

What would you like to achieve during your visit?

! Remember, Aim and Learning Outcomes need to be achievable within the maximum 4 weeks of the visit - don't be unrealistic in what you can achieve.

! Please note that most host centres do not offer hands-on training (legal restriction)

Overall Aim of Visit:	
After the visit you will hope to have learned (please list at least 3 expected <i>Learning Outcomes</i>) Example: <i>“At the end of the visit I hope to have learned how to clean an endoscope according to European Guidelines.”</i>	1) 2) 3)
Could you learn these in your own country?	Yes <input type="checkbox"/> No <input type="checkbox"/> → if not -Why not?
How will you disseminate to colleagues in your own country what you have learned?	
In which area do you want to use what you have learned? - in your department, - in your hospital, - in your endoscopy / gastroenterology society, - in your country?	
How will patients in your own country benefit from what you have learned on your visit?	
Additional Information (max. 500 words – on separate sheet) e.g. why you need to visit another country and why you have chosen this subject , etc.	



TRAVELLING GRANT CONTRACT

The applicant will abide with the conditions set below:

- Will write a short report about his/her experience/visit in English for the *ESGENA Newsletter* within 2 months of completing the visit
- Will fill in the Evaluation Form in English within 1 month of completing the visit (form will be sent after the visit)
- Will make financial arrangements so any additional costs not met by ESGENA are covered

	ESGENA WILL PAY	APPLICANT WILL PAY
ACCOMMODATION COST	Basic hospital/university accommodation: single room, with shared facilities (kitchen, bathroom) is organised directly by ESGENA	Any additional cost (e.g. telephone expenses, additional bills, property damage, etc)
TRAVEL (flights/trains/Transfers)	Economy travel: (max €1000) will be reimbursed on presentation of the appropriate receipt if ESGENA has not made the travel arrangements.	Any additional expenses arising from <ul style="list-style-type: none"> • Change of travel ticket/date • Excess Luggage • Missed Departure • etc.
TRAVEL (transfer to and from Airports/Stations)	Will only re-imburse for <ul style="list-style-type: none"> • PUBLIC TRANSPORT or • Mileage & Parking (up to the cost of Public Transport) -on presentation of the appropriate receipts	Taxis Car rental etc
OTHER EXPENSES	A weekly (food) allowance of €125 will be provided on site for applicants from countries of <i>lower and middle income economies only (see above)</i> NOT Covered for other applicants	Any additional expenses arising from <ul style="list-style-type: none"> • Local transport between hospital and accommodation • Sightseeing • Going out (incl Restaurants) • etc
INSURANCE	Not Covered	Will be suitably insured with regard to <ul style="list-style-type: none"> • Travel Insurance • Health Insurance (where applicable) • Liability Insurance (where applicable) • etc
VISA APPLICATION	ESGENA will supply Invitation letter as requested Cost of Visa = Not Covered	Cost to be covered by applicant

	SIGNATURES
APPLICANT: <i>I will abide with the conditions listed above</i>	
HEAD OF DEPARTMENT (Medical): <i>I support this application</i> Name:	
NURSING CHIEF/DIRECTOR!: <i>I support this application</i> Name:	