

**School of Conflict Management, Cross Cultural Communication, Leadership, Mediation and Human Resources Management**

**Application**

***Autumn Academy:***

***Baku, Azerbaijan***

**- Early Bird Application Deadline: 1 July, 2024**

**- Late Application Deadline: 10 September, 2024**

***Photo***

**Personal Details**

**1.** Name:

**2.** Surname:

**3.** Nationality:

**4.** Date of birth (DD.MM.YY):

**5.** Passport number:

**6.** Date of expire (DD.MM.YY):

**7.** Post address: (country, city, region, district, house, street, apart., zip code and etc.)

**8.** Office & Personal E-mail:

**9.** Cell / WhatsApp number (Please send invitation):

**10.** LinkedIn, Skype & Facebook addresses (Please send invitation):

**11.** Name of your Organization & Your Position (If available):

**12.** Reference Person (Name, surname, email, web page, tel. and etc.):

**13.** Relevant Embassy contacts: (E-mail address which we need to send invitation letter for visa process. Our local partner organization will supply you with invitation letter to apply visa if you needed):

Official Electronic Visa Portal: <https://www.evisa.gov.az/en/>

Please check online visa application system to see Countries Eligible for e-Visa

<https://evisa.gov.az/en/countries>

**14.** How did you hear about Autumn Program?

**15.** How you will cover your participation fee amount?

- Myself Yes [ ]

- My work or study place Yes [ ]

- Family member Yes [ ]

- Friend or Colleague Yes [ ]

- Other Sources (Please specify the financial aid source) Yes [ ]

**Education**

|  |  |  |
| --- | --- | --- |
| **Name & Email of University** | **Graduation Year** | **Degree Obtained** |
|   |   |   |
|   |   |   |

**Work Experience**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date:** **mm/yyyy - mm/yyyy** | Country | **Name & Email of Company/Organization**  | **Title of Position** |
|   |   |  |  |
|   |   |  |  |

Motivation for Participation (Not more than 500 words)

|  |
| --- |
|  |

Special Needs

Do you have any special needs or requirements that the organizers should take into account during the **Autumn Program** (e.g. dietary, vegetarian, disability, etc.)? **Yes** **[ ]  No [ ]  [ ]** If Yes Please specify

Please choose your payment options

**A) Autumn Academy Participation Fee**

- Early Bird Application Fee with Single Room: 1550EUR Yes [ ]

- Early Bird Application Fee with Double Room: 1300EUR Yes [ ]

- Early Bird Application Fee without Accommodation & Breakfast: 550EUR Yes [ ]

- Late Application Fee with Single Room: 2000EUR Yes [ ]

- Late Application Fee with Double Room: 1750EUR Yes [ ]

- Late Application Fee without Accommodation & Breakfast: 1000EUR Yes [ ]

B) Additional Expenses

- Additional night stay in Single room includes breakfasts and local city transport ticket: Yes [ ]

Please specify number of additional nights with your desired dates \_\_\_\_\_\_\_\_\_\_\_

- Additional night stay in Double room includes breakfasts and local city transport ticket: Yes [ ]

- Welcome meeting in Airport and transfer to hotel: 100EUR per person Yes [ ]

- I am Alumni of IPD programs (10% discount) Yes [ ]

- I am student (10% discount) Yes [ ]

- I am Small NGO representative (10% discount) Yes [ ]

- I am paying together with group of participants (More than 2 person for 10% discount) Yes [ ]

- I am **ProPeace** Member (For 10% discount please visit [www.ipdinstitute.ch](http://www.ipdinstitute.ch)) Yes [ ]

**Cancellation Rules & Procedure**

Below stated high cancellation prices stated because of to prevent the mass application submission of non-serious people and prevent the financial risks of accommodation expenses.

Please note that after submission of the application, any participation cancellation until **15 April, 2024** the charge will be **550EUR** (not including bank transfer and exchange rates costs) for the participants of **Autumn Academy** from the paid participation fee for the administrative charges.

For participation cancellation between **15 April, 2024** till the **15 May, 2024** the charge will be **1200EUR** (not including bank transfer and exchange rates costs) for the participants of **Autumn Academy** from the paid participation fee for the administrative charges.

For participation cancellation after **15 May, 2024,** there will be no refund on the paid participation fee.

Participant responsible to inform IPD directly by email or post about his/her participation cancellation.

**Bank Account Information to Transfer the Participation Fee**

Beneficiary`s Name: Institute for Peace and Dialogue (IPD)

Bank Name: PostFinance Ltd

Bank Address: Mingerstrasse 20, 3030 Bern, Switzerland

Account number: 91-577724-2 EUR

IBAN: CH 27 0900 0000 9157 7724 2

SWIFT code: POFICHBEXXX

**Declaration of the Applicant**

By submitting this **Application Form,** I confirm that all the information given in this form is correct, true and complete. I also confirm that I agree to the following conditions of participation:

**Yes** [ ]  I will actively join each of the activities during the training program.

**Yes** [ ]  I understand that the organiser reserves the right to exclude the participant from the course in case information given in the form proves to be incorrect or because of misconduct at the training program.

**Yes** [ ]  I confirm that I don’t have any refusal and grant IPD with irrevocable right using of my photos in IPD promotional works, materials and website for irrespective of time and place

**Yes** [ ]  I will respect to other nations and race during the training program

**Yes** [ ]  I confirm the participation cancellation rules & conditions

**Name & Surname:**

**Date/Venue:**



**Contact person for any questions:**

Mr. Fakhrinur Huseynli

Director

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Cell/WhatsApp: +41 76 431 61 70

S: fakhrinur.huseynli

LinkedIn Profile: https://www.linkedin.com/in/fakhrinur-huseynli-574776223/

**Follow us on Facebook**

<https://www.facebook.com/Institute-for-Peace-Dialogue-105141534911793/?ref=page_internal>

**If you have any problem to contact with us via your office email, then please try to write us via online contact form or via your personal email or via LinkedIn or via Skype and inform your**

**IT Department about the existed technical problem.**

**We are looking forward to seeing you in our Autumn Program 2024**

**IPD Training Programs: Theory - Practice - Research - Exchange - Networking - Contribute**