



Agence de Transfert  
de Technologie Financière,  
Luxembourg  
Société anonyme

Financial Technology  
Transfer Agency,  
Luxembourg  
Stock company

**Ref: JT/CM/2015.182**

**Multinational Seminar  
SME Financing: from Business Plan to External Funding**

**Luxembourg: 07-11 March 2016 (5 days)**

Luxembourg, 17 December 2015

**« Each good project must find a financier ! Each entrepreneur must find  
adequate resources to help him achieve his dreams ! »  
(Staffan Nilsson, President of the European Economic and Social  
Committee - EESC, 2010-2013 )**

Dear Madam,  
Dear Sir,

If you are a loan officer in charge of commercial relations with SME prospects and clients, a credit risk analyst or in charge of middle and back office activities with a minimum of 3 years of experience and you wish to develop knowledge and skills in the aim of improving the quality of your professional work...

***then this is the programme for you!***

The "**Financial Technology Transfer Agency**" (ATTF – [www.attf.lu](http://www.attf.lu)) has been mandated by the Luxembourg Ministry of Finance to implement the third edition of this fully-fledged training course. The programme has been developed in cooperation with the Belgian Bankers Academy (BBA), specialised in SME financing and Raiffeisen Bank Luxembourg, bringing on board their own professional experience and sharing their best practices.

**Who can apply?**

**20 participants** will be selected to attend this seminar. Invited countries are: Armenia, Azerbaijan, Bosnia and Herzegovina, Bulgaria, Cape Verde, China, Croatia, Cyprus, the Czech Republic, Egypt, El Salvador, Estonia, Georgia, Hungary, Kazakhstan, Kosovo, Latvia, Lebanon, Lithuania, Macedonia, Malta, Moldova, Mongolia, Montenegro, Poland, Romania, Russia, Serbia, Slovakia, Slovenia, Tunisia, Turkey, Ukraine, Vietnam, and West African Economic & Monetary Union.

The selection of the participants will be made by the ATTF and its trainers according to the relevance of the participants' profile that will have to correspond to the target group mentioned in the organisation sheet. The applicants should come from **commercial & central banks, financial institutions and supervisory bodies**. The geographical criterion will NOT be considered. The participants are requested

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to have a **sound knowledge of English** as the whole seminar will be held in that language with no translation.

All successful candidates will be granted a certificate of attendance and a certificate of success after having passed the exam.

We send you herewith the seminar description (organisation sheet & content) and application form.

**When and where will the seminar take place?**

The seminar will be held in **Luxembourg from Monday 07 to Friday 11 March 2016** (arrival date: Saturday, March 05, departure date: Saturday, March 12). The seminar will end with an exam including a few open questions and a business case assessment.

**Deadline for application: 25 January 2016!**



Your filled in application form shall be sent **to ATF official Partner in your country by 25 January 2016**. Please note that ATF will consider only fully completed forms.

This seminar will be a unique opportunity for the participants to meet, exchange strategic views and experience among themselves and with colleagues from Luxembourg-based banks.

Do not hesitate to contact us for any further information.

Looking forward to receiving your application,

Yours sincerely,

Claire MOZET  
Programmes Coordinator

Josée THYES  
Programme manager

**Appendices:**

- Seminar description; Organisation sheet & content
- Provisional programme
- Financial conditions
- ATF application form