**REGISTRATION FORM ERASMUS+ KA1 COURSES IN PAFOS BY CCIF CYPRUS PIC: 918811064/ E10045076**

**Please sign, stamp and return this registration form by email to** [**ccifcyprus@outlook.com**](mailto:ccifcyprus@outlook.com)

Part 1

**Organisation details (to be filed by the Participant)**

|  |  |
| --- | --- |
| Organisation or Person |  |
| Name of Legal Representative |  |
| Address |  |
| Postcode |  |
| Country |  |
| Phone |  |
| Email address |  |
| Website |  |
| PIC or E (if applicable) |  |

**Contact person**

|  |  |
| --- | --- |
| Title |  |
| First name |  |
| Last name |  |
| Position |  |
| Email |  |
| Phone |  |

**Course identification**

|  |  |  |  |
| --- | --- | --- | --- |
| Course title  Choose the course | Course dates  5 or 7 DAYS course | Participants | Position |
|  |  | 1.  2.  3.  4.  5. |  |
|  |  |  |  |
|  |  |  |  |

**Fee and funding**

|  |  |
| --- | --- |
| Request Erasmus+ funding |  |
| Granted Erasmus+ funding | Course fees: 5 days 400e/person  7 days 560e/person |
| Funding grant period (from – until) |  |

|  |  |
| --- | --- |
| Remarks |  |

**Part 2 / Procedures**

* By returning this form to **CCIF CYPRUS,** which hereafter is referred to as ‘course provider’, the organisation above, hereafter referred to as ‘registrant’ agrees with the procedures in this form, by which this registration form is an agreement between registrant and course provider.
* The person signing this form on behalf of registrant should be legally entitled to do so.
* The above registration will be confirmed when the full course fee has been transferred to the account of the course provider.

The bank details of **CCIF CYPRUS** are:

**Account holder: CROSS CULTURE INTERNATIONAL FOUNDATION (CYPRUS)**

**Bank: HELLENIC BANK**

**Account: 587-01-A69413-01**

**IBAN:CY47 0050 0587 0005 8701 A694 1301**

**SWIFT code:HEBACY2N**

* The transfer needs to be made using the bank details above, mentioning the course name, participant(s) and dates.
* The course fee per person includes course materials, meeting room(s), small snacks, coffee and tea.
* The full package per person includes the course fees, accommodation, meals, transfers from and to airport, museum entrances.
* If not full package is chosen, accommodation meals etc are not included and will have to be arranged by the participants themselves. Course provider will offer assistance in arranging.
* A course might be cancelled / postponed when too little registrations have been received. No later than 35 days before the start of the specific course, registrant will be noticed of this. The pre-payment of the course fee(s) will be automatically and fully refunded, unless registrant formally enrols for another course(s)/ change to another date(s).
* Until 35 days before the start of the selected course, cancellation will be free of charge and the pre-payment/payment will be fully refunded to registrant. Between 35 and 15 days before the start of the course, fifty percent of the payment will be refunded. Within the 15 days before the course no refunds will be made.

***For Erasmus+***

* When making use of the Erasmus+ programme of the EU, pre-payment of the course fee(s) by registrant is not compulsory as long as the result of the grant application is pending. To reserve a place/places on a course/courses, course provider needs this application filled in and returned.
* When the application for Erasmus+ has been successful, the payment of the course should be made instantly by registrant to course provider.
* When the application to Erasmus+ was unsuccessful, registrant informs course provider directly, to either cancel participation in the course(s) or to offer to pay the course fee(s) without an EU grant.

**Course provider:**

CROSS CULTURE INTERNATIONAL FOUNDATION CYPRUS

Konstantina Sokratous Position: **Director**

Place and date: PAFOS……………….

**Registrant:**

First and family name: Position:

Place and date: