



Application and cancellation rules

Train New Trainers 2025
01/03/2025 – 09/03/2025

EUROAVIA International

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Participants

The number of participants for the **Train New Trainers** will be **20** to distribute among the (P)AS/AM.

Platform

The event will be held online. For the first five training days and for the final deliveries, the platform used will be GatherTown, while the last training and closing of the event will happen on Microsoft Teams. More information about the connections and work of these platforms will be announced some days prior to the beginning of the event.

Application rules

To apply as participant of the event, you must fill the google form available on the website tnt.euroavia.eu or click [here](#).

The applications are processed in a “*first come - first served*” way, but also taking into account the responses from the second section of the google form (Background & Motivation).

The responses to the form, especially from the second section are evaluated by the ETS WG Board members.

In the case that the number of applications is higher than the number of participants for the event, an additional selection stage will happen, where applicants will receive one more form to fill in order to validate their application.

15th of November 2025 at 12:00 UTC

First round of applications open.

8th of December 2024 at 23:59 UTC

First round of applications close.

The second round of applications will be opened in case the minimum number of participants is not reached. The minimum number of participants is **15**.

13th of December 2024 at 12:00 UTC

Second round of applications opens.

5th of January 2025 at 23:59 UTC

The second round of applications ends.

If there are still vacancies, they will be filled with the people on the waiting list always following the same criteria as above.

Payment

The participation fee is 10 € for the Train New Trainers, covering the costs of the platform.

After confirmation of participation, EUROAVIA International will be in contact with you with an invoice, within which the payment details of the fee and the deadline will be included.

Payments may be done using one of the following methods:

- Revolut
- Bank transfer

The deadline for the payments is two (2) weeks after the confirmation mail from the organization is received. If after this period no proof of the payment is received (at least the receipt), the application will be moved to the end of the waiting list.

If the payment is not processed and the two (2) weeks have passed, the application will be moved to the end of the waiting list.

The participants must send the receipt of the payment to etsboard@euroavia.eu putting in copy stamatis.moraitis@euroavia.eu. If no answer to this email is received within two (2) weeks, please resend the message.

NOTE: the payment will be effective once the IB treasurer confirms its reception. All commissions derived from the transfer must be covered by the participant.

Cancellation rules

In case that a member has been confirmed by the organizing committee to participate in the Train New Trainers 2025, but, for any reason, is unable to participate in the event, there is an option of cancelling the participation.

In order to do so, the member will have to send an email to eduard.biliboc@euroavia.eu stating the reason for the cancellation and the participation fee will be partially/fully paid, based on the following criteria:

Period of cancellation	Cancellation fee to be paid
Before the 31/01/2025 at 23:59 UTC	0%
From 01/02/2025 at 00:00 UTC	100% (10€)

If the member cancels his/her participation, the respective Local Group or WG is responsible for transferring the cancellation fee to the event organisers, under the condition that his/her place cannot be filled by someone else on the waiting list.

Participants on the waiting list that are admitted due to cancellation will have the possibility to cancel within one (1) week from receiving the acceptance email without paying a cancellation fee.

After this week, the cancellation fee will be according to the periods listed above.