

SCHOOL OF TRANSLATORS AND INTERPRETERS OF BEIRUT (ETIB)

HISTORY

Dreams spun of gold and silk

Founded in 1980 by Reverend Fathers René CHAMUSSY, SJ, and Roland MEYNET, SJ, the School of Translators and Interpreters of Beirut (ETIB) is dedicated to providing its students with an excellent education that enables them to acquire knowledge, expertise, and soft skills in the fields of translation and interpretation.

Roland MEYNET was the first director of ETIB. He was called to other missions in South Lebanon a year later, and Jarjoura HARDANE succeeded him, but he then left for Toulouse. René CHAMUSSY then assumed the directorship of the School from 1989 to 1995. Henri AWAISS, the fourth director of ETIB, took over in 1996 and led a successful mandate until 2012, the year the Faculty of Languages (FdL) was established, to which ETIB is now attached. Henri Awaiss was succeeded by Gina ABOU FADEL who, along with a dynamic team of ETIB graduates, pursued the School's tradition of excellence and promoted its qualities in the world of research, innovation, and creativity. Consequently, FdL became the Faculty of Languages and Translation (FdLT).

In 2015, ETIB established a Master in Translation program at the USJ campus in Dubai.

Since its foundation, ETIB has aimed to be not only an institution of learning but also a place for reflection. It has held numerous round tables, seminars, and conferences, published annals, and founded a collection called "Sources Cibles", bringing together works in translation studies.

ETIB, a member of CIUTI (Conférence Internationale Permanente d'Instituts Universitaires de Traducteurs et Interprètes), has received the prestigious EMT (European Master's in Translation) label for its Master in Translation, awarded by the European Commission to a select group of excellent programs in Europe, and has signed a Memorandum of Understanding (MoU) with the UN.

MISSION

ETIB aims to train translators and interpreters to achieve excellence, enabling them to acquire knowledge, skills, and professional conduct in the world of translation and interpretation.

The multilingual, multidisciplinary, and versatile training makes ETIB graduates flexible and able to adapt to the needs of an ever-evolving job market, with artificial intelligence as an ally. This opens up career opportunities both in Lebanon and abroad, not only in the field of translation and interpretation but also in any other communication-related field where languages and multidisciplinary knowledge intersect.

ADMINISTRATION

Dean of the Faculty of Languages and Translation (FdLT):

Director of the School of Translators and Interpreters of Beirut (ETIB):

Gina Abou Fadel Saad

Head of the Translation Department:

Mary Yazbeck

Head of the Interpretation Department:

Elsa Yazbek Charabati

Technical Head of the Interpretation Department:

Léna Menhem

Director of the Center for Research in Translation Studies, Arabic Terminology, and Languages (CERTTAL):

May Hobeika El Haddad

Coordinator of the Interpretation and Translation Office (SIT):

Claude Wehbé Chalhoub

Coordinator of the Lifelong Learning Unit:

Abla Lawandos

ADMINISTRATIVE STAFF

Administrative Coordinator: Liliane Khairallah Tabet

Administrative Assistant: Wafaa Tannous Abi Nahed

Administrative Assistant: Hala Hajj Ghosn

FACULTY

Professors

Gina ABOU FADEL SAAD, Henri AWAISS, May HOBEIKA HADDAD, Nada KFOURI KHOURY, Nadine RIACHI HADDAD, Lina SADER FEGHALI

Associate Professors

Rana HAKIM BEKDACHE

Assistant Professors

Diana ABI ABOUD ISSA, Claude WEHBÉ, Mary YAZBECK, Rosine ZGHEIB.

Lecturers

Abla LAWANDOS, Shaké MAJARIAN, Léna MENHEM, Carole NEHMÉ, Elsa YAZBEK CHARABATI

Instructors

Gaëlle ABOUD, Sami-Joe ABOUD, Grace ABOU KHALED, François ALAM (EL), Sabine ALAMEH, Pascale ASMAR (EL), Roula AZAR DOUGLAS, Irène BEUCLER, Ghada BOU RAAD HAGE, Sally CHARBAJI (EL) JABER, Line CHOCOR, Christelle DAOU, Josette FEGHALI, Dayana FRANCIS, Souleima GHORAYEB BOUSTANY, Michèle HABBAKI, Abdo HACHEM (EL), Rita HANNA DAHER, Mohamad HAJ ALI, Cécilia (EL) HAJJ, Alida HAJJ NEHMÉ, Aline HARFOUCHE ABI TAYEH, Fadi HAYEK, Hiba HAYEK (EL), Sami – Joe ISSA, Cynthia KASSIS MADI, Suzanne KATTAR (EL) BASSIL, Samia KHALIFÉ BOU AKL, Charbel MAROUN, Sarah MEDLEJ, Roula MEHAWAJ KHADIJ, Danièle MEOUCHI SERHAL, Alexa MOUKARZEL HECHAIMÉ, Nour NASRANI (EL), Jihad RIZKALLAH, Sarita SAAD, Ghalwaa SEBAALY KOUBAR, Nagham SEFRAWI, Yazbeck WEHBÉ, Manal YAZBECK, Habib YOUNES, Rim YOUSSEF (EL), Vanessa YOUSSEF

Visiting Professors

Rebecca ABBY WHITING, Nadine AYOUB, Sarah BORDES, Isabelle CROIX, Bart DEFRANCO, Laetitia DUMONT LEWI, Rima GERMANOS, Ismahene Sonia HALIMI MALLEM, Ghina ITANI, Emilie MAHAUX, Rima MATNI, Marielle SANTONI, Stéphanie SCHWERTER, Claire TARDIEU

Faculty members of another USJ institution

Marilyn FEGHALI, Cynthia MENASSA MAALOUF, Pierre NAJM, Siham RIZKALLAH, Ahyaf SINNO, Yasmina TRAD, Mansour YOUSSEF, Valérie ZGHEIB

DEGREES, DIPLOMAS AND CERTIFICATES AWARDED

- Bachelor in Translation
- Master in Translation
- Master in Interpretation
- PhD in Translation Studies

JOB OPPORTUNITIES

ETIB graduates can work in any organization, company, or other entity offering translation and interpretation services, such as the UN and affiliated institutions, local, regional, and international organizations, ministries and government institutions, diplomatic and consular institutions, print media, audiovisual media, publishing houses, advertising agencies, communication agencies, travel agencies, language industries, local and international banks, financial, legal, and economic institutions, international courts, research centers in translation and translation studies, academic institutions teaching translation, and specialized journals.

TUITION FEES

141 USD/credit (111 USD and 2 664 000 Lebanese pound)

SPECIFIC PROVISIONS OF THE INTERNAL REGULATIONS OF STUDY

School of Translators and Interpreters of Beirut Internal Regulations of Study – Specific Provisions

Article 2 – Bis: Programs and Cycles

- The programs of study are only validated by diplomas (Bachelor, Master, PhD).
- ETIB offers two study programs:
 - The translation program
 - The interpretation program
- These programs are organized into three cycles of study:
 - First cycle:**
 - Bachelor in Translation (180 credits)
 - Second cycle:**
 - Master in Translation (120 credits) in four concentrations
 - Conference Translation
 - Media Translation
 - Business and Banking Translation
 - Translation Studies
 - Master in Interpretation (120 credits) in one concentration:
 - Conference Interpreting
 - Third cycle: PhD in Translation Studies (180 credits)**
 - The studies in this cycle as well as the admission requirements follow the regulations of the Doctoral School of Human and Social Sciences.

Article 6 - Bis: Languages

Languages of instruction

The language combinations that define the working languages of ETIB are the following:

- A Language: Arabic, B Language: French, C Language: English
 - A Language: Arabic, B Language: English, C Language: French
 - A Language: Arabic, B Language: English, C Language: Spanish
 - A Language: Arabic, B Language: English (only in the Master programs)
- Conditions for a sufficient command of the French language
 - Only candidates placed in category “A” in the French proficiency test are allowed to enroll at ETIB.
 - Conditions for a sufficient command of the English language
 - ETIB students are exempt from the English placement test.

Article 8 - Bis: Mandatory Attendance

Any absence must be justified by a medical report, or a written excuse submitted within three working days from the date of absence. The ETIB Board reserves the right to assess the validity of the document provided.

Article 12 - Bis: Application Forms


• Modes of admission

There are three methods of admission to the Bachelor’s degree:

- File-based admission,
- Entrance Exam-based admission,
- Title-based admission.

File-based admission

- File-based admission is open to students in their final year of high school (or who have already graduated).
- They can apply for file-based admission even before being placed in category A in the French proficiency test or, for the English section, in category B in the English proficiency test.
- Conditions and dates for submitting the file are available on USJ website at the following address: <https://www.usj.edu.lb/admission/>



Applicants who are not admitted on file may sit for the entrance examination. Applicants admitted to their second or third choice institution may attempt to re-apply for admission to their first choice institution by sitting for the entrance exam, but in this case, they will lose their place in the file-based admission. These applicants must follow the entire application procedures for the entrance exam, even if the application fee is waived. File-based admission is only valid for the current year.

Entrance exam-based admission

- Entrance exam-based admission is intended for students who are in their final year of high school (or who have already graduated) and who have already been placed in category A in the French proficiency test. It is also open to candidates who were not admitted or were not satisfied with their choice of admission based on their application. This entrance exam only grants admission for the academic year at the beginning of which it is taken.
- ETIB admits candidates for the second semester of the Bachelor in Translation based on their application or examination, registering them only in courses that do not have prerequisites (cf. Article 4).

Registration for the entrance examination

Candidates can collect the application form from the admission offices. They must submit the file before the deadline.

Entrance examination date

The entrance examination takes place in June and in August.

Results (July and beginning of September)

The jury, chaired by the School's Director, draws up the list of admitted candidates to whom the results are communicated.

The candidates confirm their enrollment by paying the first installment of tuition fees.

Objectives

The entrance examination for the first semester of the Bachelor in Translation aims to:

- assess candidates' oral and written language skills in all three languages of the School;
- assess their intellectual and cultural knowledge.

Content


None of the oral or written tests cover a specific program that needs to be prepared in advance.

Title-Based Admission

- Title-based admission is for students in their final school year who have already applied under either admission mode (file-based admission or entrance exam-based admission). They simply need to achieve a "very good mention" in the Lebanese Baccalaureate (in the first session if there are multiple sessions) or in the French Baccalaureate in the year they apply to be admitted to ETIB, provided they are placed in category A in the French proficiency test or in category B in the English proficiency test, depending on the chosen section, regardless of the outcome of their previous application.
- For admission to the Master in Translation program, the candidate must:
 - either hold a Bachelor in Translation degree from the School of Translators and Interpreters of Beirut (ETIB).
 - or hold a Bachelor's degree in translation or languages from a university institution other than ETIB and have passed the entrance examination for the first semester of the Master's degree. In this case, their application must be reviewed by the USJ Equivalence Commission.
 - If the applicant holds a Bachelor's degree in a discipline other than translation or languages, their file will be submitted to the USJ Equivalence Commission, and further training may be required.
 - have passed the entrance examination for the first semester of the Master in Translation.

Objectives of the Master in Translation entrance examination:

The entrance examination for the first semester of the Master in Translation aims to:

- assess candidates' oral and written language skills in the three languages of the School as well as their translation skills,
 - assess their intellectual and cultural knowledge as well as their acquisition of working methods.
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Content:

- Oral interview
- Written translation exams

The results of the entrance examination are only valid for the current academic year.

- For admission to the Master in Interpretation program, the candidate must:
 - either hold a Bachelor in Translation degree from the School of Translators and Interpreters of Beirut (ETIB).
 - or hold a Bachelor's degree in translation or languages from a university institution other than ETIB and have passed the entrance exam for the first semester of the Master's degree. In this case, their application must be reviewed by the USJ Equivalence Commission.
 - If the applicant holds a Bachelor's degree in a discipline other than translation or languages, their file will be submitted to the USJ Equivalence Commission, and further training may be required.
 - have passed the entrance examination for the first semester of the Master in Interpretation.

Objectives of the Master in Interpretation entrance examination:

The entrance examination for the first semester of the Master in Interpretation aims to:

- assess candidates' oral and written language skills in the three languages of the School,
- verify their proficiency in translation and interpretation, as well as their acquisition of working methods,
- test their ability to communicate, analyze, synthesize and express themselves.

Content:

- Written translation tests.
- Interview: the candidate is asked to speak on topics proposed by the jury in each of the required languages.
- Memorization: this test assesses the candidate's auditory comprehension as they must relay the substance of a heard text.
- Sight Translation: The candidate must be able to read a text and translate it simultaneously out loud in another language.

The results of the entrance examination are valid only for the current academic year.

Article 26 - Bis: Exam Calendar


Master Thesis:


- The student who has chosen the Translation Studies concentration in the Master in Translation program and has enrolled in the credits related to the thesis must write and defend it within a maximum period of eight semesters following their enrollment in the program, in accordance with Article 2 of this regulation. Each semester, they must re-enroll in the corresponding credits and pay the tuition fees for those credits.
- The student who has obtained their Master in Translation in the following concentrations: Conference Translation, Media Translation, and Banking and Business Translation, and wishes to immediately prepare a thesis must enroll in an additional 12-credit program. They must defend their thesis within a maximum period of eight semesters following their enrollment in the first Master's program.
- The thesis is written in Arabic, unless an exception is granted by the ETIB Board following a justified written request submitted by the student to the School Director.

Internship Report:

- All students enrolled in the Master in Translation program must complete a 200-hour internship at an institution where translation is practiced, under the supervision of a responsible from that institution. Upon completion of the internship, confirmed by an attestation and evaluated by the institution, the student writes their report.
- Students enrolled in the Master in Interpretation program are required to complete a silent booth internship.

PhD:

- The provisions regarding doctoral theses at ETIB follow those of the Doctoral School of Human and Social Sciences.
 - The doctoral thesis is written in Arabic, unless an exception is granted by the ETIB Board following a justified written request submitted by the candidate to the School Director. If required by the members of the jury, the
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doctoral candidate must accompany their thesis with a 100-page summary in a language other than the one in which it was written.

Article 28 - Bis: Absence to Assessments

If the reason provided by the student for their absence from an in-person assessment is not deemed valid by the ETIB Board, the student will receive a zero for that examination.

Article 29 – Bis: Grading System

• **For the Bachelor and Master in Translation**

- 30 % of the final grade for the assignments / mid-term
- 10 % of the final grade for the attendance and participation
- 60 % of the final grade for the final examination

• **For the Master in Interpretation**

For the core courses of the Master in interpretation:

- 50% of the final grade for the assignments / mid-term
- 50% of the final grade for the final examination

For the core courses common with the Department of Translation: the regulations of the translation department are applied.

- The final grade for the second session is calculated based on the grade of the second session examination and the grades for the assignments, the midterm, and attendance and participation, if applicable, obtained during the semester. In this calculation, the grades for the assignments, the midterm, and attendance and participation have the same weight as they did in the calculation of the final grade for the course.

Article 30 - Bis: Jurys

For the Department of Interpretation, the jury for the final examinations may also include interpreters who are recruiters or representatives from the UN, the European Parliament, or other organizations with which ETIB has concluded a Memorandum of Understanding.

