

EUSE Scholarship 2010/2011 Implementation Timetable

For National Association Information Only – Do not circulate

Date	Action	Responsibility
21 December 2009	<ul style="list-style-type: none"> • Send Draft Application Information and Draft Application Form to EUSE Board Members for review. 	EUSE Secretariat
15 January 2010	<ul style="list-style-type: none"> • National Associations return comments and also confirm participation. 	National Associations
Week commencing 25 January 2010	<ul style="list-style-type: none"> • Marketing the EUSE Exchange Scholarship Programme to National Association members via email and mailshots. • Information also uploaded onto EUSE website. 	EUSE Secretariat
Week commencing 18 January 2010	<ul style="list-style-type: none"> • National Associations circulate information to members. 	National Associations
19 March 2010	<ul style="list-style-type: none"> • Closing date for applications. Application Forms must be returned to EUSE Secretariat. • Closing date for Applications must be received by 19 March 2010 – Applications received after this date will not be accepted. • Applications must be sent by email and post. Applications will not be accepted by email only or fax. 	Applicants
19 March – 9 April 2010	<ul style="list-style-type: none"> • If EUSE receives more than 3 applications from each EU state, EUSE Secretariat will forward the applications to National Associations for first round selection using a selection criteria which will be forwarded. • National Associations must insure that applicants are a member. • 3 Applications should be shortlisted and forwarded to the EUSE Secretariat. 	National Associations
9 April – 30 April 2010	<ul style="list-style-type: none"> • EUSE Selection. EUSE will select 3 Applications to participate from the total applications received from National Associations. (3 Reserve participants will also be selected.) • As there are only 3 Scholarships there will be only one participant selected from each member state. If, however, there are less than 5 member states participating, there may be two participants selected from a member state. • EUSE will contact and inform the successful applicants and also the unsuccessful applicants. • NB Selection Panel decision is final. • 30 April 2010 – All applicants informed of decision. 	EUSE Selection Panel
1 May 2010 – 30 November 2010	<ul style="list-style-type: none"> • Exchange Study Visits take place. 	Participants
30 January 2011	<ul style="list-style-type: none"> • Participant's Final report (3000 words) forwarded to EUSE. On receiving Final Report and original invoices/receipts, reimbursement of expenses will be paid. • EUSE Selection Panel may recommend putting forward a participant report to be presented at the 11th EUSE Conference. 	Participants
1,2 & 3 June 2011	<ul style="list-style-type: none"> • Dissemination of Report, National Association Information, EUSE Website etc. • Evaluation of EUSE Scholarship Exchange Programme. 	EUSE Secretariat