

Strata Decision Technology

Training Policy Guide

STRATAJAZZ® ADMINISTRATOR CERTIFICATION

September 24, 2021

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Classes

Cancelation and Refunds

Cancelation and full refund requests can only be honored until one week prior to the training. The request must be received via email to training@stratadecision.com. After that date, registration fees are forfeited.

If you cannot attend, you may designate a substitute attendee from your organization. Requests for substitutions may be made no later than three business days prior to the training. For further information, please contact the Strata Decision Training team at training@stratadecision.com.

Pricing

Certification prices are priced on a per person per day basis. Even if a course is not a full day's length, the price is rounded up to the next full day.

Current pricing is below:

Training Location	Price
In Strata Office	\$300/person/day
Virtual	\$375/person/day
At Client Site	\$2320 for every grouping of 5 attendees + travel and expenses for Strata staff participating

As of February 14th, 2020, below is the list of price offering per class.

Solution	Course	Virtual	At Strata
Cross-Solution	General Platform Features	\$0	\$0
	Ad Hoc Reporter - AP	\$375	\$300
	Ad Hoc Reporter - DS	\$375	\$300
Advanced Planning	Capital Planning Level 1 – Fundamentals	\$375	\$300
	Management Reporting Level 1 – Fundamentals	\$375	\$300
	OnePlan™ Budgeting	\$375	\$300
	Strategic Planning Level 1 – Rolling Forecasting	\$750	\$600
Decision Support	Analytics	\$375	\$300
	Cost Accounting Level 1 – Fundamentals	\$375	\$300
	Contract Analytics	\$375	\$300

Class Frequency

Our classes are offered on an 8-week schedule. You can expect an offering of each class listed above to be offered on a bimonthly cadence.

The upcoming quarter's class schedule is posted on the following days below:

Quarter	Post Date
Q1 <i>(January, February, March)</i>	Courses are posted the third Tuesday of November.
Q2 <i>(April, May, June)</i>	Courses are posted the third Tuesday of February.
Q3 <i>(July, August, September)</i>	Courses are posted the third Tuesday of May.
Q4 <i>(October, November, December)</i>	Courses are posted the third Tuesday of August.

Attendance

Attendance in certification classes is not required to get certified, however, if obtaining CPE credits, attendance in certification class is mandatory for the entire class.

Certification Assessments

Project

Projects will be graded and scores will be communicated within two weeks of submission. A score of 75% or higher is required. A maximum of three attempts is allowed.

Test

Tests must be completed by the individual in Training Center. A score of 75% or higher is required. A maximum of three attempts is allowed.

Clients may not take screenshots of the questions or work with others while taking his/her test or project. A client's certification will be voided if discovered to be cheating.

Certificates

After achieving certification, the certified individual will receive a framed certificate. The certificate will be mailed within a month of the certification achievement. **Shipping timelines may be delayed due to COVID-19 precautions and office closures.**

Certified individuals are responsible for completing and passing the annual renewal quiz in order to maintain certification. If an individual does not take the quiz during the time allotted, the certification will lapse.

Questions and Concerns

Any questions or concerns may be directed to: training@stratadecision.com.

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