



**APPLICATION FOR A FUNDED TRAINEESHIP
IN A EUROPEAN UNION DELEGATION/OFFICE**

Last name (in CAPS), First name(s):

Date of birth:

Nationality:

I declare that:

- ✓ I am a young graduate, having at least a Bachelor Diploma (BA) or equivalent issued by
University / City / Country :
Faculty / Subject :
- ✓ I am a citizen of the EU or of a candidate country which already signed an accession treaty with the EU or of the host country of the Delegation
- ✓ I have no previous experience in the EU Institutions longer than six weeks
- ✓ I have maximum one year of professional experience (after my graduation) by the closing date of the application ⁱ
- ✓ I examined the [dedicated website](#) as well as the [general eligibility criteria](#) for a funded traineeship (Article 8 of the Decision ADMIN(2017)28 – paid traineeships)
- ✓ I am currently residing in Sri Lanka

I agree that if I should be pre-selected, I will send:

- ✓ A copy of my valid Passport/ID card
- ✓ A copy of my diploma(s)
- ✓ A copy of my language certificate(s)
- ✓ An extract from the "judicial record"
- ✓ A medical certificate stating that I am fit for work and have no infectious diseases (a certificate written by a general practitioner is sufficient)

If I am selected:

- ✓ I will provide proof that I am covered against medical costs, the risk of a pandemic and, if I am a non-resident, also against the costs of repatriation
- ✓ If I am an EU citizen, I have a valid residence visa and permit
- ✓ I understand I will receive a fixed monthly grant to cover living expenses in application of the [Decision ADMIN\(2023\) 52 of 17.10.2023](#)

I submit the following attachments:

- ✓ a detailed Europass curriculum vitae (CV)
- ✓ a motivation letter
- ✓ the present application form

I am available for traineeship:

From:

To:

Application date:

Signature

ⁱ Other traineeships or student jobs or volunteering works carried out during university or after graduation are not considered as professional experience.