

IN-SERVICE TRAINING
Application form

It is **compulsory**: to use this form which should include all your answers
to fill out the form using a typewriter or legibly by hand using **black ink**
to attach copies of your **university diplomas, certificates etc.**

1. Surname: Forenames:

Maiden name: Present nationality:

2. Date of birth: Place of birth:

3. University, post-university or equivalent education. Please give exact dates:

Name and location of university	from / to months and years	Diplomas or degrees obtained	Main subjects	Marks

4. Professional experience:

Name of employer	from	to	Type of work

5. Mother tongue: Other languages (indicate level of knowledge: very good, good, fair):
.....

6. Have you studied or published works on European topics or are you preparing any such studies? If so, please indicate the subject:
.....

7. Please indicate the training period envisaged (1 March or 1 September) indicating the year: from to

8. Please indicate, in order of preference, the 3 activities or units or services which interest you the most (see [annex](#)):

1)

2)

3)

9. Explain why you are applying for a traineeship and the reasons why you have given priority to these activities or units or services:
.....
.....
.....

10. Permanent address (please notify us of any change of address):

Street/N°:

Postcode: Town: Country:

Telephone: Fax:

E-mail address:

11. Current address (if different from the one above- please notify us of any change):

Street/N°:

Postcode: Town: Country:

Telephone: Fax:

E-mail address:

12. Person to be contacted in an emergency or if you are not available:

Name: Forename:

Street/N°:

Postcode: Town: Country:

Telephone: Fax:

E-mail address:

13. Sex: M F Marital status: Single Married Separated Widowed

14. Do you have any dependants? YES / NO

If **Yes**, please give the following details:

Name	Date of birth	Relationship

15. Tick here if you have a physical disability which may require special arrangements to be made if you are recruited:

Please give details on a separate sheet and indicate the nature of the special arrangements you believe would be necessary.

16. Have you already benefited from in-service training in another European institution or body? yes no

You are reminded that your **COMPLETE** dossier should be sent **postmarked**:

- at the latest by **31.05** (for the period beginning on 1 September) or

- at the latest by **30.11** (for the period beginning on 1 March)

only to:

**Administration
Cedefop
Europe 123
GR – 57001 Thessaloniki (Pylea)**

I, the undersigned, declare that the information provided above is, to my knowledge, true and complete. I realise that any false statement or omission, even if unintentional on my part, may lead to the cancellation of my application.

Date

Signature