**Structure**

**Note:**

Please fill in this form in Spanish if you want to do an internship / voluntary work without completing a language course before.
English technical terms need to be translated into Spanish, too.

1. **Contact Details**
2. **Your Project:
Internship or Voluntary Work**
3. **Your Spanish Skills**
4. **Your Accommodation**
5. **Other**

**1) Contact Details**

|  |  |
| --- | --- |
| First and last name:      | Telephone:      |
| E-Mail:      | Mobile phone:      |
| Alternative E-Mail:      | Facebook:      |
| NICE was recommended to me by a former client:      |

**2) Your Project (Internship / Volunteer Work)**

|  |  |
| --- | --- |
| **Timeframe** | **City** (multiple references possible) |
| Duration in weeks:      | **[ ]**  Buenos Aires **[ ]**  Córdoba **[ ]**  Salta **[ ]**  Mendoza  |
| Period:       to       | **[ ]**  In another city:       *(only possible in case of Personal Fit)* |
| Comments:       | Comments:       |

**Please choose your program:** *(Multiple references possible)*

**[ ]**  **Personal Fit**

|  |
| --- |
| Desired type of company / institution:      |
| Desired department / field of work /activities:       |
| Comments:      |
| **[ ]** The internship is a mandatory part of my studies.To receive approval of my university, the following requirements need to be fulfilled:      Before accepting the internship offer, I will have the possibility to present the internship description to my university. |

**[ ]  Category Fit**

|  |  |
| --- | --- |
| **[ ]**  Marketing **[ ]**  Business Administration**[ ]**  Tourism**[ ]**  Languages**[ ]**  Communication**[ ]**  Event Management | **[ ]**  Arts & Culture[ ]  Logistics**[ ]** Human Rights**[ ]** Pedagogy/Education**[ ]**  Social Work**[ ]** Healthcare & Psychology  |
| Comments:      |
| **[ ]** The internship is a mandatory part of my studies. To receive approval of my university, the following requirements need to be fulfilled:      Before accepting the internship offer, I will have the possibility to present the internship description to my university. |

**[ ]**  **Gap Year Projects**

|  |  |
| --- | --- |
| [ ]  Cultural Centre[ ]  Environmental Care[ ]  Human Rights[ ]  Institutional Development[ ]  Health Care (pre-study internship) | [ ]  Recreation & Leisure[ ]  Social Work[ ]  Administration (pre-study internship)**[ ]**  Tourism[ ]  Marketing & Communication |
| Comments:       |
| **[ ]** The internship is a mandatory part of my studies (pre-study internship). To receive approval of my university, the following requirements need to be fulfilled:      Before accepting the internship offer, I will have the possibility to present the internship description to my university. |

**[ ]**  **Volunteer Work Program**

|  |  |
| --- | --- |
| **[ ]**  Animal Care [ ]  Community Development [ ]  Disadvantaged Children [ ]  Healthcare[ ]  Homeless Shelter[ ]  Disability Care Program | **[ ]**  Arts & Culture[ ]  Conservation and Wildlife[ ]  Education[ ]  Human Rights[ ]  Recreation[ ]  Youth Development |
| Comments:       |

**[ ]  Vacancies**

|  |
| --- |
| Code of your desired internship position(s):      |
| Comments:      |
| **[ ]** The internship is a mandatory part of my studies. To receive approval of my university, the following requirements need to be fulfilled:      Before accepting the internship offer, I will have the possibility to present the internship description to my university. |

**3) Your Spanish Skills**

**[ ]**  My Spanish skills are very good and I do not think that I will need a Spanish course. I attached the Spanish test as proof of my level.

**[ ]**  I am a beginner and will attend an intensive course on site.
(For an internship we recommend 6 weeks, for a volunteer work 4 weeks).

**[ ]**  I already have some Spanish skills and I plan to attend an intensive course before starting my internship. I attached the Spanish Test for the assessment of my Spanish skills.

|  |
| --- |
| When and how did you acquire your Spanish skills?       |
| I plan to attend the following course (course type, timeframe):        |
| Comments:      |

**4) Your Accommodation** *(Non-binding indication)*

|  |
| --- |
| [ ]  I would like to be accommodated by NICE. **[ ]**  I will organize my accommodation on my own. |
| Comments:       |

**5) Other**

|  |
| --- |
| Please indicate important information that could not be included in the form:       |
| How did you find us?       |

**[ ]**  Herewith, I affirm that all the information given above is true.

**[ ]**  I agree that my personal data will be forwarded to possible institutions and companies that are interested in accepting me as an intern or volunteer. It will also be saved at NICE for accountancy. The information will be treated confidentially.

**[ ]**  The Start Fee has been / will be transferred on      .

**Transfer details to the German NICE Bank account:**

Account holder: Claudia Trott / NICE IBAN: DE39 1208 0000 4038 9067 00

Bank: Commerzbank (Germany) BIC: DRES DE FF 120
Purpose: Your last name and „NICE Internship“ or „NICE Voluntary Work“

Please send this Application Form together with the CV-Form (in Word format, not as PDF’s) and a photo to info@nice-network.org. If you already have a contact person at NICE, please send the application documents directly to her/him. **Thank you!**