APPLICATION FORM

**Please complete the application form in English only and send it by 18 May 2015**

**to** [**d.jurisic@respaweb.eu**](mailto:d.jurisic@respaweb.eu) **and to**

**bih1@respaweb.eu**

Only applications which are received at both addresses will be taken into consideration.

Summer School

EU LAW AND ITS IMPLEMENTATION

29 June – 10 July 2015, Luxembourg

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Surname (as in passport): |  | | | Title: | |
| First name (as in passport): |  | | | M | F |
| Current position: |  | | | | |
| No of years of experience in the post: |  | | | | |
| No of years of work experience  in related event topic (including the above post) : |  | | | | |
| Organisation: |  | | | | |
| Department: |  | | | | |
| Work address (Street and No): |  | | | | |
| Postal code & town: |  | | | | |
| ReSPA Member  *(please highlight the country)* | Albania   Bosnia and Herzegovina   Croatia  | | Macedonia   Montenegro   Serbia  | | |
| Other: | \*Kosovo   *\* This designation is without prejudice to positions on status, and is in line with UNSCR 1244 and the ICJ opinion on the Kosovo declaration of independence* | | | | |
| Tel. no. with country code (work) : |  | Mobile phone no.: | | | |
| E-mail address: |  | | | | |
| **PASSPORT DETAILS** | | | | | |
| Passport/ID number: |  | | | | |
| Date of birth: |  | | | | |
| **RELEVANCE OF PARTICIPATION** | | | | | |
| **Job duties related to the topic -** Summarize your duties as they relate to the subject of the event.  Please note that the application will not be processed without adequate description of current duties.  IMPORTANT: Please read the course description and qualifications to ensure that you are eligible  for the course that you are applying for. | | | | | |
|  | | | | | |
| **Motivation** *(up to 300 words) Please explain what motivates you to apply for this summer school. How will*  *participation in this Summer school contribute to your performance and institutional needs?* | | | | | |
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| **FOLLOW UP - MONITORING AND EVALUATION** | | |
| **Please note that all participants are obliged to prepare and submit a final paper within three weeks upon the completion of the school.** Please see the program for more details.  On completion of the school, as a part of its ongoing process of monitoring and evaluation of the impact assessment of its activities, ReSPA will contact all its participants in order to obtain information on the follow up activities undertaken by the participants. | | |
| **IDEAS FOR FOLLOW UP ACTIVITIES** | | |
| Please explain how you plan to share and apply the knowledge/skills gained at the school when you  return to your work post. *(Please circle any of the options below or add new planned activities.)* | | |
|  | Dissemination of the presentations received  during the event to the coworkers. | Please specify the No of coworkers \_\_\_\_\_\_\_\_ |
|  | Writing of the report from the event and its  distribution among coworkers. | Please specify the No of coworkers \_\_\_\_\_\_\_\_ |
|  | Conducting the presentation to the coworkers in  an organised meeting | Please specify the No of coworkers \_\_\_\_\_\_\_\_ |
|  | Other planned activities, please explain.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Please specify the number if relevant \_\_\_\_\_\_\_\_ |
| **SELECTION CRITERIA** | | |
| Please note that the following criteria will be taken into consideration for the selection of the participants:   * Relevant working experience * Relevance of topic/area for applicant’s institution * Seniority level * Job duties related to the topic * Motivation for participation * Follow up activities upon the participants return to the work post, as a basis for Monitoring and Evaluation   **Detailed information on the target group can be found in the Programme of the event.**  All candidates will receive written reply on the success of their application. | | |