

IIC International Training Centre for Conservation (IIC-ITCC) 2019 Programme Guidelines for Application

Enrollment details of the IIC-ITCC 2019 Programme:

Dates	Workshop: 11-22 November 2019 [registration on Sunday 10 Nov; departure on Saturday 23 Nov]
Venue	The Palace Museum, Beijing
Theme	Scientific Approaches to Ceramics and Glass Conservation
Methodology	Lectures, case studies, discussion, practical sessions and group assignment (detailed schedule will be provided later)

1. A total of 24 participants will be selected on the basis of the following criteria:
 - i. **Capacity:** conservators, scientists, and related professionals with tertiary education and current involvement in the field of ceramics / glass conservation
 - ii. **Experience:** 5 years of professional experience directly related to conservation for ceramics / glass collections
 - iii. **Affiliation:** preference will be given to candidates working in institutions (e.g. museums, university and research institutions), through which knowledge gained could be disseminated at local/national levels
 - iv. **Proficiency in English,** which is the working language of the workshop, is an essential prerequisite for participation
2. Participants are expected to attend all lectures and activities over the full length of the programme. Upon successful completion of the programme, participants will be awarded a certificate of attendance.
3. International participants, i.e. those residing outside Mainland China, will be provided with the round-trip air tickets to Beijing, as well as hotel accommodation during the training period. If required, participants should attempt to obtain additional funding from elsewhere to cover other costs such as meals, local transportation and expenses in Beijing.
4. Participants are responsible for making appropriate visa and travel insurance arrangements in their own cost before coming to China.
5. The completed application form, together with the official endorsement (section VII) signed and stamped by your institutions should be submitted to iic-itcc@lcsd.gov.hk before the deadline on **Wednesday 1st May 2019**. For applicants from China, please follow the application guidelines on the [website of the Palace Museum](#) and submit your application documents to iicitcc@126.com.
6. An acknowledgement email will be sent to each applicant within 3 days upon receiving her/his application documents. If you cannot receive the confirmation after a week, please contact us immediately. All applicants will be informed of the selection results by **late-May 2019**.