



International Civilian Peacebuilding Training Program

Information on the application procedure

Conditions of Participation

Applicants should be working on or motivated to engage in peacebuilding activities in conflict and post-conflict settings. Ideally, the IPT Core Course should be attended before IPT Specialization Courses and Master Classes. With sufficient practical or theoretical experience, however, this can be waived on a case-to-case basis. IPT courses are conducted in English. Thus, applicants must have a good command of English and should:

- already have expertise and relevant work experience
- have at least a first level university degree or equivalent professional experience
- be able and willing to work in a team and within a multicultural environment
- be computer literate

Course Costs

The course costs indicated on the website include training materials and training fees, full-board accommodation at the Burghotel in Stadtschlaining, a shuttle bus from Vienna to the course venue and back, a social event, and a farewell dinner.

Scholarships

With support of donors, the ACP can award a small number of scholarships to outstanding candidates. People from countries that receive official development assistance are eligible to apply and can indicate their need for financial support in the relevant section of the online application form. Applicants working in I/NGOs, civil society organizations and at the grassroots level will be prioritized.

Full or partial scholarships can be awarded, which cover either the full or half amount of the course costs. Please note that the costs for travelling to Vienna, visa application, and health insurance are NOT covered by a scholarship and have to be borne by the participant.

As we usually receive many applications from very qualified candidates, the selection process is highly competitive. After the application deadline, the admission board will carefully review all applications and decide on the allocation of scholarships. The outcome will be communicated to the successful candidates in an invitation letter. Applications for scholarships after the deadline won't be considered.

Visa

Austria is a member of the European Union and a Schengen State. Applicants, who require a Schengen visa to enter Austria are encouraged to submit their application early on to account for lengthy visa processes, that usually take a minimum of 21 working days and in some cases months. Moreover, please note that:

- In some embassies, appointments for the submission of visa applications are extremely limited. Thus, after receiving the invitation letter to take part in the course, participants are advised to immediately book their visa appointment.
- Participants living in countries without an Austrian embassy may be able to apply for a visa at the embassy of another European country, which is a member of the Schengen Treaty and authorized to issue visas for Austria. In other cases, participants might have to travel to a neighboring country for your visa appointment. For more information, please contact the Austrian embassy that is



responsible for your country of residence. You can search for the responsible embassy through the following link: www.bmeia.gv.at/en/embassies-consulates/search-for-austrian-representations/

All course participants are bound by the necessary visa regulations and must take care of that independently with the respective representation. As an independent non-profit organization, the ACP does not have any influence on embassies' decision to grant or reject a visa application, cannot speed up the visa process, and does not issue an EVE.

Certificate

Successful participants will receive a certificate of attendance at the end of the training course.

