

# EUSE Scholarship 2008 - 2009 Implementation Timetable

<b>Date</b>	<b>Action</b>	<b>Responsibility</b>
12 May 2008	<ul style="list-style-type: none"> <li>Send Draft Application Information and Draft Application Form to EUSE Board Members for review and test.</li> </ul>	EUSE Secretariat
16 May 2008	<ul style="list-style-type: none"> <li>National Associations return test Application Forms and comments and also confirm participation.</li> </ul>	National Associations
Week commencing 26 May 2008	<ul style="list-style-type: none"> <li>Marketing the EUSE Exchange Scholarship Programme to National Association members via email and mailshots.</li> <li>Information also uploaded onto EUSE website.</li> </ul>	EUSE Secretariat
Week commencing 26 May 2008	<ul style="list-style-type: none"> <li>National Associations circulate information to members.</li> </ul>	National Associations
25 July 2008	<ul style="list-style-type: none"> <li>Closing date for applications. Application Forms must be returned to EUSE Secretariat.</li> <li>Closing date for Applications must be received by 25 July 2008 – Applications received after this date will not be accepted.</li> <li>Applications must be sent by email and post. Applications will not be accepted by email or fax.</li> </ul>	Applicants
28 July – 31 August 2008	<ul style="list-style-type: none"> <li>If EUSE receives more than 5 applications from each state they will forward the applications to National Associations for first round selection using a selection criteria which will be forwarded.</li> <li>National Associations must insure that applicants are a member.</li> <li>5 Applications should be shortlisted and forwarded to the EUSE Secretariat.</li> <li>EUSE will contact applicants who have been unsuccessful.</li> </ul>	National Associations
20 August – 14 September 2008	<ul style="list-style-type: none"> <li>EUSE Selection. EUSE will select 5 Applications to participate from the total applications received from National Associations. (5 Reserve participants will also be selected.)</li> <li>As there are only 5 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.</li> <li>EUSE will contact and inform the successful applicants and also the unsuccessful applicants.</li> <li>NB Selection Panel decision is final.</li> <li>22 September 2008 – All applicants informed of decision.</li> </ul>	EUSE Selection Panel
1 October 2008– 31 March 2009	<ul style="list-style-type: none"> <li>Exchange Study Visits take place.</li> </ul>	Participants
30 April 2008	<ul style="list-style-type: none"> <li>Participant's Final report (3000 words) forwarded to EUSE. On receiving Final Report and original invoices/receipts, reimbursement of expenses will be paid.</li> </ul>	Participants
June 2009	<ul style="list-style-type: none"> <li>Dissemination of Report, National Association Information, EUSE Website etc.</li> <li>Evaluation of EUSE Scholarship Exchange Programme.</li> </ul>	EUSE Secretariat