**Registration Form: Exchange Visits**

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| Name |  |
| Organisation |  |
| Country |  |
| Contact details (e-mail, phone number) |  |
| Level of English knowledge (1 none 5 proficient) |  |
| First preference for exchange visit |  |
| Second preference for exchange visit |  |
| Are you available for the dates proposed? |  |

Please describe:

1. Why do you wish to participate, what do you expect to gain from the exchange visit?

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1. How will your proessional position and your personal experience help you promote the experience and the knowledge in your home country/locality?

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1. What are your plans once back home for replication of the good practice? How will you make sure the learning can be applied?

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This form is to be filled and signed only if your application was accepted.

**Confirmation of Attendance**

You have been confirmed as participant of the exchange visit „ „ on xxx date.

Your flight tickets are being purchased and your accommodation is being paid from Child Protection Hub project funds. A separate contract will be signed for your other types of expenses (local transport, meals, etc.)

Please be aware that ChildHub CANNOT cancel or get reimbursements for flight tickets that have been bought. In case you cancel your participation or you do not arrive at the exchange visit site, the total amount of expenses incurred by ChildHub in relation to your participation up to that date will be reimbursable directly to Terre des hommes Regional office`s bank account.

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| I confirm with my signature that I have read and accept the Terms and Conditions and am available for the exchange visit at the date defined in the Registration Form. |

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Signature

DATE:

**Please give the signed Confirmation of Attendance back to the Country associate**