



Education and Culture
Lifelong Learning Programme
GRUNDTVIG

Name of evaluator: _____

GRUNDTVIG
VISITS AND EXCHANGES
COMMON EUROPEAN ELIGIBILITY CHECKLIST
2012

GRU-VIS Reference N°

Name of the applicant:

Family name:

First name:

	YES
The application has been submitted to the National Agency (NA) of the country where the applicant is resident. If the applicant works in a country other than that in which he/she is resident, the application has been sent to the NA in the country where the applicant works.	
The application has been submitted on time.	
The application has been submitted using the correct application form.	
The application form is not handwritten.	
The application form is completed in full and includes all the requested attachments, including notably the required letter of acceptance from the host organisation for the Visit (not needed if the purpose of the Visit is to attend a conference / seminar).	
The application form has been completed using one of the official languages of the EU or, in the case of the EFTA/EEA or candidate countries, in the national language of the country concerned.	EU lang <input type="checkbox"/> Other lang <input type="checkbox"/>
If submitted in the national language of an EFTA/EEA or candidate country, a translation into EN or FR or DE is supplied	
The application bears the applicant's original signature.	
If the applicant is an employed person, the application form is also signed by the applicant's employer organisation.	
The applicant is a national of a country participating in the Lifelong Learning Programme or a national of another country working or living in a participating country in compliance with that country's legal requirements (please refer to relevant National Agency website).	
The applicant belongs to one of the staff categories eligible for a grant under the Grundtvig Visits & Exchanges Action.	
The type of activity to be undertaken is eligible under the Grundtvig Visits & Exchanges Action.	
The Visit will take place in one of the countries participating in the Lifelong Learning Programme.	
The country of origin and/or the country of destination is a Member State of the EU, except in the case of applicants applying for a grant to participate in official Grundtvig events at European level (category 8 of section 3.1.2 in the Application Form).	
The Visit will take place in a country other than the country where the applicant is living / working.	
The Visit will take place within the eligible period.	
The Visit is eligible in terms of duration (from 1 full working day up to 12 weeks (maximum 84 days))	

<p>Erwachsenenbildung ist Kernaufgabe der Institution der Antragstellerin/des Antragstellers und der pädagogische Vermittlungsaspekt steht im Vordergrund (Ausnahme: zukünftiges Personal in der Erwachsenenbildung)</p> <p>Kulturelle-, Sport- und Freizeitangebote per se fallen nicht unter Erwachsenenbildung, außer sie werden methodisch/didaktisch/pädagogisch zur Wissensvermittlung eingesetzt</p> <p>Maximal 4 österreichische Bewerberinnen und Bewerber werden pro Fortbildung zugelassen, wobei maximal 2 aus derselben Institution kommen dürfen.</p>	
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ASSESSMENT

The application is eligible: Yes
No

<p>If the application is not eligible on the basis of one or several of the criteria above, please give details if necessary:</p>
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Date

Name and signature