**26 January – 3 February 2019**

**Application form**

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| **Data Protection** |
| The Cultural and Education Section of the British Embassy in Moscow will use the information below for the selection process for the Literature and Publishing study tour.  By giving us information about yourself, you consent to us using this information where necessary for this purpose.  By giving us sensitive information about yourself you consent to us sharing that information where necessary with other bodies involved in the delivery of the event. Under the UK Data Protection Act 1998 and the Russian Federal Law on Personal Data No 152-FZ (2006, amendments 2015) you have the right to ask for a copy of the information we hold on you and the right to ask us to correct any inaccuracies in this information.  Please fill in the application form only if you are happy for us to use the information in this way. |
| **How to complete this form** |
| Please answer the personal data questions in full: we need to know where you live and how to contact you. Please provide detailed and up-to-date information about your professional background: we will not read separate CV sheets attached to the application. We reserve the right to make business enquiries and searches of public records to verify the information that you have provided.  Please do not ignore the questions asking why you are interested in this tour. This will be the key area upon which we decide whether or not to shortlist you. We recommend that you take time to think about your answers to these questions.  At the end of the application you will need to sign the declaration. Typing your name will be considered as a signature.  The Cultural and Education Section of the British Embassy in Moscow will conduct the selection process in line with equality and diversity policies. |

Please send the completed form to the following email address: [cultural.section.moscow@gmail.com](mailto:cultural.section.moscow@gmail.com)

The deadline for submitting the applications is **23:59 on 15 October 2018**.

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| **Name and surname** |
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| **Date of birth** |
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| **City** |
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| **Citizenship** |
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| **Mobile number** |
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| **E-mail** |
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| **Accounts in social media (if any)** |
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| **Academic background (college or university, degree)** |
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| **How would you rate your English language skills?** |
| * Elementary * Intermediate * Upper-Intermediate * Advanced |
| **Professional background: current place of work and position, recent projects that you were involved in, your role and responsibilities? (300 words max)** |
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| **Please list three of your most important professional achievements within the last 3 years.** |
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| **Any additional information you would like to submit (if any): links to publications, recommendations etc.** |
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| **Please explain why you are applying for this programme and why you would like to participate in the Literature and publishing study visit? What benefits do you see for you/ your business in extending your international networks, particularly in the UK? (300 words max)** |
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| **Have you already been to the UK? Do you already have any business or any connections with the UK literature sector? If yes, do you see this programme as a way of expanding your existing UK network? (300 words max)** |
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| **How will you use the experience received during the study tour in your day to day practice?** |
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| **How did you find out about this opportunity?** |
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| **Are you happy to receive occasional updates from the Cultural and Education Section of the British Embassy Moscow?** |
| * Yes * No |
| **Declaration (please type your name below to confirm the application)** |
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