

# Application Preparation Guide



## Best Practices

Before starting the application form, take time to gather all required materials - it's easy to underestimate. This will help you complete the form efficiently and avoid delays during review.

- **Prepare materials in advance**  
The application form auto-saves responses, allowing you to leave and revisit later, but having everything ready will make it much easier to complete in one sitting.
- **Prepare translations if needed**  
As committee members from multiple countries will review your application, all materials need to be submitted in English. Please include translations for any materials that are not in English.
- **Anonymize or redact confidential information**  
Remove or obscure any sensitive client or learner information that you are not permitted to share with third parties.
- **Provide as much detail as possible**  
Detailed responses help avoid follow-up questions and speed up the review process.
- **Refrain from AI-generated content**  
We discourage low-effort AI-generated form responses and training materials.
- **Ask questions before submitting**  
If anything is unclear or doesn't apply to your organization, reach out to [training@rustfoundation.org](mailto:training@rustfoundation.org) in advance. We're happy to provide guidance.
- **Pay the \$500 application fee by credit card**  
Submitting your credit card payment via Stripe through the application form ensures the fastest processing. Bank transfer is available as an alternative payment option, but it may delay your application. Reviews only begin after full payment is received.

# Application Checklist

Use this checklist to gather all required information and materials before starting the form.

Note: Materials marked with an asterisk (\*) will be evaluated by Rust Foundation staff and the steering & review committee. Materials without an asterisk will be evaluated by Rust Foundation staff only and will not be shared with the steering & review committee.

## 1. Applicant Information

- Organization name and DBA (if applicable)\*
- Any subsidiaries seeking accreditation (if applicable)\*
- Main contact details (first name, last name, email)
- Organization website\*
- Country of registration
- Organization's legal address
- Years in business
- Years of offering Rust training
- Approximate number of learners trained per year
- Types of training programs offered\*

## 2. Training Program Overview

- High-level description of Rust training offerings\*
- Content update process and frequency\*
- Approach to evaluating learner understanding and learner success\*
- Public-facing marketing materials (URLs or document upload)\*
- Cancellation and refund policy
- Methods for collecting and evaluating learner feedback\*
- If using learner surveys: Submit sample survey (file upload)\*
- At least two (2) written testimonials from clients or learners, including their names and companies\*
- Approximate number of training products (courses)\*
- If multiple courses: Full list of all Rust training products (document upload)\*

### 3. Training Product Information

Applicants offering more than one training product (e.g., multiple different courses) will be asked to share detailed information about **at least two (2) sample products**. For each submitted training product:

- Course title\*
- Detailed course description and outline of covered topics (file upload)\*
- Training structure (progression of topics, teaching methods)\*
- Target audience\*
- Learning outcomes/goals\*
- Prerequisites (prior knowledge/skills and/or equipment needed)\*
- Details on hands-on components, if applicable (e.g., coding exercises, projects)\*
- Details on assessments, if applicable (e.g., quizzes, labs, exams)\*
- Sample course materials shared with learners (slides, readings, exercises, etc. - file upload)\*

### 4. Instructor Information (for each sample product)

- Full professional biography/curriculum vitae (CV) (file upload)\*
- Instructor's technical certifications and credentials, if available\*
- Description of instructor's teaching experience and didactic skills\*
- Any other relevant Rust experience or contributions\*

### 5. Acknowledgements

You will need to confirm that:

- The submitted information is accurate
- Additional information or an interview may be required if the submitted materials are deemed insufficient by the review committee
- Your organization agrees to report any major changes to its business model or training offerings
- Your organization's training program does not infringe on any third-party intellectual property
- Your organization will abide by the Rust Foundation Code of Conduct
- The Rust Foundation may collect feedback from your clients/learners in the future

## 6. Fees & Payment

- Confirm preferred payment option for annual accreditation fee:
  - Pay \$3,000 in full once application is approved
  - Pay a partial prorated amount once application is approved, and the rest will be added to your annual Rust Foundation membership invoice.
- Confirm preferred payment option for \$500 USD application fee:
  - Pay by credit card (via Stripe) immediately
  - Pay by bank transfer (provide billing contact for invoice)

Please contact [training@rustfoundation.org](mailto:training@rustfoundation.org) with any questions. Thank you!

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