

RAPID CONTINUOUS TRAINING PROGRAM 2021/2022



Telephone - Whatsapp: +221 78 156 68 13

E-mail: excellenceforall@yahoo.com - www.excellenceforall.lu

B.P. 27141, Dakar - Senegal

R.C.C.M. SN DKR 2019-B-8172 NINEA: 0072730482A3



OUR ADVANTAGES:

- Authorisation received from 10 Public Ministries in Senegal and 3 FPT;
- National and international expertise: 192 experts in 42 countries;
- End of course attestations for each course completed;
- Possibility for Senegalese enterprises to fund the training;
- Rigorous quality and environmental policy;
- On-site and on-line training.



Course title	Duration and cost of the training	Requirements	Remarks
Language course in more than 40 languages	45h of coursework per level, six levels intended (A1, A2, B1,B2,C1,C2) Cost: Depending on the language and program specificity	Initial placement test	The list of languages is available on the website http://www.excellenceforall.lu/fr/cours-de-langues?layout=edit&id=77 . There are general and specialised language programs (legal, medical, technical, financial, humanitarian, business, scientific, etc)
Administrative drafting	23h (350 000 CFAF)	At least level B1 in French	Participants with a level inferior to B1 may attend a French language enhancement course prior to the beginning of the Administrative drafting course
Presentation and Public Speaking Techniques	20h (240 000 CFAF)	Training in English and French. Level B2 in English and French required.	Participants with a level inferior to B2 may attend a French language enhancement course prior to the beginning of the program
Initiation to Computer Science	30h (200 000 CFAF)	Training in French. Level B1 in French required. Possibility of having a custom-made training in English	Participants with a level inferior to B1 may attend a French language enhancement course prior to the beginning of the program
Training in Word (Beginners, Intermediate, Advanced)	33h (195 000 CFAF)	Training in French. Level B1 in French required. Possibility of having a custom-made training in English	Participants with a level inferior to B1 may attend a French language enhancement course prior to the beginning of the program

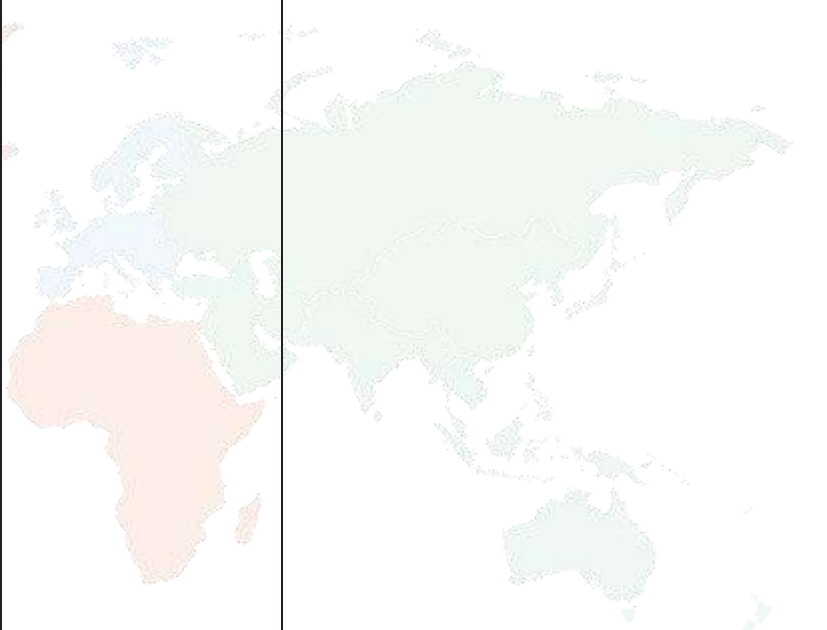
Course title	Duration and cost of the training	Requirements	Remarks
Training on Excel (Beginners, Intermediate, Advanced)	40h (230 000 CFAF)	Training in French. Level B1 in French required. Possibility of having a custom-made training in English	Participants with a level inferior to B1 may attend a capacity building course in French before beginning the program
Training on PowerPoint (Beginners, Intermediate, Advanced)	22h (228 000 CFAF)	Training in French. Level B1 in French required. Possibility of having a custom-made training in English	Participants with a level inferior to B1 may attend a French language enhancement course prior to beginning the program
Training on Access (Beginners, Intermediate, Advanced)	18h (190 000 CFAF)	Training in French. Level B1 in French required. Possibility of having a custom-made training in English	Participants with a level inferior to B1 may attend a capacity building course in French before beginning the program
Computer graphics	Photoshop (35h, 240 000 CFAF) Illustrator (35h, 240 000CFAF) In-design (35h, 240 000CFAF)	Basic knowledge in Computer science	Participants with no basic knowledge in Computer science shall accelerated training in Computer science prior to beginning the program
Marketing officer	32h (810 000 CFAF)	Training in French. Level B2 in French required.	Participants with a level inferior to B2 may attend a French language enhancement course prior to beginning the program

Course title	Duration and cost of the training	Requirements	Remarks
Innovation	20h (605 000 CFAF)	Training in French. Level B2 in French required. Possibility of having a custom-made training in English	Participants with a level inferior to B2 may attend a French language enhancement course prior to beginning the program
Strategy	Entry level (30h, 620 000 CFAF) Specialised level (60h, 1 190 000 CFAF)	Training in French. Level B2 in French required. Possibility of having a custom-made training in English	Participants with a level inferior to B2 may attend a capacity building course in French before beginning the program
Best Management Practices in a Context of Covid-19 Crises	36h (910 000 CFAF)	Training in French. Level B2 in French required. Possibility of having a custom-made training in English	Participants with a level inferior to B2 may attend a capacity building course in French before beginning the program
Fundamentals of Micro-finance	40h (590 000 CFAF)	Training in French. Level B2 in French required. Possibility of having a custom-made training in English	Participants with a level inferior to B2 may attend a French language enhancement course prior to beginning the program
Administrative Assistant	80h (920 000 CFAF)	Training in French. Level B2 in French required. Possibility of having a custom-made training in English	Participants with a level inferior to B2 may attend a French language enhancement course prior to beginning the program

Course title	Duration and cost of the training	Requirements	Remarks
Sage Saari 100 Accounting Software	18h (210 000 CFAF)	Notions in accounting and Computer science	
Sage Saari 100 Business Management Software	18h (210 000 CFAF)	Notions in Computer Science and Accounting	
Sage Saari 100 Payment and HR Software	18h (210 000 CFAF)	Notions in Computer Science and Accounting	
Sage Saari 100 Bank Statements Software	18h (210 000 CFAF)	Notions in Computer Science and Accounting	
Trade and business	75h (390 000 CFAF)	Training in English and French. Level B2 in French or English required.	Participants with a level inferior to B2 may attend a capacity building course in French before beginning the program
BANKING Practise of the banking profession	10h (320 950 CFAF)	Professionals from the Banking sector or anyone else interested in this profession	
Telephone Prospecting	10h (80 000 CFAF)	Training in English and French. Level B2 in French required.	Participants with a level inferior to B2 may attend a capacity building course in French before beginning the program

Course title	Duration and cost of the training	Requirements	Remarks
<p>Interpretation and Translation</p>	<p>Conference Interpretation (7h, 250 000 CFAF)</p> <p>Applied Translation and CAP (7h, 100 000 CFAF)</p> <p>Terminology applicable to contracts and company statutes (7h, 250 000 CFAF)</p> <p>Rights and obligations of a translator (7h, 100 000 CFAF)</p> <p>Translation and terminology in the environmental sector (7h, 250 000CFAF)</p> <p>Corpus and use by the Translator (7h, 310 000 CFAF)</p> <p>Principles of expertise in Translation and Interpretation (7h, 100 000 CFAF)</p> <p>Digital tools for interpreters (7h, 310 000 CFAF)</p>	<p>Participants working as interpreters and translators. Exceptionally, people interested in discovering this profession may also take part in the training.</p>	

Course title	Duration and cost of the training	Requirements	Remarks
<p>Taxation</p>	<p>Introduction to corporate tax legislation (24h, 216 000 CFAF) Introduction to Senegalese taxation on corporate bodies (20h, 288 200 CFAF) Corporate taxation in Senegal: Practical application and recent evolution (20h, 360 250 CFAF) Filing tax returns on corporate tax and wealth tax (12h, 150 650 CFAF) Electronic declarations - Practise and tools (5h, 85 150 CFAF) Techniques for tax assessment (5h, 150 650 CFAF) Real estate taxation - business companies (11h, 167 025 CFAF) Personal taxation</p>	<p>The training is destined to an audience which is already accustomed to filing tax returns and desirous of deepening A specific aspect of it.</p>	

Course title	Duration and cost of the training	Requirements	Remarks
<p>Taxation</p>	<p>In Senegal - Practical Application (20h, 360 250 CFAF) Declaration practice at the IPP (9h, 150 650 CFAF) Taxation on the assets of individuals in Senegal (9h, 85 150 CFAF) Mechanisms for detention and funding of shares (6h, 320 950) Organisms for collective placement (20h, 360 950 CFAF) Introduction to international taxation (24h, 360 250 CFAF)</p>	<p>The training is destined to an audience which is already accustomed to filing tax returns and desirous of deepening A specific aspect of it.</p>	
<p>Real estate</p>	<p>Rental management, forceful recovery, termination of lease and expulsion (10h, 320 950 CFAF) Real-estate professions - joint ownership agent (20h, 675 000 CFAF)</p>	<ul style="list-style-type: none"> - Real-estate professionals - Anybody interested in the subject 	

Course title	Duration and cost of the training	Requirements	Remarks
<p>Real estate</p>	<p>Sale before completion (10h, 320 950 CFAF)</p> <p>Introduction to techniques of real-estate assessments (10h, 320 950 CFAF)</p> <p>Real-estate funds (10h, 447 000 CFAF)</p> <p>Responsibilities of builders and architects (6h, 320 950 CFAF)</p> <p>The responsibility of builders - fixing of prescription and action deadlines (6h, 320 950 CFAF)</p> <p>Drafting of real-estate sales contracts (10h, 320 950 CFAF)</p> <p>Cycle for professional real estate officer (30h, 765 000 CFAF)</p> <p>Negotiate and draft commercial leases (10h, 320 950 CFAF)</p>		

Course title	Duration and cost of the training	Requirements	Remarks
<p>Real estate</p>	<p>Estate plan (10h, 527 000 CFAF)</p> <p>Conduct real-estate due diligence (10h, 320 950 CFAF)</p> <p>Fight against money laundering and terrorism funding - Fundamentals for real estate agents (10h, 320 950 CFAF)</p> <p>Circular economy: Modular and adaptable construction (10h, 320 950 CFAF)</p> <p>Access limited to real-estate professionals (60h, 890 000 CFAF)</p> <p>Sales agreement - obligations, clauses and termination (10h, 320 950 CFAF)</p> <p>Financial structure of real-estate operations (10h, 550 000 CFAF)</p>		

Course title	Duration and cost of the training	Requirements	Remarks
Real estate	Easement and semi-detachments (10h, 320 950 CFAF) Real estate letter of intent and sales agreement (10h, 320 950 CFAF)		
Train the Trainers	32h (270 000 CFAF)	Level B2 French and English required.	Participants with a level inferior to B2 may attend a French language enhancement course prior to beginning the program
Management of remote work	10h (210 000 CFAF)	Any person working remotely or wishing to do so	
Security	Private security agent (40h, 215 000 CFAF) Fire Safety Officer (40h, 725 000 CFAF) Work-site surveillance (8h, 275 000 CFAF) Techniques for protection and intervention (16h, 515 000 CFAF) Video surveillance (8h, 275 000 CFAF)	Level B2 French required. Basic knowledge of computer science and networks	Participants with a level inferior to B2 may attend a French language enhancement course prior to beginning the program

NOTE

Several other trainings are available on demand: Request the complete program for each training.



Telephone - Whatsapp: +221 78 156 68 13

E-mail: excellenceforall@yahoo.com - www.excellenceforall.lu

B.P. 27141, Dakar - Sénégal

R.C.C.M. SN DKR 2019-B-8172 NINEA: 0072730482A3

Registration form

Title of the course chosen:

Thanks for filling and returning via e-mail : info@excellenceforall.lu or excellenceforall@yahoo.com

Upon receiving the form, ExcellenceForAll Africa S.A.U shall propose an estimate and a training contract tailored to suit the needs of the candidate.

SURNAME AND NAME

ADDRESS

TEL

E-MAIL:

AGE:

CIVIL STATUS:

LEVEL OF EDUCATION

FUNCTION OR JOB CURRENT

LANGUAGES SPOKEN

WHO SHALL FUND THE TRAINING?

- Self-sponsorship
- Payment by the following enterprise or company
- Payment by a funding institution

SUBJECTS
CHOSEN

AVAILABILITY AND
DESIRED
COMMENCEMENT

CURRENT LEVEL
IN THE SUBJECT

TYPE OF COURSE

OBSERVATIONS AND
CANDIDATE
MOTIVATION

- Beginner
- Intermediate
- Advanced

- Intensive lectures in groups
- Group lectures for 2 months
- Group lectures for 3 months
- Group lectures for 6 months
- Individual lectures
- Distance learning
- Custom-made lectures

DATE:

SIGNATURE

