

Université Savoie Mont Blanc
**Institut Universitaire de Formation
Professionnelle**
Service Formation Continue
Bâtiment Chartreuse Savoie Technolac
73376 Le Bourget-du-Lac cedex

Document to be returned to:

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formation.continue@univ-smb.fr
www.univ-smb.fr/iufp

**Instructions for filling in,
printing and sending the form in
PDF version**

Access to online forms

Adobe Acrobat Reader must be integrated into your web browser to allow you to complete the forms online.

Users may sometimes have difficulties printing or even opening online forms. If this is the case, try saving the form to your hard drive (select «Save As» or «Save Link As» by right-clicking while hovering on the hyperlink to the desired form) and then opening and completing the form locally using Adobe Acrobat Reader.

Fill in the form

Open the form using Adobe Acrobat Reader or Adobe Acrobat. Acrobat Reader will allow you to fill in, print, save and send the completed form by e-mail.

Once the form is open, left-click on a field and insert your text. Once you have entered your information, click outside the field you have just filled out or press the «tab» key to go to the next field. To tick the boxes, simply click on the box, which will fill it with an «X». To remove the «X», click on the box again.

Once the form has been filled in, make sure that all text is visible in the printed document. Inserting paragraph returns with the «enter» key may cause the text to move outside of the available space, causing it to disappear from the form. To check that the contents of a field are visible, simply press the «tab» key or click somewhere outside the field. If the inserted text is not visible, try deleting some paragraph returns or re-inserting the text.

DATES & FEES
**UNIVERSITY DEGREE ON FOUNDATIONS AND CHALLENGES
OF TERMINOLOGY**

Tick the appropriate boxes.

		Dates	Choice
BASIC BLOCK			
52.5 hrs / Foundations and Methods in Terminology		Please contact us	
SPECIALISATION BLOCKS OF YOUR CHOICE			
52.5 hrs / Terminology applied to translation in a professional context		Please contact us	
52.5 hrs / Terminology in the digital age		Please contact us	
FULL UNIVERSITY DEGREE (112H)			
		Please contact us	
Number of days	Hours	FEES	
1	7	385 €	
2	14	770 €	
3	21	1155 €	
4	28	1400 €	
5	35	1750 €	
6	42	2100 €	
7	49	1960 €	
8	56	2240 €	
9	63	2520 €	
Full University Diploma (112 hours) :		2688 €	

I certify that I am aware of the necessary prerequisites for this training : Yes

PARTICIPANT

Title :	<input type="checkbox"/> Ms	<input type="checkbox"/> Mr
Last Name :		
First Name :		
Date of birth :		
Place of birth :		
Landline telephone :		
Mobile :		
E-mail :		
Degree / Level :		
Status :	<input type="checkbox"/> Employee	<input type="checkbox"/> Self-employed <input type="checkbox"/> Student <input type="checkbox"/> Jobseeker
Function :		
ADDRESS OF THE PARTICIPANT		
Street:		
City :		
Zip Code:		

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Print the form

Once you have finished filling out the form, click anywhere in the form or press the «tab» key to close the last field you filled out.

Choose the «print» option either from the «file» menu or by selecting the «printer» icon. Once the «print» dialogue box is open, select the «adjust according to page» option. The page you will see on your screen will correspond to the page printed by your printer. If you do not choose this option, part of the form may not be printed.

Send the form

Once the form has been filled out, click anywhere in the form or press the «tab» key to close the last field you have just filled out. Save your form. Either navigate to the «file» menu and choose the option «send file» or select the «mail» icon.

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This document does not constitute a definitive commitment and has no contractual value. It is a pre-registration form for the purpose of preparing the official registration. When you choose to provide your personal data, you explicitly give your consent for the collection and use of this data in accordance with the current legislation.

EMPLOYER	
Company name :	
Group :	
SIRET code :	
NAF code :	
Activity :	
COMPANY ADDRESS	
Street :	
City :	
Zone d'activité :	
ZIP Code :	
Country :	
INFORMATION ABOUT THE COMPANY	
Phone :	
Mail :	
Web site :	
REPRESENTATIVE OF THE COMPANY	
Title :	<input type="checkbox"/> Ms <input type="checkbox"/> Mr
First Name :	
Last Name :	
Service / Department :	
Function :	
Hotline :	
Mobile :	
E-mail :	
THE TRAINING ORGANISATION	
Company name :	UNIVERSITÉ SAVOIE MONT BLANC / Service Formation Continue
N° déclaration d'activité :	8273 P 000273
SIRET Code :	197 308 588 00015
Adress :	Domaine universitaire du Bourget-du-Lac Bâtiment Chartreuse - Savoie Technolac 73376 Le Bourget-du-lac cedex
Represented by :	Philippe GALEZ, Président
FINANCIAL PROVISIONS	
THE AMOUNT IS PAID BY	
Yourself :	Yes No
Pôle-Emploi :	Yes No
Your company :	Yes No
IN THE LATTER CASE, PLEASE SPECIFY THE TERMS OF PAYMENT	
Direct payment by your company :	Yes No
Delegation of payment to the company's OPCO :	Yes No
Amount paid by OPCO :	€ > If known
Remaining amount paid by your company :	€ > If known
OPCO ADDRESS	
OPCO Name :	
Street :	
City :	
ZIP code :	
OPCO CONTACT	
Title :	<input type="checkbox"/> Ms <input type="checkbox"/> Mr
First name :	
Last name :	
Phone :	
E-mail :	