Registration Form – EMEA In Person  
Certification Trainings 2024

*To register, kindly complete all sections of the form (gray boxes) and return it to* [*training@genetec.com*](mailto:training@genetec.com)*. Please note that we don’t accept personal or generic email addresses, only corporate email addresses are accepted.*

**Section 1 – Contact Information**

|  |  |
| --- | --- |
| Last Name: | First Name: |
| Email address : | |
| Company: | |
| Address (business) : | |
| City: | Province / State: |
| Country: | Postal / Zip Code: |
| Phone: (   )    -     x | Participating in the course: YES NO |

**Section 2 - Billing Address – Required for Genetec Invoices/Proof of Payments  
\*To be completed by your Accounts Payable Department\***

Same as above “Section 1” or

|  |  |
| --- | --- |
| Company: | |
| Address (business): | |
| City: | Province / State: |
| Country: | Postal / Zip Code: |
| Recipient email address: | |

**Section 3 – Multiple Participants (if applicable)**

|  |  |
| --- | --- |
| Last Name: | First Name: |
| Company: | |
| Address : | |
| City: | Province / State: |
| Country: | Postal / Zip Code: |
| Phone: (   )    -     x | Email address: |

|  |  |
| --- | --- |
| Last Name: | First Name: |
| Company: | |
| Address : | |
| City: | Province / State: |
| Country: | Postal / Zip Code: |
| Phone: (   )    -     x | Email address: |

**Section 4 – Course Description, Registration Fees & Pre-requisites**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Course code** | **Title** | **Duration** |  | **Registration Fee USD/EURO** | **Registration Fee GPB** |  | **Pre-requisites** |
| *Basic level Courses* |  |  |  |  |  |  |  |
| [SC-OTC-001](https://share.genetec.com/get/8315ba12d5c241f1961cb0a031080638) | Security Center 5.x Omnicast (Video) Technical Certification | 2 days |  | 1010.00 $/€ | £910.00 |  | Self evaluation [General IT skills quiz](https://forms.office.com/Pages/ResponsePage.aspx?id=-9Koe2BGGUqALk0BWhfhZ2t2oV48WMRNqdB5u1BOopFUMDhFVVEwUlZSMDVaUTUxVkVZSzdCT1VWRiQlQCN0PWcu) prior to registering |
| [SC-STC-001](https://share.genetec.com/get/1915703f882f44cc9a05d02d9cc54873) | Security Center 5.x Synergis (Access Control) Technical Certification | 2 days |  | 1010.00 $/€ | £910.00 |  |
| [SC-AFC-001](https://share.genetec.com/get/b4666a187130445ea339e424a2661ee3) | Security Center 5.x AutoVu fixed technical certification | 2 days |  | 1010.00 $/€ | £910.00 |  |
| [SC-AMP-001](https://share.genetec.com/get/858e135da11c426095e9eb6f17150a6d) | Security Center 5.x AutoVu Mobile Essentials with Parking technical certification | 3 days |  | 1430.00 $/€ | £1,290.00 |  |
| *Advanced course* | |  |  |  |  | |  |  |
| [SC-STC-002](https://share.genetec.com/get/3fe26b3c2b7148b4bf1e6d50ba8f9943) | Security Center 5.x Advanced Troubleshooting Technical Certification | 2 days |  | 1430.00 $/€ | £1,290.00 |  | Successful completion of SC-STC-001 |
| [SC-ETC-001](https://share.genetec.com/get/b3d6bb9ddf76498f964edce5aaeb3458) | Security Center 5.x Enterprise (Advanced) Technical Certification | 2 days |  | 1430.00 $/€ | £1,290.00 |  | Successful completion of SC-OTC-001 or SC-STC-001 |
| [MC-ACT-001](https://share.genetec.com/get/bb94234a9c044679aa54bebe826a0e23) | Genetec Mission Control Admin Training | 2 days |  | 1430.00 $/€ | £1,290.00 |  |
| [SC-SIP-001](https://share.genetec.com/get/78493b31604947cb919b4641070bde3a) | Security Center 5.x Sipelia Certification | 1 day |  | 1,010.00 $/Є | £890.00 |  | SC-OTC-001, SC-STC-001, SC-AFC-001 or SC-AMP-001 |

\*\*Taxes applicable for our customers based in France & the United Kingdom  
Taxes applicable based on your location  
Pricing above is based on Invoice date and not Training date. The price is per person.

**Section 5- Method of payment**

|  |  |  |
| --- | --- | --- |
| **Selection** | **Payment Type** | **Instructions** |
|  | Credit Card | **The accompanying form must be returned with the registration form We don’t accept Credit card payments in EURO & GPB currencies.  We only accept Visa/Mastercard payment in USD.** |
|  | Purchase Order | **Copy of the Purchase Order must accompany the registration form**  To be eligible for payment by purchase order, your company must have payment terms pre-established with Genetec. No purchase orders will be accepted from companies who do not have payment terms with Genetec. |
|  | Wire Bank Transfer | **A proforma invoice will be emailed to you with our wire transfer details.**  If payment has not been received within two weeks of submitting the form, the participant’s spot will be released from the roster and the participant will receive an email informing them of their removal from the course. |
|  | Training Co-Op Funds | **Amount of funds applied:**  You must currently be enrolled in the Channel Partner Co-Op Plan to be eligible for this payment option. For more information on the Channel Partner Co-Op Plan, please discuss details with your Regional Sales Manager or contact the Genetec Channel Marketing Team at [coop@genetec.com](mailto:coop@genetec.com) for more information.  **Note that all registrations requesting the use of Training Credits must be submitted and processed by June 12th, 2024, to avoid coop fund expiration.** |

**Section 6- Cancellation Policy & Training details**

**Cancellation BY PARTICIPANT:**

Genetec training fees are non-refundable however any cancellation up to 2 weeks prior to the beginning of the course will entitle the participant to a 100% credit towards a future training session. Any rescheduling or cancellation within 2 weeks prior to the training will be subject to a **$400.00/400.00€/  
£360.00** **administration fee per person**. Please note this fee is still applicable even if payment has not been made at the point of cancellation. **Substitutions of participants are accepted without any additional charges**. Any cancellation must be confirmed in writing and sent by e-mail.

**Cancellation BY GENETEC:**

Genetec reserves the right to cancel a course, 2 weeks prior to the course date if there is insufficient enrollment. As soon as the decision is made, Genetec will inform all participants of the cancellation. Participants can then choose another course to attend or request a full credit to be applied to a future training session.

**In Person Training**

**It is strongly suggested that participants wait to book travel to sites until Genetec has confirmed the training via email.** To know whether training is confirmed, please contact us ([training@genetec.com](mailto:training@genetec.com)). Please note Genetec is not responsible for travel arrangements (booking airfare, booking hotels, airline penalties, etc) however we will do our best to rebook participants in a future training session should their training get cancelled.

All trainings are 9am-5pm with a meal and snacks included. Please let us know if the participant has any dietary restrictions.

Genetec University:

All students will receive log in credentials to the LMS, Genetec University, at least 2 weeks in advance to access course information, training material and training location details.

**Section 7- Computer requirements**

***\*\*Before you register, please make sure you meet our requirements\*\****

|  |  |  |
| --- | --- | --- |
| **Hardware** | **Operating Systems** | **Additional Requirements** |
| Intel® Core™ i5 processor (i7 recommended) | Microsoft® Windows 8.1 Pro/Enterprise**1** | Windows local administrator rights are required to install our software. |
| 4 GB RAM (or better) | Microsoft® Windows 10 Pro version 1607 and later **1** | or, |
| 80 GB hard drive for OS and Security Center applications | Microsoft® Windows 10 Enterprise LTSB version 1607 and later **1** | Windows Remote Desktop application. Used to install and work with one of our virtual machines. |
| 256 MB PCI-Express x16 video card (or better) | Microsoft® Windows 11 Pro/Enterprise **3** |  |
| 1280 x 1024 screen resolution at 96 dpi (or better) | Microsoft® Windows Server 2012 **2,3** |  |
| 100 Mbps Ethernet network interface card | Microsoft® Windows Server 2012 R2 **2,3** |  |
|  | Microsoft® Windows Server 2016 **2,3** |  |
|  | Microsoft® Windows Server 2019 **2,3** |  |
|  | Microsoft® Windows Server 2022 **2,3** |  |
| If you’re planning on running virtualization, ensure that your guest VM meets the requirements above. | | |

**1** Both 32-bit and 64-bit versions are supported.

**2** Only Standard, Enterprise, and Datacenter Editions are supported.

**3** Only 64-bit versions are supported.

**Recommended knowledge assessment**

|  |  |  |  |
| --- | --- | --- | --- |
| **Windows operating system** | **Databases** | **Storage basics** | **Networking** |
|  |
| Working with Task Manager | What is a database? | Internal vs external storage | Understand IP addresses, subnets, ports |  |
| Working with Windows services | What is a table? | What is a SAN? What is a NAS? | What is TCP vs UDP? |  |
| Installing/Removing applications | What is a database server? | What is a RAID? | How to set static/dynamic IP address in Windows |  |
| Understanding Windows user accounts (local users, domain users, administrators) | Familiarity with SQL databases (Express, Standard or Enterprise) |  | Basic command line tools (eg. ping, tracert, ipconfig) |  |
|  |  |  | (Recommended: CompTIA Network + or equivalent) |  |

**To make sure your IT skills meet our requirements, we invite you to take the following quiz prior to registering:** General IT Skills Test

**Section 8 – Course Schedule**

**Please note that the training registration period ends 8 days prior to the beginning of the training session.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Choose** | **Title** | **Code** | **Dates** | **Location** | **TRA #** |
|  | **Security Center – Synergis** Tech. Cert. **5.x** | **SC-STC-001** | April 30 – May 1 | London, UK | 06846 |
|  | **Security Center – Synergis Advanced Configuration & Troubleshooting** Tech. Cert. **5.x** | **SC-STC-002** | May 02 – 03 |
| N/A\* | **Security Center – Omnicast Advanced Configuration & Troubleshooting Tech. Cert 5.x** | **SC-OTC-002** | May 21 -23 | London, UK | 06850 |
|  | **Security Center – Omnicast Tech. Cert. 5.x** | **SC-OTC-001** | May 13 -14 | Dubai, EAU | 06851 |
|  | **Security Center – Synergis** Tech. Cert. **5.x** | **SC-STC-001** | May 15- 16 |
| FULL | **Security Center – Omnicast Tech. Cert. 5.x** | **SC-OTC-001** | June 04 - 05 | London, UK | 06853 |
|  | **Security Center – Synergis** Tech. Cert. **5.x** | **SC-STC-001** | June 06 – 07 |

\* For more information on the Advanced Configuration and Troubleshooting courses, please contact [training@genetec.com](mailto:cwilliams@genetec.com)