

LANGUAGE COURSES APPLICATION FORM

Your application must be submitted **before** the beginning of the language course.
You must complete all the fields of the form using **capital** letters and send it with the documents listed below
(in one single PDF document) to: eusolidaritycorps@pole-emploi.fr

- Proof of identity (identification card, passport),
- Language school offer including the description of the course with indication of duration, language, content/level and price.

1 Personal information:

Surname:

First name:

Registration number on the *European Solidarity Corps* portal:

Nationality: Date of birth:...../...../..... (dd/mm/yyyy)

Current country of residence:

Address:

Postal code (if applicable): City:

Country:

Phone number: (+.....)

E-mail address:

2 About the company:

If you have obtained a promise of employment or a solidarity-related work, traineeship or apprenticeship contract with a minimum duration of 2 months and a maximum duration of 12 months in a different EU Member State, please send the corresponding documents and fill in the details below:

Company name:

Registration number:

Contact:

E-mail address:

Address:

Postal code (if applicable): City:.....

Country:

Number of employees:

Job title:

Start date of the contract: (dd/mm/yyyy)

End date of the contract: (dd/mm/yyyy)

Duration of the contract: Type of contract*:

*Fixed term work contract, apprenticeship or traineeship

3

Bank account*

Name of the bank:

IBAN:

SWIFT/BIC:

*The allocation is done via bank transfer

I request authorisation to attend a (n) (indicate the language) course in order to improve my chances of a successful integration in my future work placement.

The language course will be held in: (city/ country)

Level/content:

Duration: Price:

Have you ever benefited from financial support provided by the *European Solidarity Corps* programme? (YES / NO)

If yes, when: Type of allowance:

I, the undersigned, hereby confirm that:

- The employer does not pay for my language courses and I do not receive any other financial support.**
- I must **obtain written authorisation prior to attendance** from the *European Solidarity Corps* programme.
- I understand that the **payment of the language course is on my charge.**
- I am obliged to submit a **written request** (application form 3 Bis with all the necessary requested documents) after my registration and/or my participation in the language course to benefit from the **total or partial reimbursement** of the costs incurred.
- I understand that the **maximum allowance** provided to attend language courses will not exceed a maximum amount according to the European Commission implementing guide.
- The information given in this form is correct.
- I understand and I accept that if I fail to attend or complete the approved training plan and if for this reason I am not able to obtain my training certificate, I am not entitled to reimbursement and I have to reimburse any advance payment which I have already received.
- I understand and I accept that the *European Solidarity Corps* programme reserves the right to check the given information to make sure that I fulfil the criteria for receiving financial support from the *European Solidarity Corps* programme. Otherwise I will have to reimburse the financial support.

Date:(dd/mm/yyyy) Signature:

Application approved by (Surname and first name of the employment/EURES adviser):

.....

Date:..... (dd/mm/yyyy) Signature:

To be completed by the *European Solidarity Corps* programme

The financial support is granted not granted by the *European Solidarity Corps* programme

Motivation if not granted:

Verified by: (*e-mail address*)

Date: (dd/mm/yyyy) Signature:

Total amount (EUR):

Approved for payment:

4 Statistics

It is necessary to fill in this questionnaire for the follow-up of the programme by the European Commission.

Q1) Your gender:

- Male
- Female

Q2) Your age:

- 18-22 years old
- 23-26 years old
- 27-30 years old

Q3) Highest level of education obtained:

- Basic (ISCED 0-2)
- Secondary (ISCED 3-4)
- Higher (ISCED 5)

Q4) Your situation at the time of your application to the programme:

- Unemployed
- Employed part-time
- Employed full-time
- In apprenticeship/traineeship
- In education

Q5) Do you have previous work experience?

- Yes No - In your country of residence
- Yes No - Abroad

Q6) Which occupational group does the job you are applying for belong to?

- Legislator, senior officials and manager
- Professionals
- Technicians and associate professionals
- Elementary occupations
- Service workers and shop and market sales worker
- Skilled agricultural and fishery workers
- Craft and related trade workers
- Plant and machine operators and assemblers
- Clerks

Q7) Which sector does the job you are applying for belong to?

- Agriculture, forestry and fishing
- Manufacturing
- Real estate activities
- Professional, scientific and technical activities
- Construction
- Transportation and storage
- Information and communication
- Administration and support service activities
- Water supply, sewerage, waste management and remediation activities
- Public administration and defence; compulsory social security
- Other service activities
- Financial and insurance activities
- Human health and social work activities
- Arts, entertainment and recreation
- Mining and quarrying
- Education
- Electricity, gas, steam and conditioning supply
- Vehicles and motorcycles