

Credit Union Development Education Europe (DEE) 2024 Application Form

Arrival Date: Wednesday 4th September 2024

Departure Date: Tuesday 10th September 2024

Venue: [Holiday Inn, Corstorphine, Edinburgh](#)

Closing date for applications: Monday 1st July 2024

**PLEASE TYPE YOUR APPLICATION IF POSSIBLE, OR COMPLETE IN BLOCK
CAPITALS AND IN BLACK INK**

Applicant Information	
Full Name:	
Full Address (Home):	
Postcode:	
Phone Numbers:	Mobile: Home:
E-mail:	
Your Credit Union Details	
CU Name:	
Address:	
Postcode:	
Post Held:	
Your CU Contact No:	
Your CU E-mail:	
Total Years in current CU?	
Total Years in movement?	
List any DE courses you have previously completed:	

Your Employment Details

Employer Name:	
Position Held:	
Time in Employment:	
Duties:	

Emergency Contact Details

In case of an emergency please contact:

Name:	
Relationship:	
Contact Numbers:	Daytime: Evening:

Dietary Restrictions or Requirement

Please let us know here of any dietary restrictions or allergies

Access and Communications

Please let us know here if there are any arrangements that would make meetings or communications easier for you? (e.g., access or seating requirements or printing in a particular format)

Programme Qualification Criteria

In order to qualify for the programme, individuals should:

- Be an employee or volunteer with a credit union, league, trade body or credit union service organisation or
- Be an employee or volunteer of a cooperative, mutual organisation or building society

Please provide here details of your involvement with the Credit Union or Cooperative Movement, including organisation(s) name, national organisation membership, position(s) held, length of membership etc.

What benefits do you hope to get from attending the DEE Programme?

ADDITIONAL ACCOMMODATION:

Accommodation is included in the registration fee from the evening of Wednesday 4th September 2024 until Monday 9th September 2024 inclusive (checkout on the morning of Tuesday 10th September). Please detail any additional accommodation requirements before or after the dates above and we will try and accommodate with the hotel.

Declaration: I confirm that the information within this form is correct and that if I am attending from outside of Europe, I have completed my home DE programme.

Your Signature:

Date:

Endorsement: All applications must be endorsed by your credit union CEO, Chapter, League, or Trade Associations. For applications from outside of the credit union movement, your application should be endorsed by an authorised signatory from your organisation or association.

Applicant Name:

Name of Endorser:

Position & Organisation:

Confirmation of Completion of home DE programme: For applicants from outside Europe, you must have completed your home DE programme before attending the DEE programme. This section must be completed by the DE Programme Director of your home country.

Country DE Programme:

Name of Programme Director:

I confirm that the applicant named above has completed their home country DE programme as detailed above.

Endorser Name, Signature & Date:

Registration Fee

The 2024 Registration Fee is £1,920.00
This includes:

- Accommodation at the Venue during the course of the programme starting from Wednesday 4th September to Monday 9th September inclusive.
- Breakfast and all meals from breakfast on Thursday 5th September to breakfast on Tuesday 10th September.
- All training materials and workbook folder.
- Private dinner on Saturday evening
- Closing date for applications is Monday 1st July 2024

Payment Details

Please return completed applications with your cheque payable to The Credit Union Foundation:

The Credit Union Foundation
Holyoake House
Hanover Street
Manchester M60 0AS

Or email to: members@abcul.org

Payment to be completed via BACS the bank details are as follows (Please put your name followed by DEE as the reference):

Bank Details:

Account Name:	The Credit Union Foundation
Bank Name:	The Co-operative Bank
Sort Code:	08-92-50
Account No:	67009714
Bank Address:	70-72 Cross Street, Manchester, M2 4JG, United Kingdom
Bank Identification Code:	CPBK GB22
International Bank A/c No:	GB23 CPBK 0892 5067 0097 14

Cancellations and Transfers

- **Payment is required IN FULL 3 weeks prior to the event i.e., by Wednesday 14th August 2024.**
- **You may pay by instalments up until this date.**
- **If you are unable to attend, a substitute participant will be accepted in your place, at no additional cost, provided you inform us in writing via email by Wednesday 14th August 2024.**
- **No refund can be made for cancellation received less than 45 days before the workshop (Monday 22nd July 2024)**
- **All cancellations & substitutions must be submitted in writing via email to members@abcul.org**

IMPORTANT – VISAS

IF YOU REQUIRE A VISA TO ENTER THE UK, PLEASE ENSURE YOU APPLY IN PLENTY OF TIME.
Over the last couple of years, we have had students denied a VISA at the last minute and unfortunately, they have not been able to attend and have lost their course fees paid as a result.
We would suggest applying for your Visa as soon as your application is accepted.

FOR OFFICIAL USE ONLY

Applicant Name:	
Date of Review:	
Non-EU:	Home DE completed? Y / N Home DE Manager Approval? Y/N
Application Approved / Denied:	
Notes:	
Paid:	Yes or No
Scholarship?	Yes or No