**Eligibility criteria grid[[1]](#footnote-1)**

**Please do not modify this grid**

**Please choose the traineeship reference number you apply for: TR ADMIN 2020/Choose reference**

|  |  |
| --- | --- |
| First name: Click here to enter text. | Family name(s): Click here to enter text. |

|  |  |  |
| --- | --- | --- |
|  | **Yes** | **No** |
| I am a national of a Member States of the European Union, or a national of the European Economic Area (Iceland, Liechtenstein, Norway), or a national of a candidate country benefiting from the pre-accession status; [[2]](#footnote-2).*Please specify country:* | [ ]  | [ ]  |
| Enter country here |
| I have completed the first cycle of a higher university education and have obtained a full degree certificate or its equivalent by the time my application is submitted. | [ ]  | [ ]  |
| I have a university education completed by no longer than five years prior to the date of submitting my application. | [ ]  | [ ]  |
| I possess a thorough knowledge of one official language of the European Union and have a very good knowledge of English, the official working language of the EBA, at a level of at least B2, in accordance with the Common European Framework of Reference for Languages (CEFR). | [ ]  | [ ]  |
| I have submitted my CV in the Europass format. | [ ]  | [ ]  |
| I have submitted my motivation letter *(max 1 page).* | [ ]  | [ ]  |
| I have submitted together with my traineeship applicationan example of a work that I have produced in English *(max 3 pages).* | [ ]  | [ ]  |

|  |  |  |
| --- | --- | --- |
| I have submitted copies of the documents (diploma’s) confirming my education[[3]](#footnote-3) as declared in the CV. | [ ]  | [ ]  |

**Declaration:**

I declare on my word of honor, that the information provided above is true and complete.

If offered the traineeship, I will declare any conflict of interest before joining the EBA in accordance with the EBA rules.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Signature:** |  |  | **Date:** | Click here to enter a date. |

1. If you wish to apply for more than one of the administrative profile traineeship positions at the EBA, you must submit a separate application for each of them, including separate eligibility grid. [↑](#footnote-ref-1)
2. Due to the withdrawal of the United Kingdom from the European Union on the 31/01/2020, candidates with UK nationality who do not hold the nationality of a Member State of the European Union or of the European Economic Area or of a candidate country benefiting from the pre-accession status, are not eligible for calls for applications at the EBA. [↑](#footnote-ref-2)
3. Only qualifications awarded by EU Member State authorities or European Economic Area (EEA) authorities or qualifications recognised as equivalent by the relevant authorities will be taken into consideration. If the main studies took place outside the European Union, the candidate’s qualification must have been recognised by a body delegated officially for the purpose by one of the European Union Members States (such as a national Ministry of Education) and a document attesting so must be submitted with the application by the closing date. For details of the minimum national qualification requirements by the legislation in the country where the diploma was obtained, please see Appendix to the Annex 1 of the Decision EBA DC 263 of the Executive Director on the traineeship policy at the EBA. [↑](#footnote-ref-3)