

Ansøgning SUSP Holland

Din ansøgning er vigtig!

Din ansøgning bliver brugt til at finde den bedst mulige placering til dig. Alt hvad du skriver, vil blive sendt ud til potentielle værter, derfor er det vigtigt at du er ærlig hele vejen igennem ansøgningen. Du skal hele tiden have fokus på, at din ansøgning skal give det bedste indtryk overfor en mulig vært.

Derfor - **gør dig umage!**

Hvad er en god ansøgning?

1. Ansøgningen skal være sandfærdig. Lad vær med at overdriv eller underdriv dine færdigheder og erfaringer.
2. Din selvbiografi (personal description) skal fylde ca. en A4-side. Fortæl om dig selv, din baggrund, og hvad du gerne vil opnå ved at tage et udlandsophold.
3. Billedet kommer forrest på din ansøgning. Brug derfor et ordentligt billede, hvor du ser professionel ud og smiler.
4. Lav gerne en video, hvor du fortæller om dig selv, din baggrund og hvorfor du gerne vil til udlandet. Den kan uploades på YouTube privat, så det kun er personer med et link til den, der kan se den.

Har du nogle spørgsmål til udfyldelse er du altid velkommen til at kontakte os!

For at sikre at din ansøgning er komplet, kan du bruge denne tjekliste:

- Udfyldt Travel to Farm tilmeldingsblanket
- Underskrevet samtykke
- Udfyldt SUSP Holland ansøgningskema
- Farvebillede
- Kopi af pas
- Kopi af kørekort
- 2 anbefalinger
- Uddannelsesbevis
- Selvbiografi (personal description) på engelsk
- CV på engelsk
- Straffeattest
- Link til YouTube video

SAMTYKKE



Samtykke mellem Travel to Farm og _____

navn

Jeg giver hermed samtykke til at:

- 1) Travel to Farm kontakter mine referencer jf. de medsendte udtalelser
- 2) Travel to Farm kontakter min studievejleder, hvis jeg er under uddannelse
- 3) Travel to Farm må behandle mine helbredsoplysninger i forbindelse med de lande hvor det kræves samt i forbindelse med visumansøgninger
- 4) Travel to Farm videresender min ansøgning til den partner i det land jeg gerne vil til (3. part)

(sæt kryds)

Norge	
Holland	
Irland	
Tyskland	
Frankrig	
Schweiz	
Island	
Australien	
Canada	
New Zealand	
USA	
Japan	

**Vi skal gøre opmærksom på at lande uden for EU anses som værende 'ikke data sikre' i forhold til EU standarder.*

- 5) Travel to Farm opbevarer min ansøgning, samtykke og bekræftelser i op til 5 år fra vi har modtaget din ansøgning jf. retslig forpligtelse om opbevaring af oplysninger.
- 6) Travel to Farm opbevarer ubegrænset mine personlige oplysninger (navn, adresse, email, telefonnummer, uddannelse, land du er rejst til, periode du har været af sted samt evt. skole du kommer fra) i deres database.
 - a. Det gør de så de kan tilbyde rabat ved bestilling af ny rejse, udstede certifikater og med mit samtykke invitere mig til årlige arrangementer.
 - b. Og til interne statistisk formål
- 7) Travel to Farm udleverer mit navn og kontaktinfo til andre rejsende i samme periode
- 8) Travel to Farm videregiver mine personlige oplysninger (navn, adresse, CPR-nummer, rejsedestination, uddannelse og kontonummer) samt uddannelsesbevis og flybilletter til fonde, hvis der søges legater.

Fulde navn

Dato

*Et samtykke er ikke for evigt. Ønsker du trække dit samtykke tilbage, så du sende os en mail på t2f@t2f.dk
OBS: Tilbagekalder du dit samtykke kan det have den konsekvens, at du ikke kan komme afsted og at betalte beløb ikke tilbagebetales.*



Application form

Read this before you apply

1. Read the SUSP trainee information booklet thoroughly.
2. Fill in this form in English. It should give a good impression of who you are, what you like to do and learn. A possible host will decide on the basis of this form if he is interested in offering you a placement. This form should represent you, so you need to fill this in, not somebody else. Fill it in completely and honestly. Incorrect information is reason for rejection of your application or termination from the program. Make sure you write or type clearly.
3. Add all additional required documents (see checklist at the end of the application form)
4. Return the form to the SUSP partner in your country at 4-5 months in advance the desired start date if you are from a non EU country and staying for more than 3 months, at least 4 months in advance if you are from a non EU country and like to stay for 3 months and at least 3 months in advance in you are from an EU country.

Read the beneath points and sign before sending it to SUSP

I agree that I*

1. Will work on the host's company to which I am assigned and not at any other company.
2. Will observe the rules and safety regulations of the host during the training period.
3. Will not engage in any immoral or illegal practice (f.e. driving under influence, use of drugs, driving without a car insurance or a license, criminal activity etc.) all of which are reasons for immediate expulsion from the program.
4. Know that if I am unfit or unable to function properly for the training I will be expelled from the program.
5. Will notify Stichting Uitwisseling of any serious complaints regarding working or living conditions, if I am unable to settle the complaints in private consultation with the host.
6. Will not operate any motorized vehicle without the consent of the host.
7. Will return to my own country on completion of the training program.
8. Will not travel to other countries during the training period without having the appropriate visa (if needed).
9. Have filled out the application form correctly and honestly by myself.
10. Will provide the necessary papers now and during the training.
11. Will attend any obliged meetings.
12. Will pay the intermediate fee for the Exchange Program.
13. Am aware that in case I cancel, a cancellation fee plus costs that have already been made will be charged directly to me.
14. Am aware that if I provide false or incomplete information, SUSP will terminate my application and will charge the costs that have already been made.
15. Understand that with all visa and/or work permit applications, the Dutch government can cancel the application at all times.
16. Have understood the regulations and all of the above.

Signature of applicant

Name of applicant:

Day, Month, Year:

* If we find out that the reality is different than what you signed for in this paper, sanctions will apply.

Program participation; preferred placement and period		
1 st choice:	2 nd choice:	3 rd choice:
Length of your training:	When can you start:	When do you need to return:
Country Partner information		
Name organisation:	Name contact person:	
Personal details		
Family name (as in your passport):	First name(s) (as in your passport):	
Address:	Postal code:	
City:	Province/State:	
Country:	Phone number(s) incl. country code:	
Email address:	Skype address:	
Country of birth:	Place of birth:	
Date of birth (dd/mm/yyyy):	Nationality:	
Passport / ID card number:	Date of expiry (dd/mm/yyyy):	
Religion:	Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	
Marital status: <input type="checkbox"/> Married <input type="checkbox"/> Single <input type="checkbox"/> Relationship	Children: <input type="checkbox"/> No <input type="checkbox"/> Yes	
Can you swim? <input type="checkbox"/> No <input type="checkbox"/> Yes	Can you cycle? <input type="checkbox"/> No <input type="checkbox"/> Yes	
Health		
Height:	Weight:	

Do you smoke? <input type="checkbox"/> No <input type="checkbox"/> Yes	Do you drink alcohol? <input type="checkbox"/> No <input type="checkbox"/> Yes
Do you have health problems (sight or hearing impairment, allergies, asthma, medication etc) that may limit your activity and safe execution of those tasks that might be assigned to you? <input type="checkbox"/> No <input type="checkbox"/> Yes, please explain below	Do you have any dietary needs (f.e. allergies)? <input type="checkbox"/> No <input type="checkbox"/> Yes, please explain below
Is there anything that may limit your activity and safe execution of those tasks that might be assigned to you? <input type="checkbox"/> No <input type="checkbox"/> Yes, please explain below	Have you ever been involved in a farming accident? <input type="checkbox"/> No <input type="checkbox"/> Yes, please explain below
Have you ever been treated for or suffered from any psychological problems? <input type="checkbox"/> No <input type="checkbox"/> Yes, please explain below	Do you have a history of alcohol- or drugs abuse? <input type="checkbox"/> No <input type="checkbox"/> Yes, please explain below
If you answered yes to any of the questions above, please describe how this will impact your ability to work on a training site or complete the program:	
Languages (Please be honest!)	
Speaking English Understanding English Reading English	<input type="checkbox"/> Poor <input type="checkbox"/> Moderate <input type="checkbox"/> Good <input type="checkbox"/> Excellent <input type="checkbox"/> Poor <input type="checkbox"/> Moderate <input type="checkbox"/> Good <input type="checkbox"/> Excellent <input type="checkbox"/> Poor <input type="checkbox"/> Moderate <input type="checkbox"/> Good <input type="checkbox"/> Excellent
Speaking German Understanding German Reading German	<input type="checkbox"/> Poor <input type="checkbox"/> Moderate <input type="checkbox"/> Good <input type="checkbox"/> Excellent <input type="checkbox"/> Poor <input type="checkbox"/> Moderate <input type="checkbox"/> Good <input type="checkbox"/> Excellent <input type="checkbox"/> Poor <input type="checkbox"/> Moderate <input type="checkbox"/> Good <input type="checkbox"/> Excellent
Speaking Dutch Understanding Dutch Reading Dutch	<input type="checkbox"/> Poor <input type="checkbox"/> Moderate <input type="checkbox"/> Good <input type="checkbox"/> Excellent <input type="checkbox"/> Poor <input type="checkbox"/> Moderate <input type="checkbox"/> Good <input type="checkbox"/> Excellent <input type="checkbox"/> Poor <input type="checkbox"/> Moderate <input type="checkbox"/> Good <input type="checkbox"/> Excellent
What other languages do you speak fluently?	Are you taking English lessons? Hrs per week? Since when?
Driver's license	
Do you have a driver's license for an automobile? <input type="checkbox"/> No <input type="checkbox"/> Yes	Do you have another driver's license (f.e. a truck or tractor)? <input type="checkbox"/> No <input type="checkbox"/> Yes, please explain:

Current / Most recent educational information (full-time)		
Name of institution:	Field of study:	Type of degree:
Full address (incl. website)	Have you graduated? <input type="checkbox"/> No <input type="checkbox"/> Yes	If yes, what was your graduation date (dd/mm/yyyy)?
If you are a student, when will you graduate (d/m/y)	If you are a student, when did you start your studies?	If you are a student, how long will your study last?
If you are a student, what is the name of the supervisor from institution:	If you are a student, do you need to do research on a specific topic?	If you are not a student, what is your present occupation?
Previous Post-Secondary Educational Experience		
Name of institution:	Field of study:	Type of degree:
Have you graduated? <input type="checkbox"/> No <input type="checkbox"/> Yes	If yes, what was your graduation date (d/m/y)?	Of no, from when till when did you study here?
Name of institution:	Field of study:	Type of degree:
Have you graduated? <input type="checkbox"/> No <input type="checkbox"/> Yes	If yes, what was your graduation date (dd/mm/yyyy)?	If no, from when till when did you study here?

Family information

Father's occupation:

Mother's occupation:

Were you born and raised on a farm?

No Yes

Does your family own or operate a farm or

horticultural business? No Yes

If yes, to either questions, describe the operation (including size and type of enterprise, as well as your responsibilities and how often you help):

Work experience

Describe the practical work experience that you gained at home, during training or work. Describe the company and when and for how long you were there. Also describe your tasks, the machinery that you used etc.

Motivation and personal goals

Describe why you would like to do a training in the Netherlands?

Why are you interested in the chosen sectors?

What do you hope to learn during the training?

What do you hope to gain from the SUSP program?

Various

Do you have friends or relatives living in the Netherlands or surrounding countries?

No Yes, please explain

Did you place a short film about yourself on youtube?

No Yes, youtube link:

Did you visit other countries before?

No Yes, country, duration and purpose:

What is your nearest Dutch embassy / consulate that issues visas? check

<https://www.netherlandsandyou.nl/contact>

Autobiography

Checklist: What to send in?

All participants

- The application form.
- A scan from a passport size photograph.
- 2 reference letters in English or German. 1 from a previous employer and 1 from a language teacher. These letters should evaluate your performance and attitude and include the name, address, phone number, email address of referee. If you do not have one from a previous employer, ask a professor, a teacher, etc. to write the reference.
- A color photocopy of the passport or ID card. If you have pages with visa stamps, we need a copy of all these pages
- If possible, pictures of you in a greenhouse, on a dairy farm, riding a horse, making cheese, driving the tractor etc.

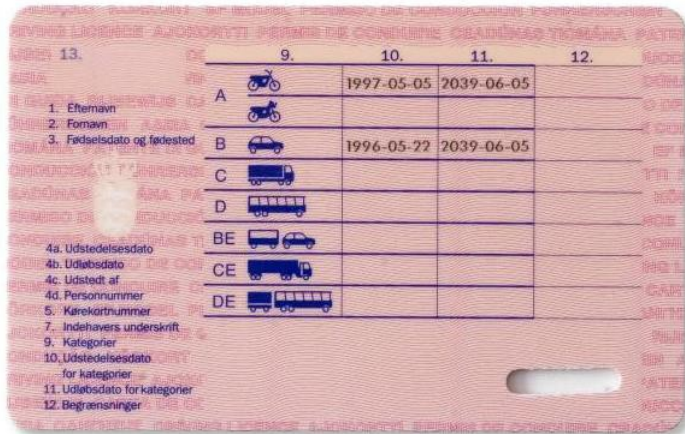
Indsæt farvebillede



Indsæt kopi af pas



Indsæt kopi af kørekort



Indsæt 2 anbefalinger

Indsæt selvbiografi (på engelsk)

Selvbiografen skal være på ca. en A4 side, hvor du på engelsk fortæller om dig selv, din arbejds erfaringen inden for landbruget, din familie, fritidsinteresser, fremtidsplaner, hvorfor du gerne vil tage din praktik i Holland/hvad du vil opnå hermed (f.eks. at du vil være landmand i fremtiden/have din egen gård o.l.), dine styrker og svagheder osv. Det er vigtigt at du skriver hvorfor det er en fordel for dig at tage din praktik i udlandet - fx for at styrke din fremtidige karriere indenfor landbrugsfaget. Brevet bliver sendt med til din kommende værtsfamilie, når vi sender din ansøgning videre til Holland, og skal desuden også bruges til visum ansøgningen.

Indsæt CV - nedenstående eksempel kan bruges som skabelon

CONTACT INFORMATION

Name :
Address:
Telephone:
Cell Phone:
Email:

PERSONAL INFORMATION

Date of Birth:
Marital Status:

CAREER GOAL

Please explain in 1-2 sentences what your future career goals and plans are.

Example: Through my education as a skilled farmer I hope to get a through understanding of my speciality within Dairy cattle. I expect to become a front runner for usage of new innovative ways of production, and therefore I wish to take some of my trainee period overseas to get a different perspective.

EMPLOYMENT HISTORY

List in chronological order (beginning with your latest employment), include position details and dates. Please also include what skills you gained during your work experience.

Example:
March 2006- April 2009: Travel to Farm

Student position at Travel to Farm, working 15 hours a week. Travel to farm is a non-profit organization, servicing Danish agricultural trainees who wish to go abroad during their education. I have been in charge of the administration of trainees and updating the webpage. During my time at Travel to Farm I have gained skills within administration and servicing. Furthermore I have also gained knowledge within Danish agricultural council.

EDUCATION

Include dates and details of education, training, major courses and certification(start with your latest education)

September 2005- July 2008: Agricultural management
August 2003- July 2005: Skilled farmer
August 2003 - august 2004: Agricultural training at pig farm.

PROFESSIONAL QUALIFICATIONS

Courses: spraying certificate, first aid certificate.
Computer Skills: excellent user of Exel, powerpoint and word.

Language skills: Danish fluent in writing and speaking, English fluent in writing and speaking, Limited German.

EXTRACURRICULAR WORK

May 2008- present: active member of LU (agricultural youth organization)
January 2006- January 2007: volunteer worker for Red Barnet.

PERSONAL INTERESTS

PRIOR TRAVEL TO HOST COUNTRY (the country you wish to travel to)

Please write dates of entry/departure, if you have been in the country before.

HAVE YOU EVER BEEN DENIED TRAVEL TO HOST COUNTRY?

CRIMINAL RECORD

Have you ever been charged or convicted of a crime? If so, please explain

Indsæt straffeattest

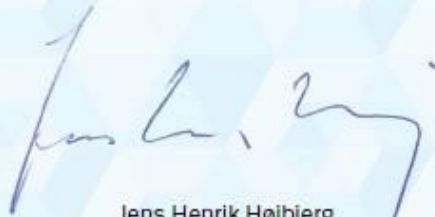
RIGSPOLITIET

11. March 2016
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CRIMINAL RECORD CERTIFICATE

██████████
Danish person number: ██████████

is not registered with any convictions in the Danish Criminal Records in accordance with Section 11 of the ministerial circular regarding the use of personal information recorded in the Danish Criminal Records Registry.



Jens Henrik Højbjerg
National Commissioner of Police

Issued in pursuance of Section 11 of the Danish Ministry of Justice Circular regarding the use of personal information recorded in the Danish Criminal Records (cf. the following page).

Bestillings ID: 948656

POLITI 

Indsæt link til YouTube video

(Her kan du indsætte link til din YouTube video. Vi anbefaler dig at lave en YouTube video, da dette vil give dig en fordel i ansøgningsprocessen. Når du ligger din video på YouTube kan du gøre den privat, så kun personer med linket kan se videoen. Tjek gerne inden du vedhæfter linket, at det virker.)