

**APPLICATION FOR RECOGNITION
INFORMALLY ACQUIRED KNOWLEDGE AND SKILLS****Student's details**

Surname and first name	
Home	
Post code and place of residence	
Mobile number	
E-mail	
Year of study	
Study programme	

A. RECOGNITION OF PRACTICAL TRAINING**I am applying for recognition of informally acquired practical skills training**

Enter the full title of the course for which you are claiming practical training:

Education:

To recognise practical training, I provide the following information:**Short CV (up to 200 words):**

Please attach a certificate from the Human Resources department of the institution/company indicating the current position and total length of service.

Please indicate your work experience (institution, post, number of years of service in that post):



Please indicate the duties and tasks you carry out in your job (according to the job description):

You can attach a certified systematisation by the institution's/company's human resources department.

List the professional activities you carry out in the workplace that fall within your competence your chosen field of study, indicating the number of hours you have worked (please list only professional activities):

Signature of the responsible person and stamp of the institution/company

Non-formal education/training on and off the job (please indicate which non-formal education/training you have attended **actively/passively** in the **last three years** - please indicate the title of the training workshop/seminar/conference/congress; organiser; duration; field of expertise):

Please attach photocopies of the certificates of attendance.

Non-formal education/training on and off the job (please indicate which non-formal education/training you have attended **actively/passively** in the **last three years** - please indicate the title of the training workshop/seminar/conference/congress; organiser; duration; field of expertise):



B. RECOGNITION OF OTHER NON-FORMALLY ACQUIRED KNOWLEDGE AND SKILLS

Short CV (up to 200 words):

1. Certificate of duration of study if the courses are not credit-bearing (ECTS).
2. Other: _____

Indicate the course and year of study for which you wish to have the informally acquired knowledge and/or skills recognised, in whole or in part, as a completed study requirement, on the basis of the evidence provided:

Study subject:

Year of study:

I declare that the information given and the supporting documents and annexes (certificates and other documents) attached are true and correct in respect of the knowledge and skills I have acquired through non-formal education. I assume material and criminal liability.

V _____, on _____

Signature of the candidate: _____