To complete your Authorized Training Partner Program application, we suggest you compile the following information and documentation:

- Your Dun & Bradstreet D-U-N-S® Number, Value-Added Tax (VAT) Number, or Goods and Services Tax Identification Number (GSTIN) (as applicable)
- 3 years of audited financials (if you do not have a DUNS number above)
- Primary Contact (full name and email address)
- Compliance Administrative Contact (full name and email address)
- Secondary Administrative Contact (full name and email address)
- All-purpose, general email address for your organization (this is the email we will send your ATP logo to)
- Your organization’s URL (this is where we will direct candidates who visit our ATP Directory)
- PMI.org ID Number
- The list of languages in which your organization delivers learning activities or products
- Evidence that you’ve been in business for a minimum of 3 years (This can include your organization’s articles of incorporation, accreditation by an appropriate accrediting body, or evidence of recognized proprietorship)
- Evidence of a documented customer resolution issue process
- Instructor bios for any instructor teaching the PMI® Authorized PMP® Exam Prep Course (After application approval and invoice payment, these are needed in order to prove instructors’ agile project experience and PMP® certification qualifications.)
- Instructor bios for any instructor teaching the PMI® Disciplined Agile Workshop (After application approval and invoice payment, these are needed in order to prove instructors’ DA certification qualifications.)