



Adobe

# Adobe Training Provider Program

2018 Program Overview



#AdobeRemix

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# Adobe Partner Connection Training Provider Program Types

## 1. Adobe Authorized Training Center (AATC)

AATCs are commercial training organizations that deliver authorized classroom training on Adobe products in one or multiple locations. AATCs are required to staff their classrooms using Adobe Certified Instructors.

## 2. Adobe Certified Instructor (ACI)

ACIs are individuals who have met teaching and certification requirements defined by Adobe and are actively delivering Adobe product training. ACIs may apply as an independent instructor or as a certified instructor employed by an AATC.

Click [here](#) to apply online

## AATC Program Benefits

- ✓ 20 Creative Cloud NFR licenses for a primary location plus 10 licenses for each additional location - classroom use only
- ✓ Adobe Authorized Training Center certificate for display in training centers
- ✓ Permission to use the AATC logos and Adobe trademarks in advertising and merchandising materials
- ✓ Listing in the Adobe Partner Finder
- ✓ Access to Adobe partner community blogs and forums
- ✓ One complimentary Adobe Connect account for marketing purposes
- ✓ Complimentary classroom in a book soft copies for instructor preparation
- ✓ Classroom in a book hard copy discounts for student use

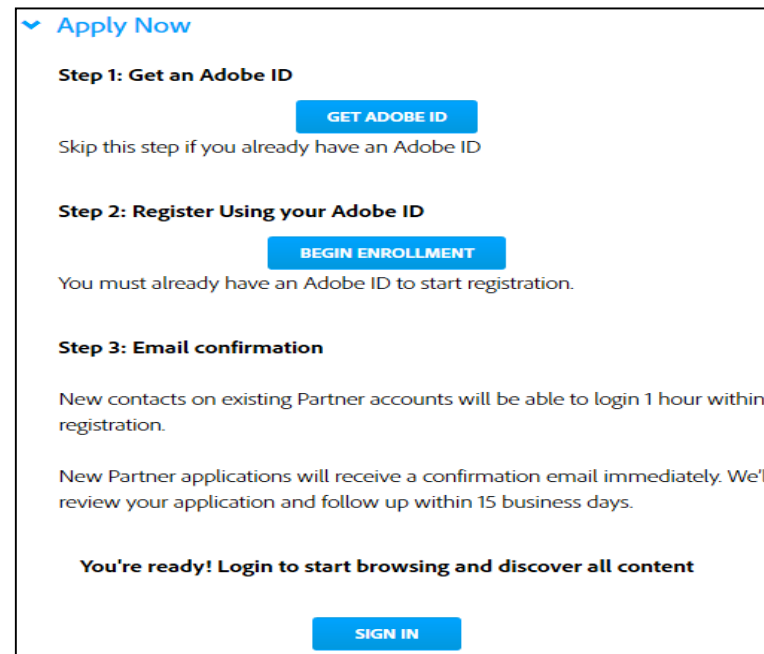
## AATC Program Requirements

- ✓ Membership fees and renewal applications, including click-thru agreements, are due annually on anniversary dates
- ✓ All classes on Adobe products must be delivered by Adobe Certified Instructors (ACIs)
- ✓ Classes must be held in a company-managed training facility with permanent company signage
- ✓ Partners must agree to submit online course evaluations and business plans as requested by Adobe
- ✓ Minimum student satisfaction requirements must be met in order to maintain AATC status

# How to apply as an Adobe Authorized Training center

Follow the below mentioned steps:

1. Click [here](#) to submit AATC application
2. Sign in with your Adobe Id (Business Email) or Create an Adobe Id



▼ Apply Now

**Step 1: Get an Adobe ID**

[GET ADOBE ID](#)

Skip this step if you already have an Adobe ID

**Step 2: Register Using your Adobe ID**

[BEGIN ENROLLMENT](#)

You must already have an Adobe ID to start registration.

**Step 3: Email confirmation**

New contacts on existing Partner accounts will be able to login 1 hour within registration.

New Partner applications will receive a confirmation email immediately. We'll review your application and follow up within 15 business days.

**You're ready! Login to start browsing and discover all content**

[SIGN IN](#)

Partner sign in screen

# Adobe Partner application layout

The application is divided into seven tabs

1. Partnership Info
2. Company Info
3. Contacts
4. Documentation
5. Instructors
6. Directory Info
7. Agreement



Partner application screen

# Adobe Partner application layout- Partnership Info

## General information

Under this section applicants are required to submit general information about the company. The purpose of this information is to understand overall business model of the applicant. Details include information about parent company (if any), company type (private held or public), number of employees, description of company's business, etc.

1-9 Employees	No. of dedicated employees to Adobe practice 2
Revenue percentage 50	Training
Total number of Adobe customers 10	Life sciences General commercial Manufacturing Media and publishing Telecommunications Not applicable
--Marketing strategies-- Direct Sales Email Mailings Telesales	--Other training providers-- Apple Autodesk Corel IBM
Teaching Experience 5	Number of fully-equipped training rooms 2
Avg number of students per class 5	Avg number of workstations per classroom 5
Number of full-time trainers 2	Number of part-time or contract trainers 2
--Methods of training offered-- Classroom training Computer-based training Customized training On-site classroom training	--Categories of training offered-- Adobe server products Basic end-user classes Developer Digital video
--Evaluation methods--	--Courseware materials--

Partnership Info screen

# Adobe Partner application layout- Company Info

## General information

The purpose of this information is to understand if any parent company associated with the Training partner.

Parent company name test	Address I-1A
UNITED STATES	--Select State--
City	Postal Code 201301
Telephone 123456	Company URL suksingh@suksingh.com
Privately held	Number of employees worldwide 10
Total annual revenue worldwide 200	Number of active customer accounts worldwide 10
--Geographies served-- Global Middle East North America Japan	Describe your company business Training

Company Info screen

# Adobe Partner application layout- AATC information

## AATC information

- Contacts tab: Applicant adds primary and secondary contacts of the company. All contacts will receive program communications

Business manager name Sukhwinder Singh	Program administrator name Sukhwinder Singh
Business manager telephone number 123456	Program administrator telephone number 123456
Business manager email address suksingh@adobe.com	Program administrator email address suksingh@adobe.com

Add employee contacts in this section, who help support your training business - e.g.: Training Administrator, IT support personnel or Training Center Manager.

**Please note: Instructors should not be added here. Please see "Instructors" section to invite instructors**

INVITE CONTACT

NAME	STATUS	MANAGE
Sukhwinder Singh	Invitation Accepted	Edit

Contacts screen



# Adobe Partner application layout- AATC information

## AATC information

- Documentation tab: Applicant must provide all the required photos of training facility. The training helpdesk team will be able to access the training facility with these photographs

### REQUIRED DOCUMENTATION

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Please submit photos of your training facility including the following:

- Exterior view showing permanent company or building signage
- Lobby area (if a shared use building, include lobby directory or inclusive view of company reception area)
- Classroom view inclusive of student stations, instructor station, overhead projector and whiteboard
- Student break area

If you choose to submit hard-copies of your photos, please contact the Partner Helpdesk after submitting your application.

**Photos must be no larger than 1MB.**

Exterior Signage (jpg, gif, bmp, pdf, zip)	<input type="button" value="Browse..."/> No file selected. (Max file size is 1MB)
Reception view (jpg, gif, bmp, pdf, zip)	<input type="button" value="Browse..."/> No file selected. (Max file size is 1MB)
Classroom view (jpg, gif, bmp, pdf, zip)	<input type="button" value="Browse..."/> No file selected. (Max file size is 1MB)
Student Break Area (jpg, gif, bmp, pdf, zip)	<input type="button" value="Browse..."/> No file selected. (Max file size is 1MB)

PREVIOUS

SAVE

SAVE AND CONTINUE

Documentation screen

# Adobe Partner application layout- AATC information

## AATC information

- Instructors tab: Applicant invites instructors to join their training center. All instructors are required to be approved member of the Adobe Certified Instructor (ACI) program

Invite instructor(s) to be affiliated with your Adobe Authorized Training Center (AATC).

**Note:** An instructor may be an employee or a contract trainer. Acceptance from the invited instructor is required before your AATC membership is approved. All Instructors are required to be approved members of the Adobe Certified Instructor (ACI) program. If you invite any instructors who are not yet members of the ACI program, they must first complete the ACI application process and become approved, which may delay your AATC application approval. If you need to add a contact who is not an instructor (e.g., Training Center Manager), please go to the Contacts section.

INVITE INSTRUCTOR

PREVIOUS

SAVE

SAVE AND CONTINUE

Instructors screen

# Adobe Partner application layout- AATC information

## AATC information

- Directory Info tab: Applicant shares the information that they want to publish on the Adobe partner finder. All fields are required under this section

Permission to publish your Training Partner company information in the Adobe Partner Finder?

Company logo (Maximum file size is 1MB. Recommended dimensions are 320 pixels x 200 pixels.)  No file selected. [1401561998\\_adobe\\_creative\\_cloud\\_logo.jpg](#)

Description of your Adobe business focus  
training

Moto test

Business contact name  
Sukhwinder Singh

Business contact telephone number  
123456

Business email address  
suksingh@adobe.com

Company division (if applicable)  
testing

Company website URL  
suksingh.com

Directory Info screen

# Adobe Partner application layout- AATC information

## AATC information

- Agreement tab: Applicant must read and sign the program agreement before submitting the application

BY SUBMITTING MEMBER'S ONLINE REGISTRATION, APPLICANT CERTIFIES THAT MEMBER HAS: READ AND UNDERSTANDS THE TERMS OF THE Adobe Training Provider Program Agreement, INCLUDING THE APPENDICES AND EXHIBITS; ALL INFORMATION IN THE ONLINE REGISTRATION IS COMPLETE, TRUE, ACCURATE AND NOT MISLEADING; THAT THE PERSON COMPLETING THIS MEMBERSHIP APPLICATION ON BEHALF OF THE NAMED MEMBER IS DULY AUTHORIZED TO BIND MEMBER TO THE TERMS HEREIN; AND THAT APPLICANT'S NAME BELOW AUTHENTICATES THIS ONLINE REGISTRATION.

 [Adobe Training Provider Program Agreement \(PDF, 211KB\)](#)

**Note:** For the purpose of identifying you and the country in which you are located, we will store your IP address with your acceptance.

Agreement screen

# Do's and Don'ts while submitting the application

## Do's

1. Submit all the information correctly
2. Use business domain to submit application
3. Provide physical address of the Training center
4. Provide Photos of Training center
5. Add at least one secondary contact under Contacts. Primary and secondary contacts will receive regular program communication
6. Ensure instructors are approved
7. Have a business webpage and publish Adobe training courses along with class schedule

## Don'ts

1. Never submit incomplete application
2. Use of 'Adobe' trademarks and logos is prohibited
3. Must have physical mailing address
4. Don't miss any of the required photos
5. Don't leave out any information under Public directory information tab. This information will be publish to the Adobe partner finder
6. Don't add instructors who are not ACE certified

# Questions

Please contact Training Partner Helpdesk team for any questions related to Adobe Authorized Training partner program.

Email: [trainingpartners@adobe.com](mailto:trainingpartners@adobe.com)



**Adobe**