

# INFORMATION ON CONDITIONS AND COSTS OF PARTICIPATION

## ESDC Course on the Protection of Civilians in Armed Conflict (also UN certified)

11-16 NOVEMBER 2018

### *1. Conditions of Participation*

This course is set at the operational level and targets senior national and international experts and decision-makers of armed forces (battalion level and above), police (senior police officer), non-governmental/civilian organisations (head of substantive section and above), and the political/civilian administration (head of division/department and above) who are working in the context of peacekeeping and/or international crisis management.

The course language is English and participants must be fully proficient in English in order to be able to engage in discussions and fully benefit from the training.

Late arrivals or early departures cannot be accepted. The intense course programme does furthermore not allow for any additional commitments during the course.

Participants are required to complete selected eLearning modules in the preparatory phase preceding the residential part of this course. The timely completion of these eLearning modules is a precondition for receiving the course certificate. A constant well working internet connection and ongoing presence over email is therefore compulsory for participants.

### *2. Selection Criteria and Process*

The organizers have formed a Course Admission Board and strive to select a highly qualified group of participants in order to ensure the set course standard. The selection process considers a balance in professional and organisational backgrounds, age, nationality and gender. Qualified women candidates are strongly encouraged to apply.

Since the slots are limited to 30 participants, only the best qualified candidates can be accepted. Successful candidates will be informed after the completed selection process, which will be approximately 2 weeks after the application deadline.

### *3. Application*

For the application, please use the provided “Application Form” and fill in all relevant information, particularly an active email address that you have regular access to, as we will be sending you important course-related information.

Please note that all information you will provide to us will be kept strictly internal.

Duly completed application forms must be scanned and emailed to:

Ms. Claudia Hofer, [hofer@aspr.ac.at](mailto:hofer@aspr.ac.at), Tel: +43-3355-2498-507

**The application deadline is set for 3 September 2018 COB.**

### *4. Costs of Participation*

Course participants are requested to cover their **full board accommodation** at the local Hotel and Conference Centre for the duration of the training which is **600 EUR** and their individual travel expenses to Vienna International Airport, including visa fees. Furthermore, participants will be responsible for the payment of all extras such as individually consumed beverages, laundry, telephone bills, taxi costs, and other personal expenses. Participants are furthermore expected to have a valid full medical and other insurance coverage for their stay in Austria.

Due to generous support by the Austrian Federal Ministry of Defence, there are **no course related expenses**, such as tuition fees, course materials, expert honoraria, etc.

Questions should be directed to the  
**Austrian Study Centre for Peace and Conflict Resolution (ASPR)**

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| Course Direction and Coordination:<br><b>Programme Manager</b><br><br>Ms. Susanne J. Brezina<br>Email: <a href="mailto:brezina@aspr.ac.at">brezina@aspr.ac.at</a><br>Tel: +43 (0) 3355 2498 510 | Administration and Logistics:<br><b>Course Assistant</b><br><br>Ms Claudia Hofer<br>Email: <a href="mailto:hofer@aspr.ac.at">hofer@aspr.ac.at</a><br>Tel: +43 (0) 3355 2498 507 |
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