Organization and regulations governing continuing education  
Certificate of Advanced Study in Management of Biotech, Pharma & Medtech Ventures

Art. 1 – Basis
1. To contribute to increased managerial skills and development activities associated with areas of Biotech, Medtech and Pharma, the Ecole Polytechnique Fédérale de Lausanne (EPFL) is organizing a continuing education program in the field of Management of Biotech, Pharma & Medtech Ventures. It is hereinafter referred to as "Certificate of Advanced Study in Management of Biotech, Pharma & Medtech Ventures".
2. This training is particularly organized by the College of Management of Technology (CDM) of the EPFL.
3. It is a continuing education program for people with professional experience. It is designed for students who are in employment.

Art. 2 – Framework and duration
1. The Certificate of Advanced Study in Management of Biotech, Pharma & Medtech Ventures "is 10 credits and runs part-time over a period of time usually 5-6 months.
2. All mandatory courses are taught in English.

Art. 3 – Management of the “Certificate of Advanced Study in Management of Biotech, Pharma & Medtech Ventures”
1. The Certificate of Advanced Study in Management of Biotech, Pharma & Medtech Ventures "is under the responsibility of the College of Management of Technology of EPFL.
2. The College of Management of Technology of EPFL appoints a board that runs the program.
3. The Board monitors the quality, promotion and international recognition of the "Certificate of Advanced Study in Management of Biotech, Pharma & Medtech Ventures". He delegates the implementation and operational management responsibilities in this area to a member of the Board. Since several modules of this certificate are optional for the EMBA in MoT, he/she will also ensure proper coordination among these.
4. The Board may appoint a Scientific Advisory Committee (advisory board) comprising external personalities active in the topics covered by the program.

Art. 4 - Conditions and procedure for admission
1. Candidates should already hold a Master’s or Bachelor’s degree – in any subject – awarded by a University or Swiss University of applied sciences (HES) or a qualification that is assessed to be equivalent by the Dean of the EPFL School of Continuing Education. They are also required to have at least 7 years’ work experience; a minimum of 5 years’ work experience may be accepted if the candidate holds a Master’s degree or holds a qualification that is assessed to be equivalent by the Dean of the EPFL School of
Continuing Education. Exceptionally, the Steering Committee may admit one, or maximum of two candidates who do not have enough work experience but whose personal profile is outstanding.

Furthermore, the level of English of the candidates must be good enough to participate fully in the program. Proof of their level of English e.g a TOEFL test, or studies completed in English or any other evidence of proficiency judged to be acceptable by the Steering Committee.

2. The choice of the candidates is based on their diplomas.

3. Candidates will be informed in writing of decisions regarding admission by the Dean of the EPFL School of Continuing Education. Negative decisions relative to admission are communicated in writing to the candidates by the Co-Director of the program.

4. Candidates are registered at EPFL.

Art. 5 - Number of Participants

1. The number of participants in the program "Management of CAS in Biotech & Medtech Pharma Ventures" is limited to 30 participants and is a function of available seats. However, the minimum number of participants is 15 for that training takes place.

Art. 6 - Educational Objectives

1. The Certificate of Advanced Study in Management of Biotech, Pharma & Medtech Ventures "aims to:
   • develop competences for the "Management of Biotech, Pharma & Medtech Ventures"

2. The teaching areas include the following topics:
   • Marketing
   • Strategy
   • Regulatory Affairs
   • Valuation
   • Project Management

They are likely to change year on year basis according to needs.

Art. 7 - Participation

1. A regular participant is required for all activities of this training. A repeated absences not justified by a participant may, after written warning to its exclusion from the program.

2. A participant who fails to attend an assessment is given the note zero.

3. The candidate who intends to invoke force majeure to justify his absence in the program and/or to an assessment must do so by submitting a written request with supporting documents within three days upon the occurrence of force majeure. The request is presented to the co-director of program activities and evaluation of the specialization.

4. Upon withdrawal accepted for reasons of force majeure results of the tests already made shall be forfeited.
Art 8 - Organization and conditions of success

1. The College of Management of Technology EPFL is responsible for training in "Management of Biotech, Pharma & Medtech Ventures".

2. This training is a total of 10 credits.

3. Education is administered by the CDM. Instruction is given in collaboration with the following institutions and entities:
   a. EPFL with its various faculties and colleges
   b. Swiss and foreign universities
   c. Industry professionals

4. The 5 modules are each lasting 3 days according to schedule on the description of each module.

5. The training takes the form of 5 modules of 3 days offered at the EPFL. In view of the preparatory work, during and after the module, each module corresponds to 2 credits.
   Participants may take one of the modules of 3 days provided under the certificate of the UNIL, entitled "Certificate in Pharmaceutical Economics and Policy", which are accounted here also for 2 only credits.

6. Participants will have to undergo a test on each module.

7. The evaluation is under the responsibility of teachers in the module. It may be in written form or orally. The modalities of the event will be announced at the beginning of the module. In the case of an oral test, an expert approved by the co-director of the "Certificate of Advanced Study in Management of Biotech, Pharma & Medtech Ventures assists in the review.

8. The control of knowledge learned is successful if the mean score on all the modules is equal or more than 4 / 6.

9. The grades are communicated in writing to the participants by the Vice-President for Academic Affairs of EPFL.

10. A candidate who failed the control of knowledge, to evaluate any part of the teachings of specialization, has the right to represent a second and final attempt for up to three modules that it has failed.

Art. 9 - Title awarded

1. Participants who have been admitted as a participant in this training and having met the conditions for success, in accordance with this regulation, receive a 'Certificate of Advanced Studies "in Management of Biotech, Pharma & Medtech Ventures" issued by the Ecole Polytechnique Fédérale de Lausanne. It is signed by the Dean of Continuing Education of the EPFL, the Director and Co-Director of the program of EPFL.

Art. 10 - Taxes and Fees

1. Participants pay the tuition fees for the 5 modules set by the management of the program.
   This includes teaching at EPFL, course materials and registration fee. If the program is attended over a two year period, the participant pays a supplementary fee of CHF 580.
2. Finance course is payable in advance, at least 15 days before the 1st module. It is not refundable.

3. Executive MBA/ DAS in MoT students who have met the conditions for passing and wish to obtain a CAS, will pay the price of one module.

**Art. 11 – General**

1. All matters not governed by this Regulation are governed by the “ordonnance” on the control of studies at the EPFL, 14 June 2004, the “ordonnance” on continuing education at the EPFL, 27 June 2005 and the “ordonnance” on “discipline” at the EPFL, 17 September 1986.

**Art. 12 - Requests for further assessment and administrative appeal**

1. Decisions made by the Vice-President for Academic Affairs under this regulation may be subject to a request for further assessment within 10 days from notification.

2. Those decisions may also be subject to administrative appeal to the “Commission de recours interne des EPF”, PO Box 6061, 3001 Berne, within 30 days of notification.

3. The periods of paragraphs 1 and 2 at the same time.

**Art. 13 - Language and entry into force**

The official version of this regulation is in French. An English translation is available. This Regulation shall enter into force and is applicable for editing starting in January 2010.

Prof. Francis-Luc Perret
Vice-President – EPFL

Controlled and approved:
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