



CERTIFIED INSTRUCTOR – NEW APPLICATION FORM

Please complete this DASSAULT SYSTEMES Certified Instructor Application Form and return it electronically with the required supporting documentation. Please type or print clearly.

Note: All fields are required.

Instructor Information			
Please enter your name as you would like it to appear on your Certified Instructor (CI) Certificate. Your candidate certification identified (3DSxxxxxx) can be found on your printed score reports.			
Last Name			
First name		Candidate Certification Id.	3DS _ _ _ _ _
Company Name			
Street Address			
City		State / province	
Country		Postal code	
E-Mail			
Requirements & Supporting Documents			
PLM Solutions	CATIA / ENOVIA / DELMIA / 3DVIA		
Certification Exams passed	Please refer to the CI web site & guide for more information on these technical requirements.		
<u>D</u>ASSAULT <u>S</u>YSTEMES <u>O</u>fficial <u>C</u>ourses attended (DSOC):	Provide course completion certificate(s) for the DSOC you have attended (must include the course name, course number, date you attended the course and a signature by the instructor).		

<p>Prove your instructional and presentation skills:</p>	<p>Provide <u>one</u> of the following:</p> <ul style="list-style-type: none"> ➤ Evidence (copy of certificate) of a <i>Certified Technical Instructor certification</i> or any accredited Instructor or <i>Train the Trainer Program</i> from a recognized public institution. <li style="text-align: center;">or ➤ <i>Course completion certificate & outline</i> from the company's Train-the-Trainer course. It must include the presenting company name, course name & code, the date and instructor's signature. <li style="text-align: center;">or ➤ Detailed resume of your previous teaching experience. Please include the name and date of the employing company, courses taught (name and length) and the profile of the students (Engineers, Designers, Manufacturing, etc.). It is better if you can include <i>a roster (sign-in) sheet</i> or completed <i>course evaluation sheet</i> from one of the events.
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Agreement

I certify that all the above information is correct

Candidate's Signature:	
Date:	
Education Partner Coordinator's Signature:	
Date:	

Note: *Your Certified Instructor application will be processed within approximately 4-6 weeks of receiving both this application and your instructional experience or credentials. Your application will not be processed if any of the required documentation is missing.*

Please mail, fax, or e-mail copies of all the required documentation to:

Mail:

Dassault Systèmes
 Certified Instructor Program, DS Learning Solutions
 10 rue Marcel Dassault, 78946 Vélizy-Villacoublay
 France

E-mail form or scanned copies: certification@3ds.com