

Microsoft Credential Quest Campaign TERMS AND CONDITIONS

IMPORTANT: PLEASE READ THESE TERMS AND CONDITIONS (“TERMS AND CONDITIONS”) BEFORE ENTERING THE CAMPAIGN OR ANY PORTION OF THE CAMPAIGN. THIS IS A LEGALLY BINDING AGREEMENT BETWEEN YOU AND MICROSOFT JAPAN CORPORATION LIMITED (“MICROSOFT”) ESTABLISHING THE TERMS AND CONDITIONS UNDER WHICH YOU ARE ENTITLED TO PARTICIPATE IN THE CAMPAIGN. BY ENTERING THE CAMPAIGN OR ANY PORTION OF THE CAMPAIGN, YOU CONFIRM THAT YOU HAVE READ AND UNDERSTOOD, AND AGREE TO ABIDE BY, THESE TERMS AND CONDITIONS.

1. SPONSOR

These Terms and Conditions ("**Terms and Conditions**") govern the operation of the **Microsoft Credential Quest Campaign**, including the learning paths (the "**Learning Paths**"), the applied skills credentials (the "**Microsoft Applied Skills**"), and the offered free certification voucher to learners and invite to AI Excellence Day (as defined below) (the "**Certifications**") (collectively, the "**Campaign**"). Microsoft Japan Co., Ltd., located at 2-16-3 Konan, Minato-ku, Tokyo, 108-0075, Japan, is the Campaign Sponsor ("**Sponsor**").

2. DEFINITIONS

In these Terms and Conditions, "**Microsoft**", "**we**", "**our**", and "**us**" refer to Sponsor and "**you**" and "**yourself**" refer to a Campaign participant, or the parent/legal guardian of any minor Campaign entrant. By entering you (and, if you are a minor, your parent/legal guardian) agree to be bound by these Terms and Conditions.

3. CHANGES

Microsoft may change or modify these Terms and Conditions and/or modify, limit, or eliminate all or any portion of the Campaign from time to time and in its sole discretion, including but not limited to the following: (a) rewards offered to winners of any portion of the Campaign; (b) deadlines for claiming a reward or submitting Forms (as defined below); and (c) entry requirements for any component of the Campaign. If we make changes to the Campaign, we will notify you of such changes by any reasonable means. Unless we say otherwise, changes are effective upon posting. Your continued participation after any changes constitutes acceptance. If integrity cannot be restored, we may select winners from eligible entries received up to the action taken.

4. CAMPAIGN DESCRIPTION

The goal of the Campaign is to create excitement and energy around use of AI to solve real-world problems, offering participants the flexibility to engage in the Learning Paths, Microsoft Applied Skills, or Certifications based on their individual interests and goals. In pursuing the Learning Paths, participants who successfully complete one of the prescribed learning paths during the Learning Paths Entry Period will automatically receive a digital badge and completion certificate. With respect to the Microsoft Applied Skills, eligible participants who complete any three (3) of the listed Microsoft Applied Skills credentials (each, a "**Microsoft Applied Skill Credential**") during the Microsoft Applied Skills Entry Period may enter to win a fully discounted (100%) certification voucher (a "**Voucher**"). Microsoft will randomly select up to 250 winners of the Voucher as described in Section 10 below. Participants who win a Voucher may enter the Certifications portion of the Campaign using the Voucher and those participants who complete one of the listed Certifications during the Certifications Paths Entry Period may enter to win an invitation to an AI Excellence Day (in person) event hosted by Microsoft (the "**AI Excellence Day**") and Microsoft will randomly select up to fifty (50) winners, subject to the conditions described in Section 10 below. See full eligibility, entry instructions, rewards, and other terms and conditions applicable to the Learning Paths, Microsoft Applied Skills, and Certifications components of the Campaign below. Each entry requires a separate application and submission per the eligibility and entry guidelines below. Entry into one does not automatically enroll you in the other.

5. ENTRY PERIOD

- **Learning Paths:** The Learning Paths component of the Campaign starts at 09:00AM Japan Standard Time (“JST”) on **30 March 2026**, and ends at 11:30 PM JST on 30 June 2026 (the “**Learning Paths Entry Period**”).
- **Microsoft Applied Skills:** The Microsoft Applied Skills component of the Campaign starts at 09:00AM JST on **30 March 2026**, and ends at 11:30 PM JST on 6 May 2026 (the “**Microsoft Applied Skills Entry Period**”).
- **Certifications:** The Certifications component of the Campaign starts at 09:00AM JST on 15 May 2026, and ends at 11:30 PM JST on 5 June 2026 (the “**Certifications Entry Period**”).

The Learning Paths Entry Period, Microsoft Applied Skills Entry Period, and Certification Entry Period are collectively referred to as the “**Entry Period.**”

6. ELIGIBILITY

To enter the Campaign, you must:

- Be a legal resident of Japan;
- Be 18 years of age or older; and
- Have a Microsoft Learn account (to create a free Microsoft Learn account, visit <https://learn.microsoft.com/en-us/> and follow the instructions).

For the Certifications component of the Campaign, participants must also be winners of the Voucher awarded as part of the Microsoft Applied Skills component of the Campaign and must apply such Voucher to the cost of the Certification.

If you are participating in your capacity as an employee, it is your sole responsibility to comply with your employer’s gift policies. Microsoft will not be party to any disputes or actions related to this matter.

Notwithstanding anything to the contrary in these Terms and Conditions, neither employees nor directors of Microsoft, its subsidiaries, affiliates, advertising agencies, or any person involved in any part in the administration and execution of the Campaign, nor any of their family members (including children, siblings, spouses/domestic partners, or individuals residing in the same household) are eligible to participate in the Campaign.

7. GOVERNMENT GIFT AND ETHICS POLICIES

Microsoft is committed to complying with government gift and ethics policies. Employees and independent contractors of the government (including education) must adhere to gift and ethics policies applicable to them when participating in the Campaign or accepting any reward.

8. ADDITIONAL ENTRY COMPONENTS

Entries must comply with the following requirements for each component of the Campaign. Participants may access all information, resources, and activities related to participating in the campaign via the links provided in Microsoft’s email communications regarding the Campaign or on the Campaign website (the “**Campaign Website**”) which will be available here <https://www.microsoft.com/ja-jp/credentilas-quest> on **April 3, 2026**. Entries that do not comply with these requirements are ineligible.

- **Learning Paths Entry Instructions:** To enter, during the Learning Paths Entry Period, (i) sign into your Microsoft Learn account or create a new account if you do not already have one (accounts are free to create); and (ii) complete the Eligible modules and activities associated with the Learning Paths (accessible via the Campaign Website) listed below.
 - Eligible modules and activities include:
 - Enhance your productivity with prebuilt Microsoft 365 Copilot agents (1 hr 12 min)
 - Optimize business processes with Microsoft 365 Copilot (3 hrs)
 - Create agents in Microsoft Copilot Studio (4 hr 5 min)
 - Create an AI agent (49 min)
 - Develop natural language solutions in Azure(5 hrs 53 min)
 - Build a generative AI chat app (Microsoft Applied Skill) (55 min)
 - Prepare security and compliance to support Microsoft 365 Copilot (6 hrs 27 min)
 - All eligible participants who complete the Learning Path during the Learning Paths Entry Period, and otherwise comply with these Terms and Conditions, will automatically receive a digital badge and learning path completion certificate to their Microsoft Learn profile.

- Access to and use of the learning paths made available as part of the Campaign are subject to Microsoft Learn Terms of Use available at <https://learn.microsoft.com/en-us/legal/termsfuse>
- **Microsoft Applied Skills Entry Instructions:** To enter, during the Microsoft Applied Skills Entry Period, (i) sign into your Microsoft Learn account or create a new account if you do not already have one (accounts are free to create); (ii) complete any three (3) of the Eligible Microsoft Applied Skills Credentials specified below (accessible via the Campaign Website), including all requirements and activities associated with each Microsoft Applied Skills Credential; and (iii) once you've completed three (3) Microsoft Applied Skills Credentials, fill out and submit the certification voucher submission form ("**Voucher Submission Form**") available at <https://forms.office.com/r/2c3CUPMqvt> for entry into the random draw for Vouchers. Participants will be asked to provide their name, email address, the Microsoft Applied Skills Credentials completed, a Microsoft Learn transcript showing the Microsoft Applied Skills Credentials they have completed and when, and their Microsoft Learn username on the Voucher Submission Form.
 - Eligible Microsoft Applied Skills Credentials include:
 - [MAS: Create agents in Microsoft Copilot Studio](#) (2 hrs)
 - [MAS: Create an AI agent](#) (2 hrs)
 - [MAS: Build a natural language processing solution with Azure AI Language](#) (2 hrs)
 - [Microsoft Applied Skills: Build a generative AI chat app](#) (45 min)
 - [MAS: Prepare security and compliance to support Microsoft 365 Copilot](#) (2 hrs)
 - Access to and use of the applied skills program made available as part of the Campaign are subject to Microsoft Learn Terms of Use available at <https://learn.microsoft.com/en-us/legal/termsfuse>.
- **Certification Entry Information:** To enter, during the Certification Entry Period,: (i) sign into your Microsoft account or create a new account if you do not already have one (accounts are free to create); (ii) apply the Voucher won and claimed in accordance with the terms applicable to the Microsoft Applied Skills component; (iii) complete one of the Eligible Certifications specified below (accessible via the Campaign Website), including all requirements and activities associated with each Certification; and (iv) once you've completed the Eligible Certification, fill out and submit the AI Excellence Day submission form ("**AI Excellence Day Submission Form**") available at <https://forms.office.com/r/2c3CUPMqvt> for entry into the random draw for AI Excellence Day.
 - Eligible Certifications include:
 - [Microsoft Certified: AI Business Professional](#) (AB-730)
 - [Microsoft Certified: AI Transformation Leader](#) (AB-731)
 - [Microsoft 365 Certified: Copilot and Agent Administration Fundamentals](#) (AB-900)
 - [Microsoft Certified: Azure AI Fundamentals](#) (AI-900)
 - [Microsoft Certified: Azure AI Engineer Associate](#) (AI-102)
- **Additional Requirements:** The following additional requirements apply to all components of the Campaign:
 - Your entry must be your own original work; **and**
 - Your entry must be accurate, complete, and free of confidential, sensitive, or inappropriate content; **and**
 - You must have obtained all consents, approvals, or licenses required for you to submit your entry; **and**
 - To the extent that entry requires the submission of user-generated content such as software, photos, videos, music, artwork, essays, etc., entrants warrant that their entry is their original work, has not been copied from others without permission or apparent rights, and does not violate the privacy, intellectual property rights, or other rights of any other person or entity. You may include Microsoft trademarks, logos, and designs, for which Microsoft grants you a limited license to use for the sole purposes of submitting an entry into Campaign; **and**
 - Your entry must comply with any additional requirements identified on the Campaign Website or terms accompanying the materials made available to you as part of the Campaign; **and**
 - Your entry may NOT contain, as determined by us in our sole and absolute discretion, any content that is obscene or offensive, violent, defamatory, disparaging or illegal, or that promotes alcohol, illegal drugs, tobacco or a particular political agenda, or that communicates messages that may reflect negatively on the goodwill of Microsoft; **and**
 - By submitting an entry, you agree that your entry complies with these Terms and Conditions, and acknowledge that Sponsor, in its sole discretion, may remove or reject your entry or disqualify you from the Campaign if it determines, in its sole and absolute discretion, that your entry (a) fails to conform to these Terms and Conditions or any applicable requirements, guidelines or restrictions, (b)

is incomplete or illegible, (c) does not comply with the entry criteria, (d) is not reasonably decipherable for any reason, or (e) is not received by us during the applicable Entry Period.

We are not responsible for lost, late, incomplete, ineligible, or inaccessible entries. If disputed, entries will be deemed submitted by the authorized account holder of the email address used to enter.

9. USE OF ENTRIES

We are not claiming ownership rights to your submission. However, by submitting an entry, you grant us an irrevocable, royalty-free, worldwide right and license to use, review, assess, test and otherwise analyze your entry and all its content in connection with this Campaign and use your entry in any media or event whatsoever now known or later invented for any non-commercial or commercial purpose without further permission from you. You will not receive any compensation or credit for the use of your entry, other than what is described in these Terms and Conditions. You consent to us doing (or omitting to do) any acts in respect of your entry which may otherwise constitute an infringement of your moral rights. By agreeing to these Terms and Conditions, you also consent to Microsoft contacting you for any marketing or promotional purposes related to your entry.

10. WINNER SELECTION AND NOTIFICATION

Winner selection and notification for each portion of the Campaign will be conducted in accordance with the procedures set forth below, subject to confirmation of eligibility and compliance with these Terms and Conditions. If a selected winner cannot be contacted, is ineligible, fails to claim a reward, or fails to return any required Forms, the selected winner will forfeit their reward.

- **Learning Paths Winner Selection:** During the Learning Paths Entry Period, all eligible participants who complete the Paths in compliance with these Terms and Conditions will be automatically awarded a digital badge (“**Digital Badge**”) and completion certificate. Awarded Digital Badges will be added to your MS Learn account and you may download your certificate related to the Digital Badge in your MS Learn account once you have completed the Path.
- **Microsoft Applied Skills Winner Selection:** During the Microsoft Applied Skills Entry Period, all eligible entries submitted via the Voucher Submission Form will be reviewed by Microsoft. Microsoft will evaluate each entry to confirm that it meets the eligibility and submission requirements, including verification of the participant's Microsoft Learn transcript showing completion of three (3) or more eligible Microsoft Applied Skills Credentials during the Microsoft Applied Skills Entry Period. Microsoft will randomly select up to two hundred fifty (250) winners of the Voucher from verified eligible participants. Winning participants will receive an email on approximately **1 May 2026** confirming they have been selected as a Voucher winner and providing instructions to claim their Voucher online. Participants must submit a consent form (indicating acceptance or decline), after which the Voucher code will be issued electronically. If participants do not submit the consent form by the deadline indicated in the confirmation email, participants will be deemed to have forfeited the Voucher and Microsoft may randomly select a new winner from the remaining verified eligible participants.
- **Certification Winner Selection:** During the Certification Entry Period, all eligible entries submitted via the AI Excellence Day Submission Form will be reviewed by Microsoft. Microsoft will evaluate each entry to confirm that it meets the eligibility and submission requirements, including verification of the participant's Microsoft Learn transcript showing completion of an Eligible Certification during the Certification Entry Period. Microsoft will randomly select up to fifty (50) winners of the invitation to AI Excellence Day from the verified eligible participants. Winning participants will each receive an invitation to attend an AI Excellence Day hosted by Microsoft. Invitations will be sent via email on approximately **29 May 2026**. See additional information, terms, and conditions for AI Excellence Day in section 11 below. Participants must submit a consent form indicating whether they accept or decline the invitation. If participants do not submit the consent form by the deadline indicated in the confirmation email, participants will be deemed to have forfeited the invitation to AI Excellence Day and Microsoft may randomly select a new winner from the remaining verified eligible participants.

11. REWARDS

The following rewards will be awarded to winning participants in accordance with the chart below and the eligibility criteria in Section 6 (Eligibility) above:

- **Learning Paths:** Each eligible participant will receive a Digital Badge/completion certificate. The Digital Badge may be viewed in the participant's MS Learn account under the "Achievement" section in the participant's profile.
- **Applied Skills:** Two hundred fifty (250 270) winners will each receive one (1) Voucher via email. Each Voucher that can be redeemed by the holder to receive 100% off the cost for taking a Microsoft Certification Exam and may use such Voucher to enter the Certification portion of the Campaign. Instructions for Voucher redemption, as well as all accompanying terms and conditions (including expiration date) will be provided with the Voucher.
- **Certifications:** Fifty (50) winners will each receive an invitation to attend an AI Excellence Day hosted by Microsoft at the Microsoft office in Tokyo, Japan (exact venue to be confirmed and subject to change) on **23 June 2026**. The AI Excellence Day will be an in-person session of approximately 120 to 150 minutes, during which all fifty (50) winners will gather for a celebratory meet-up featuring a memento presentation, followed by networking and a hosted lunch.

The following additional reward guidelines will apply to all awards:

- No substitution, transfer, or assignment of reward permitted, except that Microsoft reserves the right to substitute a reward of equal or greater value in the event the offered reward is unavailable.
- Reward winners may be required to complete and return reward claim and / or tax forms ("**Forms**") within the deadline stated in the winner notification. Taxes on the reward, if any, are the sole responsibility of the winner, who is advised to seek independent counsel regarding the tax implications of accepting a reward.
- Microsoft accepts no responsibility for rewards damaged or lost in transit.
- In the event the winner does not take an element of the reward at the time stipulated by Microsoft, then that element of the reward will be forfeited by the winner and cash will not be awarded in lieu of that element of the reward.
- By accepting a reward, you agree that Microsoft may use your entry, name, image and other details online, in events, and in print, or in any other media, in connection with this Campaign without payment or compensation to you, except where prohibited by law.

12. ODDS

The odds of winning any portion of the Campaign are based on the number and quality of eligible entries received during the Entry Period.

13. GENERAL CONDITIONS AND RELEASE OF LIABILITY

To the maximum extent allowed by law, by entering you agree to release and hold harmless Microsoft and its respective parents, partners, subsidiaries, affiliates, directors, officers, employees and agents from any and all liability or any damage, loss, death or personal injury that may occur as a result of your participation in the Campaign. You undertake to indemnify and keep Microsoft and its respective parents, partners, subsidiaries, affiliates, directors, officers, employees, and agents harmless and indemnified against any loss, damage, claims, costs and expenses which may be incurred or suffered by each or any of them due to your breach of any of these Terms and Conditions and/or arising from your participation in the Campaign.

Without limitation to Section 20 of these Terms and Conditions, all local laws apply. The decisions of Microsoft are final and binding.

We reserve the right to cancel, change or suspend this Campaign for any reason, including cheating, technology failure, catastrophe, war or any other unforeseen or unexpected event that affects the integrity of this Campaign, whether human or mechanical. If the integrity of the Campaign cannot be restored, we may select winners from among all

eligible entries received before we had to cancel, change or suspend the Campaign. Violators will be prosecuted to the full extent of the law and may be banned from participation in future Microsoft Promotions.

14. PRIVACY

Details from all entries will be collected and used for the purposes of conducting this Campaign (which may include disclosure to third parties for the purpose of processing and conducting the Campaign) and for publicity purposes surrounding this Campaign. The information submitted by you during the registration process or otherwise when participating in the Campaign may include your email address, MS Learn account username, your employer or school, your MS Learn transcript and other personal information (“**Personal Information**”). By participating in this Campaign, you consent to the use of your information as described. If you do not want to grant us these rights to your entry, please do not participate in this Campaign.

Your Personal Information will be handled in accordance with the [Microsoft Privacy Statement](#). When Microsoft processes data about you, we do so as required to fulfill our legitimate interests, or with your consent when processing personal data from those under the age of majority, as described in these Terms and Conditions. Under applicable law, you may be entitled to control your personal data that Microsoft has obtained, withdraw your consent (where applicable), and exercise your data protection rights, by contacting Microsoft or using various tools we provide. In some cases, your ability to withdraw your consent or access and control your personal data will be limited, as required or permitted by applicable law. Except as provided elsewhere in these Terms and Conditions, your Personal Information will only be used by Microsoft in accordance with applicable data protection laws and regulations and Microsoft’s privacy policy referred to below, for the purposes of administering your participation in the Campaign. See our [Microsoft Privacy Statement](#) for more details.

Microsoft retains the personal data we have collected about you for as long as necessary for our legitimate purposes such as processing videos that contain such personal data to evaluate your entry and communicate with you regarding the Campaign or until you have withdrawn your consent.

If you have a privacy concern, complaint or question for the Microsoft Chief Privacy Officer or the Data Protection Officer for your region, please contact us by using the Microsoft web form (available at <https://go.microsoft.com/fwlink/p/?linkid=2126612>).

15. TAXES

Taxes and other levies imposed by any relevant applicable government or tax authority, as well as other costs including insurance and incidental costs, that may be levied or incurred on the rewards shall be fully borne by the reward winner.

16. NO WARRANTIES

To the maximum extent permitted by law, Microsoft and its agents or contractors (if any) that it may use in the execution and management of the Campaign do not warrant or represent (either directly or indirectly):

- **That participation in and/or access to the whole or any part of the Campaign or Campaign materials, content, information and/or functions contained in them will be provided on an uninterrupted, timely, secure and error-free basis; or**
- **That no computer viruses shall be transmitted or that no damage shall occur to your computer system as a result of any online activity of the Campaign (if any).**
- **Any material downloaded or otherwise obtained through the Internet is done at your own discretion and risk, and you will be solely responsible for any damage to your computer system or loss of data resulting from such download.**

Microsoft does not warrant or make any representations regarding the use, validity, accuracy, or reliability of, or the results of the use of, or otherwise in respect of the materials on the Platform or any sites linked to the Platform. Microsoft disclaims all warranties, express or implied, arising by law or otherwise, with respect to the Campaign (including any rewards), including any implied warranty of merchantability or fitness for a particular purpose.

17. MICROSOFT’S IP RIGHTS NOT AFFECTED

Nothing in the Campaign shall affect any intellectual property rights of Microsoft in any product or service which may be the subject matter of this Campaign.

18. NO CHEATING TOLERATED

You acknowledge and agree that no form of cheating will be tolerated. If you are found cheating, as determined in the sole and absolute discretion of Microsoft, you will immediately be disqualified from the Campaign. Cheating includes, but is not limited to, using multiple identification numbers, tampering with, hacking of the Campaign Website, participating in the Campaign without meeting the eligibility requirements, using any automated software or device to gain an advantage during the Campaign, use of the Campaign beyond the defined Terms and Conditions of the Campaign, attempting to disable or overwhelm any of Microsoft's websites or the Campaign Website, attempting to disrupt any portion of the Campaign, including but not limited to, allowing somebody else to use your Personal Information, or tampering with the entry process. **ANY ATTEMPT BY A PERSON TO DELIBERATELY DAMAGE ANY OF MICROSOFT'S WEBSITES OR UNDERMINE THE LEGITIMATE OPERATION OF THE CAMPAIGN MAY BE A VIOLATION OF CRIMINAL AND CIVIL LAWS; AND SHOULD SUCH AN ATTEMPT BE MADE, MICROSOFT RESERVES THE RIGHT TO SEEK DAMAGES FROM SUCH PERSON TO THE FULLEST EXTENT PERMITTED BY LAW.**

19. NO WAIVER

Microsoft's failure to enforce any provision of these Terms and Conditions shall not constitute a waiver of that or of any other provision.

20. GOVERNING LAW

This Campaign will be governed by the laws of Japan, and you consent to the exclusive jurisdiction and venue of the courts of Tokyo for any disputes arising out of this Campaign. The Campaign is void where prohibited or restricted by law, and is subject to all applicable laws.