

# Registration Form for UXQB® CPUX-F



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## Memberships:

- ASQF® e.V.  
 German UPA  
 QAMP® certified

Membership Code: \_\_\_\_\_

## Payment Options\*

Voucher: \_\_\_\_\_

- Credit Card (+4%):  VISA  MasterCard  
 PayPal (+4%)

Name of Cardholder: \_\_\_\_\_

Card Nr.: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ CVV or CVC Code: \_\_\_\_\_

- Invoice sent to (select one):  
 candidate  billing address

## Candidate Information

_____
Title
_____
First and Last Name*
_____
Company*
_____
Street, House Number*
_____
Postal Code, City*
_____
Country*
_____
Telephone / Mobile Number*
_____
E-Mail*

## Billing Address

- a collective invoice is required (for several candidates)

_____
Company
_____
First and Last Name of the Contact Person
_____
Street, House Number
_____
Postal Code, City
_____
Country
_____
Telephone / Mobile Number
_____
E-Mail

- The invoice recipient is a business owner and resident in another EU Member State other than Germany. The tax identification number is:

\_\_\_\_\_

## Date of the Exam:

Date\*: \_\_\_\_\_ (DD/MM/YYYY)

Location\*:  Potsdam  Erlangen  \_\_\_\_\_

Training\*:  without training  with Training (Training Provider: \_\_\_\_\_)

Language of the exam\*:  English  German

Is this a re-sit exam?\*:  Yes  No

Are you a student\*:  Yes  No (If you select yes, please include a copy of your Student ID)

Do you require a time extension?  Yes  No

Request for examination time extension (15 Min) because the test is not offered in your native language, or the native language of your place of residency (please enclose copy of ID card)

\* Required field

## Terms and Conditions and Privacy Policy:

Before filling in the application, please take the time to read the [iSQI's Terms and Conditions](#). With your application for enrollment, you hereby accept these conditions.

\_\_\_\_\_  
Date Place Signature

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## Registration details and requirements for participation in examinations

### General Information

For our services, we refer to the current version of our general Terms and Conditions for the certification of exams. Please inform yourself before signing up, especially in accordance to the provisions of the UXQB e.V. (<http://www.uxqb.org/de>) to which we are bound.

### Registration

Please register for your preferred examination date with us directly per email, post or fax. Your registration is legally binding when a completed and signed registration form (including all required personal and billing information) has been received by us. Please be informed that this must take place no later than 10 days before your preferred exam is scheduled.

You are welcome to contact us per telephone, if you would like us to reserve a spot for you. This spot will be reserved for 2 weeks. If we do not receive your written application within the two-week reservation period, the reservation will be cancelled. After we process your registration you will receive a registration confirmation.

### Use of Vouchers

If you have a voucher that entitles you to participate in an examination, the voucher number is mandatory during the registration process. If you do not select the voucher option and state the voucher number by the "Payment Options" portion of you application, you will not be able to pay with a voucher after you registration has been completed.

### Billing Information

If you as candidate are not the invoice recipient, please be advised that you will be legally bound to carry the costs of your examination, should the other invoice recipient (your employer or third party) as mentioned in your registration form neglect to carry the costs.

If you do not enter anything in billing information we will use your candidate information for any possible invoice.

### Entrepreneurs in member countries of the European Union

If you are a business owner within the EU Member States with the same legal jurisdiction for sales tax, but the place of your business, or the company paying the invoice is located outside of Germany, but within the EU, you must state the business' VAT (value added tax) identification number received from your national tax authority on this registration sheet.

If the invoice is being paid for you by a business located outside of Germany, but within the EU Member States, you must also state the business' VAT (value added tax) identification number on this registration sheet.

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## Training and scheduled public examinations

Although you have the option to prepare for the examination on your own, we strongly recommend participating in an accredited training session for optimal preparation.

In addition to the examinations that follow a training course of an accredited training company, there are also general public examinations held on a regular basis. These exams as well as our various other forms of examination are open for people who have prepared for exams on their own.

## Terms of cancellation

You are able to cancel your participation in any examination up to 7 days before the exam without having to pay any part of the examination fee. All cancellations must be done in written form and received up to 7 days prior to the examination in order for these terms of cancellation to apply. If you choose to cancel your participation of an exam less than 7 days before the exam, the examination fee must be paid in full.

## Cancellation of an examination

We reserve the right to cancel any examination even after the confirmation of your registration has been received, if the number of participants is less than 6 people. If an examination is to be cancelled for this reason, we will inform you as soon as possible, and offer alternative dates and locations. All paid registration fees for an exam cancelled by iSQI and without a replacement exam will be refunded in full.

## Fees and Payment

All payments are due immediately upon invoice receipt.

The regular examination fee for CPUX-F is € 300.00 + VAT (applicable value added tax).

"Professional" members of the German UPA receive a 20% discount on the exam fee (i.e. € 240.00 + VAT.) This discount is only possible if you have stated your German UPA membership on your registration form, and have submitted a copy of your valid membership card.

Students receive a 50% discount on the regular priced fee. This discount is only possible if you have stated you are a student on your registration form, and have submitted a copy of your valid student ID.