

Success story is presented at the Autumn Conference or the Assembly of Delegates (including mention of the benefits of the training or the scholarship).



Final report will be sent to the BPW Switzerland Office for archiving.



At the end of the training, the scholarship recipient and mentor report to the contact person of the LENA Commission.



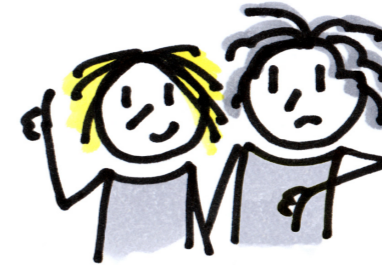
For submission: the scholarship recipient fills in the scholarship application form (website, contact details, etc.).



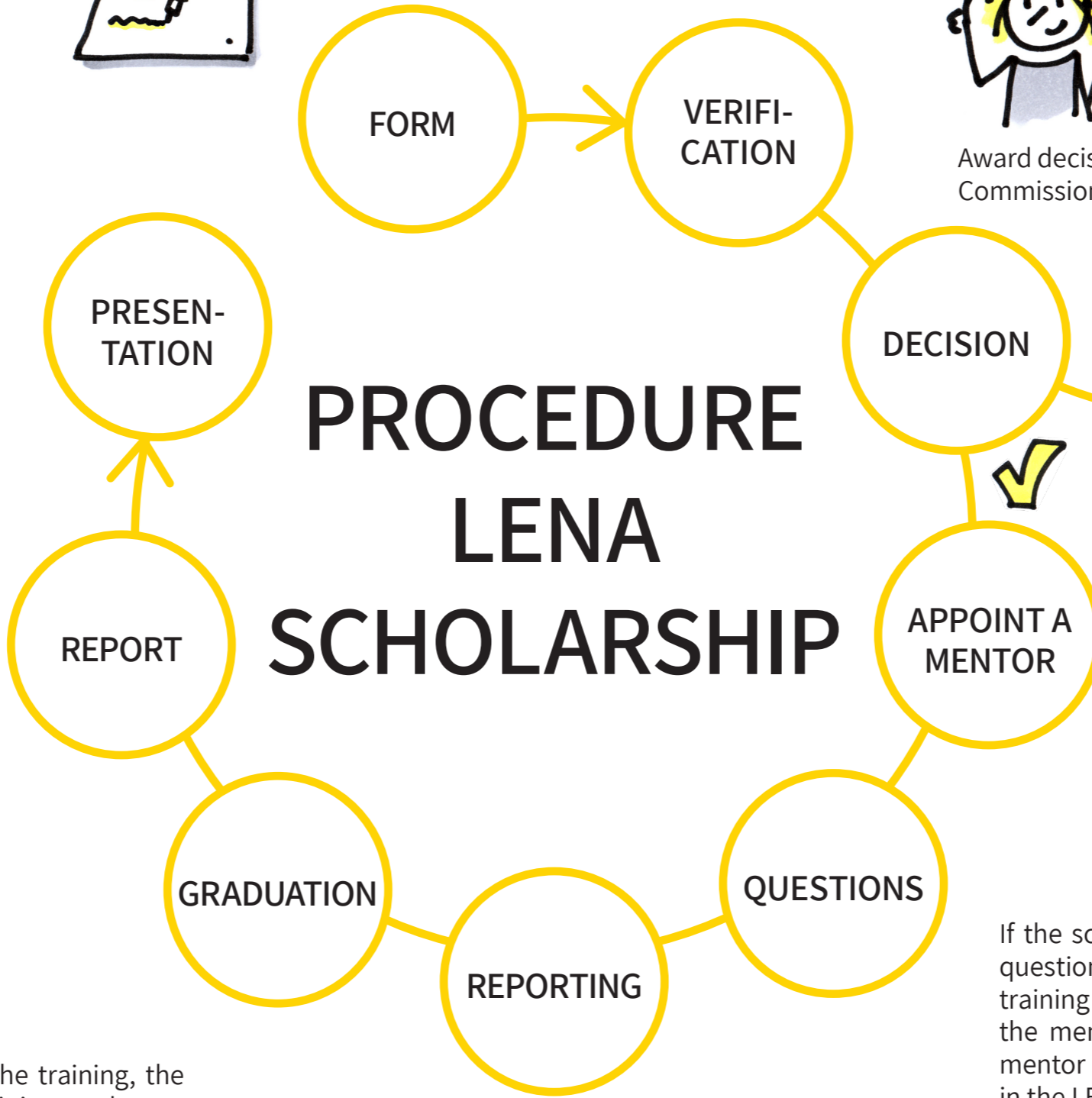
After submission: check for completeness and suitability. Confirmation of receipt. Are mandatory criteria fulfilled?



Rejection decision: email to the applicant



Award decision by LENA Commission



PROCEDURE LENA SCHOLARSHIP

Positive decision: the scholarship recipient is accompanied and supported by a member of the Commission.

The LENA Commission helps the scholarship recipient to find a mentor. An agreement between the LENA Commission, the scholarship recipient and the mentor sets out the important points. The documents are filed at the Central Office.

If the scholarship recipient has any questions/problems during the training or continuing education, the mentor will be contacted. The mentor notifies the contact person in the LENA Commission.



Regular reporting: the mentor reports to the LENA Commission once a year (specify frequency with the contact person in the LENA Commission).

