

2. EPOS SCHOLARSHIP

- I hereby apply for an EPOS scholarship at the German Academic Exchange Service (DAAD). I confirm that I fulfill all additional requirements and have attached all additionally required documents.

3. FINANCING THE INEMA STUDY PROGRAM

Please state how you plan to finance the costs related to the study program (study fees, travel expenses for attendance phases)

- Own financial means
- The costs will be covered by my employer.
Please provide a confirmation from your employer that makes mention of this.
- Support from family members
- Governmental grant during my studies
- I intend to apply for a scholarship at: _____
- Other: _____

4. HOW DID YOU LEARN ABOUT THE INEMA PROGRAM?

- INEMA homepage
- Homepage of Ludwigsburg University of Education or Helwan University
- Online advertisement on Facebook
- Facebook Group "INEMA - we move education"
- INEMA flyer
- German Academic Exchange Service (DAAD)
- From a friend/colleague/acquaintance/current INEMA student/alumni
- Other sources: _____

5. SELF-ASSESSMENT OF PROFESSIONAL COMPETENCIES

Please complete the following as truthfully as you can. Do not leave any statements out. We will be asking you about your statements during the oral competencies test procedure (interview).

		No com- petence				High com- petence
1.	I can describe the structure, strategy and culture of my current organization.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2.	I can distinguish between official and unspoken rules of my organization.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3.	I understand organizational means of action coordination (such as role descriptions, structures of reporting and decision-making).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4.	I am able to apply professional knowledge within given organizational structures and procedures (= I have a strategy-oriented approach to my professional field of activity).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5.	I can generate knowledge that is relevant to the organization of my institution.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6.	I am able to reflect on my own role within my organization.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7.	I reflect upon factors that may influence the success of teamwork, including my own role within the team.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8.	I think about personal development opportunities within my (or other) organizations.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9.	I am able to reflect upon alternative solutions to problems even if the given information is incomplete.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

		No com- petence				High com- petence
10.	I can develop, apply and evaluate new ideas or processes by taking different assessment criteria into account.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11.	I am able to promote the professional development of others.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12.	I conduct area-specific and/or cross-departmental discussions.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
13.	I am able to define goals for teams while reflecting on the possible social, economic and cultural effects.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14.	I can deal with new, complex tasks and problems.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
15.	I can apply specialized technical or conceptual skills for solving strategic problems in an organization.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
16.	I take over responsibility for the success of groups within the scope of complex tasks.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
17.	I introduce and accept suggestions for improving the cooperative processing of tasks.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
18.	I keep to schedules and get tasks done.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
19.	I can assess my own self-efficacy.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
20.	I can present my work results in a clear and suitable manner.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

6. DECLARATION (PLEASE READ AND SIGN BELOW)

I certify that the information provided in this application is accurate to the best of my knowledge. Furthermore, I agree to inform the Ludwigsburg University of Education immediately of any changes and amendments. I understand and agree that the application and accompanying documents will remain with the university. Personal data will be stored in the university's database to the extent necessary for the administration of applications and scholarships and in compliance with the German "Federal Data Protection Law". Applications of unsuccessful candidates will be destroyed after one year. Applications for EPOS scholarships shall be transmitted to DAAD for assessment.

I have taken note of the information provided in this application as well as the notice about the storage of personal data.

I hereby declare that I have filled out the application documents in their entirety.

I give my consent that this application and accompanying documents shall remain with the Ludwigsburg University of Education.

I have completed the self-assessment of professional competencies conscientiously and truthfully based on a realistic self-assessment of the competencies I have gained during my professional practice.

I hereby request recognition of my professional practice to a total of 30 CP.

Digital Signature

Date