

Public trainings Terms & Conditions

How can I register for public training?

Select most convenient way.

- Register by filling form on training webpage,
- Contact us at register@procognita.com.
- Call our office at +48-881-300-593.

You will receive confirmation email with the details of the training. For public training we have limited number of seats. Availability is determined by the order of the submissions. Final reservation of your seat is done upon payment.

How I can pay?

Most preferred is bank transfer. Upon your request we may issue proforma invoice. If you want to pay with your credit card, please inform us about it during registration.

VAT invoice will be issued after receiving your payment.

If your company policy does not accept proforma invoices, or payment can be done only after service have been delivered, please contact us.

How I can use my Voucher?

If you have Training Voucher that you want to use send us your voucher unique number during registration.

I can't participate in training – how I can resign?

You can resign from participation in training up to month before training date completely without consequences. Please let us know by sending email to biuro@procognita.pl. We will return your payment money within 7 days.

Up to 2 weeks before training you can find someone to replace you. If you do not have a replacement you can use your payment fee to cover training at another date. Please contact us to make proper change or reserve your seat.

If there is less than two weeks there is no possibility to resign.

If training is cancelled, we will return your money to your bank account within seven days or based on your request we will include them for future training.

Copyrights – can I use training materials?

All materials with our copyrights are for available for participants for internal, non-commercial use. Some of materials are shared under Creative Common license. You can find more details at (<https://creativecommons.org/licenses/>)

I got a question – where I will find answer?

In case of any questions feel free to email us at office@procognita.com or call +48-881-300-593.