

APPLICATION FORM
SEMINAR FOR ENGLISH SPEAKERS

SEJOUR CULTURE

Monday, October 7th to Thursday, October 17, 2024 (inclusive)

GUIDELINES

We draw the applicants' attention to the importance of filling out all the sections of the application form with great care and accuracy. Forms are to be typed or filled out in capital letters **in English**. Applicants must also enclose all the required documents (identity papers or a copy of the identifying page of their passport; one passport-sized photograph; documents presenting the organisation currently employing the applicant as well as proof of the position and responsibilities held by the latter within the previously mentioned organisation).

Once completed, this application must be sent to the Embassy of France (Cooperation and Cultural Action Department) or to the local "Institut Français", which will approve it and send it **by March 31th, 2024, at the latest** to the ministry of Culture at the following e-mail address: contact-international@culture.gouv.fr after issuing a justified opinion regarding the application.

A copy of the application must also be sent to Maison des Cultures du Monde at the following e-mail address: sejournsculture@maisondesculturesdomonde.org

Any application form sent directly by the applicant will not be taken into account. Applications submitted after the closing date will not be considered. All candidates will be informed of the selection results by e-mail.

Applicant's commitment

*Within the deadlines indicated by Maison des Cultures du Monde, the selected candidates will confirm in writing their participation to the programme and will commit themselves to follow the **entire programme** and to accept its content, which cannot be questioned before or during the stay. Requests to change the length of stay will not be accepted.*

Information

Ministry of Culture
Fabienne Brütt, Division of European and International Affairs
Tel : +33 1 40 15 84 94
fabienne.brutt@culture.gouv.fr

Follow up of the application process / Arrangements
Maison des Cultures du Monde
sejournsculture@maisondesculturesdumonde.org

FAMILY NAME

FIRST NAME

Date and place of birth

COUNTRY

COUNTRY OF PROFESSIONAL ADDRESS

CHOICE OF THE SUBJECT (CHOOSE ONLY ONE):

ARCHITECTURE AND HERITAGE

BOOK INDUSTRY

CULTURAL AND CREATIVE INDUSTRIES

CINEMA

PERFORMING ARTS

VISUAL ARTS, DESIGN, FASHION, CRAFTS

| | |
|-----------------------------|---|
| PROFESSIONAL ADDRESS | |
| Organisation company | |
| Department | |
| Specific position title | |
| Address | |
| Postal code | |
| City | |
| Direct phone line | |
| | (country code) (city code) (phone number) |
| E-mail | |
| Website | |

PERSONAL ADDRESS

a copy of your passport or any other identity papers and 1 passport-sized photograph must be enclosed with the application form

| | |
|---------------|---|
| Address | |
| Postal code | |
| City | |
| Phone number | |
| | (country code) (city code) (phone number) |
| Mobile number | |
| | (country code) (mobile number) |
| E-mail | |

MOTIVATION

Explain in at least 20 (typed) lines your scientific and professional interest for a stay in France, your professional project in relation with France and the potential French partners

Which institutions/persons would you like to meet with?

Have you already been in touch with any of them?

Are there any specific topics you would like to explore?

Are you involved in any specific project in connection with France? What is its current state and who are the French and foreign partners?

PROFESSIONAL INFORMATION

CURRENT PROFESSIONAL ACTIVITIES *to be described accurately*

| | | |
|--|--|------------------------------------|
| <i>Current employer</i> | | |
| <i>Legal status</i> | <input type="checkbox"/> <i>public sector</i> <input type="checkbox"/> <i>private sector</i> | <i>date of taking up this post</i> |
| <i>Total operating budget</i> | | <i>Number of employees</i> |
| <i>Area of activity and missions of the organisation</i> | (please detail) | |
| <i>Your specific assignments</i> | (please detail) | |

Fill out with accuracy and in detail the following columns on an additional sheet of paper

1) PREVIOUS PROFESSIONAL ACTIVITIES

Please mention the names of organisations that employed you in the past, the dates, duration and nature of your assignments within these organisations.

2) EDUCATION

- **higher education**
*specify degrees and diplomas obtained, dates and places
specify if you pursued higher or university education in France*
- **training courses already attended in France - including the programmes « Itinéraire Culture »**
specify titles of the training programmes, dates and places

3) EXTRA-PROFESSIONAL ACTIVITIES

Artistic practices, publications, symposiums

Are you currently involved or have you already been involved in the development of projects on an international scale **Yes** **No**

Characteristics of the project(s) and nature of your involvement

Organisations involved and contacts

Are you already in touch with cultural organisations in France?

Yes

No

If you are, on which project(s) are you working and with which French partner(s)?

Description of the cooperation project(s)

French institutions involved and contacts

How did you learn about this seminar?



**Justified opinion of Cooperation and Cultural Action Department or to the local
“Institut Français”**

must be sent **by March 31th, 2024, at the latest** to the ministry of Culture

| | |
|--|--|
| Applicant | |
| FAMILY NAME and given name | |
| Country | |
| Service culturel français présentant la candidature | |
| Person in charge Position | |
| E-mail | |
| Phone | |
| (direct phone line) | (country) |
| Sumup | Total number of applications Architecture and Heritage Book industry Cinema Cultural and creative industries Performing arts Visual arts, design, fashion, crafts |
| | Priority given to this application |
| Opinion on the specific application | |
| Observations | |
| Date / Stamp | |
| To be sent to | contact-international@culture.gouv.fr et sejournsculture@maisondesculturesdumonde.org |
| Information | Ministry of Culture Fabienne Brütt, Division of European and International Affairs / Tel : +33 1 40 15 84 94 fabienne.brutt@culture.gouv.fr Follow up of the application process / Arrangements by Maison des cultures du monde / sejournsculture@maisondesculturesdumonde.org |

FAMILY NAME

FIRST NAME

The programme "Séjour Culture" covers the costs of

- *the tuition fees*
- *accommodation in Paris and/or in another French city*
- *programme-related travel in France*
- *social security coverage (health insurance, civil liability and repatriation)*
- *a living allowance (to cover the cost of food)*

the programme "Séjour Culture" will not cover international travel cost nor visa costs

The international travel cost will be paid by

the applicant

his or her organisation

another organisation (French Embassy, French Institute, other) : please specify

Other

Thank you for informing us about any additional information required for the proper organisation of your stay (for example a specific dietary restriction)