



LIFELONG LEARNING PROGRAMME GRUNDTVIG WORKSHOPS

Learner application form

Please send this application form duly completed and signed to:

- the organisation which organises the Workshop

Address of Workshop organiser

Name of Institution:

Contact Name:

Street, No.

Town

e-mail

Deadline for sending the registration form¹:

If your candidature to this Workshop is accepted, the Workshop organiser will return to you a signed copy of this form.

I - Identification of the Workshop²

Title of the Workshop	
Host institution	
Country	
Dates of the Workshop	

¹ To be pre-filled by the Workshop organiser

² to be pre-filled by the Workshop organiser

II - Identification of the candidate learner

II.1. Contact details

Title (M/Ms/Mrs)		First name	
Family name			
Address			
Postcode		City	
Country			
Telephone 1		Telephone 2	
Mobile		Fax	
E-mail address			

II.1. Other information

Date of birth	
Nationality	
Occupation (if applicable). If retired / unemployed: what former job did you do?	
Special requirements for travels and/or during the stay (mobility, dietary, medical, etc...)	
Experience with former international activities	
Motivation to participate in this workshop	Max. 150 words
Languages spoken	
Languages understood	
Other information you would like to mention	

II.3 Other questions (to be customised by the Workshop Organiser if needed)

CANDIDATE LEARNER

I confirm that I understand and intend to obey to the following principles and rules:

1. The Workshop organiser will select candidates according to selection rules which have been approved by its Lifelong Learning / Grundtvig National Agencies. These include rules on the minimum number of learners from a varied number of countries;
2. Candidates may be selected, rejected or registered on a reserve list;
3. The Workshop organiser may consult the selected learners to organise their trips and accommodation;
4. By signing the present document, the candidate learner commits himself / herself to:
 - a) participate in only one Workshop throughout the EU within 3 years
 - b) if case of selection:
 - i. attend the Workshop
 - ii. comply with all arrangements negotiated for his/her participation and to do his/her best to make the Workshop a success
 - iii. fill in and sign a final evaluation form at the end of the Workshop and send a copy of it to the National Agency of his/her country.
 - c) in case of selection but non attendance: present evidence of force majeure,
 - d) in case of non attendance and no presentation of evidence of force majeure, reimburse the Workshop organiser of all costs incurred due to this non-attendance.

Date: Signature:

WORKSHOP ORGANISER

We confirm that the above mentioned candidate has been accepted to attend the following Workshop and will do our best to provide him/her with a successful experience, as described in our application form.

TITLE:

DATES:

LOCATION:

Date: Signature¹:

¹ And stamp of the organisation

Hinweise für Workshopenbietende in Deutschland: (Muss dem Bewerber nicht zugesandt werden)

Nach Abschluss der Teilnehmer/-innenauswahl übersendet die Workshopenbieterin / der Workshopenbieter eine vollständige Liste aller Bewerberinnen und Bewerber an die Nationale Agentur Bildung für Europa beim BIBB. Die Liste enthält die Namen und Kontaktdaten (e-mail), sowie die Nationalität der Bewerber/-innen. Deutsche Bewerber/-innen sind ebenfalls in dieser Liste aufgeführt. Eine Vorlage finden Sie unter
Ausländische Bewerber/-innen mit Wohnsitz in Deutschland zählen als deutsche Bewerber/-innen und werden nicht gefördert.

Vor dem Hintergrund der Eingabe dieser Daten in die Europass Datenbank, ist aus der Liste ersichtlich, ob es sich um ausgewählte Teilnehmende, Bewerber/-innen auf einer Warteliste oder abgesagte Bewerber/-innen handelt. Diese Angaben sind für die NA notwendig, werden aber über die Verwendung für die Europass-Datenbank nur für statistische Zwecke verwendet.

Eine Vorlage dieser Excel-Liste finden Sie in aktualisierter Version auf unserer Homepage http://www.na-bibb.de/antragsunterlagen_1089.html über den Hinweisen zum Europass-Mobilität.

Bitte benutzen Sie diese Vorlage – es vereinfacht die Zusammenführung der Daten aller Teilnehmenden aus allen in Deutschland geförderten Workshops.