

Office use only	
Eingegangen	
Teilnahme vorläufig	
Teilnahme endgültig	
Stipendium vorläufig	
Stipendium endgültig	
Code	

Summer Course 2016 Frankfurt (Oder) ‘The European System of Human Rights Protection’ APPLICATION TO PARTICIPATE

Instructions:—

- The application to attend the Summer Course **must be made on this form**.
- Fill out the form in MSWord** and then send it via E-mail (use Tab, PgUp/PgDn or cursor to move from field to field; **use F1 for help with some fields**). Otherwise, please **write clearly** (if the form cannot be read, the application will not be processed) and send the documents scanned as JPEG or PDF via E-mail.
- All fields marked with ^Δ must be completed fully** where the information is available (incomplete applications will not be processed).
- Send this application above together with the following documents by E-Mail:—
 - curriculum vitae (CV)** (in English; maximum 2 A4 pages);
 - statement of reasons and motivation** for attending the Summer Course (in English, maximum 1 A4 page/300words);
 - letter of recommendation** (on letterhead, signed personally by a professor, in English, German, French, Spanish or Russian);
 - proof of competence in English** (e.g. TOEFL-test or signed certificate of a qualified English teacher).

	Erhalten	Überprüft
a		
b		
c		
d		

1. PERSONAL INFORMATION^Δ

1.1 Family name ^Δ	1.2 First name(s) ^Δ
1.3 Date of birth ^Δ	1.4 Place of birth ^Δ
1.5 Gender ^Δ Male <input type="checkbox"/> Female <input type="checkbox"/>	1.6 Country of residence ^Δ
1.7 Citizenship 1 ^Δ	1.8 Citizenship 2 (if any)
1.9 If you belong to a national minority, which one? ^Δ	

2. PASSPORT/TRAVEL DOCUMENTS^Δ

Note: You will have to cross the border between Germany and Poland several times each day. To ease border procedures, we need the following information from the passport you will use to attend the Summer Course. **Note:** You may need to apply for multiple-entry visas for Germany and Poland (check this yourself soon at the embassies in your country).

2.1 Passport number ^Δ	2.2 Issue date ^Δ	2.3 Expiry date ^Δ
2.4 Country of issue ^Δ	2.5 City of issue	

3. CONTACT INFORMATION^Δ

Note: The address you give **must be your usual postal-address** where we can reach you. Please give **either house address or a post box**.

3.1 Address ^Δ													
3.2 City/Town ^Δ				3.3 Postcode ^Δ			3.4 State						
3.5 Country ^Δ													
3.6 E-mail ^Δ Note: Email will be the most convenient way to communicate with you; we will keep you informed via email; please check your email regularly.													
3.7 Home phone ^Δ			country code	prefix	your number		3.8 Work phone ^Δ			country code	prefix	your number	
3.9 Mobile phone ^Δ						3.10 Fax ^Δ							
3.11 Emergency contact ^Δ Please give a contact (family member or friend) whom we can reach in case of emergency during your stay in Frankfurt (Oder):-													
name:													
address:													
full phone nr(s):						full fax nr:							
email:													

4. PRESENT ACADEMIC STUDY^Δ

Give information here about academic study in which you are presently enrolled.

4.1 Are you presently enrolled in study? ^Δ Yes <input type="checkbox"/> No <input type="checkbox"/>		If Yes, answer question 4.2-4.15; if No, go to 5.1		
4.2 Title of course/qualification/degree ^Δ				
4.3 Undergraduate ^Δ <input type="checkbox"/> or postgraduate ^Δ <input type="checkbox"/> ?		4.4 When did you begin this program? ^Δ		4.5 In what year will you finish? ^Δ
4.6 University/college ^Δ			4.7 Faculty ^Δ	
4.8 Address of university ^Δ				
4.9 City ^Δ		4.10 Postcode ^Δ		4.11 State
4.12 Country ^Δ		4.13 Phone ^Δ	country code	prefix number
4.14 Email (university) ^Δ		4.15 Fax ^Δ		

5. ACADEMIC QUALIFICATIONS HELD^Δ

Give information here about past academic/university study, that is, university degrees (diploma/bachelor/master/doctor/etc.) or other qualifications already completed. Give information **only about full degrees**, not about individual subjects studied. **Note:** You must have completed at least six semesters of study to attend the Summer Course.

Degree/examination ^Δ	Field of study ^Δ	University, city; faculty ^Δ	Period (years) ^Δ	Year obtained ^Δ	Mark/Grade ^Δ
5.1	5.2	5.3	5.4	5.5	5.6
5.7	5.8	5.9	5.10	5.11	5.12
5.13	5.14	5.15	5.16	5.17	5.18
5.19	5.20	5.21	5.22	5.23	5.24

6. LANGUAGE ABILITY^Δ

Language ^Δ	Level of ability ^Δ - mother tongue/excellent/good/basic; where available give test result (e.g. TOEFL) or level. Note: where English is not your mother tongue, you must provide certified evidence of your ability in English.	Certificate, exam or other qualification (give title) ^Δ
6.1 ^Δ	Native language (mother tongue)	
6.2		
6.3		
6.4		

7. PRESENT PROFESSIONAL EMPLOYMENT^Δ

7.1 Are you presently employed? ^Δ Yes <input type="checkbox"/> No <input type="checkbox"/>		If Yes, answer question 7.2-7.15; if No, go to 8.1		
7.2 Title of Position ^Δ		7.3 Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>		
7.4 Nature of work activity ^Δ		7.5 When did you start? ^Δ		
7.6 Employer/organisation ^Δ		7.7 Employer type ^Δ		
7.8 Address of employer ^Δ				
7.9 City ^Δ		7.10 Postcode ^Δ		7.11 State ^Δ
7.12 Country ^Δ		7.13 Phone ^Δ	country code	prefix number
7.14 Email (employer) ^Δ		7.15 Fax ^Δ		

8. PAST PROFESSIONAL/OCCUPATIONAL ACTIVITY^Δ

If you have never been employed, leave this section blank

Position held ^Δ (title, activity)	Employer ^Δ (name/organisation, city)	Period ^Δ
8.1	8.2	8.3 to
8.4	8.5	8.6 to
8.7	8.8	8.9 to
8.10	8.11	8.12 to

9. REFERENCE^Δ

9.1 Give the full name, position and address (including email and phone) of a professor or other university teacher who supports your application.^Δ

title, name, position:

university, full address:

full phone nr(s):

full fax nr:

email:

Note: We must receive a written recommendation signed personally by this professor on institutional letterhead by email. The recommendation may be written in English, German, French, Spanish or Russian.

10. FINANCIAL SUPPORT^Δ

Financial aid and/or travel assistance to attend the Summer Course may be available to participants in special need. Acceptance into the course is independent of any need for financial aid. **Note:** No guarantee of financial aid can be given at the time of application. Applicants will be informed of the decision on financial aid later.

10.1 Do you need a scholarship to attend this summer course? ^Δ	Yes <input type="checkbox"/>	No <input type="checkbox"/>
10.2 Would you also participate without a scholarship? ^Δ	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Note: If you are offered financial aid for travel, you must bring **full and accurate receipts** for all travel expenses claimed before you can receive any payment!

11. OTHER REMARKS OR RELEVANT INFORMATION

If there is further information relevant to support your application (e.g. membership of organisations, voluntary work, special activities, etc.) please mention this briefly here. If you have worked voluntarily in e.g. an NGO or similar institution, please give the name of the organisation(s), location, description of your activities and the dates.

11.1

12. DECLARATION AND SIGNATURE^Δ

12.1 ^Δ I declare that all information provided in this document and any documents attached is true to the best of my knowledge. I acknowledge that, should I be selected for the Summer Course and subject to any award of financial aid. I must pay the cost of accommodation and meals (EURO 490) at the latest by 1 June 2016 and that no refund will be given unless I give written notice of withdrawal before that date.	
12.2 Date	12.3 Signature