The Pasteur International Courses (PIC) Label Application Form 2020-2021

Application for in person and digital courses
The complete application form must be sent, in PDF format, to:
label-pic@pasteur.fr
by 28th February 2021 the latest

Incomplete applications will be rejected

COURSE

Type	In person ☐ MOOC ☐
Title	_____
Topic	Biological sciences ☐ Public health ☐ Allied sciences ☐ General scientific training ☐ Scientific career development ☐ Other ☐ *If you picked "Other", please specify:_____* _____
Domain	Entomology ☐ Immunology ☐ Virology ☐ Genetics ☐ Bioinformatics ☐ Neuroscience ☐ Parasitology ☐ Biochemistry ☐ Cell Biology ☐ Epidemiology ☐ Mycology ☐ Microbiology ☐ *If you picked "Other", please specify:_____* _____
Target Level	Academic level MSc ☐ PhD ☐ Basic level ☐ Advanced level ☐ Professional level ☐
Partner University (only if academic degree)	_____
Do you deliver a certificate or other accreditation at the end of the course	Yes ☐ No ☐ Please specify: _____
Min-Max. number of participants	_____
Is there a personalised follow up planned	Yes ☐ No ☐ Please specify: _____
Frequency of your course	Once ☐ Annual ☐
Dates	Starting: _____ End: _____
Length of Training (days) MOOC: duration of accessibility	_____
Location	Country: _____ Training site: _____
Language *For MOOC, subtitles if any*	_____
Structure of course	# of different theoretical modules: _____ # of practical sessions: _____

Upload the following documents:

☐ The CV of Director of the course

☐ A supporting letter of the director of the educational department (or equivalent) of the host institution

COORDINATOR/DIRECTOR OF THE COURSE
(CV in attachement)

FIRST NAME	_____
LAST NAME	_____
INSTITUTE	_____
POSITION	_____
SPECIALISATION	_____
ADDRESS	_____
EMAIL	_____
PHONE	_____

IF APPLICABLE - ADDITIONAL COORDINATOR/DIRECTOR OF THE COURSE
(CV in attachement)

FIRST NAME	_____
LAST NAME	_____
INSTITUTE	_____
POSITION	_____
SPECIALISATION	_____
ADDRESS	_____
EMAIL	_____
PHONE	_____

TEACHING TEAM (other teachers, supervisor of practical sessions, technicians)
Add as many lines as needed.

FIRST NAME	_____
LAST NAME	_____
POSITION	_____
SPECIALISATION	_____
ROLE DURING THE TRAINING	_____
INSTITUTE	_____
EMAIL	_____

DESCRIBE YOUR TECHNICAL MOOC TEAM.

PROJECT MANAGER	_____
DIRECTOR	_____
PEDAGOGICAL ENGINEER	_____
COMMUNITY MANAGER	_____
PRODUCTION TEAM (COMPANY NAME,…)	
OTHER	_____

Explain why you are applying for a Pasteur International Course label
(max. 200 words)

Describe the main objectives of your course
(max. 200 words)

Describe why your course is of Regional/National relevance. If its importance is at a more global scale how you will address a more regional audience? Justify your answer.
(max. 200 words)

Describe your intended learning outcomes, and how you are going to structure your course to achieve them. Specify: sessions/modules, balance between practice and theory, groupswork, ...
(max. 700 words)

For MOOCs: Please, outline the length of the sessions and topic addressed. Describe exactly how you are going to implement your course (short videos, speaker and slides, a mix….According to your planned modules how are you going to address field or lab sessions. Describe the corresponding scenarios)

<u>Learning outcomes:</u>

Detailed program:

COURSE'S SUPPORT FOR PARTICIPANTS

Outline the course support that you intend to provide (documents, articles, access to MOOCs or Webinars, e-learning platform, etc.)
(Max. 150 words)

Describe the course facilities (Infrastructure (lecture room, labspace, document upload facilities, etc) and (equipment) of the chosen host institution. How are they adapted for the course objectives? In case of limited facilities, how do you adapt? Please describe.
(Max. 300 words)
*For **MOOC**s: Describe how you are going to produce your MOOC and what facilities you will have access to. (studio, specify image quality, sound quality, edition, mounting, advertising (how, who, what), will you do a Beta test) Please indicate if the program director will be present during the whole recording period or not. Additionally, specify which technical facilieties you are going to use to ensure smooth access to the MOOC).*

EVALUATION

What kind of monitoring and evaluation tools do you plan to implement (of the course and of the participants)?
Do do you set up an evaluation at the beginning and at the end? What type of evaluation criteria are you going to use and how are you going to implement the feedback?
(Max. 300 words)

FOLLOW UP

Do you plan any follow up. If yes, please develop.
Personalised, in country follow up, second stage training.
(Max. 200 words

SELECTION OF PARTICIPANTS

Detail the selection procedures of your participants :
- Setup of selection criteria
- Documents requested
- Entry test
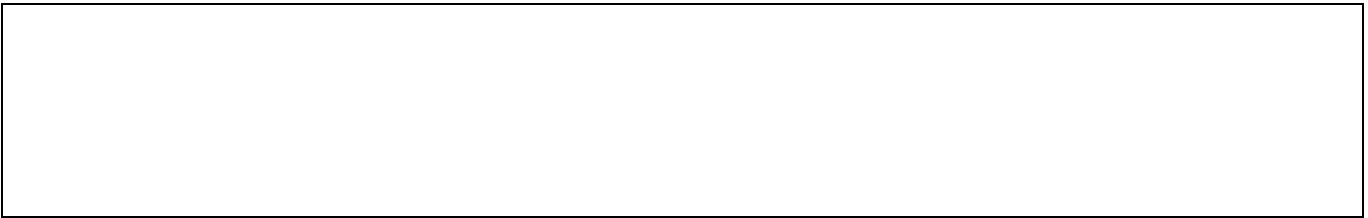*(Max. 200 words)*

ADVERTISING

What communication tools are you going to use to advertise the course (leaflets, teaser, posters, social media, ….)? Please describe.
(Max. 150 words)

NETWORKING

- **How are you going to foster peer to peer learning?**
- **Did you foresee social events to consolidate your trainee group?**
- **For MOOC: How do you plan to create interactions between the students and between the students and the teachers**

(Max. 150 words)

AVAILABLE FINANCIAL RESOURCES

In Person Course

Personnel (Coordinator, teaching team, MOOC technical team):	€
Consummables	€
Equipment	€
Travel cost	€
Food and beverages	€
Lodging	€
Local transport fare cost	€
Adverstiing cost	€
Printed material	€
Access to technology platforms	€
Other expenses	€
Total	€

MOOC

Concept of the course content (personnel costs for design, production, and upload of content to the platform)	€
Monotiring and evaluation material	€
Technical assurance and operational test	€
Lecturers	€
Technical team	€
Platform and project management, digital adverstising	€
On-going platform development	€
Support – user questions	€
Marketing – tangible means (printed material)	€
Infrastructure costs (Internet, electricity)	€
Total	€