

## 2023 Rate Sheet for On-Line Training Classes

We have multiple options for taking and paying for on-line training classes. All options, with the exception of group classes, require attendees to create an on-line training account through our iSpring site. **Accounts cannot be shared.** Colorado and other states require each attendee to have their own login.

If you are setting up ten or fewer accounts, please use this link to create an account for each attendee: [https://indigowatergroup.ispringonline.com/user/organization/1/self\\_registration/9975-kZD0Y-6FH8G-19H0d](https://indigowatergroup.ispringonline.com/user/organization/1/self_registration/9975-kZD0Y-6FH8G-19H0d) If you would like to set up a group or corporate account for more than ten attendees, please call us at 303-489-9226 or e-mail use at [info@indigowatergroup.com](mailto:info@indigowatergroup.com) Groups can designate a supervisor. Supervisors are able to log in and run reports to see which members of their group have completed training and when.

All of our on-line training classes are approved for training units in Colorado. Approvals for other states vary by class. Please be sure to check our approvals spreadsheet before taking a class.

**Option 1 – Individual Courses.** On-line training classes may be purchased a la carte. This is a great option if you only need less than 1.0 training units to renew an account. It's also the most expensive on a per-hour basis. Courses are priced at \$20 per contact hour (0.1 TUs). Our courses vary in length from 30 minutes to 3.0 hours, depending on the topic. A 30-minute class costs \$10 while a 2.5-hour course costs \$50. To purchase individual courses, set up an on-line training account by following the link above. Then, purchase courses with a credit card from directly within iSpring. Call us if you prefer to be invoiced and pay by check.

**Option 2 – Buy a Bundle.** We've created bundles of classes called Learning Paths by grouping our individual courses together in packages geared toward renewing specific certification types. For example, our Wastewater D bundle contains 12 hours (1.2 TUs) of classes including an approved regulatory course. Bundles cost 20% less than buying courses a la carte. Bundles are also purchased through your iSpring account.

**Option 3 – Study Only Option.** The Study Only Option gives free access for 30-days. This option gives you access to almost all of our classes, but you won't earn any TUs or get certificates for completing courses. This is a good option for people who are just coming into the industry or people studying for an exam. Register here: <https://www.indigowatergroup.com/study-only-registration/>

**Option 4 – Corporate Accounts.** Corporate accounts give employees access to all of our on-line classes. To qualify for a corporate rate, you must register at least 10 operators. If you're a small system and don't have 10 operators, call us at 303-489-9226 for corporate pricing. Pricing is a flat rate of \$200 per employee, which is equivalent to 10 hours of training. In our experience, some employees will log in and take every single course racking up 80 or more hours of training. Some employees will never log in or only take a course or two. On average, employers tend to come out ahead, making this a cost-effective option that is easy to budget for.

Corporate accounts have some additional benefits. We can create one or more groups within your corporate account. We can set up custom learning paths for different groups so they only have access to the courses that you want them to take. You can also designate one or more persons in each group

as a supervisor. Supervisors are able to run reports to see who has completed which training classes and when.

A few important things to know about corporate accounts:

- Every employee must have a unique e-mail address. They can use either their personal e-mail or work e-mail. This allows them to log in to the system and for us to contact them if needed.
- Pricing is based on average usage. We don't pro-rate or give refunds if employees don't complete their assigned training.
- Access for corporate accounts expires on December 31st each year and must be renewed the following year for continued access.
- Corporate pricing is the same, regardless of the month it was purchased in. Please call us if you need to set up corporate account in the last quarter of the year. We'll arrange special pricing for your employees to have access for the last quarter and the following year.
- Training accounts are portable. If an employee leaves your organization, they can contact us to change over their account to a personal account. We will remove them from your group.
- If someone in your group is no longer employed by you AND it has been at least 45 days since their last login to iSpring, you may transfer their spot to a newly hired employee.

**Option 5 – Group Classes.** Select one or more courses to watch as a group. A group must consist of 5 or more attendees. To watch as a group, select one or more courses and let us know which one(s) you plan to watch. We'll send out a link to the course(s) by e-mail just before your planned training event. You'll need to create a sign-in sheet with the date, each attendee's name, operator ID number, and signature. After training is complete, a supervisor must sign the sign-in sheet certifying that each person on the sheet attended the entire course. Then, return the sign-in sheet by e-mail to receive your training unit certificates and an invoice. We always invoice after the group class has taken place to avoid over- or under-charging.

Pricing for group classes is 50% less than creating individual training accounts. As an example, a utility decides they would like to watch the Representative Sampling course. This course normally costs \$30 per person, but because they will be watching a group, the course cost is lowered to only \$15 per person.

Sometimes, it isn't possible to get all of your employees together at one time. That's okay. Watch the class in two or three smaller groups and then turn in one sign-in sheet. Be sure to record the date each employee attended.

**Option 6 – On-Site Training.** Indigo Water Group also offers classroom style training at your location. We maintain a list of pre-approved training topics. Select from the list to create a customized half or full day of training at your site. Pricing starts at \$500 for a half day and \$1000 for a full day. Higher rates apply in winter (\$600/\$1200) because of increased travel times and because I hate driving in the snow. Travel expenses such as vehicle mileage, hotel, and per diem may be added if your location is more than an hour away from our office in Littleton, CO. Pricing includes handouts for up to 20 attendees. Larger groups can opt to print their own handouts in exchange for a lower daily rate.