



Organizations with a need to provide specialized instruction to their employees or to their clients should consider the benefits of having AEE seminars conducted in-house. The obvious advantages of in-house seminars include virtual elimination of travel costs and the opportunity to schedule the classes to assure minimal disruption of the company's schedules. There are other significant, less obvious, advantages, too. Because the course is presented to your employees or clients, topics addressed will be more pertinent to your organization. Training all of your people - and only your people – bolsters team participation, enhances and reinforces the impact of the instruction and by sharing the classroom experience, employees can feel they have an important role in achieving management's goal.

For more information,
 or to discuss scheduling an AEE In-House Seminar, complete the [INFORMATION REQUEST FORM](#) (listed below)
 or contact In-House Seminar Coordinator, Ginger Hurmence directly:
 phone: 770-279-4385

Pricing Schedule

Number of Program Attendees	Two-Day Seminar Program	Two-Day Certification Training Program	Three-Day Certification Training Program	Four-Day Certification Training Program	Five-Day Certification Training Program
Up to 20 Students	\$14,500 flat fee*	\$17,500 flat fee*	\$19,500 flat fee*	\$23,500 flat fee*	\$24,500 flat fee*
Additional Students Above 20 / Each (65 maximum)	\$400/ea.	\$500/ea.	\$600/ea.	\$850/ea.	\$950/ea.

* Plus in-house seminar client pays for instructor travel, lodging, & meal expenses.

SEMINARS AVAILABLE FOR IN-HOUSE PRESENTATION:

Over the past two decades, hundreds of companies have effectively provided training to thousands of their key staff through AEE in-house training seminars. Among the most popular and widely requested in-house seminars (also offered by AEE as live public seminars throughout the U.S.) are:

- Comprehensive 5-Day Training Program for Energy Managers (CEM prep. course)
- Fast Track CEM Preparatory Course for Energy Managers
- Fundamentals of Sustainable Development & Carbon Reduction (CSDP prep. course)
- Fundamentals of Carbon Reduction (CRM prep. course)
- Basics of Distributed Generation and Onsite CHP (DGCP prep. course)
- Fundamentals of Lighting Efficiency (CLEP prep. course)
- Fundamentals of Energy Auditing (CEA prep. course)
- Comprehensive 5-Day Training Program for Building Commissioning Professionals (CBCP prep. course)
- Fundamentals of Building Commissioning (CBCP prep. course)
- Fundamentals of Measurement & Verification: Applying the IPMVP (CMVP prep. course)
- Comprehensive 5-Day Training Program for Business Energy Professionals (BEP prep. course)
- Fundamentals of Buying & Selling Energy (CEP prep. course)

In-House Seminar

INFORMATION REQUEST FORM

*For more information or to arrange an in-house seminar
for your company, simply complete the form below*

OR CONTACT:

Jenn Geho, Program Support

770.279.4386 or email jenn@aeecenter.org

AEE IN-HOUSE SEMINAR PROGRAMS:

- Yes, we would like more Information.
- Please have an In-House Seminar Planner call me.
- We do not handle training at this location. Please send information to person listed below.

Description of our training needs and estimated timetable:

Projected number of students: _____

Preferred location: _____

Preferred date(s): _____

Please send the information to: _____

NAME: _____

TITLE: _____

COMPANY: _____

STREET ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE: () _____

FAX: () _____

AEE IN-HOUSE SEMINARS, P.O. Box 1026, Lilburn GA 30048
Fax completed form back to 770.381.9865,
phone 770.279.4386, or email jenn@aeecenter.org