



13-16 July 2020, Brussels

CALL FOR APPLICATIONS

Deadline for applications: 17 May 2020

The [Trans European Policy Studies Association \(TEPSA\)](#) invites you to take part in a **4-day seminar** co-funded by the Europe for Citizens Programme of the European Union, that will take place in the heart of EU politics: Brussels. The seminar will offer 15 high school¹ or undergraduate² students and graduates an opportunity to gain first-hand insights from researchers, EU practitioners, policymakers and officials **on the existing rules and practices within the EU institutions and on the state of play of the main EU policies.**

By attending this seminar, you will:

- Acquire and deepen your knowledge on EU politics and actors, gaining valuable insights into the practicalities of Brussels policymaking, thanks to high-level academic lectures;
- Enjoy guided visits in the main EU institutions;
- Meet professionals from the EU institutions and learn from their experience;
- Meet and exchange views with students from different disciplinary and national backgrounds from all over the EU and beyond;
- Improve your analytical and argumentative skills;
- Enhance your employability.

A draft agenda of the seminar is attached to this call.

¹ If you are not 18 years old by 13 July 2020, you can join one of our seminars in 2021.

² The seminar is targeted to Bachelor's students and recent graduates, but Master's students interested in joining are also welcome to apply.



DATES, LOCATION AND FORMAT OF THE SEMINAR

The seminar is a 4-day event. It will be held in Brussels **from Monday 13 July to Thursday 16 July 2020**. Full participation to all activities of the programme is compulsory. You will receive a **certificate of attendance** on the final day of the seminar.

The four days will be devoted to **attending expert lectures** and complementary **meeting practitioners** from key EU institutions. The seminar includes visits to:

- The European Commission
- The Council of the European Union
- The European Parliament
- The Secretariat of the EU Agencies Network
- The House of European History

At the end of the first day, a volunteer from the **European Solidarity Corps** will share her experience during a welcome drink. During this session, an EU Official in charge of the **European Solidarity Corps Programme** will provide further details and insights on the programme. Another session will be dedicated to traineeship opportunities within the EU institutions. This will allow participants to discover new, exciting opportunities specifically shaped for young people and which could prove to be a stepping stone into future employment opportunities.

Throughout the seminar, dedicated sessions for analysis and discussion in the group will be provided in order to allow participants to reflect on the insights gained during the lectures and visits.

The seminar is organised by TEPSA under the academic lead of **Prof. Michael Kaeding**, Jean Monnet Professor *ad personam*, Professor for European Integration and European Union Politics at the University of Duisburg-Essen and Member of the Flying Faculty of the College of Europe in Bruges and the Turkish-German University in Istanbul.



APPLICATION PROCEDURE

The EU@Work Seminar is designed as an interdisciplinary seminar and is open for 15 high-school and Bachelor students and recent graduates from different disciplines interested in learning more about EU affairs.

Participants will be selected by a review committee. **To apply** please send the following documents to TEPSA's Project Officer Rafael Alamar (rafael.alar@tepsa.eu) with TEPSA's Project Assistant Margaux Hurtel (margaux.hurtel@tepsa.eu) in copy:

- 1) **Your CV**
- 2) **A cover letter** explaining your motivation to participate in the seminar.

Applications are open to both EU and non-EU citizens. However, we can only offer travel reimbursement (see below) to participants travelling from and to: **the Member States of the European Union; Albania; Bosnia and Herzegovina; Kosovo; Montenegro; Serbia; and the Republic of North Macedonia.**

Applications are open until Sunday 17 May 2020 (midnight).

The **participation fee** for the entire 4-day seminar is € 100. Participants travelling from eligible countries will receive a **reimbursement for their travel and/or accommodation costs up to € 200** upon presentation of the original receipts and tickets (see list of eligible countries above). After the selection has been communicated, participants will have one week to transfer the participation fee. Failure to do so in time will result in exclusion from the seminar. Participation fees shall not be reimbursable unless the seminar is postponed due to restrictions preventing its organisation in July. In that case, the seminar shall be postponed to Fall 2020.

ABOUT TEPSA

The Trans European Policy Studies Association - TEPSA - was established in 1974 as the first trans-national research network in the field of EU affairs. As such, TEPSA is active on a wide range of research topics. It comprises leading research institutes throughout Europe, with an office in Brussels. Its aim is to provide high quality research, on European integration in order to stimulate discussion on policies and political options for Europe. This is achieved by interaction between the European and national institutions as well as the academic and research community through training and networks.

More information on our activities can be found at <http://www.tepsa.eu/>





DRAFT AGENDA*

* Subject to changes

MONDAY 13 JULY

Venue: Fondation Universitaire, Room E. Francqui, Rue d'Egmont 11

14:30 – 15:00

REGISTRATION & COFFEE

15:00 – 16:00

OPENING & INTRODUCTION TO THE SEMINAR by Michael Kaeding (Academic Coordinator of the Seminar) and TEPSA secretariat

16:00 – 17:30

INTRODUCTORY LECTURE by Michael Kaeding: “How the EU Institutions work and how to work with the EU institutions”

18:00

WELCOME DRINKS AND INFO SESSION ON THE EUROPEAN SOLIDARITY CORPS with:

- Officer in charge of the EU Solidarity Corps, Directorate General for Education, Youth, Sport and Culture, European Commission
- Giulia Bordin (former European Solidarity Corps participant)

Venue: Ultime Atome, Rue Saint-Boniface 14



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TUESDAY 14 JULY

09:00 – 10:30

LECTURE by Michael Kaeding “The European Commission, the largest EU institution in terms of human resources”

Venue: Fondation Universitaire, Room E. Francqui, Rue d’Egmont 11

11:00 – 13:00

VISIT TO THE EUROPEAN COMMISSION with an official from the European Commission

Venue: Berlaymont Building, European Commission, Rue de la Loi 200

13:00 – 14:00

LUNCH BREAK

14:00 – 15:30

LECTURE by Michael Kaeding: “The European Parliament - the only directly elected institution in the EU”

Venue: Fondation Universitaire, Room E. Francqui, Rue d’Egmont 11

16:00 – 18:00

VISIT TO THE EUROPEAN PARLIAMENT with an official from the European Parliament

Venue: Parliament, Paul Henri Spaak building, Rue Wiertz 60

18:30 – 19:30

WRAP-UP DISCUSSION on European Commission and European Parliament visits

Venue: Fondation Universitaire, Room E. Francqui, Rue d’Egmont 11



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WEDNESDAY 15 JULY

09:00 – 10:30	<p>LECTURE by Michael Kaeding: “The European Council and the Council, at the heart of EU decision-making”</p> <p>Venue: Fondation Universitaire, Room E. Francqui, Rue d’Egmont 11</p>
11:00 – 13:00	<p>VISIT TO THE SECRETARIAT OF THE EU AGENCIES NETWORK: “EU agencies – one of the most important groups of actors in the EU policy cycle”, with an official from the Secretariat</p> <p>Venue: Avenue de Cortenbergh 100</p>
13:00 – 14:00	<p>LUNCH BREAK</p>
14:00 – 16:00	<p>VISIT TO THE COUNCIL OF THE EUROPEAN UNION with an official from the Council of the EU</p> <p>Venue: Council of the European Union, Justus Lipsius building, Rue de la Loi 175</p>
16:30 – 17:30	<p>WRAP-UP DISCUSSION on European Council and EU Agencies Network Secretariat visits</p> <p>Venue: Fondation Universitaire, Room E. Francqui, Rue d’Egmont 11</p>
17:30 – 18:30	<p>DISCUSSION: “Opportunities for traineeships at EU institutions” with Rafael Alamar and Margaux Hurtel (TEPSA)</p> <p>Venue: Fondation Universitaire, Room E. Francqui, Rue d’Egmont 11</p>



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THURSDAY 16 JULY

09:00 – 11:30

GUIDED TOUR OF THE HOUSE OF EUROPEAN HISTORY

Venue: House of European History, Rue Belliard 135

12:00 – 13:00

LECTURE & DISCUSSION with Michael Kaeding: “Wrap-up and conclusion - related to thematic thread”

Venue: Fondation Universitaire, Room E. Francqui, Rue d’Egmont 11

13:00 – 14:00

CLOSING REMARKS AND FEEDBACK FROM PARTICIPANTS with Michael Kaeding (Academic Coordinator of the Seminar) and TEPSA secretariat.

Venue: Fondation Universitaire, Room E. Francqui, Rue d’Egmont 11

14:00

FAREWELL LUNCH at Fondation Universitaire



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