

CAS Clinical Research in Health Care Organizations – Application Form

To ensure your application is processed successfully, please send us the following documents:

- Signed application form
- A scan of your passport or a scan of your ID (front and back)
- Curriculum Vitae
- Copies of relevant degrees and diplomas and other relevant documents
- A letter of support from your supervisor confirming that participation in this CAS is supported and that you may attend during work hours.
- A motivation letter

Please send everything to casclinicalresearch.ispm@unibe.ch.

Personal Details	
Student ID number ¹	
Title	
Surname	
First name	
Date of birth	
Native language	
Place of origin (for Swiss citizens only)	
Nationality	
Home Address	
Street	
Postal code	
City	
Phone	
Email	

¹ If you have studied at a Swiss university, you already have a student ID number. The student ID number is **8 digits** long and can **only ever be assigned once**. If you cannot find it in your documents, the relevant university can provide this information. Please write „none“ if you do not have a number. If you are admitted, the University of Bern will assign you one.

If the invoice is to be sent to a business address, please provide the exact invoice address including cost center below. The invoice address often differs from the postal address.

Please check with your finance department if needed.

Invoice Address

Name/Institution

Attn./ Cost center

Street

Postal code

City

Phone

Email

Education/Studies

ECTS course credits – only for PhD

Please indicate whether you wish to use the ECTS credits for the CAS Clinical Research in Health Care Organizations or for your PhD:

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Current employer, professional role and duties

Comments

Terms and Conditions

- Applications are processed in the order they are received.
- Registration deadline is 15 November. Late registrations will be considered on a case-by-case basis.
- You will receive a confirmation of receipt.
- The program management decides on admission.
- The organizers reserve the right to make changes, in particular regarding the delivery of the modules and the choice of lecturers.
- Registration is binding.
- Cancelling before the start of the course will incur a charge of CHF 1,000.-.
- If a performance assessment has to be repeated, an additional fee of CHF 200.- will be charged.
- If the program is not attended, there is no entitlement to a refund or waiver of the course fees.
- Taking out cancellation cost insurance is left to the discretion of the individual participant.
- Place of jurisdiction is 3000 Bern. Swiss law applies.

Registration

- I am registering for the CAS Clinical Research in Health Care Organizations.
- For definitive admission, I need a confirmation of admission from the program management.
- Upon admission, I owe the University of Bern course fees of CHF 10,000.- (CHF 5,000.- for University of Bern PhD students who apply the ECTS credits towards their PhD), due before the start of the course.

Place and date:

Signature:

