

OFI-pts 2019 – registration guideline

Follow the steps for online-registration to Proficiency Test **OFI-pts 2019**

- ✓ visit www.ofi-pts.com
- ✓ select language (german/english)
- ✓ click button “**Registration OFI-pts2019**”
- ✓ fill in the form for the pre-registration (*. mandatory fields) - please choose your countryprefix and fill in your VAT-Reg.-No., non EU-Member choose “no EU member”
- ✓ choose desired tests
- ✓ verify supplied data
- ✓ submit the pre-registration (button at bottom of the page)
- ✓ download the pre-registration form (PDF-file)
- ✓ send **singed** print-out per email to **pts@ofi.at**

Now the registration is completed. You will get shortly an e-mail with your login-data. Due to administration works there might be a delay of max. 5 working days.

- If you notice any type of errors after the registration was completed, please contact **Mr. Philipp Larisch** via mail **pts@ofi.at** respectively by phone (**+43 1 798 16 01-200**).
- In case, you don't receive a mail with the confirmation of registration within 5 working days, please contact **Mr. Philipp Larisch** via mail **pts@ofi.at** respectively by phone (**+43 1 798 16 01-200**).

Your ofi-PTS-team