

Wallonie - Bruxelles International.be

CALL FOR APPLICATIONS

Scholarships for Excellence program – IN.WBI

Scholarships of 1 to 3 months – Years 2015 and 2016
Scholarships of minimum 1 year – Academic year 2016-2017

This scholarship program has been set up by Wallonia-Brussels-International (WBI) within the context of increased mobility and globalisation.

It focuses on the strands of research established by the [Marshall Plan 4.0](#), initiated by Wallonia.

It seeks to enable our universities to welcome university students from institutions of excellence.

This program

Is designed for foreign nationals who have a diploma from a foreign institution of higher education holding the title of doctor recognised and judged to be the equivalent of the Doctor level by the competent Authorities of Wallonia-Brussels, and who wish to specialise with post-doctorate study or research in the universities recognised or subsidised by the French Community of Belgium.

The list of universities in Wallonia and Brussels can be obtained at the following address:
<http://www.studyinbelgium.be/> ("Institutions" section)

Interested candidates are invited to complete the application form attached to the present call

- E-mail address: l.delcourte@wbi.be

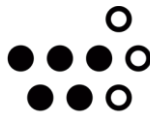
- Postal address: Laurie DELCOURTE

Service des bourses d'études, formateurs et lecteurs

Wallonia-Brussels International

Place Saintelette, 2 – B-1080 Brussels (Belgium)

*Wallonia-Brussels International
Updated on 24/08/2015*



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Wallonia-Brussels International (WBI)

Service des bourses d'études, formateurs et lecteurs

Place Saintelette, 2 - 1080 Brussels (Belgium)

Phone: 0032 (0)2 421 85 91 – Fax: 0032 (0)2 421 86 55

E-mail: l.delcourte@wbi.be

Internet site: <http://www.wbi.be/fr/inwbi>

Scholarships for Excellence program – **IN.WBI**

PLEASE READ CAREFULLY BEFORE COMPLETING THE APPLICATION

This Scholarship for Excellence program – IN.WBI is meant for:

foreign nationals who have a diploma from a foreign institution of higher education holding the title of Doctor or foreign researchers who wish to follow a post-doctorate program in a university recognised or subsidised by the French Community of Belgium, in the domains and sectors particularly focussed on [by the competitiveness strands](#) established in the [Marshall Plan 4.0](#).

Other fields may be considered, including human sciences, and fundamental or applied research.

The list of universities in Wallonia or Brussels can be obtained at the following address: www.studyinbelgium.be – (“Institutions” section)

WBI doesn't provide any information about academic programs.

- Incomplete applications shall not be considered. Please do not use staples or double-sided copies. No text limit is imposed in writing your folder.

- Other sources of public and private funding must be specifically mentioned by the candidate with the declaration attached to the file, either during the procedure or at the stage of the agreement. WBI final ruling on the compatibility of the additional financing in the stock market WBI. In any case, the monthly amount of aid received by the candidate cannot exceed **2 126 euros/month**.

- In all your correspondence with WBI, please indicate the type of scholarship you are applying for as well as your country of origin.

Documents to be included with the application

- EUROPASS Curriculum vitae. Can be downloaded from the following address: [Europass: Curriculum Vitae](#) (see application);
- European framework of reference for languages (CEFR) (see application);
- Letters of recommendation from the academic body of your university (minimum two). These can be sent directly by e-mail or post to WBI;
- A copy of the invitation letter or the agreement in principle, motivated and relevant to your stay, from a laboratory or a department of a university of Wallonia-Brussels.
- A copy of the final diploma obtained in higher education;
- A summary of the grades obtained in the three last years of study in higher education (depending on the requirements of the welcoming University);
- Any publications with full references (co-authors, journal name, year, pages). With regard to the communications at conferences, give the publisher and the full reference; for preprints, whether they are accepted and which newspaper.

The following items must be included in your application:

Note: Each of the 8 appendices must be preceded by a separate sheet with the mention: "Appendix No. ...".

Thank you for ensuring singer documents where a signature is required.

Accommodation: Scholarship Application Form annexes followed No

1. Letter of invitation and/or permission of the welcoming University;
2. Declaration of complementary financing;
3. EUROPASS Curriculum vitae;
4. A copy of the diploma obtained in higher education;
- 5 Summary of grades;
6. Publications;
7. Other documents.

Profile of the candidate

The applicant must hold a the title of doctor issued by a recognised foreign institution and judged to be the equivalent by the competent Authorities of Wallonia-Brussels. This diploma must enable the applicant to start a post-doctorate program in a university of Wallonia or Brussels that he chooses to contact on this subject. You can find a list of these institutions at the following address: <http://www.studyinbelgium.be/> ("Institutions" section).

Types of programmes

Awards of

- Post-doctorate scholarships for a duration of minimum 1 year, renewable only one time.
- Short-term (1 to 3 months) post-doctorate research scholarships; these must only be used to finance research programs in the context of the university. The costs of field research cannot be considered. In addition, the candidate may receive only one award of this type (short term).

Fields

To support [the different competitiveness strands](#) of the [Marshall Plan 4.0](#), the following fields are given priority:

- Transport and logistics;
- Mechanical engineering;
- Life sciences;
- Agro-industry;
- Aviation-space;
- Environmental technologies.

Other fields may be considered, including human sciences, and fundamental or applied research.

Country concerned

Any country.

Submission of applications

Important notes:

- When submitting an application you must attach the agreement in principle or the letter of invitation of the university of the French Community in Belgium (see above "*Documents to be included with the application*").
- Given the sometimes large files that are transmitted, we ask that these are the compressed format. Zip (not. Rar) or. Pdf format which will prevent our server to reject emails too heavy. Files larger than 10 MB are rejected. In this case, please use a hosting site. Also make sure that the file is transmitted in a single file and not piece by piece except for letters of recommendation to be sent separately, also by email;
- We also urge you to use a single method to send us the files, either by regular post or by e-mail, so we do not receive the same application twice.

The candidate must send the application to WBI:

- **By e-mail:** l.delcourte@wbi.be

After the deadline for submitting files, you will receive a reply within 15 days to confirm that your e-mail has been received. If you have not received a confirmation from WBI within a week, please contact the scholarship of excellence programme manager at WBI.

- **By regular mail:** Laurie DELCOURTE
Service des bourses d'études, formateurs et lecteurs
Wallonia-Brussels International
Place Saintelette, 2 – B-1080 Brussels (Belgium)

After the deadline for submitting files, you will receive an acknowledgement of receipt at the latest 15 days after you send the application. If you have not received a confirmation from WBI within this period, please contact them.

Deadlines for the submission of applications

☛ Scholarships for a duration of minimum 1 year:

On 1st of March 2016 at the last for academic year **2016-2017**.

Applications submitted after this date are not accepted.

Candidates who are not selected in accordance with the aforementioned eligibility criteria shall be informed by 1st of May 2016 at the latest.

☛ Scholarships for a duration of 1 to 3 months:

- For stays whose departure is provided between **February and May 2016**: by **1st October 2015**;
- For stays whose departure is provided between **June and September 2016**: by **1st February 2016**;
- For stays whose departure is provided between **October 2016 and January 2017**: by **1st May 2016**;
- For stays whose departure is provided between **February and May 2017**: by **1st October 2016**.

Applications received after these dates shall not be accepted.

Selection

WBI selects candidates in collaboration with all the scientific, academic and institutional partners involved in the programme.

The jury consists of members of:

1. F.R.S.-FNRS (FNRS);
2. the Directorate General of operations of "Economy, employment and research" of the Walloon Public Service (DG 06);
3. WBI.

Who make their selection based on the following criteria:

- ☛ Field relating to the competitiveness strand of the Marshall Plan 4.0;
- ☛ Letters of recommendation attached to the form;
- ☛ Academic references;
- ☛ Level of interest of the research field for our universities, research centres;
- ☛ Possible quality scientific publications if applicable;
- ☛ Professional career.

These criteria are used to determine a score in three categories: A, B or C. Only candidates who rated A by at least one board member can be selected. It should be noted that sub-categories (A- and A+) are created in the category A.

In principle, the decision shall be taken at the latest:

☛ Scholarships for a duration of minimum 1 year:

By **15 July 2016**.

☛ Scholarships for a duration of 1 to 3 months:

- For stays whose departure is provided between **February and May 2016**: by **1st January 2016**;
- For stays whose departure is provided between **June and September 2016**: by **1st May 2016**;
- For stays whose departure is provided between **October 2016 and January 2017**: by **1st September 2016**;
- For stays whose departure is provided between **February and May 2017**: by **1st January 2017**.

Visa

The request for a visa must be made by the successful candidate at the Belgian diplomatic office in his or her country. For this purpose, the candidate shall receive a scholarship certificate from WBI to facilitate the procedure.

Financial modalities

☛ Scholarships for a duration of minimum 1 year:

- Monthly amount: € 1,200 to cover general expenses, accommodation, educational books, travel expenses within the country and thesis costs;
- WBI pays for the air ticket in the following conditions:
 - Long-term scholarship valid for 1 year maximum (without renewal): the amount refunded is equal to the amount of a return flight, with the return within 12 months (OPEN return)
 - Long-term scholarship of more than 1 year: the amount refunded that is equal to the amount of a single flight at the time of your departure from your home country and a return flight at the end of the programme;
- WBI pays for the health care insurance for candidates from countries outside the European Union;
- WBI pays for repatriation assistance insurance;
- WBI pays administrative fees, required by the university of Wallonia or Brussels and for which payment is required before the postdoctoral program, of € 500. Visa fees are not supported.

2. ☛ Scholarships for a duration of 1 to 3 months:

- Monthly amount: € 1,300 to cover general expenses, accommodation, educational books, travel expenses within the country and thesis costs;
- WBI pays for one return air ticket;
- WBI pays for the health care insurance for candidates from countries outside the European Union.

Renewal procedure (only for long term fellowship)

The duration of financing by WBI is maximum two years.

The renewal procedure is not automatic and the candidate must submit each year before **1st May at the latest**, using the required documents (refer to the reference manual), a renewal application (detailed form and letter of the professor sent to the WBI) that will be examined by the jury.

This form must include the following document and information:

- Description of the study or research programme followed;
- Progress report of the work;
- Estimated duration to complete this programme (with detailed timetable);
- Proof of university enrolment for the current year;
- Support Letter from thesis promoter or laboratory director, confirming the need of an extension.

Important note

- The submitted request must be approved by the promoter of the thesis (doctorate) or the person responsible for the laboratory where the candidate works (post-doctorate);
- Post-doctorate researchers must have the permission of their rector before leaving.

Scholarship report

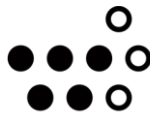
At the latest two months after the end of the programme, the holder of the scholarship must prepare a free report on paper (2 to 3 pages maximum) about the stay in Belgium (programme followed, conditions of the stay, suggestions, etc.) This document will help clarify the strengths and weaknesses of the programme. It will also serve as a documentary reference for future scholarship holders.

The report must be approved by the academic person(s) responsible of the welcoming University.

It will also be sent by WBI to all the scientific, academic and institutional partners involved in the programme.

Yearbook of former holders of the Scholarship for Excellence

The scholarship holder agrees to be included in the database holding by WBI and to inform WBI about his or her career development.



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This form is available upon request in French or English and must be typed.

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E-mail: l.delcourte@wbi.be
Internet site: <http://www.wbi.be/fr/inwbi>

<u>Scholarships for Excellence</u> <u>IN.WBI</u>	- Scholarships for a duration of 1 year minimum: YES - NO
	- Scholarships for a duration of 1 to 3 months: YES - NO

<i>Total planned duration:</i>	<i>Period of use</i>	<i>Country of origin</i>	<i>See Domain (as provided in the Decree of 31 March 2004 on higher education)-click her and go to Article 31 (P.14 and 15) to select an area essential (Important)</i>
... months or ... year(s)	From ... to

Name:

First Name:

Place and date of birth:

Nationality:

Sex:

Civil status and dependents:

Current residence:

.....

Permanent domicile (address):

.....

Landline phone no.: Mobile phone no.:

E-Mail address:

Current positions or employment:

.....

Positions or employment you will continue when you return:

.....

SCHOLARSHIPS OR GRANTS OBTAINED PREVIOUSLY

Organisations that sponsored or granted the scholarship	Countries where the studies took place	Duration of the scholarship
1.
2.
3.
4.

Have you submitted other applications for scholarships or grants for the period of this scholarship application? Please complete the declaration of complementary financing attached to the application and of which it is an integral part.

.....

If the scholarship is granted, will any salary you receive be maintained or not?

.....

STUDIES

Type of studies	Institutions of study	University year:	Diplomas obtained	Grades
Higher education (specify for each academic year)				
Post-university studies				

LANGUAGE SKILLS (self-evaluation based on the CEFR)

Language (enter the languages after 1, 2, 3, 4 or 5)	Comprehension		Spoken		Written
	Listening	Reading	Taking part in a conversation	Continuous oral expression	
	☛	☛	☛	☛	☛
1.	1.				
2.	2.				
3.	3.				
4.	4.				
5.	5.				

☛ according to the European reference framework (CEFR) that can be found at <http://europass.cedefop.europa.eu/fr/resources/european-language-levels-cefr>

☛ The relevant CEFR documents are included in the appendices of this form for information purposes and should not be attached to the form as you complete the table "Language skills" above.

PROFESSIONAL EXPERIENCE

(start with the most recent)

Name of employer	Sector of activity	Position occupied	Period (from .. to ..)

PUBLICATIONS

Any publications with full references (co-authors, journal name, year, pages). With regard to the • communications at conferences, give the publisher and the full reference; • for preprints, whether they are accepted and which newspaper. Copies of documents may, but need not, be attached in Annex 7 (see page 3) provided that they are not too large.

In which institution of the French Community of Belgium do you want to follow your programme?

With which professor(s) or expert(s)?

Name:

E-mail:

Have you already contacted the institutions or professors? Do not forget to include a copy of the invitation.

Your program fits there as part of a project approved by one of the competitiveness strands of the Marshall Plan 4.0? In other words, your program is financed or supported by one of the projects selected within, [competitiveness strands](#) which one?

Is your programme part of the framework for inter-university co-operation? If yes, which one? (specify the identification of the partners)?

Explain in detail the programme or research that you intend to carry out.

What is the impact of this programme on your professional career or its preparation?

NOTICE TO APPLICANTS

The letters of recommendation included in this form must be prepared by persons who know the applicant personally and who are able to appreciate the value of the study or research programme.

This document must by no means be prepared by a person who is related to the applicant up to the fourth degree.

These letters must be sent directly by the respondents at the latest by the date established for the submitting applications.

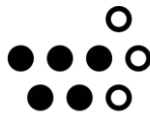
DECLARATION OF THE APPLICANT

I, the undersigned

- declare that I am aware of the terms and conditions for granting the scholarships and agree to comply with them in full;
- declare on my honour that the information provided is true and correct;
- agree to provide WBI a report as described above.

Done at, on
(Signature of the applicant)

APPENDICES



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IN.WBI

Declaration of financing

IMPORTANT NOTE

Other sources of public and private funding must be specifically mentioned by the candidate with the present declaration, either during the procedure or at the stage of the agreement. WBI final ruling on the compatibility of the additional financing in the stock market WBI. In any case, the monthly amount of aid received by the candidate cannot exceed **2 126 euros/month**.

Name and first name:

Country of origin:

1. I have chosen to receive a Scholarship for Excellence - IN.WBI:
 - a. I shall not receive any other financing except that provided by the programme of the Scholarship for Excellence – IN.WBI(*)
 - b. I shall receive other financing than that provided by WBI(*):

Period of financing	Institution/institution granting the financing	Net amounts received every month/year	The amount of a scholarship or a salary/wage

2. When I submitted my application for the Scholarship for Excellence, I also applied for funding from the institution below but have not received an answer to date. I agree to notify WBI IMMEDIATELY about any additional information regarding this request for funding(*).

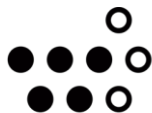
Period of financing	Institution/institution granting the financing	Net amounts received every month/year	The amount of a scholarship or a salary/wage

(*) Cross out what does not apply

Certified and true
Date and signature

HOW DID YOU LEARN ABOUT THE EXISTENCE OF THIS PROGRAMME FOR EXCELLENCE?

- INTERNET SITE: www.wbi.be
- THE PRESS
- SOCIAL NETWORKS (Facebook, LinkedIn, Twitter,...)
- UNIVERSITIES AND INSTITUTIONS OF HIGHER EDUCATION
- EMBASSIES – WALLONIA-BRUSSELS DELEGATIONS
- FRIENDS TOLD ME ABOUT IT



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E-mail: J.delcourte@wbi.be
Internet site: <http://www.wbi.be/fr/inwbi>

LETTER OF RECOMMENDATION

This assessment shall not be communicated to the applicant. **It must be sent directly by e-mail or post to WBI.**

Scholarship for Excellence – IN.WBI

TO BE COMPLETED BY THE APPLICANT:

Name and first names:

E-mail address:.....

Summary of the applicant's work plan:
.....

Country of origin: Period of use of the grant:

TO BE COMPLETED BY AN AUTHORISED PERSON: (1)

Name and titles:

Institution:

E-mail address:

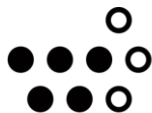
1. Assessment of the applicant's work programme and his/her ability to complete this programme:
.....

Compared to other persons with the same level of training, I consider that the applicant's request is (circle your choice):

1. to be supported with priority
2. to be supported if possible

(1) The certification must be made by the academic body of the applicant's university. The letter must by no means be prepared by a person who is related to the applicant up to the fourth degree.

Signature of respondent



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LETTER OF RECOMMENDATION

This assessment shall not be communicated to the applicant. **It must be sent directly by e-mail or post to WBI.**

Scholarship for Excellence – IN.WBI

TO BE COMPLETED BY THE APPLICANT:

Name and first names:

E-mail address:.....

Summary of the applicant's work plan:
.....

Country of origin: Period of use of the grant:

TO BE COMPLETED BY AN AUTHORISED PERSON: (1)

Name and titles:

Institution:

E-mail address:

1. Assessment of the applicant's work programme and his/her ability to complete this programme:
.....

Compared to other persons with the same level of training, I consider that the applicant's request is (circle your choice):

1. to be supported with priority
2. to be supported if possible

(1) The certification must be made by the academic body of the applicant's university. The letter must by no means be prepared by a person who is related to the applicant up to the fourth degree.

Signature of respondent

Attachments: **language skills**

Common European Framework of Reference for Languages: learning, teaching, assessment (CEFR)

Online: Synopsis + Complete text of the CEFR

developed through a process of scientific research and wide consultation, this document provides a practical tool for setting clear standards to be attained at successive stages of learning; it's also an ideal tool for evaluating results in an internationally comparable manner (also see the section "Manual for relating language examinations to the CEFR"). It is the result of a decade of research and ongoing work leading to the "threshold levels" to be achieved to communicate effectively in a foreign language.

The Common European Framework of Reference (CEFR) provides a basis for the mutual recognition of language qualifications, facilitating educational and occupational mobility. It is increasingly used in the reform of national curricula and by international consortia for the comparison of language certificates. Refer to the following sections for more information:

"Manual for relating language examinations to the CEFR"

"Illustrations of levels of language proficiency"

A European Union Council Resolution (November 2001) recommends the use of this Council of Europe instrument in setting up systems of validation of language competences.

The Framework is a tool that describes as completely as possible i) all the language skills, ii) all the knowledge used to develop them, iii) all the situations and domains that may require the use of a foreign language to communicate.

The CEFR is of particular interest to course designers, textbook writers, testers, teachers and teacher trainers - in fact to all who are directly involved in language teaching and testing.

It provides a clear definition of the objectives to be achieved when learning and teaching a language, and to choose the tools to achieve these results.

In recent years it has become a unique reference document that is available in nearly thirty languages.

List of available [language versions](#).

Other information.

Survey on the use of the CEFR at a national level in the Member States of the Council of Europe: i) Synthesis of the survey results (January 2007); ii) English version (original report in full). The French version, *Cadre européen commun de référence pour les langues*, is published by Editions Didier / ISBN 227805075-3

The English version is published by Cambridge University Press (CUP): *Common European Framework of Reference for Languages: Learning, Teaching, Assessment* - ISBN Hardback 0521803136 Paperback: 0521005310 -

Appendices: **language skills (continued)**

EUROPEAN LEVELS – SELF-ASSESSMENT GRID (CEFR)

		A1	A2	B1	B2	C1	C2
Understanding	Listening	I can recognise familiar words and very basic phrases concerning myself, my family and immediate concrete surroundings when people speak slowly and clearly.	I can understand phrases and the highest frequency vocabulary related to areas of most immediate personal relevance (e.g. very basic personal and family information, shopping, local area, employment). I can catch the main point in short, clear, simple messages and announcements.	I can understand the main points of clear standard speech on familiar matters regularly encountered in work, school, leisure, etc. I can understand the main point of many radio or TV programmes on current affairs or topics of	I can understand extended speech and lectures and follow even complex lines of argument provided the topic is reasonably familiar. I can understand most TV news and current affairs programmes. I can understand the majority of films in standard dialect.	I can understand extended speech even when it is not clearly structured and when relationships are only implied and not signalled explicitly. I can understand television programmes and films without too much effort.	I have no difficulty in understanding any kind of spoken language, whether live or broadcast, even when delivered at fast native speed, provided I have some time to get familiar with the accent.

				personal or professional interest when the delivery is relatively slow and clear.			
	Reading	I can understand familiar names, words and very simple sentences, for example on notices and posters or in catalogues.	I can read very short, simple texts. I can find specific, predictable information in simple everyday material such as advertisements, prospectuses, menus and timetables and I can understand short simple personal letters.	I can understand texts that consist mainly of high frequency everyday or job related language. I can understand the description of events, feelings and wishes in personal letters.	I can read articles and reports concerned with contemporary problems in which the writers adopt particular attitudes or points of view. I can understand contemporary literary prose.	I can understand long and complex factual and literary texts, appreciating distinctions of style. I can understand specialised articles and longer technical instructions, even when they do not relate to my field.	I can read with ease virtually all forms of the written language, including abstract, structurally or linguistically complex texts such as manuals, specialised articles and literary works.
Speaking	Take part in a conversation	I can interact in a simple way provided the other person is prepared to repeat or rephrase things at a slower rate of speech and help me formulate what I'm trying to	I can communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar topics and activities. I can handle very short social exchanges, even though I can't usually understand enough to keep the conversation going myself.	I can deal with most situations likely to arise whilst travelling in an area where the language is spoken. I can enter unprepared into conversation	I can interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible. I can take an active part in discussion in familiar contexts, accounting for and sustaining my views.	I can express myself fluently and spontaneously without much obvious searching for expressions. I can use language flexibly and effectively for social and professional purposes. I can formulate ideas and opinions with	I can take part effortlessly in any conversation or discussion and have a good familiarity with idiomatic expressions and colloquialisms. I can express myself fluently and

		say. I can ask and answer simple questions in areas of immediate need or on very familiar topics.		on topics that are familiar, of personal interest or pertinent to everyday life (e.g. family, hobbies, work, travel and current events).		precision and relate my contribution skilfully to those of other speakers.	spontaneously without much obvious searching for expressions. If I do have a problem I can backtrack and restructure around the difficulty so smoothly that other people are hardly aware of it.
	Speaking continuously	I can use simple phrases and sentences to describe where I live and people I know.	I can use a series of phrases and sentences to describe in simple terms my family and other people, living conditions, my educational background and my present or most recent job.	I can connect phrases in a simple way in order to describe experiences and events, my dreams, hopes and ambitions. I can briefly give reasons and explanations for opinions and plans. I can narrate a story or relate the plot of a book or film and describe my	I can present clear, detailed descriptions on a wide range of subjects related to my field of interest. I can explain a viewpoint on a topical issue giving the advantages and disadvantages of various options.	I can present clear, detailed descriptions of complex subjects integrating sub-themes, developing particular points and rounding off with an appropriate conclusion.	I can present a clear, smoothly flowing description or argument in a style appropriate to the context and with an effective logical structure that helps the recipient to notice and remember significant points.

				reactions.			
Writing	Writing	I can write a short, simple postcard, for example sending holiday greetings. I can fill in forms with personal details, for example entering my name, nationality and address on a hotel registration form.	I can write short, simple notes and messages relating to matters in areas of immediate need. I can write a short, simple postcard, for example sending holiday greetings.	I can write simple connected text on topics which are familiar or of personal interest. I can write personal letters describing experiences and impressions.	I can write clear, detailed text on a wide range of subjects related to my interests. I can write an essay or report, passing on information or giving reasons in support of or against a particular point of view. I can write letters highlighting the personal significance of events and experiences.	I can express myself in clear, well structured text, expressing points of view at some length. I can write about complex subjects in a letter, an essay or a report, underlining what I consider to be the salient issues. I can select style appropriate to the reader in mind.	I can write clear, smoothly flowing text in an appropriate style. I can write complex letters, reports or articles that present a case with an effective logical structure that helps the recipient to notice and remember significant points. I can write summaries and reviews of professional or literary works.

© Council of Europe: Common European Framework of Reference for Languages (CEFR)

Appendices: **EUROPASS Curriculum Vitae**



Europass Curriculum Vitae Attach your photo. (Optional: see instructions.)

Personal details

Name(s) / First name(s) **Name(s) / First name(s)** (Optional: see instructions.)

Address(es): Number, street, postal code, city, country (Optional: see instructions.)

Phone(s): (Optional: see instructions.) Mobile phone: (Optional: see instructions.)

Fax(es): (Optional: see instructions.)

E-mail (Optional: see instructions.)

Nationality (Optional: see instructions.)

Date of birth (Optional: see instructions.)

Sex (Optional: see instructions.)

Position applied for/Field of competence (Optional: see instructions.)

Professional experience:

Dates Describe each relevant working experience separately and start with the most recent. Optional (see instructions)

Current position or post

Main activities and responsibilities

Name and address of the employer

Type and sector of activity

Education and training

Dates Describe each completed education or training programme separately and start with the most recent.

Name of the certificate or diploma held

Main professional subjects/competences covered

Name and type of the education or training institution

Ranking in national or international classification (Optional: see instructions.)

Personal aptitudes and skills

Mother tongue(s) **Specify your mother tongue** (if applicable, mention additional mother tongue(s), (see instructions)

Other languages(s)

Auto-assessment

European level(*)

Comprehension

Listening

Reading

Spoken

Taking part in a conversation

Continuous oral expression

Written

Language

Language

() Common European Framework of Reference for Languages (CEFR)*

Social aptitudes and skills Describe your skills and specify how you acquired them. (Optional: see instructions.)

Organisational aptitudes and skills Describe your skills and specify how you acquired them. (Optional: see instructions.)

Technical aptitudes and skills Describe your skills and specify how you acquired them. (Optional: see instructions.)

- Computer aptitudes and skills Describe your skills and specify how you acquired them. (Optional: see instructions.)
- Artistic aptitudes and skills Describe your skills and specify how you acquired them. (Optional: see instructions.)
- Other aptitudes and skills Describe your skills and specify how you acquired them. (Optional: see instructions.)
- Driver's licence Give the details of your driver's licence and specify the vehicle category if applicable. (Optional: see instructions.)
- Additional information** Indicate any other useful information, for example contacts, references, etc. (Optional: see instructions.)
- Appendices** List the documents enclosed with your CV. (Optional: see instructions.)