**Annex No. 1C to the Regulations**

**ADMINISTRATION STAFF’S APPLICATION FOR PARTICIPATION**

1. **INFORMATION ABOUT THE CANDIDATE**

*To be filled in by the candidate.*

|  |  |
| --- | --- |
| **Full name** |  |
| **E-mail adress** |  |
| **Name of unit** |  |
| **Position** |  |

|  |
| --- |
| **Confirmation of the above data by the Department of Personal and Social Affairs**  ………………………………………………………  *Date and signature* |

1. **FORMAL CRITERIA**

*To be filled in by the Recruitment Committee.*

|  |  |
| --- | --- |
| **The candidate is an administration staff of the University of Silesia in Katowice** | □ Yes  □ No |
| |  | | --- | | ………………………………………………………………………  REPRESENTATIVE OF THE RECRUITMENT COMMITTEE  ………………………………………  *CITY AND DATE* | | |

1. **INFORMATION ON THE PLANNED SHORT-TERM ACADEMIC EXCHANGE**

*To be filled in by the candidate.*

|  |  |  |
| --- | --- | --- |
| **FORM OF SUPPORT** | **Destination country** | **Planned dates** |
|  |  |  |

***Please describe in a few sentences the competencies that will be improved through participation in the selected form of support by specifying what knowledge, skills, social competencies you would like to acquire.***

|  |
| --- |
| ***Knowledge:***  ***Skills:***  ***Social Competences:*** |

1. **SUBSTANTIVE CRITERIA**

*To be filled in by the candidate.*

|  |  |
| --- | --- |
| **SUBSTANTIVE CRITERION** | **Declaration of the candidate[[1]](#footnote-1)** |
| Assessment of one's own competencies in the thematic area covered by the given form of support | □ high – 1 point  □ average – 2 points  □ low – 3 points |
| Language proficiency: English | □ C1-C2 level – 3 points  □ B1-B2 level – 2 points  □ A1-A2 level – 1 point |
| Language proficiency: second language | □ C1-C2 level – 3 points  □ B1-B2 level – 2 points  □ A1-A2 level – 1 point |
| Certificates/Confirmations\*:  *\*It is necessary to attach a copy of the document to this application.* | □ external certificate issued by an accredited examination centre – 3 points  □ issued by a university unit – 2 points  □ issued by a language school – 1 point |

|  |  |
| --- | --- |
| …..……………………………………… | ………….……………………………………………………….. |
| *CITY AND DATE* | | *LEGIBLE SIGNATURE OF THE CANDIDATE* |

|  |
| --- |
| **I hereby state:** |
| □ relevance □ no relevance  of the requested form of support for the for the implementation of tasks within the scope of professional responsibilities.  ………………………………………………………  *DATE AND HEREBY HEAD’S OF THE ORGANISATIONAL UNIT SIGNATURE* |

|  |  |
| --- | --- |
| **NUMBER OF POINTS AWARDED** |  |
| |  | | --- | | ………………………………………………………………………  REPRESENTATIVE OF THE RECRUITMENT COMMITTEE  ………………………………………  *CITY AND DATE* | | |

1. Mark the appropriate box [X] [↑](#footnote-ref-1)