

Application for transfer from INCOSE certificate to level B and Reimbursement of Cost

Hereby I bindingly register with a valid CSEP* certificate

CSEP certificate number _____

Valid from _____ (Day/Month/Year)

towards Certified Systems Engineer (GfSE)® Level B certificate from the SE-ZERT®.

I am holding a valid ESEP certificate

* ESEP holders can apply if they previously held a CSEP certificate. Then the CSEP/ESEP date and number will be entered above.

A. Persons Detail

Salutation/Title	Member Number INCOSE or GfSE (for members)
Family Name	Given Name
Private Address Street and Number	
Country, Post Code	City
Telephone	Email
Date of Birth	Place of Birth

B. Customer/Invoice Address → Reimbursement of Cost (in case different than A)

Ms / Mr / Company / Name	
P.O. Box / Street and Number	
Country, Post Code	City
The exam fee of EUR 125 plus VAT will be reimbursed.	The exam fee will be due on receiving of the invoice with no deduction. The payment shall reference the invoice number, the exam date and exam location and shall be wired to the account of the SE-TREC GmbH indicated in the invoice.
Location, Date	Signature / Stamp
VAT Registration Number	Your Order Number

C. Declaration of Applicant

The conditions according to chapter D and E are part of this application. I have noted their contents and acknowledge them with my signature.

I know the content and the regulations of the INCOSE Code of Ethics and the Trade Mark Usage Code. I hereby confirm that I have received and understood these documents and commit to follow them. I understand that any violation of the INCOSE Code of Ethics or the Trade Mark Usage Code by me can authorise GfSE for extraordinary termination of the trademark usage authorisation with immediate effect (termination without notice).

I authorize the SE-TREC GmbH to transmit the personalized examination result with certificate number, examination date, surname, name and company name to GfSE and the related training provider. Forwarding the data serves for quality assurance, to maintain customer relations. The certificate will be sent after receipt of payment.

Hereby I confirm that provided data are true, namely the qualification described under letter F. hereafter.

Location, Date

Signature

D. Application to use the Title

Herewith I request to use the trademark protected title

“Certified Systems Engineer (GfSE)®“

as well as the figurative mark hereafter



depicting my qualification level and validity, provided fulfilling the prerequisites to use the title per trademark usage code. The qualification is requested for Level B.

E. Rights and Liability after passing the exam

1.1 Public notification

The certification body can confirm the validity of the seal and certification on public request. The owner of the seal consents to this public notification. The General Data Protection Regulation (GDPR) are valid.

1.2 Rights

The certificate owner has the right after accepting the trademark and code of ethics to use the provided certificate and seal for Mails, Emails and any kind of printing.

1.3 Liability

1.3.1 Conscientiousness

The certificate owner has to carry out his/her professional activity in an ethical and proactive manner, in line with legal regulations and with care and responsibility.

1.3.2 Individual task fulfillment

The certificate should not be used erroneously or used in a misleading way.

1.3.3 Obligation to cooperate:

The owner of the certificate must submit changes with respect to new address, personal Email address, loss of certificate to SE-TREC GmbH immediately.

1.3.4 Obligation to give information:

The owner of the certificate is obliged to provide evidence if requested by the certification body within the given period.

1.3.5 Violation consequences

Any violation of paragraph 1.3 authorizes GfSE for extraordinary termination of the trademark usage authorization with immediate effect (termination without notice).

F. Training on the topic of communication and conflict management

Proofs of personal specific qualifications must be delivered in the form of copies of reports, training certificates and attendance certificates.

Training programs (education, vocational trainings, training courses)	Duration (from – until)

Notes on the Exam Registration

Please send the application for the title Certified Systems Engineer (GfSE)[®] exclusively to the following email address:

se-zert@se-trec.de

After review of your documents you will receive a registration confirmation for the exam. Alternatively, you receive a notification with rationale for the non-admission. You are permitted to provide additional documents accordingly.