

INSTRUCTIONS TO CANDIDATES FOR CONTRACT SIGNING

We are writing to inform you of the measures we have put into place, in line with local authority regulations, to help protect the health and safety of all EU Scholarship beneficiaries and staff, and to limit the spread of **Covid-19**.

We will ensure that the room as well as the chairs, table and pens to be used are cleaned/disinfected prior to each contract signing appointment.

For social distancing purposes, please note that there will be relevant stickers on the floor, and you will need to pay attention and follow the signs.

PRIOR TO SIGNING A CONTRACT

- We will be in touch with you to book an appointment for signing your contract;
- If you have a cold, fever, are short of breath or have flu-like symptoms, please inform us and do not come for contract signing;
- Please watch the video uploaded on the EU Scholarship website: www.abburs.eu giving useful information on important points about your contract signing;
- Please read the contract on your portal very carefully and note down your questions, if you have any, so that you are ready to sign your contract as quickly as possible;

ON THE CONTRACT SIGNING DAY

- Please be punctual; late comers will need to re-schedule the appointment to avoid crowding in the premises.
- If you are under 18, please come with one parent **only**; if you are an adult, please come alone since we cannot accommodate an individual accompanying you;
- Please note that your temperature will be taken on arrival at the EU Scholarship Programme office.
- You will be requested to sanitise your hands as soon as you enter the office by using a hand sanitiser.
- You will be required to wear a mask and latex gloves - please bring your own mask; gloves will be provided at the entrance.
- Staff involved in contract signing will also be wearing a mask and latex gloves.
- You will be requested to sign a log for monitoring purposes.

Thank you for your cooperation and understanding.

Good Luck in your studies!