



CLUSTER OF EXCELLENCE
IN EUROPEAN AND
INTERNATIONAL LAW

Implemented with the financial support of



Deutscher Akademischer Austauschdienst
German Academic Exchange Service



Federal Ministry
of Education
and Research

Summer School for PhD Candidates

in Human Rights and
EU law harmonization in accession process
(federalisation, transition of countries)

Time: 17 July – 30 July 2016

Venue: Europa-Institut of Saarland University

APPLICATION FORM

Please read the following instructions carefully before filling out the application form. They are designed to assist you in completing your application for the Summer School.

1. The final due date for the application is 6th June 2016 at 23:59 CET
2. Applications to the Summer School are assessed on the basis of the information you provide in this form. Please write the required details and check boxes where applicable.
3. Please provide all of the required documents that support your application.
4. Travel and accommodation grants will be provided to the selected applicants. Further information will be given after confirmation of acceptance.
5. The completed and **hand-signed** form together with all annexes, in a **single pdf** file, should be sent to the address listed on the last page.

Check list

- completed form
- scan of passport
- scan and translation of academic transcripts
- scan and translation of certificates
- letter of recommendation

Section 1: PERSONAL DETAILS

Family Name/Last Name: Your file will be catalogued under this name.

Given Name/First Name:

Title	Male/ Female	Date of Birth			Place of birth
		Day	Month	Year	
Nationality		Passport number		Issued by	
Issued on		Valid until		Any travel restrictions	

*please provide scan of the first page of your passport

Mailing (Postal) Address:

E-Mail address:	Telephone number:(With international code)
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Academic institution:
(Please state the academic institution where you are currently enrolled in)

Section 2: ACADEMIC and EDUCATIONAL BACKGROUND

Summary of Academic Background: Please provide copy/scan of the official transcripts with translation into English. It is not necessary to provide a certified translation.

University/Faculty	Degree Type	Major (field of specialisation)	Result (average grade)	Date awarded or expected

Description of PhD Studies: Please enlist the subjects within the programme you are enrolled in. In case the PhD studies at your faculty are not organised in such a way that exams are to be taken, please indicate the subjects and the specialisation of your master studies.

PhD Project Description: Please provide an abstract of your PhD topic (approved or planned) briefly defining the theoretical and methodological background and the main research questions (max. 500 words)

Non-formal Education: Please enlist the non-formal education programmes you have attended. Please provide copies (scans) of the certificates awarded with translation into English. It is not necessary to provide certified translations.

Topic	Organizer	Result	Time and venue

Language Requirement: Enter any information about your language skills and further information about test type (e.g. British Council, IELTS or TOEFL, Cambridge First Certificate) with your score/grade and date of test in the box below (follow the model given in the Common European Framework of Reference for Languages: Learning, Teaching, Assessment).

Native language			
Other:	English		
Listening			
Reading			
Speaking			

Academic Reference: Please give details of the person who supports your application and provides you a Letter of Recommendation. It should be a person from your academic environment who is acquainted with your academic achievements.

Name:	Position:
Contact details (Address and telephone):	Email:

Motivation Letter: Please write why you are interested in applying to this summer school and what your main motivations are. (max. 500 words)

Section 4: GENERAL INFORMATION

Where did you learn about the SEE | EU Cluster of Excellence in European and International Law?

<input type="checkbox"/> SEE Cluster of Excellence website <input type="checkbox"/> Your University/Faculty/Europa-Institut website <input type="checkbox"/> SEELS website <input type="checkbox"/> Saarland University / Europa-Institut website <input type="checkbox"/> SEELS social network accounts <input type="checkbox"/> Saarland University / Europa-Institut social network accounts	<input type="checkbox"/> SEE EU Cluster of Excellence social network accounts <input type="checkbox"/> Friends <input type="checkbox"/> Students or colleagues <input type="checkbox"/> Academic Referee <input type="checkbox"/> Other (please specify): _____
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Participation and cancellation - If your application is selected you will be notified and expected to confirm the participation within 7 working days. Failure to do so will result in withdrawal of the selection. If you confirm the participation you can cancel it latest 4 weeks prior to the event, without statement of the reason. In case of unforeseen circumstances as a reason for cancellation in a period shorter than 4 weeks prior to the event you have to notify the office without any delay with explanation of the reasons. Any other cancellation on short notice or no-show will be reported to your academic institution and the eventually occurred costs should be borne by you. If your application is selected on a waiting list you will be fully informed. Your participation will be available only in case one of the selected applicants cancels their participation. This may result in selection on short notice.

Travel - Selected participants will be responsible for their own travel arrangements. If selected, please start organizing your travel as soon as possible. In case you need help or assistance, feel free to contact us. The costs of the travel will be reimbursed at the end of the Summer School and will be dependent on regular attendance of lectures.

In case of travel by plane or bus please provide original receipt/invoice. In case of travel by car please inform us about your traveled kilometers. The reimbursement will be in fixed lump sums, regardless of the means of transport you use and up to the sums as follows:

FROM	EURO
SEELS Members	250

Accommodation - Accommodation will be provided in standard double rooms in a hotel in Saarbrücken. Costs for accommodation and the course are covered by the DAAD with the financial support of the German Federal Foreign Office. Meals will be either provided or financially supported. Additional costs could occur for daily expenses and additional excursions.

Please check one of the following boxes regarding the accommodation:

I need accommodation to be arranged by the organizers

I will organize the accommodation on my own*

*In this case you will only get a certain amount of the lump sum (minus the amount for meals and other expenses).

Contact points

If you require further assistance in completing the form please contact the

South East European Law School Network (SEELS)

Ss Cyril and Methodius University/Iustinianus Primus Faculty of Law

Bul. Goce Delchev 9b

1000 Skopje/Macedonia

T +389 2 3117244

F +389 2 3227549

E coordinator@seelawschool.org

I www.seelawschool.org

Submission of application - The Application form and all annexes should be compiled in a **single pdf** file. The deadline for the application is **6th June 2016 at 23:59 CET**

The application should be sent to coordinator@seelawschool.org with subject: Cluster Summer School Application-Last Name, First Name

Confirmation

I, _____ (first name and last name of the applicant) hereby confirm that all the information provided in the Application Form and annexes is correct. I also confirm that I have read and understood the conditions of the Call for Application and the Application Form and I shall adhere to them.

Place and Date

Signature (hand-signed)
