

SAP Learning Hub from training.sap.com

Step 1: Registration

- 1) [Login to SAP Learning Hub](#)
- 2) Select SAP Learning Hub option from the menu bar on top right of the screen.
- 3) Select the intended SAP Learning Hub from the page (professional or solution edition) and add to basket.
- 4) Apply coupon code, if applicable
- 5) Select the payment method as PO (it will ask for an PO number and PO copy) just give a random number and upload a dummy pdf copy and proceed forward.
- 6) The system will provide you an order confirmation (kindly take a screen shot of it)

Step 2: Payment

1. Access the bank account details
 1. Beneficiary / Vendor Name: SAP
 2. A/C Type: Current A/C
 3. Full A/C number: SAPIXXXXXXXXXX (X to be replaced with your 10-digit mobile number)
 4. Bank Name: CITIBANK
 5. Bank IFSC / RTGS Code: CITI00000004
 6. SWIFT CODE: CITIINBX
2. Add beneficiary account details as per the above details
3. Add 18% GST on the base price for total payment
4. Transfer fund using NEFT payment gateway. Keep a record of it by taking second screen shot of it

Step 3: Order Confirmation

1. Attach the both screenshots of booking and payment confirmation and drop mail to education.india@sap.com with following information

Name	Last Name	Contact Number	Mail Id	Order Number	SAPI number	UTR number
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Note

- 1) SAP will release access within 5 business days. If delayed, please liaise with education.india@sap.com
- 2) Only NEFT payment is accepted by SAP. Please don't make IMPS transfer to SAP current bank account.