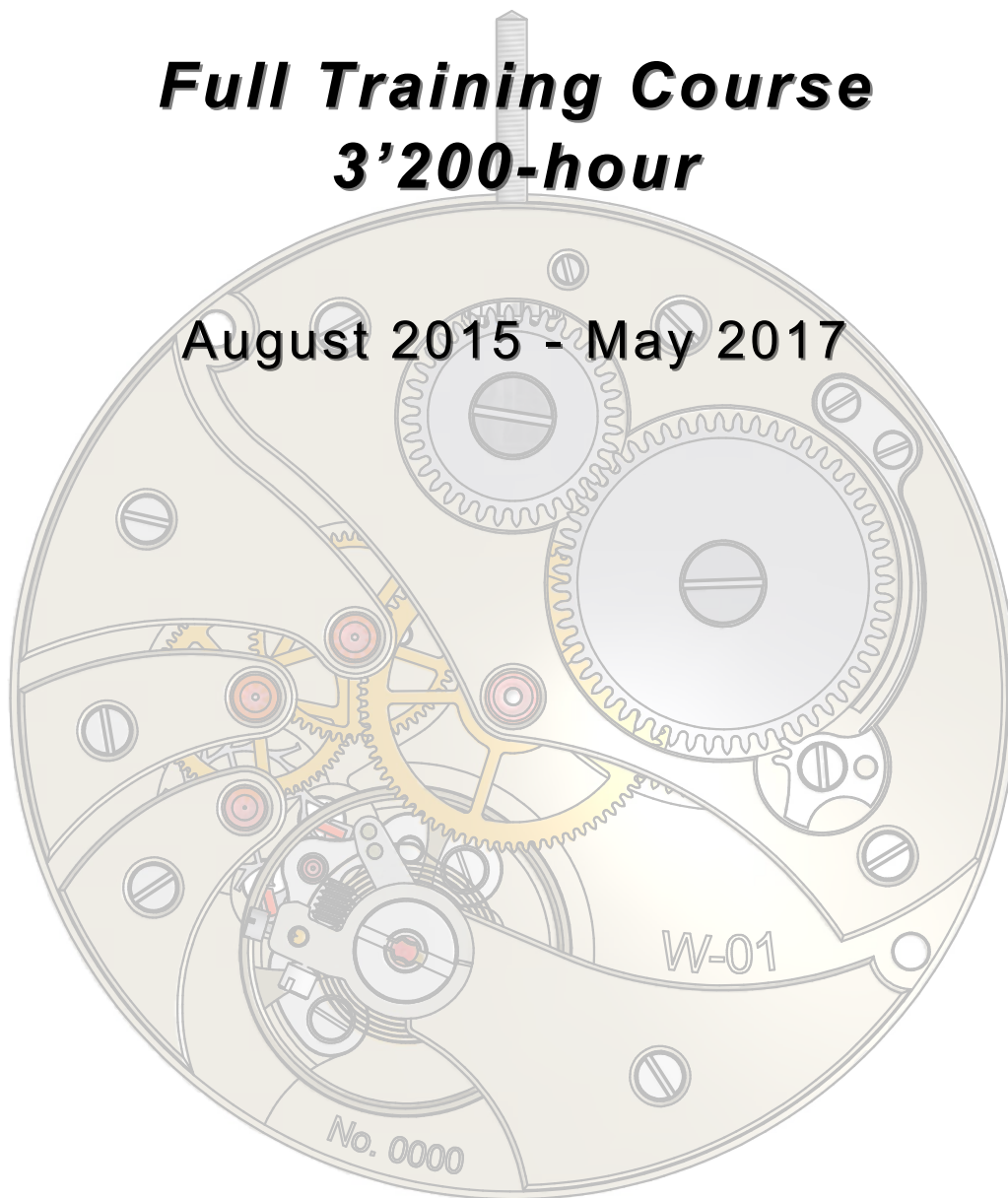


# ***Full Training Course*** ***3'200-hour***

**August 2015 - May 2017**



*A full time course to become a qualified watchmaker  
for after-sales services*

## Candidates

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- Must be over 23 years old
- Have a previous professional experience outside the watchmaking field
- No watchmaking experience required
- The course is taught in English, which students must be able to write and speak fluently

## Dates and duration

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August 2015 - May 2017 (exact dates remain to be set)  
4 sessions of 20 weeks each – 3'200 hours in total

- 4 to 6 weeks of work experience in factories, either during or between sessions, according to the availability of the companies
- 6 to 9 weeks holidays (per year)

## Condition of admission

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- Candidates must undergo a 2-day test at WOSTEP to ascertain their manual dexterity
- This course is a very intensive one and requires strong motivation

## Price (*WOSTEP reserves the right to modify the following prices*)

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The CHF 28'540.- tuition fee includes the following (without accommodation) :

- Tuition, administrative support and expenses
- Toolkit and theory books of horology  
(*The purchase of this kit is mandatory but will remain the property of the student after the course*)
- Special courses on specific products, visits of factories
- Resources (infrastructure such as : tools, machines, movements, spare parts)

Additional costs :

The amount of CHF 9'240.- is required as a prepaid financial guarantee by the State of Neuchâtel to assure your domestic needs and will be refunded to you on a monthly basis.

Accommodation costs in a shared apartment adequately equipped for 5 roommates for 22 months :

- CHF 13'200.- for a room in category A (15/16m<sup>2</sup>) = CHF 600.-/month (*based on availability*)
- CHF 11'550.- for a room in category B (13/14m<sup>2</sup>) = CHF 525.-/month (*based on availability*)
- CHF 9'900.- for a room in category C (11/12m<sup>2</sup>) = CHF 450.-/month (*based on availability*)

Should you want something larger or more independent, we will provide you some agencies' numbers and web sites able to help you in your search.

## Diploma

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The WOSTEP diploma will be awarded to candidates who have completed the exercises required during the course and passed the 5 intermediate and the final examination (18 hours).

The diploma is recognised by the Swiss watch industry and its representatives throughout the world.

## **Program (may be modified at any time)**

The program is based on practical work at the bench, which will enable students to master all types of modern Swiss mechanical and electronic watches.

Several hand tools will be made during this session, which will remain the student's property after completion of the course.

Each student is trained in basic mechanical operations, handling tools and related technology.

The theory will be given during each session on the various subjects.

### **1<sup>st</sup> session :**

- Filing
- Turning
- Sawing
- Thread cutting
- Drilling
- Various polishing and grinding operations
- Hardening and tempering

*Exercises on the watchmaker's lathe :*

- Turning pivot gauges
- Turning a balance staff
- Burnishing pivots using the Jacot tool

*Manufacturing spare parts such as :*

- Balance staff and winding stem

### **2<sup>nd</sup> session :**

*Gear train :* - Fitting the gear train, truing the wheels, jewel setting and adjustment, quality control of jewels, oiling

*Winding and setting :*

- Assembly and adjustment of barrels (simple and automatic)
- Calculation and control of sizes of mainspring
- Lubrication

*Escapement :* - Study of the functions, adjustment, fitting the pallet jewels, roller jewel, guard pin, banking pins, correction and exercises on faulty escapements

*Regulating unit :* - Fitting the balance staff and roller  
- Truing and poising

### **3<sup>rd</sup> session :**

*Regulating unit :* - Manipulation of the hairspring, colleting, vibrating and fitting the stud

*Precision timing :* - Regulation in different positions  
- Dynamic poising  
- Use of different timing machines  
- Fine regulation

*Automatic and calendar watches :*

- Study and assembly of different systems available

*Study of electronic watches :*

- Practical and theoretical courses are given in the school or by specialists in factories.  
The latest products of the Swiss watch industry are studied – this covers most of the range manufactured in Switzerland.

*Casing :*

- Fitting the dial, hands, case, crown, glass.
- Correction and control of mechanical and electronic watches.

*Repairs :*

- Simple watches.

**4<sup>th</sup> session :**

*Study of different types of chronographs :*

- With pillar wheels.
- Without pillar wheels.
- Modular chronographs.
- Automatic chronographs.

*Information on complicated watches :*

- Automatic and calendar watches as well as casing.
- Follow-up to the 3<sup>rd</sup> session.

*Repairs :*

- During the last session the student will be trained to meet the needs of after-sales service – quality and dexterity.
- Simple, automatic, calendar watches and chronographs.

**School watch :**

Students will have the opportunity to make a WOSTEP school watch from a blank movement. The work on this watch will be related to the various operations taught during the course and the watch will become the property of the student (students will be informed of the cost during the first session).

**Visits and courses :**

Visits will be organised to different factories and watch institutions representing the many facets of the Swiss watch industry.

Lectures and courses on special subjects will be offered.

**Deadline for applications : March 31<sup>st</sup>, 2014**

*All applications received after this deadline  
will be considered for the next session*

## Full Training Course

August 2015 - May 2017 (exact dates remain to be set)

**Registration – Please fill in capital letters**

### Personal details

Title: ☐ Ms. ☐ Mr.  
Last name(s) : .....  
First name(s) : .....  
Nationality : .....  
Birthday (dd/mm/yyyy) : .....  
Marital status : .....

### Contact Information

#### Mailing address

Street address, n° : .....  
Post office box : .....  
Zip Code, city : .....  
Country : .....  
Home phone : .....  
Work phone : .....  
Fax : .....  
Portable phone : .....  
Home e-mail : .....  
Work e-mail : .....

**The following must be added to your application form :**

- Curriculum Vitae
- Copy of previous diplomas
- 2 reference letters
- A few words explaining what you expect from the WOSTEP Full Training Course
- 4 photos (passport size)

### Where/how did you hear about WOSTEP ?

- ☐ WOSTEP student(s)  
☐ Employer  
☐ Advertisement  
☐ Internet  
☐ Other : .....

Date : ..... Signature : .....