

## AGREEMENT

**University of Strasbourg**, located at 4 rue Blaise Pascal CS 90032 Strasbourg Cedex, declaration of activity registered under no. 4267 04090 67 with the Préfet de Région Grand Est

SIRET: 130 005 457 00010 - APE/NAF: 8542Z, Intra-Community VAT number: FR44130005457,

and **CEIPI**, which is part of University of Strasbourg, located at Le CARDO - 7, rue de l'Ecarlate CS 20024 F-67082 Strasbourg Cedex,

agree the following with the client pursuant to the provisions of Part VI of the Labour Code on the organisation of continuous vocational training:

### ARTICLE 1 : OBJECT OF THE AGREEMENT

CEIPI is organizing the following course:

➤ **Training preparing for the European patent administration certification (EPAC) - ONLINE**

This course will take place during the **academic year 2025/2026**. Participants can receive a certificate of attendance.

### ARTICLE 2 : PARTICIPANT

The course will be attended by ☐ Mr ☐ Mrs      **Family name:** .....

**First name:** .....

**Occupation:** ..... **Nationality:** ..... **Date of birth:** .....

**Phone:** ..... **E-mail:** .....

Participant authorizes the CEIPI to include his/her name, employer and email address in the participants' list that will be shared to other participants and speakers    Yes ☐ No ☐

Participant accepts to receive information per email about other trainings organized by the CEIPI    Yes ☐ No ☐

Participant accepts to receive information per email about the Alumni association    Yes ☐ No ☐

**This agreement has to be returned along with the « Information questionnaire » available on the page dedicated to this training on our website.**

### ARTICLE 3 : COURSE OPTIONS AND TUITION FEES

The EPAC course is exclusively organized **online\*** and will cover four days of training.

\*Please refer to the appendix for all further information about this training.

### Course schedule:

♦ six half-day morning sessions on **Thursday 15 May, Wednesday 28 May, Thursday 12 June, Thursday 3 July, Thursday 4 September and Thursday 11 September 2025, completed by a full-day Q&A session on Thursday 25 September 2025**, wherein also the EPO mock exam will be discussed

*NB: according to the date of the technical tests organized by the EPO, which has not been published yet, the CEIPI reserves the possibility of postponing this last full-day session to a different date prior to the real EPAC exam.*

Please select one course language from the following options:

Language: ☐ English ☐ French ☐ German

### Course fees:

Tuition fees : ☐ 1 600 €\*

\* Subject to validation by the University authorities. These are net rates, the University not being liable to VAT for this training.

Online courses may be recorded and made available to participants at a later date.

## ARTICLE 4 : TERMS OF PAYMENT

The tuition fees will be due **on receipt of the invoice** and paid by the client:

- ☐ **the Company**
- **Please add a letter, signed and stamped by your manager and confirming the invoicing address of your company**
  - ⚠ Please be advised that **without this letter, no enrolment will be valid!**
  - **Please indicate the VAT-ID number of your company:**.....  
(TVA intracommunautaire / Umsatzsteueridentifikationsnummer)
  - **If your company is working with purchase orders, please send it before the first course.**
- ☐ **or the Participant**      Invoicing address: .....  
.....  
.....

Payment to be made to the order of: **M. l'Agent Comptable de l'Université de Strasbourg** (via bank transfer) upon receipt of the invoice – please **indicate the invoice number** when carrying out the wire transfer.

The signatory company or participant (client), in return for the training carried out, and on receipt of the invoice, undertakes to pay the amount payable in accordance with the general terms and conditions of sale.

In return for the amount received, the CEIPI (Université de Strasbourg) undertakes to carry out the training provided for under this agreement and to provide all documents and evidence to justify the reality and validity of the training expenses incurred in this respect.

## ARTICLE 5 : DISPUTES

Failing amicable resolution, any disputes arising from the application of this agreement shall be referred to the competent Strasbourg court.

## ARTICLE 6 : EFFECTIVE DATE AND DURATION OF THE AGREEMENT

This agreement takes effect on the date it is signed by the parties. It is valid until the mutual obligations of the parties are extinguished.

If a client is a natural person undertaking the training action on an individual basis and at his own expense, he may withdraw from the contract within 14 days from the date of signature of the present agreement by both parties.

By signing this agreement, the signatory company and/or participant certify that they have read the general terms and conditions of sale, the internal regulations for trainees and the information notice on data processing in the event of course recording, and accept their terms. These documents, together with the withdrawal form, can be downloaded from the following page <https://www.ceipi.edu/en/the-ceipi/general-terms-and-conditions-of-sale-and-internal-regulations>. They can also be supplied on request.

City: ..... Date: .....

The participant (name): ..... The manager (name): .....

Signature: ..... Signature: .....

**COMPANY STAMP**

Strasbourg, on .....

For CEIPI (Université de Strasbourg)  
Mrs Frédérique BERROD, President of the University  
By delegation  
The Director General of CEIPI  
Mr. Yann BASIRE

**NB:**

***Both signatures of the participant and the manager should be from two different persons.***

***If you are head of your company and there is no one able to sign as manager:***

- ***please sign in both places***
- ***and send us any official document stating your role as leader (as for ex. the official statutes of your company).***

**Please send the registration documents to:**

CEIPI  
Université de Strasbourg  
Section Internationale – **Cynthia Jehl**  
Bâtiment Le CARDO 7, rue de l'Ecarlate  
CS 20024 - 67082 Strasbourg Cedex  
**By e-mail to :** [cynthia.jehl@ceipi.edu](mailto:cynthia.jehl@ceipi.edu)

➤ **Registration deadline: 9 May 2025**