



European Society for Animal Assisted Therapy
Veterinärmed. Universität Wien Tel.: +43-(0)1-25077/3340
A-1210 Wien, Veterinärplatz 1 Fax: +43-(0)1-25077/3391

Application for accreditation of professional training and membership of the ESAAT

Applicant institution:

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Road: No.:

Postal code:..... Town: Country:

Tel./Fax: e-mail:

Home page:.....

Form of organisation

- Association
- Company
- Other form of organisation

Contact person within the institution

First name: Family name:

Function within the institution:

Tel./Fax: e-mail:

Exact description of the course to be accredited

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General information

1. Validity of the initial accreditation is limited to two calendar years. Please note that non-compliance with the ESAAT membership contract and/or training regulations within this period leads to cancellation of the accreditation and loss of membership.
2. Also please note that your application and payment of the application process fee does not automatically lead to accreditation. The fee is non-returnable, even if accreditation is unsuccessful.
3. An application to prolong accreditation must be made after two calendar years have elapsed since initial accreditation, and four calendar years after re-accreditation. These re-accreditations require the provision of all the documentation of the initial process in order to ensure continued ESAAT membership. Documentation and payment of the fee must be received no later than 3 months before expiration of the second calendar year in order to ensure uninterrupted membership of ESAAT during the first re-accreditation. In the case of further re-accreditations, documentation and payment of the fee must take place at least 6 months before completion of the fourth calendar year.

Documentation for application

Please provide the following documentation, with the appropriate numbering, with this application. In this application, please note the minimum requirements for professional training / university courses according to the regulations of the ESAAT.

1. Organisational structure
 - 1.1 Body organising the professional training
 - 1.2 Professional responsibility
 - 1.3 The premises and technical facilities
2. Information on the professional training
 - 2.1 The information material available to interested parties.
 - 2.2 Demonstration of how the professional training is applied for on the Internet or via printed media.
3. Structure of the professional training
 - 3.1 Length of course
 - 3.2 Curriculum and work materials
 - 3.3 Content of the course
 - 3.4 Teaching and learning forms
4. Performance records
 - 4.1 Active participation in compulsory teaching events
 - 4.2 Examinations
 - 4.3 Practical work experience
 - 4.4 Scientific thesis
5. Lecturers
6. Target groups
7. The application and acceptance processes
8. Quality assurance and evaluation

General prerequisites for accreditation and subsequent membership

1. Payment of the accreditation fee
2. Application details for accreditation and membership (see above) including all necessary documentation (see application attachments)
3. Positive decision by ESAAT regarding accreditation
4. Signing and recognition of the ESAAT statutes, principles, procedural rules and logo utilisation contract
5. Payment of the annual membership fee

Minimum requirements for part-time / university training

The following documents can be found on ESAAT's home page (www.esaat.org): a checklist for accreditation of professional training and the minimum requirements for professional training.

Fees

Accreditation fee: € 1,000 transferred on (date)

Annual membership fee: € 100 payable after successful accreditation

Please transfer the accreditation fee and membership fee to the following account:

Account holder: ESAAT
Account number: 00110212100
Bank: Bawag P.S.K.
Sort code: 14000
BIC: BAWAATWW
IBAN: AT781400000110212100

Declarations

I, the undersigned, confirm that

1. the information provided in the application and in all the accompanying documentation is correct.
2. I have noted the introductory general information and accept it.
3. I apply for a full membership of ESAAT

Location:

Date:

Signature: