

Initial certification. Fees for moving to another certification level, unsubscribing or re-examination (All fees quoted are exclusive VAT)**Moving to another certification level (Initial Certification level A, B, C, D):**

- All levels: Moving up to one month before the Introduction Session is free
- All Levels: When moving to the next certification round, from one month before the Introduction Session until two weeks after, a fee of DKK 2,000 for Level D and DKK 4,000 for Level C, B and A will be invoiced
- If you move later than two weeks after the introduction session, a fee of DKK 3,000 will be invoiced for level D and DKK 8,000 for level C, B and A. When moving, the possibility of a refund lapses
- If you at the introduction session or immediately after, assess that you are registered for an incorrect certification level, then you can change level at no cost other than the price difference at the individual levels

Unsubscribe (Initial Certification level A, B, C, D):

- Unsubscribe up to one month before the Introduction Session is free. If you unsubscribe from one month before the Introduction session and up to two weeks after, the invoiced amount for the certification will be credited with a deduction of DKK 2,500 for Level D and DKK 5,000 for Level C, B, and A.
- If you unsubscribe from Level D later than two weeks after the Introduction session, no credit will be provided.
- If you unsubscribe from Level C, B and A from two weeks after the Introduction session until after Step 1 (received the first feedback) - or if the candidate is stopped at Step 1 - 40% of the invoiced amount will be credited for the certification. In case of later cancellation, no credit will be provided.

Re-examination: (Initial Certification level A, B, C, D):

- If the CV / self-assessment has been passed at Step 1 (levels C and B), but the written exam has not been passed, it is possible to participate in a re-exam. By participating in the re-examination, the possibility of being credited 40% lapses.
- Level D, C and B: fee for re-examination is DKK 3.000
- Level B and A: Second attempt to pass the written report is DKK 3.000

Re-certification. Fees for moving to another certification level or unsubscribing (All fees quoted are exclusive VAT)**Move to next certification round:**

- You can only move to the next round, if the next round end before your certificate expires + 6 months
- DKK 3,000 will be invoiced for levels A, B and C. DKK 1,500 will be invoiced for level D

Unsubscribe (re-certification level A, B, C, D):

- Unsubscribe up to one month before the Introduction Session is free
- If you unsubscribe from levels C, B and A, between one week before the Introduction session and before handing in the CV Self-assessment, 60% of the invoiced amount will be refunded. If you unsubscribe at level D, 40% will be refunded. In case of later cancellation, no credit will be given