***Name:*** *.......................................................................*

 *.......................................................................*

***First name:*** *.......................................................................*

***CLT-student nr.:*** *.......................................................................*

Application for documents for

**PAID EDUCATIONAL LEAVE MVT**

to be completed by the applicant and to be returned to the CLT office

Wet van 22 januari 1985 en uitvoeringsbepalingen bij K.B. van 23 juli 1985, waarbij aan de werknemers Betaald Educatief Verlof wordt toegekend met het oog op hun sociale promotie.

**Name + first name:** ………….............................................................................................

**Born in** .................................................................. (city & country) **on** ..........................

**Address:** Street and №: ..................................................................................................

 Postal code and town: ..............................................................…………………….

During the academic year **2022-2023**, he/she will take classes of:

Language Level Group

............................. .................. ……………………………

Date of registration for the course: ..................................................................

**Duration of the school year/training**

**School year:** Monday 26 September 2022 to Saturday 3 June 2023

**1st semester:** Monday 26 September 2022 to Saturday 28 January 2023

**2nd semester:** Monday 30 January 2023 to Saturday 3 June 2023

**Examination periods:** 16 -28 January 2023 (all groups) + 22 May – 3 June 2023 (2nd semester and year courses)

More information on [www.clt.be](http://www.clt.be)

(practical information – FAQ – Am I entitled to Paid Educational Leave?)

**Important! Each absence must be justified within the week by an attestation by the employer or doctor. An absence is only legal for reasons given in the “employee duties” in the regulations of the Federal Government Service for Employment, Labour and Social Dialogue (F.O.D. Werkgelegenheid, Arbeid en Sociaal Overleg).**

**(see** [**www.clt.be**](http://www.clt.be) **– practical information – FAQ – What if I am unable to attend classes?)**

Leuven, ..................................... 20……….. Signature of the applicant: