

RULES OF INDIVIDUAL REGISTRATION FOR GENERAL-LEVEL DIMAQ PROFESSIONAL EXAMINATION

I. GENERAL PROVISIONS

1. These rules define the principles of taking general-level DIMAQ Professional examinations (individual registrations made by natural persons).
2. The principles of conducting a DIMAQ Professional examination, the principles of obtaining a DIMAQ Professional certificate, and the principles of DIMAQ Professional recertification are identical for both group and individual exam-takers.
3. DIMAQ (Digital Marketing Qualification) Professional is an industry-specific certificate awarded by Związek Pracodawców Branży Internetowej Interactive Advertising Bureau Polska, henceforth referred to as "IAB Polska".
4. DIMAQ is an official EU figurative trademark registered for IAB Polska (trademark no. 014538623).
5. The principles:
 - a) of group registration for DIMAQ Professional examination,
 - b) of conducting DIMAQ Professional examinations,
 - c) of DIMAQ Professional recertification,
 - d) of awarding accreditations to facilities, events, studies, etc. that offer points required for DIMAQ Professional recertification,are defined in a separate set of rules.
6. IAB Polska offers paid preparatory training sessions addressed to DIMAQ Professional examination candidates. The training offer is available at IAB Polska's seat.
7. Payments related to conducting DIMAQ Professional examinations are managed by Interactive Advertising Institute sp. z o.o.

II. INDIVIDUAL REGISTRATION FOR GENERAL-LEVEL DIMAQ PROFESSIONAL EXAMINATION

1. DIMAQ Professional examination may be taken by any natural person who has registered for DIMAQ Professional examination in the manner defined in these rules. In the case of minors, such persons have to be registered for DIMAQ Professional examination with the consent of their legal custodian(s).

2. In order to register for DIMAQ Professional examination, it is necessary to fill and submit the registration form available at www.dimaq.pl. The registration form should include:
 - a) the name and surname of the person registering for DIMAQ Professional examination,
 - b) valid e-mail address of the person registering for DIMAQ examination,
 - c) valid phone number of the person registering for DIMAQ examination,
 - d) PESEL (Polish Resident Identification) number of the person registering for DIMAQ examination,
 - e) correspondence address,
 - f) indication of the preferred date of DIMAQ Professional examination - selected from among the dates offered by IAB Polska; IAB Polska needs to receive the notice of the preferred date no later than 30 days before the said preferred date,
 - g) declaration of the person registering for DIMAQ Professional examination containing their agreement to have their personal data processed for purposes related to conducting DIMAQ Professional examination and related to DIMAQ Professional recertification,
 - h) approval of the provisions of these Rules.
3. If the registration form is filled incorrectly or incomplete, IAB Polska will notify the person registering for DIMAQ Professional examination of such fact within 7 days of receipt of the form. The person registering for DIMAQ examination will be able to complete the registration form within 7 days of the day of receipt of information from IAB Polska. In such circumstances, DIMAQ Professional examination may take place not sooner than 30 days of the day IAB Polska receives a completed/corrected registration form.
4. Individual candidates registering for DIMAQ Professional examination may take the examination for a fee; the pricelist constitutes Appendix no. 1 to these rules.
5. After the payment has been credited to the bank account of Interactive Advertising Institute sp. z o.o., the company issues a VAT invoice and confirms the booking of the date of DIMAQ Professional examination selected by the person registering for the examination. Paying the examination fee is necessary to make the booking of the preferred date of DIMAQ Professional examination effective.
6. The person registering for DIMAQ examination may request the booked date of examination to be rescheduled. IAB Polska will then offer a different date on an as available basis. The new date will be booked after a processing fee in the amount of PLN 100.00 nett has been paid. After the payment has been credited to the bank account of Interactive Advertising Institute sp. z o.o., the company will issue a VAT invoice and confirm the booking of the new date of DIMAQ Professional examination selected by the person registering for the examination. If the examination date is changed, there is no need to pay the examination fee again.
7. If a candidate registered for a given date of DIMAQ Professional examination does not turn up at IAB Polska's seat to take the examination on the date confirmed by IAB

Polska, such candidate loses the opportunity to take the examination on that day and the fee paid they have paid for participation in DIMAQ Professional examination shall not be returned.

**APPENDIX NO. 1
TO THE RULES OF INDIVIDUAL REGISTRATION FOR GENERAL-LEVEL DIMAQ
PROFESSIONAL EXAMINATION
PRICELIST**

In the case of individual exam-takers, the fee for DIMAQ Professional examination is PLN 500.00 nett (PLN 615.00 gross).

The cost of rescheduling of the booked examination date is PLN 100.00 (PLN 123.00 gross)