|  |  |
| --- | --- |
| Logo of the European Commission, 12 yellow stars on a blue background arranged in a circle and framed by two light grey graphic elements representing the Berlaymont building, which is the headquarter of the European Commission. | EUROPEAN COMMISSION  DIRECTORATE-GENERAL  HUMAN RESOURCES AND SECURITY  Recruitment & Mobility  **Competitions & Selections** |

National experts in professional training programme  
Application Form

Please use CAPITAL LETTERS and LATIN CHARACTERS   
when filling in parts 1 and 2 of this form.

1. **Applicant's personal data**

Family name / Surname: Click or tap here to enter text.

First name: Click or tap here to enter text.

Date of birth: Click or tap to enter a date. City of birth: Click or tap here to enter text.

Current nationality: Click or tap here to enter text.

Gender:  Male  Female Language for correspondence:  EN  FR

Professional email: Click or tap here to enter text. Personal email: Click or tap here to enter text.

Telephone: Click or tap here to enter text.

1. **Administration of origin** *(Your current employer)*

Name of your Administration: Click or tap here to enter text.

Street / number: Click or tap here to enter text.

Postcode / Town: Click or tap here to enter text.

Country: Click or tap here to enter text.

1. **Requested start date and duration of the professional training**

**Start date:**  1 March **or**  16 March *(select only one)*

**Duration:**  3 months 4 months  5 months *(select only one)*

It is not possible to modify the duration of the professional training once you have submitted your application.

Candidates from non-EU countries should preferably apply for a 3-months-duration, unless your country has signed a bilateral agreement with the Commission, such as EFTA countries or Turkey.

1. **Preferences of Directorate-General (DG) or Cabinet**

* Please indicate, **in order of preference**, maximum **three** Directorates-General or Cabinets that interest you most and give a detailed motivation. (You can consult the list of DGs on <https://ec.europa.eu/commission/index_en>).
* If you come have the nationality of a non-EU country, you cannotapply for a professional training in DG Neighbourhood and Enlargement Negotiations (DG NEAR), DG Justice (DG JUST) or DG Home Affairs (DG HOME), unless your country has signed a bilateral agreement with the Commission, as is the case for EFTA countries and Turkey.
* You cannot change your preferences once your application has been submitted.
* There is no absolute guarantee of being selected by one of these DGs.
* If you or your employer do not agree with the final assignment, you may withdraw your application for the current exercise. You can always apply during a following exercise.

**1st choice**: Directorate-General or Cabinet: Click or tap here to enter text.

Motivation:

Click or tap here to enter text.

**2nd choice**: Directorate-General or Cabinet: Click or tap here to enter text.

Motivation:

Click or tap here to enter text.

**3rd choice**: Directorate-General or Cabinet: Click or tap here to enter text.

Motivation:

Click or tap here to enter text.

1. **Additional personal information**

Do you have a physical disability that may require special arrangements to be made if you are chosen?  Yes  No

If **YES**, please give details and indicate the special arrangements you believe would be necessary: Click or tap here to enter text.

1. **Emergency contact address**

Family name / Surname: Click or tap here to enter text.

First name: Click or tap here to enter text.

Telephone number: Click or tap here to enter text.

Email address: Click or tap here to enter text.

Street / number: Click or tap here to enter text.

Postcode / Town: Click or tap here to enter text.

Country: Click or tap here to enter text.

1. **Detailed Curriculum Vitae in EUROPASS format**

Please attach your CV using the Europass format: [Home | Europass](https://europa.eu/europass/en).

1. **Declaration on honour**

**I, the undersigned,**

* **declare** that I have never benefited from any kind of contract or previous employment within a European Institution;
* **declare** that throughout the period of my professional training, my employer continues to pay my salary and that I will remain subject to my social security legislation which will assume responsibility for expenses incurred abroad;
* **affirm** that I am acquainted with the Commission Decision C(2008)6866 of 12/11/2008 on the Rules applicable to National experts on secondment to the Commission, which are applicable to me during the period of my professional training at the Commission (<https://myintracomm.ec.europa.eu/staff/Documents/talent-management/staff/sne/regime_end_2009_en.pdf>)
* **certify** that the statements made by me in answer to the above questions and in my Curriculum Vitae (in enclosure) are true, complete, and correct. I understand that any false statement or any required information withheld from this form, may provide grounds for my exclusion from the NEPT Programme, or cancellation of my training if my application has been accepted.

1. **Processing of personal data**

The Commission will ensure that candidates’ personal data are processed as required by Regulation (EU) 2018/1725 of the European Parliament and of the Council ([[1]](#footnote-1)). This applies in particular to the confidentiality and security of such data.

**Date:** Click or tap to enter a date. **Signature:**

1. () Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (OJ L 295, 21.11.2018, p. 39 [↑](#footnote-ref-1)