

# How to fill in the Registration Form:

It is recommended to fill in all fields. The fields marked in **red** are mandatory.

**It is not permitted to cross-out any part of the text.**


**The signatory must verify the information provided before signing the document.**

For persons holding multiple nationalities: Bring all your passports. If one of the nationalities is FR or CH it must be registered first.

If the **marital status changes** the Users' Office has to be informed within 30 days.

Choose only one of these options.

One of the boxes must be filled in completely. The hand-written signature from the Team Leader for Users and from the Department Head for Cooperation Associates and Visiting Scientists is required.



**Users  
Cooperation Associates  
Visiting Scientists**

**REGISTRATION FORM AND CONTRACT**

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**To be completed by the candidate**

<p><b>Family name</b> ..... (as indicated in passport)</p> <p><b>First names</b> ..... (as indicated in passport)</p> <p>Academic title <input type="checkbox"/> Dr. <input type="checkbox"/> Prof.</p> <p>Gender: <input type="checkbox"/> female <input type="checkbox"/> male</p> <p><b>Date of birth (Day/ Month/ Year)</b> .....</p> <p><b>Town and country of birth</b> .....</p> <p><b>Nationality(ies)</b> .....</p> <p>Email: .....</p>	<p>Local address whilst at CERN (if known) .....</p> <p>Telephone .....</p> <p>Private address in the home country .....</p> <p>Telephone .....</p>
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**Marital status:**  Single  Registered partnership  Married  Legally separated  Divorced  Widowed

Accompanying family members	Name	First name	Gender (f/m)	Date of Birth	Nationality(ies)
Spouse					
Children					

**Home Institution<sup>1</sup> (name/address):** .....

**Expected overall period of association with CERN** from ..... to .....

Average presence at CERN: ..... %

Internal address: Building ..... Floor ..... Office ..... Tel ..... Mobile .....

**Nature of activity at CERN:**  Scientific  Engineering  Technical  Other: .....

I understand and certify that:

- I will be an associated member of the personnel of CERN, subject to its Staff Rules and Regulations. As such, I will not be employed by CERN, nor covered by its social insurance scheme;
- for the entire duration of my contract of association with CERN, I will be:
  - employed by ..... Date of appointment: .....
  - \* enrolled as a student at .....
  - \* in receipt of a grant from ..... supporting my association with CERN
  - in receipt of a retirement pension from .....
- social insurance is the responsibility of my home institution and, that falling, of myself;
- in particular, I will make sure that I have medical insurance that is adequate in Switzerland and France for myself and accompanying family members, which shall include cover for occupational illness and accidents for me;
- I have adequate financial resources to support myself and accompanying family members.

I will inform CERN of any changes in the foregoing, and understand that the consequences may include termination of my contract of association.

**Date:** ..... **Signature:** .....

\* These options are not applicable to Visiting Scientists, who must be employed by their home institution or in receipt of a retirement pension

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**To be completed by Team Leader (for Users) or Department Head (for Cooperation Associates and Visiting Scientists)**

<p><b>For Users</b></p> <p>The candidate will participate in the primary experiment ..... other experiments ..... agreed between CERN and the home institution.</p> <p>Team account: .....</p> <p>Team Leader: .....</p> <p>Signature: .....</p>	<p><b>For Cooperation Associates</b></p> <p>The candidate will participate in the collaboration agreed between CERN and the home institution.</p> <p>Agreement: .....</p> <p>Organic Unit: .....</p> <p>Department Head: .....</p> <p>Signature: .....</p>	<p><b>For Visiting Scientists</b></p> <p>The candidate will participate in the activities of my department.</p> <p>Organic Unit: .....</p> <p>Department Head: .....</p> <p>Signature: .....</p>
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(1) Your home institution is:  
 - Users: the institution with which CERN has concluded a Memorandum of understanding or equivalent agreement that covers your activities at CERN.  
 - Cooperation Associates: the institution with which CERN has concluded an agreement that covers your activities at CERN.  
 - Visiting Scientists: the research institution that employs you.  
 In case of doubt as to the identity of your home institution, contact your Team Leader / Supervisor or Department Head.

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