**CERTIFICATE OF THE TRAINING INSTITUTION[[1]](#footnote-1)**

*[All fields must be completed]*

 (place, date)

**A. TRAINING INSTITUTION DETAILS:**

1. Name of the institution:

2. Institution's registered office address:

3. Education: [ ]  stationary education [ ]  remote education

4. Tax number:

5. Telephone number:

6. E-mail:

7. Website:

8. Does the training institution have an entry in the register in connection with conducting training activities? [ ]  NO [ ]  YES (if so, please provide the type of register, number and date of entry):

 Type of register:

 Number and date of entry:

**B. PROJECT PARTICIPANT DATA:**

1. Name and surname:

2. Address of residence:

3. PESEL:

4. Series and number of the document confirming the identity:

**C. DATA REGARDING THE SELECTED FORM OF EDUCATION:**

1. Name of education:

2. Type of education:

[ ]  course [ ]  training [ ]  postgraduate studies [ ]  legal application. [ ]  seminars. [ ]  workshops [ ]  internship [ ]  practice [ ]  e-learning [ ]  other (what?)

3. Period of education ***(****dates from-to in the format DD-MM-YYYY)*:

4. Form of education: [ ]  not started [ ]  started

5. The total cost of education: ,[[2]](#footnote-2) including:

a) unpaid amount remaining to be financed from loan funds[[3]](#footnote-3):

b) the amount paid:

c) the amount planned to be paid by the Participant from his/her own funds:

6. Costs incurred under the Reasonable Accommodation Mechanism (Mechanizm Racjonalnych Usprawnień - MRU) – if applicable:

|  |  |
| --- | --- |
| Description/name  | Amount (in PLN) |
| 1.      |       |
| 2.      |       |
| 3.      |       |

Justification for using MRU:

7. Type of document confirming completion of the form of education:

[ ]  diploma [ ]  certificate [ ]  protocol from the examination [ ]  permission [ ]  other (what?)

8. Name of the bank and the bank account number of the Training Institution used to pay for the selected form of education [[4]](#footnote-4):

a) name of the bank:

b) account number:

(The loan funds and, if applicable, the costs related to MRU will be transferred to the indicated account number)

c) fee for the chosen form of education will be paid: [ ]  once [ ]  in installments (number of installments):

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No. | Date | Amount (in PLN) | No. | Date | Amount (in PLN) |
| 1. |       |       | 6. |       |       |
| 2. |       |       | 7. |       |       |
| 3. |       |       | 8. |       |       |
| 4. |       |       | 9. |       |       |
| 5. |       |       | … |       |       |

**Training Institution’s statement:**

In reference to the data indicated above, I hereby declare that:

1. 1. The information provided in this certificate is true.
2. The project participant

[ ]  *will be qualified for the form of education described above/is in the recruitment process,*

[ ]  *participates in a chosen form of education*,

which has not been paid in full, and the amount remaining to be paid is **.**

1. The form of education chosen by the Project Participant is not co-financed from other public funds.
2. In the event of a positive decision to grant a loan, we undertake to issue an invoice or a corresponding document that will include the following data: the cost of the form of education, the name and surname of the Borrower, the name of the form of education and the date of completion of the form of education. The invoice should be issued 14 days before the start date of the selected form of education, and in the case of started forms of education or payments in tranches, 14 days before the due date for payment of the fee for the next period of education
3. In the event of a change in the cost of education, the duration of education before granting the loan, we undertake to inform the Project Participant and re-issue the Certificate containing current data.
4. In the event of a refund of all or part of the cost of the form of education financed from the loan funds, which results from the failure to start the form of education, the resignation of the Project Participant or a reduction in the cost, we undertake to inform the Enterprise Development Foundation in Suwałki, and the funds will be transferred within 7 days to the following bank account: **14 1130 1059 0080 0956 8220 0060.**
5. I hereby accept the following statements of the Project Participant:

**Project Participant’s statement:**

With respect to the data indicated above, I hereby declare that:

1. I intend to participate in and complete the form of education described above.
2. In case of a loan value lower than the value of the form of education, I undertake to cover the difference from other funds until the start of the form of education, or in another way, with the consent of the educational institution.
3. I do not combine the loan obtained under the “Focus on development – ​​European loans for education” project with other public funds to finance the form of education I have chosen.
4. The amount of the loan will not be used to refinance expenses already incurred related to the chosen form of education.
5. In the event of non-completion of the chosen form of education, I undertake to repay the total value of the loan.

|  |  |
| --- | --- |
| ………………………………………………………………….(place, date) | ………………………………………………………………….(Readable signature of the project participant) |
| ………………………………………………………………….(place, date) | ………………………………………………………………….(Stamp and signature of the authorized person on behalf of the Educational Institution) |

………………………………………………………………….

(Seal of the Educational Institution)

1. This certificate is the basis for applying for a loan that will finance the selected form of education as a part of the project "Focus on development - European loans for education" of the European Funds for Social Development 2021-2027 program co-financed by the European Social Fund Plus. The data presented will be the basis for assessing the project participant, the selected form of education and the Training Institution. During the assessment of the loan application, the Training Institution may be asked to provide references confirming its activity (such references may be attached to this certificate without the Training Institution's request). [↑](#footnote-ref-1)
2. Costs of education expressed in a currency other than Polish currency will be converted into Polish currency based on the average NBP exchange rate on the day of issuing the Certificate of the training institution. This will be the basis for determining the amount of the loan expressed in Polish zloty. [↑](#footnote-ref-2)
3. Costs related to the education process that are the responsibility of the Borrower, e.g., registration fees, enrolment fees, travel and accommodation costs or teaching materials, are not subject to financing from the loan funds. [↑](#footnote-ref-3)
4. The loan funds and, if applicable, the costs related to MRU will be transferred to the indicated account number. [↑](#footnote-ref-4)