

VULCANUS IN JAPAN 2008-2009 APPLICATION FORM

4 pages, downloadable from
http://www.eujapan.com/europe/application_vulcanus_japan.pdf


**To be completed electronically
(or in BLOCK CAPITALS with black ink)**

**To be postmarked not later than
20 January 2008**

**To be sent BY POST to:
EU-Japan Centre for Industrial Cooperation
Rue Marie de Bourgogne, 52, Bte 2 (V)
BE -1000 Brussels**

The EU-Japan Centre reserves the right to request additional documentation or information if necessary.
For further information please contact
m.rosada@eujapan.com or t.iglesias@eujapan.com

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NATIONALITY of the applicant		 PHOTO Please glue. No staple. <i>(Ne pas agraffer, non aggraffare, sin grapar, ungeklammert)</i>
Mr / Ms		
Family name as per passport		
First name(s) as per passport		
Date of birth (dd/ mm/ yy)	Age as of 01 September 2008	
Marital status:		
Military service (please tick): completed; not required; to start after 01 Sept. 2009; other:		
UNIVERSITY: Name (in English)	Faculty - Department	
Course currently attended undergraduate / postgraduate	Location of the University	

**Each file must include all the documents requested, to be sent in one dispatch.
The application form must be duly filled in, and signed.
Should this not be the case, the application will be automatically rejected.**

COMPULSORY DOCUMENTS to be provided		
	<ul style="list-style-type: none"> in English unstapled (<i>ne pas agraffer, non aggraffare, sin grapar, ungeklammert</i>) altogether in one folder with number handwritten in pencil on top right of first page of each document (numbering as per scheme below) in the following order 	leave blank
1	Application Form (this document)	
2	CV	
3	Letter explaining why you wish to take part Max. 1 page - please follow the example available on http://www.eujapan.com/europe/vulcanus_japan.html	
4	Letter of recommendation by a professor of one of your major topics (original document)	
5	List of all your University grades, issued by your University (original document)	
6	System of grading at your University, provided by your University (original document)	
7	Certificate of enrolment at your University, for the academic year 2007-2008 (till Summer), issued by your University (original document). NB: Should you enrol term after term, please provide the Autumn/Winter Term certificate of enrolment, together with a letter certifying that you undertake to provide the Spring Term certificate of registration by the end of March 2008.	
8	Medical certificate stating that there are no pre-existing medical conditions that would affect your involvement in the Vulcanus activity (original document)	
9	In a separate folder: photocopy of all the above listed documents, in the same order.	

NB: Should you wish to provide further optional documentation, please add it in a separate folder, at the end of your file NO FILE WILL BE RETURNED TO YOU; MAKE A COPY IF DESIRED.

* Is your file to be sent by the International Relations Office of your University? (recommended procedure, though optional)	Please tick	
	YES	NO

EDUCATION & LANGUAGE SKILLS

UNIVERSITY (must attend minimum 3rd year undergraduate – or 2+1 for France)

NAME OF UNIVERSITY CURRENTLY ATTENDED (please write name in English)

City _____ EU Country _____

Faculty/Department

Major Subject

CURRENT ENROLLMENT		
<input type="checkbox"/> Kind of university course	(please tick)	undergraduate postgraduate
<input type="checkbox"/> What year are you currently enrolled in?		
<input type="checkbox"/> Expected month and year of graduation (not counting the Vulcanus year off):		(mm/ yy)

OFFICIAL LENGTH OF YOUR COURSE(S)		
<input type="checkbox"/> Official number of years of the undergraduate course you attended/are attending	(please tick)	3 4 5 6
		(2+2 for France)
<input type="checkbox"/> Official number of years of the postgraduate course you are attending (if applicable)	(please tick)	1 2 3 or more

FURTHER INFORMATION		
<input type="checkbox"/> When did you first enrol at the University?	(mm/ yy)	
Did you enrol straight after high school?	(please tick)	Yes No
<input type="checkbox"/> If not, why not?		
<input type="checkbox"/> Have you interrupted your university studies for one/more year(s)?	(please tick)	Yes No
<input type="checkbox"/> If yes, for how many years? And why?		

Give details of additional academic results if relevant

Course project or thesis at university/college (describe briefly in non-specialist language, indicating your key contributions and ideas)
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OTHER TECHNICAL-VOCATIONAL COURSES

Dates: from... to...	Certificates/qualifications obtained, give grades
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SCHOOLS (from age 11+)

Dates: from... to...	Examinations/courses taken (baccalaureate, etc) Give final grades.
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Detail any scholarships, prizes, papers published. Please attach list of publications if insufficient space

LANGUAGE SKILLS

Mother tongue: _____

List other languages	Written			Spoken		
	Basic	Good	Excellent	Basic	Good	Excellent
* English						

WORK EXPERIENCE

List in chronological order any temporary, permanent or vacation employment (including voluntary work). Include military service and rank if applicable.			
Employer	Dates: from...to...	Type of work-job title	Achievements

PRACTICAL SKILLS

What relevant hands-on practical experience, linked to your field of studies, do you have?
(e.g. electrical/electronic hardware, mechanical equipment, computer systems ...)

INTERESTS AND ACTIVITIES

Give details of your main interests (how you spend your free time, including vacations). What have you contributed and what have you got out of them? Mention any posts of responsibility.

TIME SPENT ABROAD

Dates (from ... to...), where, why:

ADDITIONAL INFORMATION

If you feel there is anything which has not been adequately covered elsewhere on your application, please give details:

CONTACT DETAILS

APPLICANT	<input type="checkbox"/> Current	Address (+ post code) _____		
	Tel.:	country code	area code	number
	Mobile tel.:	country code	number	
	<input type="checkbox"/> Permanent	Address (+ post code) _____		
	Tel.:	country code	area code	number
	<input type="checkbox"/> e-mail:	_____		
INTERNATIONAL RELATIONS OFFICE of your University	Name of person in charge: _____			
	His/her tel. n.:	country code	area code	number
	His/her fax n.:	country code	area code	number
	His/her email: _____			
PROFESSOR who writes your letter of recommendation	His/her name: _____			
	His/her tel. n.:	country code	area code	number
	His/her fax n.:	country code	area code	number
	His/her email: _____			

IMPORTANT NOTICE:

1 - Deposit required (will be refunded at the end of the programme). If accepted by a host company, you will be required to transfer a deposit (depending on the country where you are enrolled at University: **EU 15: € 200; EU 10 + Romania / Bulgaria: € 100**) to the EU-Japan Centre for Industrial Cooperation in Brussels. The deposit will be refunded at the end of the programme. In case of your withdrawal, the deposit will be forfeited.

(please tick)

I ACCEPT

I DO NOT ACCEPT

2 - Thesis work cannot be based on traineeship work It is not permitted to use/include your work at the Japanese host company in a University thesis or equivalent. Please indicate if you accept this condition.

(please tick)

I ACCEPT

I DO NOT ACCEPT

3 - Your graduation date. The Vulcanus programme must be attended completely (end of August 2008– beginning of September 2009). Should your graduation date be fixed during this period you accept to postpone it until after your return from Japan.

(please tick)

I ACCEPT

I DO NOT ACCEPT

4 - Each application is considered separately. If you are applying together with a friend, should (s)he not be accepted, do you still wish to take part

(please tick)

I ACCEPT

I DO NOT ACCEPT

5 - No assistance or facilities are provided to friends or family members wishing to stay in Japan.

(please tick)

I ACCEPT

I DO NOT ACCEPT

6 - Total commitment to Vulcanus from 1st March to 1st June 2008

You will be informed of the results of the short-listing at the end of February. If short-listed, you will be asked to give your agreement for your file to be sent to compatible Japanese companies, which might choose you. The matching process will be over no later than the start of June. Should your application be accepted by a company by this time, do you commit yourself to Vulcanus over any alternative plans? (Failure to respect such a commitment would be unacceptable for the Japanese business mentality and might result in the company refusing to accept students in the future).

(please tick)

YES

NO

Should you be accepted, you will be asked to give a similar commitment for the duration of the programme.

7 – Does your personality suit Vulcanus?

Whilst nearly all participants find Vulcanus a rewarding and enriching experience, it can at times prove stressful (due to loneliness, cultural differences, work pressures, etc.). Please think very carefully whether you can deal with the challenges you might face, before you submit this application.

(please tick)

I HAVE READ AND UNDERSTOOD THIS WARNING

APPROVAL OF APPLICATION BY THE APPLICANT: I, the undersigned, declare that the information provided in this application is to the best of my knowledge true and complete. I realise that any false statement or omission, even if unintended on my part, may lead to the refusal of my application. If selected, I commit myself to attend the entire course, without missing a single activity. I understand that during and after the course, my details may be included in a printed/electronic Alumni directory/database.

Date: _____ **Signature (full name):** _____