



The Organizational Change Management Foundation Certification course is a 3-day program that will equip you with the knowledge and tools to understand transformational leadership and change, guidance on understanding employee commitment and overcoming resistance, and techniques to inspire your client to embrace change and sustain the change, or to lead and keep the organization moving in the right direction.

The course also fully prepares you for the exam leading to the Change Management Foundation Certification.

LEARNING OUTCOMES: During the course, there are four major areas covered to ensure that you understand the concepts, terms, principles, models and approaches for effectively leading and managing the people side of change:

1. Change & The Individual
2. Change & The Organization
3. Communication & Stakeholder Engagement
4. Change Management In Practice

Foundations Registration Form

COURSE LOCATION:

Month:

REGISTRATION DATE: 

First Name:

Last Name:

Email Address:

Organization Name:

State Province:

Job Title:

Zip Postal Code:

Department:

Phone Number:

Division:

Association:

Questions And Comments:

Number Of Expected Students:

**REGISTER Directly with Pauline.Melnyk@melnykconsultancy.com or
Telephone: 1-844-417-2915 (1-780-6677398) Melnyk Consultancy Ltd**



PREREQUISITES

There are no prerequisites for this course.

EXAM, CERTIFICATION, DESIGNATION & AWARDS

- The closed-book, 40 minute exam consists of 50 multiple choice questions, and requires a passing grade of 50% (25 marks of 50) to receive the Organizational Change Management Foundation Certification. This examination will be administered online and Invigilated by APMG International TM
- You will attain 21 professional development units (PDUs)
- The program qualifies for ACMP (Association of Change Management Professionals) and CMI (Change Management Institute) credits. Another very exciting component is that if you pass the exam you also qualify for a designation from either [CMI](#), or [ACMP](#). Note: The designation is a separate process, not included with this course offering.

WE ALSO RECOMMEND

For those participants interested in continuing their organizational change management learning, we recommend you take the next step – the 2 Day Organizational Change Management Practitioner course and certification, once you have passed the Organization Change Management Foundation exam.

DATES & FEES

Fees do not include applicable tax, which is payable for all events presented in Canada. We must receive payment with your registration. We can't confirm your place until we receive full payment. Fees are charged in the currency specified.

If you are unable to attend the course - up until the time at which the course e-materials have been distributed (approximately 1-2 weeks in advance of the course start date) you can substitute an alternate attendee from your organization at any time at no additional charge.

After the course e-materials have been distributed no substitutions can be made.

Cancellations & Transfers

If you would like to cancel, you must notify us in writing at admin@melnykconsultancy.com. If you cancel less than 15 business days before your course start date, you will be charged a \$250 administration fee.

If you paid the full fee for your course and you cancel before the course e-materials have been distributed you can request a full refund.

If you paid a discounted fee, or paid a fee as part of a special offer, and you cancel before the course e-materials have been distributed, you'll receive a credit for the full amount. The credit can be applied to any purchase from Melnyk Consultancy in the next 6 months.

No Shows

If you do not attend your Public or Virtual course and we have not been notified in advance of the course start date, we cannot provide a refund, credit, substitution or transfer.

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