

Lifelong Learning Series Online Learning Terms and Conditions

These Terms and Conditions (“Online Learning Terms”) set out the terms and conditions that apply to your purchase and use of one or more self-paced online courses (“Online Learning”) provided by The Ken Blanchard Companies (“Blanchard”) as part of the Lifelong Learning Series. By purchasing the Online Learning, you confirm your acceptance of these Online Learning Terms. The Online Learning Terms are in addition to the terms and conditions governing use of Blanchard Exchange (the web-based learning platform used to host the Online Learning), which are provided via a link on the bottom of each Blanchard Exchange web page. You will have access to the Online Learning for twelve months, and this twelve-month period commences on your date of registration on Blanchard Exchange.

Program Materials. The Online Learning is being offered as an individual skill building and professional educational experience. As part of the Online Learning, you will be provided with certain materials electronically (“Program Materials”). The Program Materials represent the exclusive, proprietary intellectual property of Blanchard (“Blanchard Intellectual Property”). Blanchard grants you a limited, world-wide, non-exclusive, non-transferable, non-assignable license to use the Blanchard Intellectual Property contained in the Program Materials for your personal knowledge and education.

Restrictions. You may not modify, copy, reprint, translate, create any derivative works, incorporate into other works, record, sell, or engage in the unauthorized use of the Program Materials and/or the Online Learning. As an exception to the foregoing, you may download the Program Materials and print a reasonable number of copies of these Program Materials for your personal use. You may not use the Program Materials for commercial gain.

Lifelong Learning Series Coaching Terms

When purchasing the Online Learning, you will have option of purchasing an add on coaching package (“Lifelong Learning Series Coaching Package” or “LLS Coaching Package”). The following terms and conditions apply to purchase of a Lifelong Learning Series Coaching Package (“Coaching Terms”), and by purchasing the LLS Coaching Package you confirm your acceptance of the Coaching Terms.

Time Frame, Access to CMS. Each Lifelong Learning Series Coaching Package consists of two phone coaching sessions of one hour in length each. You must complete these two coaching sessions within four weeks of the Start Date. The “Start Date” is the first coaching session in the series. Coaching sessions may not be transferred to other individuals. Commencing on the Start Date and for the duration of the LLS Coaching Package, you will have access to the Coaching Management System, a web based database used as communication tool between you and your assigned Blanchard coach.

Rescheduling, Cancellation, Forfeiture. You must give at least twenty-four hours’ notice to your assigned Blanchard coach to reschedule or cancel a phone coaching session. Failure to do so may result in forfeiture of that session.

Confidentiality. Information exchanged during coaching sessions is confidential and will not be shared with the organization that you are employed by, *unless* failing to disclose would violate your organization’s employment policies. This may include, but not be limited to, the reporting of harassment, discrimination and illegal activity.