



## Adobe Certification Candidate Agreement

All Candidate(s), as defined below, for any Adobe Certified Expert (“ACE”) Exam must read and agree to the following terms and conditions before taking a Certification Exam, as defined below. If you do not agree to these terms and conditions, you will forfeit your exam fees and will not be eligible to take an ACE exam.

This Adobe Certification Candidate Agreement (“Agreement”) is between you, the Candidate, and Adobe and is effective upon your acceptance of the Agreement. By clicking to accept, you agree to be bound by the Agreement. If you violate the terms of the Agreement, Adobe reserves the right to revoke any Credential, as defined below, you obtain through the ACE program.

### 1. Definitions

- “ACE Exam Voucher” – Financial vouchers that may solely be applied against payment of ACE Exam registration fees.
- “Adobe Credential Manager” refers to the tool/platform that monitors a Candidate’s exam history, requirements history, tracks their Credential progress, and updates their demographics. This is also where a Candidate can view their ACE Exam results.
- “Certification Exam” and “Adobe Certified Expert Exam” refer to any of the ACE Exams, including but not limited to those in the Digital Marketing and Creative Cloud programs.
- “Certification Exam Content” includes all components of any of the ACE Exams, including but not limited to questions, answers, testing procedures, images, graphs, and diagrams.
- “Credential” refers to the certification a Candidate receives upon successful completion of an ACE Exam.
- “Candidate” refers to the individual taking an ACE Exam, who will be the sole holder and recipient of a Credential.
- “Digital Badge” refers to an e-certificate that reflects a Candidate’s completion and passing of the certification.
- “Partner” refers to an organization currently enrolled in the Solution Partner Program with Adobe.
- “Test Delivery Partner” is an entity engaged by Adobe to administer and deliver an Ace Exam to a Candidate.

### 2. Confidentiality and Intellectual Property Ownership

- 2.1. All Certification Exam Content is the exclusive and confidential property of Adobe and Adobe retains all rights, title and interest (including intellectual property rights) in and to the Certification Exam Content. No content of a Certification Exam may be copied, photographed, reproduced, modified, published, uploaded, transmitted, or distributed in any way.
- 2.2. Adobe Credentials are posted in the names of individuals, not entities. No entity may claim association with a particular Adobe Credential.
- 2.3. Candidates may access information pertaining to their exam history, exam results, progress to certification, certification status, and progress reports in the Adobe Credential Manager.

### 3. Adobe Certification Program Vouchers



- 3.1. ACE Exam Vouchers may be provided to a Candidate in advance of a Certification Exam and may only be used for payment of registration fees for ACE Exams. At the time of exam registration, the exam voucher value is applied to the exam fee.
- 3.2. Only Adobe and Test Delivery Partner may sell and/or distribute ACE Exam Vouchers. ACE Exam Vouchers obtained from any source other than Adobe or Test Delivery Partner will not be valid or honored by Adobe or Test Delivery Partner.
- 3.3. Individuals who acquire or use counterfeit ACE Exam Vouchers and/or obtain an ACE Exam Voucher from an unauthorized source may be subject to sanctions under Paragraph 8 below.
- 3.4. ACE Exam Voucher terms of use:
  - ACE Exam Vouchers are non-refundable, even in the case of a Candidate being unable to take an exam.
  - ACE Exam Vouchers must be redeemed prior to their expiration dates, without exception.
  - ACE Exam Vouchers are not valid after the expiration date and cannot be extended past the expiration date.
  - ACE Exam Vouchers are not transferable to another individual or entity.
  - ACE Exam Vouchers cannot be resold.
  - ACE Exam Vouchers are not exchangeable for other Adobe exam vouchers.
  - ACE Exam Vouchers are only valid for one-time (one exam) use.
  - ACE Exam Vouchers are automatically void if altered or revised in any way.
  - ACE Exam Vouchers may not be canceled or redeemed for cash, credit or refund.
  - Adobe is not responsible for ACE Exam Vouchers that are lost, stolen or destroyed.

#### **4. Candidate Conduct**

A Candidate for a Certification Exam agrees not to take any action that could compromise the confidentiality of any Adobe exam, exam process, or exam answers. Prohibited actions include, but are not limited to:

- Distributing actual or purported Certification Exam Content or substantive descriptions of Certification Exam Content, by any verbal or written means, including but not limited to Internet web postings, formal or informal test preparation, discussion groups, paper copies, chat rooms, forums, or social networking sites.
- Seeking and/or obtaining unauthorized access to Certification Exam Content, including via the Internet or in person.
- Providing incomplete or falsified information or documentation during registration.
- Except when expressly authorized by Adobe and Test Delivery Partner, possession or use of any prohibited materials or equipment, including but not limited to, cellular phones, laptop computer, hand-held computers/devices, books, notes, paper, writing materials, and any device that may be used to record data or capture images or such prohibited materials or equipment as may be intimated to the Candidate in advance.
- Causing a disturbance of any kind in a testing center.
- Giving, receiving, or obtaining unauthorized assistance of any kind during the Certification Exam test process.
- Failing to adhere to any of the terms of the Test Delivery Partner Candidate Agreement.



- Altering or misrepresenting your status as a credentialed individual within the ACE program to any individual or entity.
- Allowing, hiring or soliciting others to take an exam on your behalf.
- Taking an exam in violation of an applicable waiting period.
- Committing any other act or omission that would bring disrepute on Adobe or the ACE program.

## **5. Digital Badges**

- 5.1. A successful Candidate for a Certification Exam will be issued a Digital Badge on the Acclaim platform (as operated by Credly) to access their Credentials.
- 5.2. By use of the Digital Badge, Candidates consent to Adobe's sharing of their name, email address, any earned Credentials, and any pertinent information with Credly, which operates the Acclaim platform.
- 5.3. The Digital Badge can be used in the following approved methods:
  - 5.3.1. Within Candidate's email signature.
  - 5.3.2. Featured on Candidate's social media account (LinkedIn, Facebook, Twitter, Google, etc.).
  - 5.3.3. Within Candidate's contact information in a digital presentation or document (PowerPoint, PDF, etc.).
- 5.4. The Candidate, may NOT do any of the following to their Adobe Digital Badge:
  - 5.4.1. Modify the text on the Digital Badge.
  - 5.4.2. Modify the code embedded in the Digital Badge.
  - 5.4.3. Cause the Digital Badge to link to another web address.
  - 5.4.4. Continue to post the Digital Badge after their certification status has expired.
  - 5.4.5. Continue to post the Digital Badge after the certification has expired.

## **6. Exam Scoring and Security**

- 6.1. Adobe reserves the right to establish and alter the passing score without notice, and to have passing scores differ between various exams and between different versions of the same exam.
- 6.2. Adobe also reserves the right to have certain questions be unscored test questions. Candidates will not be informed as to which questions are unscored. Exam results will reflect a Candidate's performance on the scored questions only.
- 6.3. Adobe uses data forensics to determine if a Candidate's exam results are abnormal and outside acceptable statistical range. Any exams tagged under this system may be invalidated and the candidate sanctioned under Section 8 below.

## **7. Exam Retake**

- 7.1. Exam retake process and procedures are in place to protect the integrity of the Certification Exam Content. Please note that violation in any way, including but not limited to, registering for and retaking an ACE Exam under a new Adobe Testing ID within the waiting period, is a violation of the process and procedures and will be treated as a violation of the Agreement. If Candidate creates a new Adobe Testing ID in order to bypass the exam retake process and



procedures, the results of the retaken exam will be invalidated. No refunds or credit will be provided by Adobe.

- 7.2. If a Candidate fails on their first attempt to pass any ACE Exam, the Candidate must wait at least 24-hours before retaking the exam. Failure to pass an exam on the second attempt also requires a 24-hour waiting period before retaking the exam. Failure to pass an exam on the third or any subsequent attempt requires a waiting period of fourteen calendar days before retaking the exam.
- 7.3. In the event that you pass any ACE Exam, you will be required to wait for a period of twelve calendar months before retaking the same examination, unless Adobe has changed the test objectives for such examination.
- 7.4. Adobe Certified Expert Certification Beta Certification examinations may only be taken one time by each Candidate.

## **8. Violations of this Agreement**

- 8.1. If Adobe, in its sole discretion, determines that a Candidate has violated this Agreement, it may impose the following sanctions:
  - Revocation of any and all Credentials and certifications issued by Adobe;
  - A temporary or permanent ban on taking future Adobe Certification Exams;
  - Revocation of previously earned Adobe certifications; and/or
  - Notification of violations of the Candidate Conduct, as required under this Agreement, to the Candidate's employer
- 8.2. If a Candidate's Adobe Credential is revoked, Candidate must immediately refrain from further use of Adobe certification logos, Digital Badges, or titles, and must immediately remove any logos, Digital Badges, or titles from any documents, materials, computer systems, or social media.
- 8.3. Candidate agrees to pay Adobe any and all costs and expenses to resolve violations by Candidate of the Agreement, including any and all direct or indirect expenses, fees, or other costs incurred by Adobe as a result of claims, actions or litigation resulting from the violation.
- 8.4. Notice of a violation and sanctions will be sent to Candidate's email address on file with Adobe. All decisions are final and there is no appeals process.

I have read, understand, and agree to the above terms and conditions.