application email.
3. The fee for participation in the training should be paid by bank transfer to the indicated bank account in accordance with the payment date resulting from the from the issued invoice, but not later than 2 days before the date of the training. If the payment is made after the time referred to in the sentence above, the Participant is obliged to send an e-mail confirmation of the completed transfer by the time the training begins.
4. Depending on the payment date and the date of the training to which the payment relates, C&C Partners Sp. z o.o. will issue:
 - a. advance invoice, if there are more than 60 calendar days and a final invoice after the training;
 - b. final invoice if there are less than 60 days left until the training.
5. Failure to pay the proforma invoice on time is tantamount to the removal of the participant's application from the training.
6. The offer of C&C Partners Sp. z o.o. includes discounts to which the participants of the training are entitled after meeting certain conditions:
 - a. the status of a C&C Partners Technology Partner entitles to a 50% discount in accordance with the rules described in the agreement concerning the Technology Partner, but in the amount of no more than 2 people per year within the scope of a given system,
 - b. The status of the user of the system that is the subject of the training entitles to a 100% discount of 2 people per year for a given system.

7. The discount must be accepted each time by an authorized employee of C&C Partners Sp. z o.o. The Participant will be notified of the acceptance of the discount by e-mail.
8. All prices given in the training offer are net prices to which VAT will be added at the currently applicable rate.
9. The Participant may resign from participation in the training free of charge before paying the proforma invoice. If the resignation is submitted after payment, the participant bears 100% of the participation costs.
10. The date of resignation from participation in the training is the date of sending an e-mail to the following address: akademiatechnologii@ccpartners.pl.

Participation in training

1. It is possible to replace the registered Participant from the same company, but not later than 2 days before the date of the training.
2. The Company is not responsible for deficiencies in the training material caused by the Participant's lateness.
3. In the event that the trainer is unable to conduct the training on the previously specified date due to random reasons, the Company reserves the right to change the date of the training. In such a case, the Training Participants will be immediately informed about this fact.
4. C&C Partners Sp. z o.o. reserves the right to cancel the training no later than 3 working days before the date of the training, for reasons beyond the Company's control.
5. Participants of on-site trainings are obliged to follow the recommendations of the trainer and comply with the safety rules of the facility, including fire safety.
6. Participants of the training, after completing the questionnaire related to its evaluation, will receive a certificate of completion of the training of the Academy of Technology C&C Partners Sp. z o.o.
7. Training materials given to the participants of the classes are protected by copyright. Copying, disseminating and transferring them to third parties is prohibited.
8. Rules for filing complaints:
 - a. complaints will be accepted only in writing, sent to the e-mail address of the akademiatechnologii@ccpartners.pl, w 14 days from the date of completion of the training,
 - b. complaints will be considered individually within 30 days from the date of their receipt,
 - c. The complaint should include the following elements: contact details of the complainant (name of the Company, name and surname, telephone number, e-mail address), code and date of the training, detailed description of the training, reason for the complaint and justification.
9. The reason for the complaint cannot be situations/events beyond the control of C&C Partners Sp. z o.o.
10. Complaints will not be considered in the case of persons against whom C&C Partners Sp. z o.o. has financial claims.
11. C&C Partners Sp. z o.o. reserves the right to send information to the training participant regarding the expiring validity of the certificate received by the participant after a given training. By accepting these regulations, the training participant agrees to it.

Leszno, 12 march 2024 r.