

Application for funding for external training and continuing education

In cooperation with direct supervisors, ETH Zurich supports training and continuing education at external institutions where required. VPPL reviews applications for funding. Basis for funding is the information sheet „Participation in external further education and training“.

Employee

Salutation/title _____ First name _____
 Surname _____ ETH unit _____
 Function _____ E-mail _____

Course details

Organiser _____ Course location _____
 Subject of training _____ Degree / qualification _____
 Course start and end dates _____ / _____ Duration (in days) _____
 Actual course costs CHF _____ Teaching hours _____

To be completed by the supervisor

Justification

Why should ETH Zurich support this training? What will be done to ensure that the skills acquired are transferred into practice?

Financial contribution

Department / Institute / Administrative department 30%
 Employee 20%
 VPPL 50%

Proposed investment of time (in days)

Employee's holidays _____
 Employee's free time _____
 Overtime compensation _____
 Paid leave (1 third) _____

Date _____

Signature of supervisor _____

Please send the signed and scanned application as a PDF to:
leadership-development@ethz.ch with a copy sent to the relevant HR partner.