

Serial Number:	Visegrad University Studies Grant—Course/Program
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VISEGRAD UNIVERSITY STUDIES GRANT APPLICATION FORM

I. Applicant – Organization

Name of the organization in its original language (<i>transcribed into Latin alphabet where applicable</i>):
Name of the organization (<i>official translation in English</i>):
Address:
ID No.:

II. Coordinator

Name of the coordinator of the course/program:
Coordinator phone:
E-mail:
Website:
Passport No.:

III. Course Teachers/Lecturers

Teacher/Lecturer no. 1: Phone: E-mail: Website: Passport No.:
Teacher/Lecturer no. 2: Phone: E-mail: Website: Passport No.:
Teacher/Lecturer no. 3: Phone: E-mail: Website: Passport No.:

IV. Name of the course/program (*in the original language of instruction*)

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V. Name of the course/program (*in English*)

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VI. Brief course/program reasoning

Please describe how the course/program developed, why it is important to open the course/program, etc. (max. 900 characters)
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VII. Tentative time frame of the course/program

Please indicate a tentative time frame of the preparatory works, the official launch of the course/program, lectures by the guest lecturers during the first three years of enrollment, related activities, such as preparation of scriptum or reader, etc.
(max. 1800 characters)

VIII. Brief course/program description

(max. 1800 characters)

IX. Language of instruction (and languages in which the guest lecturers will deliver their lectures)

X. Number of students planned to be enrolled in the course/program (per academic year)

XI. Please specify the target groups for which the course/program is designed

XII. Please specify what competencies the course/program will give to its attendees/graduates

(max. 500 characters)

XIII. Duration of the course/program

Please specify how many semesters and teaching hours does the course/program require (within 1 enrollment)

XIV. Periodicity of the course/program

Please specify how often will the course/program be enrolled

XV. Type of the course (only if applying for support of the course)

Seminar, Seminar/Lecture, etc.

XV. What degree (in what discipline) will the graduates of the program earn? (only if applying for support of the program)

XVI. ECTS credits to be received within the course/program

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XVII. Added value of the course/program, outputs

Will the development of the course/program include workshops, field trips, preparation of a reader/scriptum or compiling a library? How will the grant resources improve the education process?
(max. 500 characters)

XVIII. Sustainability

How do you plan to ensure sustainability of the course/program once the granted amount is spent? Please specify what tools you are going to employ.
(max. 500 characters)

XIX. Final assessment

How will the students enrolled be assessed at the end of the course/program? (max. 500 characters)

XX. Guarantee/Supervisor of the course/program

Guarantee / Supervisor no. 1:

Position:
Organization/Organizational unit:
Address:
Phone:
E-mail:

Guarantee / Supervisor no. 2:

Position:
Organization/Organizational unit:
Address:
Phone:
E-mail:

XXI. Guest lecturers

Guest lecturer no. 1:

Citizenship:
Position:
Organization/Organizational unit:
Address:
Phone:
E-mail:
The lecturer's experience and his/her role in the course/program:

Guest lecturer no. 2:

Citizenship:

Position:
 Organization/Organizational unit:
 Address:
 Phone:
 E-mail:
 The lecturer's experience and his/her role in the course/program:

Guest lecturer no. 3:
 Citizenship:
 Position:
 Organization/Organizational unit:
 Address:
 Phone:
 E-mail:
 The lecturer's experience and his/her role in the course/program:

XXII. Budget breakdown (by years/enrollments)

Type of cost item	Unit name	Unit description	Unit cost	No. of units	Total
1st enrollment					
Fees for experts (guest lecturers)					
Accommodation and board					
Transportation costs					
Translation and interpreting costs					
Promotional material and publications					
Preparation and publishing of scriptum /reader					
Website design and update					
Building a library (to the course/program)					
Field trips, workshops					
Other materials					
Overhead					
Subtotal					
2nd enrollment					
Fees for experts (guest lecturers)					
Accommodation and board					
Transportation costs					

Translation and interpreting costs					
Promotional material and publications					
Preparation and publishing of scriptum /reader					
Website design and update					
Building a library (to the course/program)					
Field trips, workshops					
Other materials					
Overhead					
Subtotal					
3rd enrollment					
Fees for experts (guest lecturers)					
Accommodation and board					
Transportation costs					
Translation and interpreting costs					
Promotional material and publications					
Preparation and publishing of scriptum /reader					
Website design and update					
Building a library (to the course/program)					
Field trips, workshops					
Other materials					
Overhead					
Subtotal					
TOTAL					

XXIII. Previous experience with the IVF

XXIV. Declaration

I declare that all information provided in this application and the attachments thereto is true. I agree that the

International Visegrad Fund processes personal data contained in this form. I agree with the publication of the results of the Visegrad University Studies Grant course/program form for promotional purposes.

In on

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Signature of the Coordinator

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Signature and Stamp of the Statutory Representative

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