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|  |  | « Séjour Culture » ProgrammeSeminar for English speakers - Fall 2023 |  |

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| Application form  **seminar for English speakers**  **SEJOUR CULTURE**  **Tuesday, October 9th, 2023 to Thursday, October 19, 2023 (included)** |
| 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 30th, 2023, at the latest** to the ministry of Culture at the following e-mail address: [**contact-international@culture.gouv.fr**](mailto: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: [**sejoursculture@maisondesculturesdomonde.org**](mailto:sejooursculture@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**](mailto:fabienne.brutt@culture.gouv.fr)  **Follow up of the application process / Organization**  **Maison des Cultures du Monde**  [**sejoursculture@maisondesculturesdumonde.org**](mailto:sejoursculture@maisondesculturesdumonde.org) |

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| *FAMILY NAME (nom de famille)* | | | | | | | | | | | *FIRST NAME (Prénom d’usage)* | | | | | | | | | | | |
| ***Date and place of birth* *(****date et lieu de naissance)*  DD/MM/YYYY | | | | | | | | | | | | | | | | | | | | | | |
| *COUNTRY (Pays de la nationalité)* | | | | | | | | | | | | | | | | | | | | | | |
| Choice OF OPTIONS (choose only one):  Performing arts  ARCHITECTURE And HERITAGE  visual arts, design, fashion, CRAFTS  BOOK INDUSTRY  cultural and creative industries  professional INFORMATION | | | | | | | | | | | | | | | | | | | | | | |
| **PROFESSIONAL ADDRESS**  **COUNTRY**  Company/organization  *Employeur* |  | | | | | | | | | | | | | | | | | | | | | |
| *Division*  *Service* |  | | | | | | | | | | | | | | | | | | | | | |
| *Specific position title*  *Fonction exacte* |  | | | | | | | | | | | | | | | | | | | | | |
| *Address*  *Adresse postale précise* |  | | | | | | | | | | | | | | | | | | | | | |
| *Postcode*  *Code postal* |  | | | | | | | | | | | | | | | | | | | | | |
| *City*  *Ville* |  | | | | | | | | | | | | | | | | | | | | | |
| *Direct phone number*  *Téléphone* |  |  |  |  |  |  |  |  |  | | |  |  |  |  |  |  |  |  |  |  |  |
|  | (*country code*) | | | | (*city code*) | | | | | (*phone number*) | | | | | | | | | | | | |
| *E-mail* *Courriel* |  | | | | | | | | | | | | | | | | | | | | | |
| *Website*  *Internet* |  | | | | | | | | | | | | | | | | | | | | | |

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| personal INFORMATION  *a copy of your passport or any other identity papers and one passport-sized photograph must be enclosed with the application form* *adresse personnelle : joindre impérativement une copie de votre passeport international ou d'une pièce d'identité + 1 photo d'identité* | | | | | | | | | | | | | | | | | | | | | |
| *Address*  *Adresse précise* |  | | | | | | | | | | | | | | | | | | | | |
| *Postal code*  *Code postal* |  | | | | | | | | | | | | | | | | | | | | |
| *City*  *Ville* |  | | | | | | | | | | | | | | | | | | | | |
| *Phone number*  *Téléphone* |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |
|  | (*country code*) | | | | (*city code*) | | | | | (*phone number*) | | | | | | | | | | | |
| *Mobile number*  *Portable* |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  | | |
|  | (*country code*) | | | | ( *mobile number*) | | | | | | | | | | | | | | | | |
| *E-mail*  *Courriel* |  | | | | | | | | | | | | | | | | | | | | |

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| 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? |

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| Professional information **Parcours professionnel** | | | |
| **current professional activities *(****to be described accurately)*  **ACTIVITES PROFESSIONNELLES ACTUELLES** *à décrire avec précision* | | | |
| *Current employer*  *Etablissement employeur actuel* | |  | |
| *Legal status*  *Statut juridique de l’établissement* | |  *public sector*   *private sector* | *Date of taking up this post*  *date de votre entrée en fonction* |
| *Total operating budget*  *Budget de fonctionnement global* | |  | *Number of employees*  *Nombre de salariés* |
| *Main activities of the current employer*  *Domaine d'activités de l’établissement employeur* | | (please detail – *merci de détailler*) | |
| *Your specific assignments*  *Vos missions précises* | | (please detail – *merci de détailler*) | |
| **Fill out with accuracy and in detail the following columns on an additional sheet of paper**  **Compléter avec précision sur une page complémentaire dactylographiée les rubriques suivantes** | | | |
|  | **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.*  activités professionnelles antérieures - Indiquer les noms des organismes employeurs, les dates et la nature de vos activités au sein de ces organismes | | |
|  | 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*  **formation**   * Etudes supérieures - préciser les diplômes obtenus, les dates et les lieux et si vous vous avez suivi des études supérieures ou universitaires en France * Stages de formation déjà effectués en France - y compris le programme "Itinéraire Culture" - préciser les intitulés des formations, les dates et les lieux | | |
|  | **3) *extra-professional activities*** : *Artistic practices, publications, symposiums*  Activités extraprofessionnelles - Pratiques artistiques, publications, colloques et conferences | | |

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|  | **Are you currently involved or have you already been involved in the development of projects on an international scale?**  Participez-vous ou avez-vous déjà participé au développement de projets culturels d'envergure internationale ?  ***Yes*  *No* ** | |
|  | *Characteristics ot the project(s) and nature or your involvement*  Caractéristiques du projet et nature de votre implication | *Organisations involved and contacts*  Structures impliquées dans le projet et contacts |
|  | ***Are you already in touch with cultural organisations in France?***  Etes-vous déjà en contact avec des institutions culturelles en France ?  ***Yes*  *No* **  **If you are, on which project(s) are you working and with which French partner(s)?**  Si c’est le cas, sur quel(s) projet(s) travaillez-vous et avec quelles structures françaises partenaires ? | |
|  | *Description of the cooperation project(s)*  Description du projet de coopération | *French institutions involved and contacts*  Structures françaises concernées, contacts |
|  | How did you learn about this seminar?  Comment avez-vous été informé(e) de l'existence de ce séminaire ? | |

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**Avis du service culturel français sur la candidature**

### 30 mars 2023 - date limite de réception à Paris des dossiers de candidature

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| **Candidat** | | | | | | | | | | | | | | | | | | | | | | | |
| **NOM Prénom** | |  | | | | | | | | | | | | | | | | | | | | | |
| **Pays** | |  | | | | | | | | | | | | | | | | | | | | | |
| **Service culturel français présentant la candidature** | | | | | | | | | | | | | | | | | | | | | | | |
| **Personne traitant le dossier**  **Fonction** | |  | | | | | | | | | | | | | | | | | | | | | |
| **E-mail direct** | |  | | | | | | | | | | | | | | | | | | | | | |
| **Téléphone** | |  |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  |  |  |
| ***(ligne directe)*** | | *(préfixe du pays)* | | | | | *(préfixe de la ville)* | | | | | *(téléphone)* | | | | | | | | | | | |
| **Récapitulatif** | | Nombre total de candidatures présentées Spectacle vivant  Arts visuels, design, mode et métiers d’art  Architecture et patrimoine  Livre et lecture  Industries culturelles et créatives | | | | | | | | | | | | | | |  | | | | | | |
|  | | **Priorité attribuée à la candidature** | | | | | | | | | | | | | | |  | | | | | | |
| **Avis sur la candidature** | | | | | | | | | | | | | | | | | | | | | | | |
| **Observations**  **Date / Cachet** |  | | | | | | | | | | | | | | | | | | | | | | |
| ***Les dossiers sont à adresser à*** | [**contact-international@culture.gouv.fr**](mailto:contact-international@culture.gouv.fr) **et** [**sejoursculture@maisondesculturesdumonde.org**](mailto:sejoursculture@maisondesculturesdumonde.org) | | | | | | | | | | | | | | | | | | | | | | |
| ***Renseignements*** | **Ministry of Culture**  **Fabienne Brütt, Division of European and International Affairs / Tel : +33 1 40 15 84 94**  [**fabienne.brutt@culture.gouv.fr**](mailto:fabienne.brutt@culture.gouv.fr)  **Follow up of the application process / Organization Maison des cultures du monde /** [**sejoursculture@maisondesculturesdumonde.org**](mailto:sejoursculture@maisondesculturesdumonde.org) | | | | | | | | | | | | | | | | | | | | | | |

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| Expenses covered **Prise en charge** |

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| ***FAMILY NAME***  **NOM** |  | ***FIRST NAME***  **PRÉNOM** |
| The programme "Séjour Culture" covers the costs ofLe programme "Séjour Culture" prend en charge  * *the tuition fees*   les frais pédagogiques   * *accomodation in Paris and/or in another French city*   les frais d'hébergement (à Paris et/ou en régions)   * *programme-related travels in France*   les déplacements en France, dans le cadre du programme   * *social security coverage (health insurance, civil liability and repatriation)*   la couverture sociale (maladie, responsabilité civile, rapatriement)   * *a daily allowance (to cover the cost of food)*   une allocation de séjour (cette bourse couvre les frais de nourriture) | | |
| |  |  | | --- | --- | |  | *the programme "Séjour Culture" will not cover international travel cost* Le programme " Séjour Culture" ne prend pas en charge le titre de transport international | | | |
| **The international travel cost will be paid by**  Le titre de transport international sera assuré par : | | |
| *the applicant*  lecandidat | | |
|  *his or her organisation*  son établissement de rattachement | | |
| *another organisation (French Embassy, French Institute, other) : please specify*  une autre instance, préciser laquelle (Ambassade de France ou Institut français, autres) | | |
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| **Other**  *Thank you for informing us about any additional information required for the proper organisation of your stay (for example a specific dietary restriction)*  Divers : Merci de nous informer de tout complément d’information nécessaire à la bonne organisation du séjour (par exemple un régime alimentaire spécifique) | | |