



## Train Me Today Referral Rewards Program Policy

### Purpose:

The Train Me Today Referral Rewards Program is designed to encourage students, past or present, to refer new students to our classes or HR On Demand program and reward them for doing so. This policy outlines the guidelines, eligibility, and process for participating in the program.

### 1. Eligibility

- **Referrers:** Current or past students enrolled in any of Train Me Today's HR Certification, anti-harassment, or HR On Demand programs.
- **Referred Students:** These students must be new students who have not previously enrolled in any Train Me Today classes.

### 2. Qualifying Referrals

A qualifying referral is defined as:

- A new student who enrolls in an HR Certification class, Anti-Harassment Training class, or HR On-Demand programs at Train Me Today based on the referrer's recommendation.
- The referred student must provide the referrer's name at registration.

### 3. Rewards

Upon successful enrollment of a referred student, the referrer may choose one of the following rewards:

- **4 HR Online Recertification Classes or**
- **4 Online Anti-Harassment Classes or**
- **1 Webinar Workshop of Your Choice or**

### 4. Referral Process

1. **Submission:** The referred student must include the referrer's full name when completing their enrollment.
2. **Verification:** Train Me Today will verify the referral information and confirm that the new student has successfully enrolled.
3. **Reward Claim:** Once the referral is confirmed, the referrer will receive an email with instructions on how to claim their chosen reward.

### 5. General Rules

- Referrers may earn multiple rewards for multiple referred students, with no limit on the number of referrals.
- Rewards are non-transferable and cannot be exchanged for cash or other services.



- Train Me Today reserves the right to modify or terminate this referral program at any time without prior notice.

## **6. Program Integrity**

Train Me Today takes the integrity of this program seriously. Any attempt to manipulate or abuse the referral program may result in disqualification from the program and forfeiture of rewards.

## **7. Contact Information**

If you have any questions or need additional information about the Referral Rewards Program, don't hesitate to get in touch with us at [support@trainmetoday.com](mailto:support@trainmetoday.com) or 714.269.9925.

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**Effective Date:** October 29, 2024