



### Information Sheet - Individual Candidates Strategic Sector Cooperation

Please submit the form to the Sector Counsellor for the project with which you are connected and from whom you will have received this form.

Please answer all questions; please type or write your details in **Capital Letters** and make sure that names given in this form are exactly the same as in your passport. **This form should (if possible) be accompanied by a copy of your passport (the page with your name).**

Please attach  
a recent photo in colour  
here

Please make sure that your e-mail address is active.

1. Title of requested course/study and name of Danish University/Institute

2. Dates of requested course/study programme

3. Surname (as in your passport)

Given name(s) (as in your passport)

<input type="text"/>	<input type="text"/>
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4. Place of work (Name of organisation, full official address, country and telephone number)

5. Nationality

6. Date of birth (day/month/year)

7. Private mobile phone

8. Sex

Male

Female

9. Preferred e-mail address (which you check regularly)

10. Whom to notify in case of emergency?

Name:  
Relationship:  
E-mail:  
Mobile number:

11. EDUCATIONAL BACKGROUND

Name of highest degree obtained  
(Please indicate full title of degree, e.g. Master in  
Food Engineering)

12. PROFICIENCY IN ENGLISH

	Fluently	Well	Not easily
Speaking English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reading English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Writing English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

13. City (international airport) in your home country you wish to travel from and return to?

14. Have you visited the Schengen area within the last 6 months?

Yes

No

15. If yes, when did you enter the Schengen area? (day/month/year)

16. and for how many days within the last 6 months?

17. Any remarks to the above that you may wish to add?

18. LETTER OF MOTIVATION

Please introduce yourself and your professional responsibilities in your present job function, as well as how you anticipate your participation in the course may contribute to improve your work and the work of your organisation. Please also provide details on your professional ambitions and how you anticipate that the course may support you in realizing your ambitions.

The Letter of Motivation should be short and precise (maximum 1 page) and should be targeted to the course applied for.

19. **Please attach the following documents, e.g.:**

- Copy of passport
- Recent passport size photo in colour

20. **I declare that the statements given by me in this form are true and complete. Furthermore:**

1. I will at all times conduct myself in a manner befitting my status as a holder of a DFC Scholarship;
2. I shall devote my full time to the course or study as directed by the study place and DFC  
(Absence from your studies without prior approval from DFC will result in deduction of your daily allowances, with the exception of illness);
3. I confirm that I will be available for the course on the dates stipulated;
4. I declare that I do not have any illness, which may prevent me from participating in the course or study.  
Furthermore, I declare that in case of pregnancy my expected delivery date is no less than 8 weeks after the last day of the course. If there is any significant change in my condition between signing this form and leaving for the course or study, I will inform DFC immediately;
5. I will return to my home country at the end of my scholarship stay; and
6. I shall accept to be sent home in the event of either a serious incident/development making me unfit to satisfactorily complete my studies or because of a lack of compliance with the four points listed above.

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Place and date

Name in capital letters

Signature of applicant

21. **Partner Organisation Support:** (to be filled in by Applicant's Superior)

a) What are the partner organisation's main learning and development objectives for this applicant?

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b) Please specify how the partner organisation intend to utilise the applicant's new competencies upon return to his/her job?

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c) Please specify which additional expectations/challenges the applicant will be subject to in his/her job after return to his/her job?

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d) By signing below, I confirm that I support the nomination of this candidate and approve his/her participation in the course:

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