

## Application policy

We kindly ask you to consider the instructions mentioned below.

Please attach only the following documents:

1. Letter of motivation stating your personal reasons for applying for the program, maximum ½ page, Arial 12. Please let us know who you informed about our program.
2. CV (form: europass Curriculum vitae) with place and date of birth, language courses, practical activities, prior education and degrees.
3. Copy of the passport.
4. Diploma Certificate (including grades). If you have not finished your studies yet, please mention your grades achieved up to now. If you are still studying for the licence's or master's degree, please state the expected end of your studies. If the study is not yet complete, we need between Certification and course notes.
5. Specialization or awards concerning your studies, if available. Do state any other skill or ability relevant to the project.
6. Desired start of the traineeship in Germany (exact date).

Please send only black and white copies, no colored copies. The documents may not be sent as a zip format and they have a **total of less than 2 MB storage occupy**.

The application is to be written in English or German. Do not hesitate to apply in English; our expectations of the applicants' language skills do not exceed functional English. Please attach any certificates of language courses, if available.

Applications are to be directed to the following email address: [info@IAW-germany.de](mailto:info@IAW-germany.de)

Please write your name in the e-mail address in Latin letters.



President, Walter Erchinger, M.A. in Economics and Industrial Engineering