Erasmus Charter for Higher Education 2014-2020
Application Form Call: 2014

Note: The data of this application form will be used by the European Commission/ Executive Agency EACEA and National Agencies for evaluation and monitoring

Program	The 2014-2020 EU programme for education, training, youth and sport proposed by the Euroepan Commission on 23 November 2011 (hereafter the Programme)*
Action	Erasmus Charter for Higher Education
Call	2014
Deadline for Submission (dd-mm-yyyy)	15/05/2013 12:00 midday Brussels time.
Application language	EN
Correspondence Language	EN

28826-LA-1-2014-1-NL-E4AKA1-ECHE-1

Applicant's previous EUC number (if applicable):	28826-IC-1-2007-1-NL-ERASMUS-EUC-1

Erasmus Policy Statement (Overall Strategy) section D of this application form - original language (official EU languages): EN

If the original language is not English, French or German, the Erasmus Policy Statement (EPS) should also be provided in one of those three languages.

Erasmus Policy Statement translation language (if applicable): -

Acknowledgement of receipt

After submission, applicants are invited to consult the website of the Education, Audiovisual & Culture Executive Agency - EACEA to check successful receipt of their Erasmus Charter for Higher Education (ECHE) application. If by the second week after the deadline, the application has not been listed on the website, the applicant should contact the EACEA (e-mail: EACEA-ECHE@ec.europa.eu).

* COM(2011) 788 (http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=COM:2011:0788:FIN:EN:PDF)

A | Applicant Organisation

A.1. Applicant Organisation

PIC, if available. Cf. Application manual	0
Full legal name (official name in latin characters)	WAGENINGEN UNIVERSITY
Full legal name (English name)	WAGENINGEN UNIVERSITY
Acronym	WUR
Erasmus code (e.g. F PARIS33) - if available	NL WAGENIN01
Address (N°, street, avenue, etc.)	DROEVENDAALSESTEEG 4
Country	Nederland
Region	GELDERLAND
Post code	6700 HB
City	WAGENINGEN
Website	http://www.wageningenuniversity.eu

A.2. Legal Representative

Title	Dr.
Gender	Male
First Name	Aalt
Family Name	DIJKHUIZEN
Position	President
E-mail	Aalt.Dijkhuizen@wur.nl
Telephone (including country / area codes)	+31 317 482200/482204
Address (n°, street, avenue, etc)	DROEVENDAALSESTEEG 4
Country	NL, Nederland
Post code	6700 HB
City	WAGENINGEN

A.3. Coordinator

Title	MA
Gender	Female
First Name	MANDY

Family Name	VAN DEN HOUTEN
Department	CORPORATE EDUCATION RESEARCH & INNOVATION
Position	INTERNATIONAL POLICY OFFICER
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Country	NL, Nederland
Post code	6700 HB
City	WAGENINGEN

B	**Statistics**

The purpose of these statistics is to put into context the actions and strategies the institution is asked to present in the following sections.
For the academic year 2012-2013:

Total number of students enrolled in all degree programmes offered by your institution (data from official HEI register)

Short cycle:	0.0
1st Cycle:	3813.0
2nd Cycle:	3713.0
3rd Cycle:	1900.0

Number of staff (Equivalent full-time)

Teaching:	1170.0
Administrative:	520.0

Number of degree courses on offer

Short cycle:	0.0
1st Cycle:	19.0
2nd Cycle:	28.0
3rd Cycle:	6.0

STUDENTS (academic year 2011-2012)

1. Credit Mobility for Students (all types of mobility programmes for periods between 2 and 12 months)

Number of outgoing study mobility students (Erasmus and/or others): to participating countries	104.0
Number of outgoing study mobility students (Erasmus and/or others): to non-participating countries	156.0
Number of traineeship (work placement) mobility students (Erasmus and/or others): to participating countries	394.0
Number of traineeship (work placement) mobility students (Erasmus and/or others): to non-participating countries	590.0
Number of study mobility students (Erasmus and/or others): from participating countries	327.0
Number of study mobility students (Erasmus and/or others): from non-participating countries	44.0

2. International Degree Students (students enrolled for a full degree programme with foreign nationality or having completed a foreign previous degree)

Number of foreign students, if applicable: from Participating countries	864.0
Number of foreign students, if applicable: non-partcipating countries	931.0

3. If applicable, number of local (having the nationality of the country) and international students (of foreign nationality / with foreign previous degree) involved in double/multiple/joint degrees:

Number of Local students, involved in Double/multiple/joint degrees	72.0

Number of international students, involved in double/multiple/joint degrees | 76.0

ACADEMIC STAFF (academic year 2011-2012)

All types of Erasmus staff mobility (for periods between 2 days and 2 months) for teaching and training purposes

Number of outgoing academic staff to participating countries | 13.0
Number of incoming academic staff from participating countries | 13.0

COOPERATION (academic year 2012-2013)

HEI AGREEMENTS IN EDUCATION AND RESEARCH valid in 2012/2013: European and International HEI Agreements / Consortia / Networks

Number of Erasmus interinstitutional agreements:	178.0
Number of other cooperation agreements (e.g. Memorandum of Understanding) with HEIs from participating countries	6.0
Number of other cooperation agreements (e.g. Memorandum of Understanding) with HEIs from non-participating countries	27.0
Total number of consortium agreements for double/multiple/joint degrees:	26.0
Of these, percentage of the consortium involving non-participating countries	7.7

European and International Education and Training Projects with contracts running in 2012-2013 (e.g.: Lifelong Learning Programme, Erasmus Mundus or Tempus)

Number of projects as coordinator: | 4.0
Number of projects as partner: | 7.0

Equivalent full-time administrative staff engaged in the HEI's European and International Offices working for the Programme (2012-2013)

Number of staff at the central level: | 2.21
Number of staff at the Faculty/School/Department Level: | 2.9

C | General Organisation of Programme activities

C1. General Organisation

Please describe the structure at your institution for the implementation and organisation of European and international mobility (division of tasks, operational and communication methods). (max. 1000 characters)

Please provide the direct web link with the contact details of the international office (or equivalent) in your institution dealing with the implementation and organisation of European and international mobility:

> Wageningen University is the first Dutch HEI to receive the distinctive quality feature in internationalization as part of its institutional accreditation. International cooperation and mobility of students and staff is one of the pillars of its' strategy, directed to enhance quality of education and research programs. Student exchange is organised by a team part of the Education Institute (OWI). The team consists of four departmental exchange coordinators responsible for supervising exchange students; one Erasmus administrator responsible for the administration of the Erasmus scholarships and one institutional exchange coordinator coordinating the team. They ensure the internal and external communication, contact with international partners for development of exchange agreements, exchange policy and organisation of student exchange. See www.wu.nl\exchange for more information. The exchange team works in cooperation with OWI and the staff department Education Research & Innovation.

C2. Fundamental Principles

By applying for the Erasmus Charter for Higher Education my institution will:

Respect in full the principles of non-discrimination set out in the Programme and ensure equal access and opportunities to mobile participants from all backgrounds. ☑

Ensure full recognition for satisfactorily completed activities of study mobility and, where possible, traineeships in terms of credits awarded (ECTS or compatible system.). Ensure the inclusion of satisfactorily completed study and/or traineeship mobility activities in the final record of student achievements (Diploma Supplement or equivalent). ☑

Please explain the academic credit system and the methodology used to allocate credits to the different course units followed by your students abroad. (max. 1000 characters)
In addition, please provide the direct web link where the methodology is explained:

> Wageningen University has fully implemented the European Credit Transfer and Accumulation System. All information in the student charter and Study Handbook is based on the ECTS principles and Bologna process. Wageningen University is holder of the ECTS label since 2005 and has the DS label since 2011. Credit allocation is based on study load. One credit compares 28 hours of participating in education, taking interim examinations and studying, regardless whether courses are taken abroad or in Wageningen. An academic year comprises 60 credits, divided into 6 periods of 6 or 12 credits. For exchange students the grading table is used. The conversion procedure is a responsibility of the exam committee. Direct links: https://www.wageningenur.nl/en/Education-Programmes/Student-Service-Centre/Show-ssc/ECTS-Diploma-Supplement-6.htm https://www.wageningenur.nl/en/Education-Programmes/Current-Students/Student-Charter-20122013.htm https://www.wageningenur.nl/en/show/LLP-Erasmus-Credits-ECTS.htm

Charge no fees, in the case of credit mobility, to incoming mobile students for tuition, registration, examinations or access to laboratory and library facilities. ☑

C3. When Participating in Mobility Activities - Before mobility

Publish and regularly update the course catalogue on the website of the Institution well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow. ☑

Provide guidance to incoming mobile participants in finding accommodation. ☑

Please explain if all courses taught at your institution are described in the Course Catalogue and in which languages. (max. 500 characters)
In addition, please provide the direct web link to your Course Catalogue:

All the courses taught at Wageningen University are described in the Study Handbook, which provides information about BSc and MSc programmes and courses in English. MSc-courses and third year BSc-courses are taught in English. The course description gives information on course content, course schedule, amount of ECTS, amount of contact hours, education type, language of instruction, prerequisites, learning outcomes, activities, examinations, course literature etc. See https://ssc.wur.nl/Handbook

Carry out mobility only within the framework of prior agreements between institutions. These agreements establish the respective roles and responsibilities of the different parties, as well as their commitment to shared quality criteria in the selection, preparation, reception and integration of mobile participants. ☑

Please describe the institutional procedure for the approval and monitoring of inter-institutional agreements for study and teaching mobility and/or learning agreements in case of traineeships (work placements). (max. 1000 characters)

In general, partnerships should provide our staff and students with mobility options that support our ambition to attain and maintain, or strengthen, our influential position in European and global networks and contribute to the quality of the education. Bilateral partnerships should support our ambitions in education, but preferably also in research and innovation. We have strict requirements with regard to the quality of incoming students and staff. New bilateral agreements for exchange should be approved by the programme director responsible for the study field. Proposals are assessed on the quality of the education at the partner university, the relevance of the courses offered for our outgoing students and whether the language of instruction is English. Our aim is to have a balanced exchange of students.
The mobility goals of Erasmus exchange students are agreed upon in the learning/placement agreement and approved by our examination board before the start of the mobility abroad.

Ensure that outgoing mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency. ☑

Please describe your institution's language policy for preparing participants for mobility, e.g.: course providers within or outside the HEI. (max. 750 characters)
If possible, please provide the direct web link for your language policy:

Students needs to fulfil the language requirements set by the host institution. To learn the language of instruction at the host university students can attend language courses organised by our language centre Wageningen in'to Languages (see: http://www.wageningenur.nl/en/Education-Programmes/Wageningen-into-Languages.htm). Language courses are mentioned in our study handbook (see courses Z: https://ssc.wur.nl/Handbook/Period). Students are also referred to the ERASMUS Intensive Language Course (EILC) in the less widely used and less taught languages in the country where the host university is located and apply for a supplementary mobility grant for participating in EILC with the aim of being prepared for the ERASMUS mobility period abroad.

Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility agreement for staff validated in advance between the home and host institutions or enterprises and the mobile participants. ☑

Provide assistance related to obtaining visas, when required, for incoming and outgoing mobile participants. ☑

Provide assistance related to obtaining insurance, when required, for incoming and outgoing mobile participants. ☑

C4. When Participating in Mobility Activities - During Mobility

Ensure equal academic treatment and services for home students and staff and incoming mobile participants. ☑

Integrate incoming mobile participants into the Institution's everyday life. ☑

Have in place appropriate mentoring and support arrangements for mobile participants. ☑

Please describe mentoring and support arrangements for incoming mobile participants and outgoing students for study and traineeships. (max. 750 characters)

Wageningen University has departmental exchange coordinators who help incoming students to organise their exchange (http://www.wageningenur.nl/en/show/Contact-Exchange-coordinators-at-WU.htm) Together with study advisors they help outgoing exchange students http://www.wageningenur.nl/en/show/Organizing-your-exchange-period-step-by-step.htm) We organise a study abroad fair, two introduction weeks (summer/winter) and introduction activities throughout the year (drinks, buddy programme) with ESN. Other facilities: Students Service Centre http://www.wageningenur.nl/en/Education-Programmes/Current-Students.htm, Student Counselling Services http://www.wageningenur.nl/en/Education-Programmes/Student-Service-Centre/Student-counselling-service.htm

Provide appropriate linguistic support to incoming mobile participants. ☑

Please describe your institution's language support for incoming students and staff with a minimum of 2-month mobility period. (max. 500 characters)
If possible, please provide the direct web link for your language policy:

The language of instruction (MSc and BSc-3 courses) at Wageningen University is English. All applicants must provide recent evidence of their spoken and written command of English: https://www.wageningenur.nl/en/Education-Programmes/Student-Service-Centre/Show-SSC/English-Language-Proficiency-EU.htm The incoming students and staff can do the Oxford Online Placement Test (OOPT) at WU and can attend language courses: http://www.wageningenur.nl/en/Education-Programmes/Wageningen-into-Languages.htm

C5. When Participating in Mobility Activities - After Mobility

Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile students. ☑

Provide incoming mobile participants and their home institutions with transcripts containing a full, accurate and timely record of their achievements at the end of their mobility period. ☑

Regarding the above two Charter principles, please describe the mechanisms your institution has in place to recognise mobility achievements for study and traineeships in enterprises. (max. 750 characters)
In addition, please provide the direct web link for this recognition procedure:

Courses and internships taken outside Wageningen can count towards the WU degree. As described in section C3 students obtain approval for their course plan or internship in advance from the exam committee. This institutional procedure is described in more detail here: http://www.wageningenur.nl/en/show/Organizing-your-exchange-period-step-by-step.htm. To convert marks and transfer the credits earned abroad students must send their transcript of records to the exam committee on return to the Netherlands. An academic recognition form will translate the marks from abroad to WU marks. Info on transferring marks can be found here: http://www.wageningenur.nl/en/Education-Programmes/Current-Students/Student-Charter-20122013/Examining-Boards.htm

Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.　☑

Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.　☑

Please describe your institution's measures to support, to promote and to recognise staff mobility. (max. 750 characters)

Staff can apply for the Erasmus scholarship for teaching staff mobility and staff training. The application is processed by the Erasmus administrator who takes care that the financial support is granted according to the rules and regulations of the Erasmus programme. The chair groups are informed about this possibility via mailings. The possibilities are also promoted by the exchange coordinators at the team meetings they attend, such as a meeting which takes place every three months with all the study advisors of Wageningen University. The link to the office facilitating services for staff is on intranet, but we are in the process of creating a website where we can further promote the possibilities for staff accessible through internet.

C6. When Participating in European and International Cooperation Projects

Ensure that cooperation leads to sustainable and balanced outcomes for all partners.　☑

Provide relevant support to staff and students participating in these activities.　☑

Please describe your institutional measures to support, promote and recognise the participation of your own institution's staff and students in European and international cooperation projects under the Programme. (max. 750 characters)

At central and de-central level, support offices assist students and staff in administrative procedures with submitting applications and participating in the program. We have in place a number of instruments and budgets to promote and support participation, such as an annual study abroad fair and specific allocated budget for the Programme within the greater budget for Internationalization of Education & Research. All our students are strongly encouraged to incorporate international study mobility into their program; credits obtained during that mobility are recognized as part of their program. In case of staff mobility, this is part of individual trajectories and is recognized in their tenure track or "performance and development" plan.

Exploit the results of the projects in a way that will maximise their impact on individuals and participating institutions and encourage peer learning with the wider academic community.　☑

C7. For the Purposes of Visibility

Display the Charter and the related Erasmus Policy Statement prominently on the Institution's website.　☑

Promote consistently activities supported by the Programme, along with their results.　☑

D. Erasmus Policy Statement (Overall Strategy)

The Institution agrees to publish this overall strategy (all three parts) on its website within one month after the signature of the Erasmus Charter for Higher Education by the European Commission. ☑

Please describe your institution's international (EU and non-EU) strategy. In your description please explain a) how you choose your partners, b) in which geographical area(s) and c) the most important objectives and target groups of your mobility activities (with regard to staff and students in first, second and third cycles, including study and training, and short cycles). If applicable, also explain how your institution participates in the development of double/multiple/joint degrees. (max. 5000 characters)

Original language [EN]

In June 2012, the distinctive quality feature "institutional internationalization" was officially awarded to Wageningen University by the Netherlands-Flemish Accreditation Organisation (NVAO). We are the first university in the Netherlands to receive this. It implies that internationalization is recognized as an integral and organic part of our policy, quality assurance and decision-making structure.

In the coming years, Wageningen University will be strengthening its leading position with respect to both education and research. We will set up new, and strengthen existing collaborations in Europe, in emerging economies, and in developing countries, where issues in our domain are high on the agenda.

We aspire to be a major global player in our domain, with an international position and profile, with relevance for (international) society and industry, inspiring (Dutch and international) students and staff. We work on challenges requiring high quality research and education, with students, staff and partners from all over the world.

a) Partnerships
Partnerships play a key role in our international strategy. They should support our ambitions in education, research and innovation, raise our attractiveness for top students and staff, provide mobility options, and attain, maintain or strengthen our influential position in European and global networks. We cooperate with many universities and institutions globally, on a variety of organisational levels: university, science group, study programme, chair group or individual staff member.

In our policy to become an even stronger international player, focus in cooperation is important. We are working on a new partnership strategy, including an assessment framework for partner-choice. We will gradually focus on fewer partners in absolute numbers, while retaining those with high quality. We distinguish:
- Partnerships aimed at a specific activity in education or research (e.g. student exchange, joint educational programs, research projects)
- A selected number of preferred partnerships with internationally leading institutes and organizations, with whom we engage in a strong institutional collaboration.

We have a strong preference to operate with or within networks (e.g. the Euro League for Life Sciences, Agreenium, FESIA and Erasmus Mundus consortia), in addition to cooperation with individual institutions.

b) Geographical focus
We distinguish priority countries, requiring a proactive approach (All EU member states, Chili, Brazil, USA, Ethiopia, Ghana, Turkey, Russia, India, China, South-Korea) and focus countries where a reactive approach suffices (Canada, Mali, Mozambique, Ukraine, Vietnam, Indonesia, Malaysia, Thailand, Colombia, Mexico, Argentina, New Zealand, Japan).

These countries receive priority in a combination of aspects such as student recruitment, student exchange, tuition fee waivers, research cooperation and public private partnerships. This selection does not mean we are not active in other countries, but that institutional support is focused on a smaller set of countries in order to be more successful.

c) Most important objectives and target groups of mobility activities
Mobility in the final year of our BSc-program, is encouraged through our BSc-minor system. MSc mobility is usually achieved through individual initiatives of professors/students, or as part of a joint educational program. For our PhD-candidates, we design individual programs with - in most cases - mobility as an important component. Setting up European Graduate Schools is instrumental in facilitating PhD mobility. An institutional policy for (outgoing) staff mobility is being set up. We facilitate individual staff mobility of teachers as well as researchers, and we participate in related European programs.

We aim for balanced mobility of students as well as staff, by making reciprocity a prerequisite for setting up bilateral agreements. As this reciprocity is not yet achievable in all cases, we also look at the balance at an institutional level, i.e. by looking at the total incoming and outgoing mobility.

d) Joint educational programs
Joint education is important in our international strategy. It enriches the range and content of our programmes, facilitates recruitment of international students, increases mobility of students and enhances our international reputation. Joint

educational programs are undertaken for strategic reasons and with strategic partners in key areas for Wageningen University. This means strict rules and requirements on the quality of partners. Although it is our policy to set up joint instead of double degree programmes whenever possible, we still encounter many legal and practical difficulties, especially when collaborating in international consortia.

We currently offer 23 Joint Educational Programs, mostly with EU-partners. We are involved in 7 Erasmus Mundus consortia, offering 5 joint MSc, and 2 joint PhD programs

If applicable, please describe your institution's strategy for the organisation and implementation of international (EU and non-EU) cooperation projects in teaching and training in relation to projects implemented under the Programme. (max. 2000 characters)

Original language [EN]

Under the current LLP, we have in place a set of internal regulations and a framework for participation in projects under the program. This framework is updated yearly, and describes the conditions under which our departments can participate in a project, whether as participant or as coordinator. Main points:

- Initiatives preferably adhere to our strategic plan and our international policy priorities with respect to both research and teaching, with quality and added value as starting points.
- All education projects are carried out through the Education Institute, and therefore need approval of the EI-board and Examining Committee
- The proposed program must be consistent with Dutch law
- The academic quality of the proposal and of the partners must be sufficiently and demonstrably ensured
- Financing must be in accordance with the rules applicable within Wageningen University
- The rules regarding registration, admission, registration, examination and diploma and degree granting, apply
In addition, we have an advisory committee that supports all applications, and can provide financial support in setting up the initiative.

Wageningen University is pleased that the new Programme is being broadened in scope. We are already very active in terms of different aspects of the current LLP programme such as student and staff mobility, partnerships, joint educational programmes and international cooperation projects. The decision of the European Commission to open up the Programme to the world, i.e. create opportunies with third countries should be extremely beneficial since this matches the global orientation of our institution. The possibilities for setting up Knowledge Alliances also tie in with our ambitions towards co-innovation, which we perceive as education and research joining forces with business and governance. Wageningen University will not limit participation to certain parts of the Programme but endeavours to make full use of its' possibilities.

Please explain the expected impact of your participation in the Programme on the modernisation of your institution (for each of the 5 priorities of the Modernisation Agenda*) in terms of the policy objectives you intend to achieve. (max. 3000 characters)

Original language [EN]

We expect that participation in the Programme is essential in achieving the following policy objectives of Wageningen UR in relation to the priorities of the Modernisation Agenda. In return, the Modernisation Agenda, as well as participation in the Programme, will be instrumental in the modernisation and internationalisation of our institution.

1) Increase the number of graduates
- Enlarge access to our programs (recruitment policy, targeted financial support, outreach to underrepresented groups, advisory for prospective students)
- Reduce drop-out rates (study advisory, counselling services, binding study advice, "internationalization@home" as supporting policy)

2) Improve the quality and relevance of our education
- Improve content of programs through joint educational programs (based on complementarity of programs, courses, knowledge, expertise)
- Create distinctive and attractive top-quality joint programs, relevant for society & industry
- An "international classroom" that reflects the situation students will work in after their studies.
- Graduate school collaboration at European level (doctoral studies)
- Honours program for BSc students
- Development of 2 distance learning MSc programs (Plant Breeding; Human Nutrition & Epidemiology)
- All our programs are periodically reviewed by international peers from the professional field

3) Strengthen quality through mobility and cross-border co-operation, provide more opportunities for students to gain additional skills
- International mobility and international joint educational programs enrich the range of programmes offered at Wageningen University. This is in our view essential in offering our staff and students the possibility to attain the expertise and skills that they need to make a relevant contribution to (international) society and industry

4) Linking higher education, research and business for excellence and regional development
- In line with the Dutch top sector policy: establish Public-Private Partnerships with (Dutch) multinationals, our local/regional Food Valley partners, major donors (Worldbank, FAO, ministries) and SMEs
- Valorisation of knowledge and entrepreneurship as part of the study programme: internships, Academic Master Cluster (multidisciplinary consultancy on real case-studies) as compulsory part of the MSc, modules for entrepreneurial awareness, Centre of Entrepreneurship/science incubator (StartLife)

5) Support excellence through effective governance and funding mechanisms
- Motivate and reward excellent teachers
- Participation in national Centres of Expertise and Centres for Craftsmanship. Example: the present 'Centre for Biobased Economy', financially supported by the government, HEI and the industry.
- We have been awarded the HR Excellence in Research logo
- High priority for operational excellence, ensuring effective organizational management
- Professional, centralized support of teachers & researchers

* COM (2011) 567 (http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=COM:2011:0567:FIN:EN:PDF)

| E |

Endorsement of the application

I, the undersigned, legal representative of the applicant institution,

certify that the information contained in this application is complete and correct to the best of my knowledge. All Programme activities will be implemented on the basis of written agreements with the relevant authorities of the partner institutions;

agree to the content of the Erasmus Charter for Higher Education (ECHE) application outlined above and commit my institution to respect and observe these obligations;

agree to the publication of the Erasmus Policy Statement by the European Commission

Place: Wageningen   Name: Aalt Dijkhuizen   Date (dd/mm/yyyy): 13/05/2013

☑ I have read and accept the Privacy statement

Original *signature of the legal representative of the Institution (as identified in section A.2 above)*

Original *stamp or seal of the Institution*