

Registration

University Continuing Education



2017-2018 Certificate and Diploma of Advanced Studies in Corporate Social Responsibility / CAS and DAS in CSR September 2017 - June 2018

Please attach the following documents

- CV
- 150 word bio sketch
- Copies of your qualifications
- Copy of your identity document
- Passport or ID card photo in jpg format
- Covering letter explaining your motivation and your expectations.

Completed file

to be returned **before 30 June 2017** to

Leticia SAURA
Administrative Assistant
GSEM Executive CSR
University of Geneva
40 Bd du Pont d'Arve
1211 Geneva 4
Switzerland
E-mail: csr@unige.ch

The information provided will be treated in the strictest confidence in accordance with data protection legislation.

Personal details

Please complete in block capitals.

Ms/Mrs Mr

Surname/Family name: Maiden name:

First name: Middle name:

Date of birth (day/month/year):

Occupation:

Swiss nationality: yes / no Canton: Nationality (ies):

Mailing address: (tick one box only)

Personal Business

Business contact details

Company/Institution:

Address:

Post code/City/Country:

Tel.: Fax:

E-mail:

Personal contact details

Address:

Post code/City/Country:

Tel.: Fax:

E-mail:

AVS

Since 2011, the enrolment number for students at Swiss universities is based on the AVS number.

AVS number: _____

If you do not have an AVS number (Swiss social security system), you will be allocated one by the University of Geneva. Please provide the following information in the event that your identification data (Family name, first name, date of birth) is not unique in the Swiss information system:

Surname/Family name of father: First name of father:

Surname/Family name of mother: First name of mother:

Education

Previous university education

Have you enrolled previously in a Swiss higher education institution? Yes/ No

Swiss enrolment number (SIUS)_____

If you are not able to provide your enrolment number, please give the name of the last higher education institution you attended in Switzerland. This will enable us to retrieve your enrolment number:

End of Study level

- Federal Certificate of Competence (CFC)
- Vocational school-leaving certificate
- General school-leaving certificate / Baccalaureate (secondary)
- Bachelor/Master from University of Applied Sciences / University of Teacher Education
- Bachelor/Master/Doctorate from University or Federal Institute of Technology
- Other:

Highest university qualification obtained

University :

Country:

City:

Degree (type of certificate): Bachelor Master Postgraduate Certificate Ph D

Full title of qualification:

Start year : Year of completion:

Number of semesters : Number of ECTS credits earned :

Additional information

How did you find out about this course? (tick all that apply)

- Personal recommendation
- My company
- Education/careers adviser
- Newspaper advertisement => state which:.....
- University of Geneva brochure / prospectus / poster / continuing education course catalogue
- University of Geneva continuing education website www.unige.ch/formcont
- Another website => state which: www.....
- Direct enquiry to the University of Geneva
- E-mail advertising the course
- At a trade fair or show (e.g. Salon RH, Salon de l'Etudiant) => state which:
- Other:.....

Other experience of continuing education over the last two years:

(Please include all types of education and training, including seminars, symposia, conferences, debates, etc.)

No other experience of continuing education

Number of courses of one day or less (≤ 8 hours):

Number of courses of more than one day (> 8 hours):

Number of award-bearing courses (Certificate/Diploma/Master of Advanced Studies, etc.):

Employment

Are you currently in employment?

- Yes, full-time
- Yes, part-time => Percentage worked:%
- No => because you are: Seeking employment On training leave Retired
- Other, please specify:

If you are not currently in employment, please complete the section below based on the last position in which you were employed.

Role (job title):

Level

Self-employed Senior manager Middle manager Employee

Sector:

Self-employed business NGO
 Public administration or similar European organisation
 Association International organisation
 Private company

Size of company:

1 employee 2 to 10 employees 11 to 50 employees 51 to 100 employees
 101 to 500 employees 501 to 1000 employees over 1,000 employees

The following three questions are optional, but help us get a better understanding of our students' situation. The data are kept confidential and are strictly used for statistical purposes.

Civil status: single married civil partner divorced separated widowed other

Number of children:

Birth place: (Country : canton if Switzerland, département if France).....

Comments

Registration

I would like to enrol on the:

CAS in Corporate Social Responsibility (6 Modules from September 2017 to January 2018) and agree to pay the sum of CHF 6,900.- (CHF 5,970.- if early bird) upon receipt of confirmation of my registration.

DAS in Corporate Social Responsibility (12 modules from September 2017 to June 2018) and agree to pay the sum of CHF 11,700.- (CHF 10,570.- if early bird) upon receipt of confirmation of my registration.

I would like to attend the following module(s):

Module 1 Module 2 Module 3 Module 4 Module 5 Module 6
 Module 7 Module 8 Module 9 Module 10 Module 11 Module 12

and agree to pay the fees due upon receipt of confirmation of my registration (CHF 1,570.- per module).

Applications received **before 30 April 2017** will benefit from the early bird fee.

Cancellation conditions

Any withdrawal before the start of the programme will incur an administration fee of CHF 450.-

The FULL fee is due once the course has begun.

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Incomplete applications will not be considered.

By signing this form, you confirm that the information you have given is correct and complete.

Date:.....Signature: