

# Manager Training Programme

of the German Federal Ministry for Economic Affairs and Energy

## APPLICATION FORM

Please fill out this form in **English** using [only Adobe Reader](#)

### 1. CANDIDATE DATA

#### Personal details

First name *(as written in passport)*

Last name *(as written in passport)*

Date of birth *(dd/mm/yyyy)*

Gender

International passport number

Date of expiry *(dd/mm/yyyy)*

#### Contact Data

Street and Number

Postal code

City

Region

Country

Telephone private

Telephone office

Mobile

Skype

Email private

Email office

#### Education

Name of university

Subject & degree obtained

Years (from-to)

#### Participation in other training programmes

Name of institution

Name of programme

Year

Duration

#### Foreign language skills

English  
German

*basic*

*good*

*fluent*

*none*

Other languages

#### Current employment

Position

Department

Responsibilities

Number of direct subordinates

Years of employment

## 2. COMPANY DATA

### Company details

Name of company	Year of foundation
Company Address	City
Region	Company website

### Company description

Type of ownership	Private ownership	Other (please specify)
	State owned company	
	Mixed form of ownership (private & state)	
Legal form		Is the company part of a holding?
		Yes      No
Number of employees	Annual turnover (€)	Company's share in export (%)
Main type of business	Manufacturing	Other (please specify)
	Trading	
	Services	

### Economic sector

Statistical classification of economic activity

Branch 1

Branch 2 (optional)

Branch 3 (optional)

Products / services and their percentage of company's annual output *Name  
the main products / services which the company produces / provides*

*Percentage*

%

%

%

### 3. PROGRAMME PARTICIPATION DETAILS

#### Company goals and objectives for your participation in the programme

Please state the form of cooperation, your company is (mainly) planning in Germany (several ticks possible)

import	export	distribution	founding of Joint Venture
subcontracting	licensing	franchising	exhibition/ trade fair

other forms of cooperation, please specify:

Please describe your motivation for applying for the programme and the objectives of your company for economic cooperation with Germany. Refer to the answer(s) given above.

Please describe recent challenges in your field of business

Cooperation project / cooperation aims in Germany

Please, specify details about economic sector, products, services of German companies, which are of interest for your company

Economic sector	Name of German company / contact (if available)
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Intended form of cooperation	Products/services
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Economic sector	Name of German company / contact (if available)
-----------------	---

Intended form of cooperation	Products/services
------------------------------	-------------------

Economic sector	Name of German company / contact (if available)
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Intended form of cooperation	Products/services
------------------------------	-------------------

Please name already existing contacts with German (or other foreign) companies

Name of company, country	Nature of Cooperation
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Do you have the authority for conducting negotiations?      Yes      No

Thank you for taking the time to complete this form!

Please **save** this PDF-file and **rename** it with your name:

Please send the saved PDF-file back to the partner of the programme in your country via **email**. Please also **attach** the following documents:

- Data Protection Declaration / Privacy Statement
- Participation Acknowledgement

If available:

- Organisational chart of your company
- A booklet about your company or a short presentation in Power point
- Technical specification of products, equipment, etc. for buying / selling
- Letter of intent from German companies