

## Symantec Education - Training Credits Program Policy

This Training Credits Program Policy (“Policy”) applies to your use of Training Credits to enroll in certain Symantec Education training courses. Please refer to your Symantec Training Credits Program Certificate (“Certificate”) to review the terms and conditions that apply to your Training Credits. Capitalized terms not otherwise defined in this Policy shall have the meaning defined in the Certificate. In the event of a conflict between the Certificate and this Policy, the terms of the Certificate shall control.

### Eligible Courses

You may redeem your Training Credits to enroll in any course listed in the then-current in country standard Symantec Education Services catalog for your respective region (each, an “Education Services Catalog”), with the exception of the following courses and/or offerings: (i) any Symantec Security Awareness Program course; (ii) any Enterprise Vault User Fundamentals course; (iii) any Symantec Tech Center offering; and (iv) any custom learning engagements. Please refer to your Certificate to review the various delivery options available for Eligible Courses, including Open Enrollment, Dedicated training, Mobile training and Onsite training.

### Regional Training Credit Conversion Rates and Eligible Course Fees

Eligible Course fees in the applicable currency are listed in your applicable Education Services Catalog. In addition to Eligible Course fees, your Education Services Catalog will also identify the number of Training Credits required for enrollment in each Eligible Course.

Training Credit values for Eligible Courses are calculated and are rounded to the nearest whole number and listed as such in the applicable Education Services Catalog. If a Training Credit value does not convert to a whole number, but includes a remainder that is .5 or higher, then the Training Credit value for that Eligible Course is rounded up to the next higher whole number. If a converted Training Credit value includes a remainder that is .49 or lower, then the Training Credit value for that Eligible Course is rounded down to the next lower whole number.

### Regional Information on Class Size Limitations

With respect to any Eligible Course delivered in North America, the maximum number of student enrollees allowable for Mobile, Dedicated and Onsite training courses is ten (10).

For information on Mobile, Dedicated and Onsite training course class size limitations in all other regions, please visit, [http://www.symantec.com/business/training/training\\_by\\_country/index.jsp](http://www.symantec.com/business/training/training_by_country/index.jsp) to identify country-specific Symantec Education points of contact. These Symantec Education points of contact can provide specific information on class size limitations in all other regions.