

Background Form

The goal of this form is to know more about you and your skills as an applicant. This information, and the conversation with a career advisor during following interview, enable effective support and guidance during your application process. We want to help you succeed and find the next step on your path. Please answer to the following questions in [<insert local language>](#) or in English. It takes about 15 minutes to complete.

The questions with * are compulsory. For the other questions you can choose whether to give information or not. Please remember: the information you grant us will be handled with confidentiality.

If we know you and your situation, we can help you better to succeed!

Personal information *

Surname:

Name:

Address:

Postal code and town/city:

(Mobile) telephone:

E-mail address:

Citizenship/nationality:

Type of residency or visa:

Date of birth:

Place of birth:

Education and work *

Previous education

- a. What training or education have you previously completed?
- b. Do you have a diploma?
Yes ☐
No ☐

c. What is the highest level of education you have completed?

d. What are the three most recent courses you have studied?

Level of education	Field of study	Year of graduation

Did you complete the following license training or other courses? (More than one box can be ticked.)

First aid	☐
Hygienic passport	☐
Hot work certificate	☐
	☐
	☐
	☐

Work

a. What work experience do you have in the field you are applying for?

b. What other work experience do you have?

c. What voluntary work experience do you have?

Basic skills *

Language skills

How are your native language skills?

I can write and read. ☐

I cannot write and read. ☐

How do you rate your local language skills (Finnish/Greek/German/Dutch)? (Choose one of the options).

B1 or better (I can start studying in local language)	
A2 (I manage in everyday life situations)	
A1 (I know few words and phrases)	
I do not speak the language.	

How do you rate your English language skills? (Choose one of the options.)

B1 or better (I can start studying in English)	
A2 (I manage in everyday life situations)	
A1 (I know few words and phrases)	
I do not speak the language.	

Do you need an interpreter for the interview? (Choose one.)

Yes ☐
No ☐

Other skills

Evaluate your skills and rate them from 1 to 5.

(1=No skills 2=Just a few basic skills 3= Basic skills 4=Moderate skills 5=Advanced skills)

	1	2	3	4	5
Communication skills (communication, be assertive, set boundaries)					
Cooperative skills (make agreements, help others, support, guidance)					
Digital skills (email, social media, Microsoft)					
Mathematics skills					
Problem-solving skills (resourcefulness, decision-making)					
Service skills (volunteer, board member, trainer, etc)					
Working life skills					

Motivation and professional goals *

Please answer all the questions a-f in your own words.

- What is your motivation to apply for vocational training?
- Why are you the right person for this VET training? Why are you fit for this training?
- What kind of job would you like?
- What kind of tasks/activities do you enjoy doing?
- What are you good at and what skills are to be developed?
- What would you like to do in the future, do you have any professional ambitions?

Personal circumstances

Motivation

Please answer the questions in your own words.

What is important for you in life, what are your dreams?

What motivates you (in general)? What gives you energy?

Welfare

Can you describe your situation?

1=not good, 10=very good. Put an X on the line to indicate your situation. *

	1	2	3	4	5	6	7	8	9	10
mental health										
physical health										
financial situation										
Do you sleep well?										

Are there any medical issues that are important for the school to know in terms of your safety in classes and/or at your internship?

Yes ☐

No ☐

Have you been in contact with institutions such as:

Mental health services	
Youth and Family care services	
General social services / social worker	
Addiction services	
Justice/police	
Other (please give details):	
None of the above	

Is there someone who you can rely on if there are some problems?

Yes

No ☐

Living

With whom do you live? (family, friends, co-workers, etc.)

Do you have the chance to study at home? Choose one.

No, never	
Just sometimes	
Yes, always	

Do you have responsibilities as a guardian? For example, a child or other family member.

No Yes (scale 1-10)

1	2	3	4	5	6	7	8	9	10

Family

Are there special circumstances about your family situation that are important for the school to know? (childcare, sickness, etc.,)

How supportive are your family members think about you wanting to pursue a VET training course?

Very unsupportive..... Very supportive (scale 1-10)

1	2	3	4	5	6	7	8	9	10



Project Number: U2VET - 2023-1-FI01-KA220-VET-00015622

Do we now know enough to help you during your time in our school? Next step will be the interview.

Thank you for your answers. All the information will be treated with confidentiality.



Co-funded by the
European Union

This project has been funded with support from the European Commission. This publication reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein.