

**INTERNATIONAL STAFF TRAINING WEEK**

**UNIVERSITY OF LJUBLJANA**

**MAY 23rd – 27th, 2016**

**APPLICATION FORM**

Please fill in the application form, send the signed and scanned version to [kc@uni-lj.si](mailto:kc@uni-lj.si) by **March 4th 2016**, and the original to:

University of Ljubljana

Career Centres

Kongresni trg 12

SI-1000 Ljubljana

We will get back to you with the answer shortly after the application deadline. All personal data is gathered solely for the purpose of organising the International Staff Training Week, and will be processed and stored in accordance with applicable personal data protection laws.

|  |  |
| --- | --- |
| **Personal details** | |
| **Title** | **□ Mr. □ Mrs. □ Ms.** |
| **Surname** |  |
| **First name** |  |
| **Contact address** |  |
| **Email** |  |
| **Telephone** |  |
| **Position** |  |
| **Main tasks/ responsibilities** |  |
| **Sending institution** | |
| **University, faculty and department** |  |
| **Address** |  |
| **Motivation** | |
| Please, explain in a few sentences why you wish to take part in the international staff training week at the University of Ljubljana: | |
| **Information on interests** | |
| **Date of Arrival:** |  |
| **Date of Departure:** |  |
| **Guided tour of Ljubljana**  Tuesday, May 24th (free of charge) | YES NO |
| **Boat trip on the Ljubljanica river**  Thursday, May 26th (own expense\*) | YES NO |
| **Trip to Lake Bled**,  Friday, May 27th (free of charge) | YES NO |
| **Special requirements** | |
| **Special dietary requirements**   * None * Vegetarian * Other, please specify: | |
| Please inform us in advance if you have a disability that requires us to provide special assistance: | |
| **Signature and stamp:** |  |

\*Sightseeing costs:

* Boat trip on the Ljubljanica river: 8 Euros; more information about the boat trip[**HERE**](https://www.visitljubljana.com/en/tours-and-excursions/5838/detail.html)