

With the support of the
Government of Flanders, Belgium



OceanTeacher Global Academy - OTGA

Application Form - 2015

In addition to this completed application form, the following documents are required:

- Letter of endorsement (approval for travel to this particular training course) from your employer or supervisor. The endorsement letter must state how your training will further the objectives of capacity development at your institution.
- CV (Maximum 3 pages)
- Copy of the front page of your passport

Part 1 - PERSONAL INFORMATION

Surname (family name)	
Name (given name(s))	
Gender (male/female)	
Nationality	
Country of residence	
Birth date (dd.mm.yyyy)	
Passport number	
Passport date of issue (dd.mm.yyyy)	
Passport date of expiry (dd.mm.yyyy)	
E-mail address (main) (e-mail will be the most important method of communication; you must provide one)	
Alternative e-mail address	

Phone number (in case a phone interview is needed) (country code – area code – number)	
Nearest airport	
Home Address (full)	

Person to be contacted in case of emergency

Surname	
Name (given name(s))	
Relationship with this person	
Telephone number (country code – area code – number)	
Mobile phone number (country code – area code – number)	
E-mail address:	

Part 2 - COURSE APPLICATION

Course Title	
Course dates (dd.mm.yyyy to dd.mm.yyyy)	
Venue	

Motivation to attend this course (up to 300 words)

(Personal statement which includes your motivation for attending the course, how it will benefit your professional activity and career development and what it will bring to your institution; furthermore, indicate if there is any particular problem or issue at your institution that attending this training will contribute to solving?)

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After completing this training course will you have the necessary resources, including internet connectivity and/or access to necessary software, to apply the knowledge obtained? (Yes/No and explain)

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If No, does your institution have, or is it in the process of obtaining, the funding to have the necessary resources, including internet connectivity and/or software, to apply the knowledge obtained? (provide details)

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Have you attended other Ocean Teacher Course(s)? (Yes/No)	
If yes, state which course(s), where and when; also give a short comment on how it contributed to improve your skills (100 words maximum)	
Are you involved with any NODC/ADU/OBIS node? (Yes/No)	
If yes, state which and how	
Please indicate the link to your profile on the OceanExpert Directory (if applicable)	

Part 3 - EDUCATIONAL AND PROFESSIONAL BACKGROUND

EDUCATION:

List your Academic qualifications/degrees, Institution/place(s) and date(s):

Academic qualification (Bachelor, Master, PhD, other; also indicate the topic of the degree)	Institution /place	Date (Start – completion)

List any other workshops and training you have attended which are relevant to the course you are applying to (include name, institution/place and dates(s)):

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You'll might need to bring your own (or institutional) laptop with you for the training course. Please state if you will have one available for this purpose as well as the brand and operating system.

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PROFESSIONAL EXPERIENCE:

Job Title (current position)	
Job description/functions (Give a detailed description of your current professional functions and responsibilities: maximum 100 words)	
Total number of years of professional experience	

Employer Institution	
Address of Institution (physical and postal address)	
Institution telephone number(s)	
Institution email	
Name of the Head of Institution	
Email address of Head of Institution	
Do you have the necessary authorization to take leave from your job to attend the course? (Yes/No) From whom?	
Would you have any objection if the Ocean Teacher Academy contacted your current employer? (Yes/No)	
If Yes, explain briefly why (maximum 30 words)	

Part 4 – FINANCIAL RESOURCES

Financial assistance	Yes	No	Comments
Please indicate whether you can cover any of these expenses. In the case that you have co-sponsorship, please state the source.			
Travel costs (airfare)			
Living costs (accommodation and evening meal)			
Tuition fee (if applicable)			

Part 5 – LANGUAGES

The training course will be taught in English. How would you describe your language skills?

English (please tick corresponding level):

	Fair	Good	Excellent
Spoken			
Read			
Written			

Part 6 – DIETARY RESTRICTIONS

None	
Vegetarian only	
No pork	
No beef	
Other (please specify)	

Part 7 – HOW DID YOU HEAR ABOUT THIS COURSE?

Internet (specify)	
Announcement by your national IOC/IODE contact points (specify)	
International Organization (specify)	
Other (specify)	

Part 8 – DECLARATION BY THE APPLICANT

I understand that insurance for travel purposes and my possessions will be covered by myself or my institution.

I will investigate any visa requirements for travel on due time, and will take steps to acquire visa(s) in good time. (If your application is successful, a supporting letter may be provided by the host institution of the training course for visa purposes.)

I hereby certify that the information provided in this application form is accurate and complete. In case it is requested I will provide proof of any information I provided in this form.

I will bring my own (or institutional) laptop for use during the training course.

(Signed, date and place)

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