**Scholarship application form**

**Scholarship Fund in the framework of the project *Capacity Building for Integration and Reform – enhancing the administrative capacity of Ukrainian civil service for European integration through a comprehensive educational programme (Natolin4CB), financed by the EU***

**Applicant’s First Name:**

**Applicant’s Second Name (if applicable):**

**Applicant’s full Family Name:**

**Applicant’s Citizenship:**

**Applicant’s position in the Civil Service of Ukraine (current position):**

**Name of delegating institution:**

**Working experience and working period in the public administration of Ukraine:**

**Date of submitting the study application (please confirm the submission of the study application):**

**Applicant’s motivation letter (up to 500 words):**

*The motivation letter should include information about the applicant’s motivation to apply for the studies at the College of Europe in Natolin, applicant’s professional/academic experience and career plans after graduating from the College of Europe in Natolin (how the scholarship/study programme could support their professional development in the public administration) etc.*

**…………………..**

**Date and signature**

**Personal data protection notice**

***By signing and submitting this form, I confirm my consent to the processing of my personal data by the College of Europe for the purpose of recruitment/application for an EU-funded scholarship to study at the College of Europe in Natolin, as well as for the purpose of implementation and settlement of the project Capacity Building for Integration and Reform – enhancing the administrative capacity of Ukrainian civil service for European integration through a comprehensive educational programme. I have been informed that the administrator of my personal data is the College of Europe in Natolin, with its registered office in Poland, Warsaw (postal code: 02-797), 84 Nowoursynowska street.***

***The College of Europe in Natolin collects personal data included in the application and all required/attached documents to assess and manage your application for this scholarship, as well as to implement and settle the project contract.******The College of Europe in Natolin may share personal data of the individual applicants with representatives of institutions only directly involved in the evaluation process and project implementation, in particular, the Delegation of the European Union to Ukraine or entities authorised to conduct relevant monitoring and audit activities. Applicant’s data will be processed during the period necessary for the recruitment for the scholarship as well as will be retained for the period required for the project-related audits and controls.******If at any point you believe that the information we process relating to you is incorrect, you can request to see this information and have it restricted, corrected or erased. You also have the right to withdraw your consent at any time. If you wish to exercise any of these rights, please contact:******policy\_office.pl@coleurope.eu .***

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*Place, date Name, signature*

**Application instructions**

Please, send this Scholarship Application form tonatolin4cb@coleurope.eu

**The deadline for submission is 31 January 2022**.

**Documents to be submitted together with this form:**

* Confirmation of the College of Europe studies application submission (statement);
* Document confirming the applicant’s employment in the civil service of Ukraine (working period and current position).

Additionally, the applicant should obtain:

* A letter of recommendation from the Deputy Head or the Head of the public institution or unit where the applicant is employed. The letter of recommendation should confirm the official consent for the candidate to pursue the Advanced Masters’ degree study programme at the College of Europe in Natolin in 2022/2023 academic year – this document should be submitted at the request of the College of Europe in Natolin, but not later than by 30/04/2022.

At the same time, we recommend to obtain such a document earlier, possibly already in January 2022, in order to save time.

*NB Possible questions related to the content of this Scholarship Application may be addressed to the Natolin4CB project Team via:* *natolin4cb@coleurope.eu**.*