



# Application

## Short Courses and Modules

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**Course details**

Name of course to which you are applying .....

Course dates ..... Year .....

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**Personal details**

Family name .....  Male  Female

Given name(s) .....

Date of birth ..... Place of birth .....

Nationality .....

Mailing address .....

Residence address .....

Telephone ..... Fax .....

E-mail .....

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**Academic qualifications**  
*List your most recent qualification first. Include certified true copies of diplomas and transcripts accompanied by certified translations if they are not in English.*

Name of institution	Location	Years attended (from - to)	Field of study	Degree awarded
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....

*When applying for a gender course, list on a separate sheet any previous gender courses or training of trainer courses you have attended, including course name, institution, location and course date.*

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**Professional experience**

Present/most recent employer	Period of employment
Type of organization .....	Position .....
Describe your duties and responsibilities .....	

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Previous employer	Period of employment
Type of organization .....	Position .....
Describe your duties and responsibilities .....	

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## Problem statement

Describe a problem you have experienced in the last two years that you would like to discuss during the course

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## Additional details

Word processing skills

Excellent  Good  Fair

English proficiency

Excellent  Good  Fair

How did you hear about this course?

KIT alumni  Brochure  tropEd  
 Website  Other:

Are you a tropEd/MIH student

no  yes Home institute: .....

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## Fee payment

Who will pay for your study costs and living expenses?

Myself  My employer  
 I have applied for a fellowship from:  I have obtained a fellowship from:

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## Signature and enclosures

*I declare that the information I have provided on this application is true and complete.*

Date

Signature

Include the following documents with your application

- Complete and up-to-date curriculum vitae and a list of publications, if applicable
  - Certified copies of academic transcripts and diplomas
  - Certified translations of academic transcripts and diplomas if they are not in English
  - Please indicate any special needs due to physical or learning disabilities.
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**Send this form, including enclosures, to:**

Royal Tropical Institute  
KIT Development Policy & Practice, Area Education Course Coordinator  
P.O. Box 95001, 1090 HA Amsterdam, The Netherlands

*In all correspondence, please mention your full name, nationality and the course to which you are applying.*