

**SHORT COURSE APPLICATION FORM**

**Please complete all sections in BLOCK CAPITALS or TYPE and give FULL details**

**Course/Workshop Title:**

(**for short course/workshop applications)**

**Personal/corporate objectives/expectations from skills development and training**

Click here to enter text.

**Personal details**

Title: Mr Mrs Ms Miss Dr  Male  Female

Surname/Family Name

Other Names

Nationality

Date of Birth

**Passport details – please also attach a copy of your passport details page and any UK visas**

Name as written on passport:

Passport Number:

Passport issue date:       Passport expiry date:

Have you previously worked or studied in the UK? If so, please provide details:

**Contact details (please provide full details of address, telephone, fax and email)**

Your address for correspondence:

Country:

Telephone:

Fax:

E-mail:

Twitter:

**Employment Details and Educational Background – please attach a CV or resumé**

Name of employer:

Your current position/job title:

**Course Fee Payment**

Please let us know who will be sponsoring you to attend this course:

Full payment is required to secure your place on the course. You will be issued with an invoice on receipt of your application form.

**(if you are applying for a 3ie scholarship \*for the Impact Evaluation and Beyond Surveys courses only\* you will not be issued with an invoice as this will be covered under the terms of the scholarship for the successful applicant).**

Fees must be paid, in full, one month before the start of the course. Fees (and deposits) are payable in UK pounds sterling details of how to pay will be on the invoice which will be issued to you on receipt of this completed application

Signature:

**Cancellation charges:** Fees must be paid in full 4 weeks before a course start date. Fees are not refundable if withdrawal occurs within two weeks of the course commencement.

**Do you have any disability/medical condition or dietary restrictions? Please give details:**

**How did you hear about this course?**

UEA mailing

Advertisement in BOND

Friend/colleague/word of mouth

The internet, please indicate which site

Social media e.g. Twitter, Facebook

Professional network, please give details

Other, please give details

**Signature:****Date:**

**Please return completed form together with your CV to:**

Skills Development & Training Office, International Development UEA, University of East Anglia, Norwich NR4 7TJ, UK

Tel: +44 1603 592340

Fax: +44 1603 591170

E-mail: [devco.train@uea.ac.uk](mailto:devco.train@uea.ac.uk)