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# i2 Certified Candidate and User Agreement

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By registering for, completing, or receiving **i2 User Certification**, you acknowledge and agree to the terms of this **i2 Candidate and User Agreement**.

## 1. Purpose

This Agreement sets out the terms under which the Candidate may participate in the i2 certification programme and obtain i2 User Certification ("User Certification").

User Certification confirms that the Candidate has successfully completed the Organisation's prescribed training, assessment and competency requirements for the relevant i2 product, platform or service.

## 2. User Certification

2.1 The Candidate may apply for User Certification in accordance with the Organisation's current certification requirements.

2.2 User Certification may require the Candidate to:

- complete prescribed training;
- attend required learning sessions;
- pass one or more examinations or assessments;
- demonstrate appropriate knowledge and practical competency;
- comply with examination and assessment rules; and
- satisfy any continuing certification requirements.

2.3 Successful completion of training does not automatically result in User Certification. Certification will only be awarded when all applicable requirements have been satisfied. Typically this will be a certification test.

2.4 The Organisation retains responsibility for determining whether the Candidate has met the requirements for User Certification.

## 3. Scope of User Certification

User Certification authorises the Candidate to represent themselves as an i2 Certified User only in relation to the product, platform, version or certification level for which certification has been granted.

The Candidate must not represent User Certification as:

- a. a professional licence;
- b. employment by or affiliation with the Organisation;
- c. an endorsement of the Candidate's services or business;
- d. a guarantee of professional competence beyond the scope of the certification; or
- e. certification for products, versions or competency levels not covered by the Candidate's current certification.

## 4. Candidate Responsibilities

The Candidate agrees to:

- a. provide accurate information during registration and certification;
- b. complete all required User Certification activities personally;
- c. undertake assessments without unauthorised assistance;
- d. complete the certification test personally, independently and entirely through their own work and knowledge;
- e. not use artificial intelligence (AI) tools, including but not limited to AI-powered chatbots, generative AI systems, automated answer-generation tools or similar technologies, during the certification test or any assessment, unless expressly authorised in writing by the Organisation;
- f. not permit any other person to complete, assist with or contribute to any part of the certification test or assessment on their behalf;
- g. maintain the confidentiality of examination and assessment materials;
- h. comply with all applicable i2 policies and procedures;
- i. use the i2 certification designation and associated branding only as permitted;
- j. maintain any required continuing education or recertification requirements; and
- k. promptly notify the Organisation of any material change affecting their eligibility or certification status.

## 5. Certification Period

Unless otherwise specified by the Organisation, User Certification shall remain valid for 24 months from the date of issue.

The Organisation may require the Candidate to complete renewal, reassessment, continuing education or other requirements before Certification expires.

## 6. Certification Credential

Following successful completion of the requirements, the Organisation may issue the Candidate with a certificate, or other evidence of User Certification.

The Candidate may use the designation:

**“i2 Certified User”**

or such alternative designation as the Organisation specifies.

The designation may only be used while the Candidate's User Certification remains valid and has not been suspended or withdrawn.

## 7. Verification

The Organisation may maintain a record of certified users and may provide reasonable verification of the Candidate's certification status to employers, customers, partners or other legitimate third parties.

The Candidate consents to such verification subject to applicable data protection laws and the Organisation's privacy policy.

## 8. Suspension or Withdrawal

The Organisation may suspend or withdraw User Certification if the Candidate:

- breaches this Agreement;
- provides false or misleading information;
- cheats or otherwise compromises an assessment;
- uses other peoples work or answers;
- uses AI tools to assist;
- improperly shares examination materials;
- misuses the i2 certification designation;
- represents expired or withdrawn Certification as current;
- fails to meet renewal or continuing certification requirements; or
- engages in conduct that materially undermines the integrity of the certification programme.

## 9. Expiry

Upon expiry, suspension or withdrawal of User Certification, the Candidate must immediately stop representing themselves as an i2 Certified User and cease using any certification marks or credentials associated with the expired or withdrawn Certification.

## 10. Fees

The Candidate shall pay all applicable fees associated with User Certification, including examination, assessment, certification, renewal and replacement credential fees.

Fees are subject to the Organisation's applicable fee and refund policies.

## 11. Confidentiality and Assessment Integrity

The Candidate must not disclose, reproduce, record, photograph, distribute or otherwise make available examination questions, assessment materials, answer keys or other confidential certification content.

The Candidate confirms and agrees that the certification test and all associated assessments will be completed solely by the Candidate, independently and without assistance from any other person. The Candidate must ensure that all answers and submitted work are entirely their own work and must not use or access artificial intelligence (AI), generative AI, AI-powered chatbots, automated answer-generation tools or similar technologies during the certification test or assessment, unless the Organisation has expressly authorised such use in writing. Each assessment will outline any rules such as time limits, if you can have the relevant i2 software open and so on.

The Candidate must not allow another person to complete or assist with the certification test or assessment, nor may the Candidate obtain, generate, or receive answers from any unauthorised source.

Any breach of these requirements may result in cancellation of the Candidate's assessment and suspension or withdrawal of User Certification.

## 12. Personal Data

The Organisation may process the Candidate's personal information for registration, assessment, certification, credential issuance, certification verification, programme administration, fraud prevention and legal compliance.

Such processing shall be carried out in accordance with applicable data protection legislation and the Organisation's privacy policy.

### **13. Intellectual Property**

All i2 names, logos, certification marks, training materials, examination materials and other intellectual property associated with the Programme remain the property of the Organisation or its licensors.

User Certification does not transfer ownership of any intellectual property to the Candidate.