

## **What are the general conditions for admission to ESTP courses?**

The nature of the ESTP and its target group determine the admission of candidates to individual courses.

As all ESTP courses are delivered in English, applicants should master a good command of English.

A special selection procedure is carried out for courses for which more applications are received than places available. In these cases, admissions are decided on the basis of national quota, the correspondence to the target group indicated in the course description and the relevance of the training for the applicant's job. In order to carry out the selection, applicants are asked to provide the necessary information in the application form.

Candidates will usually receive a reply to their application within six to eight weeks before the course takes place.

## **How to apply?**

Interested candidates are asked to send their duly filled in application form to the national ESTP contact point before the indicated deadline. Eurostat (and Commission) staff should send their applications to the ESTAT ESTP contact point.

The course organisers may refuse applications received after the deadline and will not include these in any selection.

## **What are the costs involved?**

Participation in all ESTP training courses is free, as the programme is financed by the European Commission (Eurostat) and the European Free Trade Association (EFTA).

Therefore no registration or other fees are charged to participants. Travel and daily allowances are to be paid for by the participant's home organisation.

Candidates are strongly advised not to make any arrangements for travel and accommodation before having received the written confirmation of their admission to the course. No costs incurred in relation with the participation or non-participation in the courses will be covered by the Commission.

## **The annual course programme**

The choice of courses included in the annual core programme is based on the training needs expressed by Eurostat and the National Statistical Institutes forming part of the European Statistical System as well as on an assessment of courses delivered in the past.

The annual programme usually comprises a variety of general and specialised courses in important fields like data collection, survey methodology, economic and social statistics, data analysis, quality, dissemination and publication. For each course it provides a short description of the respective target group and of the content covered.