

2013 NATIONAL PRIORITIES FOR STUDY VISITS (Transversal programme)
IN THE LIFELONG LEARNING PROGRAMME

	NATIONAL ADMINISTRATIVE RULES (NATIONAL ELIGIBILITY CRITERIA)	NATIONAL PRIORITIES – STUDY VISITS – 2013
BELGIUM – FLEMISH SPEAKING COMMUNITY	None	None
BELGIUM – FRENCH SPEAKING COMMUNITY	Plusieurs personnes d’une même institution ne peuvent pas participer à une même visite. Si elles choisissent les mêmes visites dans leur formulaire de candidature, elles seront automatiquement soit attribuées à des visites différentes soit mises en liste de réserve en cas de sélection.	None
BELGIUM – GERMAN SPEAKING COMMUNITY	None	None
BULGARIA	<p>1. In addition to the application form, the following documents must be enclosed:</p> <ul style="list-style-type: none"> - Europass Curriculum Vitae and Europass Language Passport; - For Leaders of Groups of Subject teachers – a document, certifying that they are leaders of such groups; - For Lead teachers – document, certifying that they are lead teachers. <p>Comment: contact with NA on final text, please confirm</p>	<p>1. Institutional representation – applicants, who represent social partners (syndicates, employers’ unions, and business representatives), will be prioritized – 5 points.</p> <p>2. Study visit choice – Applications which have selected visits, dealing with vocational education and continuous learning, will be prioritized – 5 points.</p> <p>3. Decision makers from education and VET sectors on national, regional and local level – 5 points.</p>

CZECH REPUBLIC	1. Identically written applications will be considered ineligible.	<ol style="list-style-type: none"> 1. Applicants without any previous participation in the Study Visits; 15 points 2. Head teachers of all types schools; 15 points 3. Former organisers; 15 points <p>National priorities will be given the weight of 15 points altogether.</p>
DENMARK	If an application is drafted in another language than English or Danish, the applicant must submit both the original application and a translation into English or Danish. If the application is not translated into Danish or English it will be rejected due to eligibility criteria.	None
GERMANY	Keine	<p>Bei entsprechender Antragslage soll die Verteilung der Mittel auf die Antragsteller zu zwei Dritteln an Antragsteller aus dem Bereich der allgemeinen Bildung und zu einem Drittel an Antragsteller aus dem Bereich der beruflichen Bildung erfolgen.</p> <p>Gleichzeitig wird für den Bereich der allgemeinen Bildung eine ausgewogene geographische Beteiligung aller 16 deutschen Länder an den geförderten Anträgen angestrebt.</p> <p>A procedure has been developed to ensure that all German “Länder” benefit from the available funds in an equal way.</p>
IRELAND	Identical or similar applications will be deemed ineligible. Applicants from the same organisation cannot apply for the same visits.	None
ESTONIA	None	None

GREECE	Candidates should not be on an educational or another kind of long term leave.	none
SPAIN	None	<ol style="list-style-type: none"> 1. Applications of educational staff developing innovation projects. (5 puntos) 2. Applications of management staff in education and training institutions (5 puntos) 3. Applications of contact teachers and tutors of students participating in Comenius Individual Pupil Mobility (5 puntos) 4. Applications of Erasmus and Leonardo da Vinci Coordinators (5 puntos)
FINLAND	None	None
FRANCE	None	None
ITALY	None	None
CYPRUS	None	Priority to Education and Training Policy/Decision Makers who have not received an individual mobility grant under the Lifelong Learning Programme during the last 3 years – 15 points

LATVIA	<p>Applicant must submit both the original application and a translation of sections 10-13 into Latvian.</p> <p>The CV of the applicant is to be attached.</p> <p>The application should contain a signature of the applicant and a signature of the head of applicants` employer institution and a stamp of this institution.</p>	<p>Participants from the Ministry of Education and Science and the subordinate institutions in charge for the education policy making and implementation; participants from local municipalities in charge for organising the education - (10 points)</p>
LITHUANIA	<p>The application should bear the original signature of an authorised person and stamp of the organisation.</p>	<ol style="list-style-type: none"> 1. Decision makers from education and VET sectors: representatives of the office of the President, Parliament and governmental bodies and ministries, directors of the organisations which are under the responsibility of the ministries, representatives of municipalities, directors of institutions of education and vocational training. (8 points) 2. Social partners: representatives of trade unions, employers' and employees' associations and organizations, chambers of commerce, industry or craft and enterprises/business companies (4 points) 3. New applicants (who haven't received a study visits grant) - 2 points
LUXEMBOURG	None	None
HUNGARY	None	<p>The maximum points (15) will be given to the applicants who belong to either of the priority groups:</p> <ol style="list-style-type: none"> 1. to representatives of organizations responsible for educational and training policy at local / regional / national level 2. to representatives of social partners

MALTA	<p>1. The CV of the applicant is to be attached with the application form</p> <p>2. A letter of approval from the legal representative of the institution/ organisation stating that the applicant can travel on the dates of the study visit is to be attached with the application form</p> <p>3 The applicant is requested to provide a filled-in Financial Identification sheet with the institution's bank account details. This sheet has to be presented with the application form.</p>	<p>- Priority will be given to applicants in a decision-making / policy-oriented role.</p> <p>- Priority will be given to study visits addressing early school leaving or quality assurance in schools.</p> <p>Projects addressing one National Priority will receive 5 points. Projects addressing both National Priorities will receive 10 points.</p>
NETHERLANDS	<p>It is not possible for more than one applicant from the same institution/organisation to apply for the same Study Visits. The Dutch NA will only select one and either propose a different Study Visit for the other(s) or put the other(s) on a reserve list.</p>	None
AUSTRIA	None	None.
POLAND	None	<p>1. The aim of a study visit is to compare system solutions in a given country to the ones being in place or underway in Poland – max. 5 points</p> <p>2. The aim of the visit is to implement the lifelong learning strategy integrating education, higher education, adult education and VET into national policy of education. – max.5 points</p> <p>Additional points awarded for the fulfilment of the above-mentioned priorities contribute to the promotion of the participation of the Polish participants in the visits which help advance the implementation of system changes and the introduction of instruments for the improvement of the quality of the system of education as well as support European and national policies The fulfillment of each priority scores from 1 to 5 points</p>

PORTUGAL	<ol style="list-style-type: none"> 1. Persons who participated in the Study visits, IST Comenius, IST Grundtvig and V&E Grundtvig under the 2010 and 2011 calls for proposals are not eligible. 2. Applications not signed by the legal representative of the institution are not eligible. The application has to be signed by the applicant and by the legal representative of the institution 	Directors from Institutions of Education and/or Vocational Training and/or representatives from the Social Partners (15 points)
ROMANIA	Transversal restriction - for all types of individual mobility: a person cannot receive funding more than two times in 2013 for an individual mobility (of whatever kind)	<p>Priorities will be awarded to: (10 p)</p> <ol style="list-style-type: none"> 1. Applications coming from candidates whose home institutions are placed in rural areas or in less represented counties (Alba, Calarasi, Covasna, Giurgiu, Ilfov, Mehedinti, Satu Mare). (2 points) 2. Applications coming from social partners relevant for education and training (trade unions, enterprises and companies, chambers of commerce, Ministry of Labour, NGOs, consultative bodies in the field of education and training, professional associations, universities, Research Institutes, parents` associations, representatives of local communities/authorities etc.) or from candidates representing VET institutions (4 points) 3. Candidates who have never received funding to participate in study visits before (2 points) 4. Applications mainly focused on developing cooperation between the worlds of education, training and bussiness//work (2 points)

SLOVENIA	1. Only one person per applicant institution can be approved within Call 2013. Exception to this rule are applications from Ministries and National Institute of Education, where 1 applicant from single Sector (in case of Ministries) or 1 applicant from single regional/central unit (in case of National Educational Institute) can be selected.	1. Priority will be given to participants whose institutions or permanent residences are located in the less represented regions (regions other than Osrednjeslovenska, Savinjska ,Obalno-kraška in Goriška regija) – 15 points OR 2. Priority will be given to applicants from organisations responsible for development of educational and training policies (on local, regional and national level) and representative social partners ¹ - 15 points
SLOVAKIA	None	None
SWEDEN	None	None
UK	Applications which are substantially identical to each other will be rendered ineligible.	1. Headteachers or representatives of schools or Academies working at a senior level and in a position to implement change. (Maximum score 7.5 points) 2. Applicants representing government departments in the devolved administrations or agencies responsible for improving the quality of education and training in Wales, Scotland or Northern Ireland. (7.5 points)
ICELAND	None	None

¹ Social partners are representatives of interests groups on the field of labour (employees – such as trade unions) and capital (employers – such as Chambers, Employers associations) and state.

LIECHTENSTEIN	None	None
NORWAY	None	None
TURKEY	<p>1. Only one application per applicant will be permissible within any round in the same call for proposals. If an applicant submits more than one application within any round in the same call for proposals, all applications submitted by that applicant will be considered ineligible.</p> <p>2. Applicants must have a clear and existing link with the target groups in the sense of the study visit action as announced in the national call and on the NA website. The national agency may request further proof of this link of the applicant. Applicants with no or limited link with the target groups in the sense of the study visit action will be considered ineligible.</p> <p>3. Applicants must submit all documents required by the national agency. These documents are: a CV and a language proficiency certificate for the main working language of the study visit at the required levels announced in the national call and on the NA website. Applicants not submitting any of the mentioned documents will be considered ineligible.</p>	<p>1. Applicants representing social partners and/or applicants working as high level educational policy and decision makers as announced in detail in the national call and on the NA website. (15 points)</p>
FYROM	None	None
SWITZERLAND	None	None

CROATIA	<ol style="list-style-type: none"> 1. If the application is drafted in another language than English, the applicant must submit both the original application and a translation into English or Croatian. If the translation is not provided, the applicant will be asked to deliver the translation; should the applicant fail to do so by the date specified by the NA, the application will be considered ineligible. 2. The applicant person must submit his/her CV and in Europass format. In addition, the applicant person must submit his/her job description signed by the legal representative. 3. If the applicant organisation is a university constituent with legal personality, the application can be submitted by the respective constituent and signed by its legal representative. 	None
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