**TRAINEES IPA@ERA2025 - Application form**

# Traineeship Period

**Traineeship for up to 6 months.**

# Personal Data

|  |  |
| --- | --- |
| **Surname** |  |
| **First name** |  |
| **Gender** | [ ]  Male [ ]  Female                [ ]  No answer/other |
| **Nationality** |  |
| **Date of Birth** |  |

# Contact details.

Please notify us of any change of address.

|  |  |
| --- | --- |
| **Street/n°** |       |
| **Postcode** |       |
| **Town** |       |
| **Country** | Choose an item. | Specify       |
| **Telephone** |       |
| **Email address** |       |

# Education (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** |
|  |       |       |       |
|  |       |       |       |
|  |       |       |       |

# Professional Experience (Outside EU Institutions and Bodies)

Please add rows if necessary.

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of employer** | **From** | **To** | **Type of work** |
|  |       |       |       |
|  |       |       |       |
|  |       |       |       |
|  |       |       |       |
|  |       |       |       |

# Professional Experience (Inside EU Institutions and Bodies)

Please add rows if necessary.

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of employer** | **From** | **To** | **Type of work** |
|  |       |       |       |
|  |       |       |       |
|       |       |       |       |
|  |       |       |       |
|  |       |       |       |

# Studies or Published Works on European Topics

Please indicate the subject:

# Languages

|  |  |
| --- | --- |
| **Mother Tongue :** |  |

Please, indicate your level of knowledge[[1]](#footnote-1) (of EU languages) using the boxes below (please add rows if necessary):

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Languages** | **C2** | **C1** | **B2** | **B1** | **A2** | **A1** |
|       |[ ] [ ] [ ] [ ] [ ] [ ]
|       |[ ] [ ] [ ] [ ] [ ] [ ]
|       |[ ] [ ] [ ] [ ] [ ] [ ]
|       |[ ] [ ] [ ] [ ] [ ] [ ]

# Computer Skills and Competences

# Previous In-Service Training in EU Institutions

Have you already benefitted from an in-service training in another European Institution or body?

[ ]  YES [ ]  NO

# Disabilities

Have you a physical disability which may require special arrangements to be made if you are selected?

[ ]  YES [ ]  NO

If yes, please give details on the nature of the special arrangement you require.

Click or tap here to enter text.

# Declaration

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

Date:                                         Signature:

# Checklist

Checklist of supporting documents to accompany the application:

|  |  |
| --- | --- |
| **Document** |  |
| **Copy of passport or National I.D.** | ☐ |
| **University, post-university or equivalent education diplomas / degrees (if applicable)** | ☐ |
| **Official declaration or transcript from the University (if applicable)** | ☐ |

**Personal Data Protection**: The Personal Data requested above are confidential and will be processed solely for the purposes of the traineeship scheme and the selection of trainees, according to the Regulation (EU) n° 2018/1725.

You are strongly encouraged to read the relevant “Data Protection Notice” found on this website before filling up this Application Form.

1. Knowledge of EU language as defined in the Common European Framework of Reference for Languages (CEFR) http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr [↑](#footnote-ref-1)