

To: **NATO School Oberammergau**
Mobile Education and Training Team (METT)
E-Mail: METT@natoschool.nato.int
Phone: +49-8822-9481-2703

www.natoschool.nato.int

METT REQUEST

Please print the completed form, sign it
and submit either per e-mail or fax to METT.

Requesting Organisation or Unit

METT Type

Type I: Model NATO School Oberammergau (NSO) Course

If you want to request an off-site version of a course from the NSO's resident curriculum, enter the course number and/or course name as listed in the NSO's [Course Catalogue](#).

Course Name: _____ Course Code: _____

Type II: Tailored Course

If you want to request a training programme tailored to a specific requirement, describe the overall educational goal of the event (e.g. to provide selected personnel with the basic knowledge required for service in our HQ's joint operational planning group) and the specific learning objectives derived from your overall goal (e.g. describe the NATO Operational Planning System in accordance with MC 133)

Goal: _____

Objectives: _____

Favoured Start Dates for the Training

Submitting a range of options will improve the chances that the NATO School Oberammergau will be able to support you.

1st Choice: _____ 2nd Choice: _____
3rd Choice: _____

Desired Location for the Training

Post Code: _____ City: _____
Country: _____

Overall Purpose of the Training Event

e.g. preparation for deployment to ISAF, preparation for assumption of NRF responsibilities, etc.

Target Audience

Numbers: e.g. 20 to 25, Ranks in OR/OF range: e.g. OF-3 to OF-5, Positions: e.g. Joint Operational Planning Group members.

Number: _____ Ranks: _____

Positions: _____

Special Requirements

Describe any special requirements associated with your training event (e.g. all lectures will require simultaneous interpretation from the language of presentation into Arabic).

Point of Contact to Coordinate Event Details

Last Name: _____ First Name: _____

Rank: _____ Title: _____

Phone: _____ E-Mail: _____

Certification of the Requestor

Last Name: _____ First Name: _____

Rank: _____ Title: _____

Cancellation Policy

NSO mobile courses are in high demand, therefore a late cancellation of a confirmed course significantly impacts NSO's ability to maximize training opportunities for the Alliance and results in a financial loss for NSO. Upon receipt of written confirmation from NSO that your course has been placed on the NSO calendar our cancellation fees apply as follows:

Outside of 6 months from course start date 10% of student tuition* due

Inside of 6 months from course start date 25% of student tuition* due

Inside of 6 weeks from course start date 100% of student tuition* due

*Student tuition fee is equal to € 360 per student, per week of instruction

Please sign the form to indicate that the data it contains is both official and accurate.

Date: _____ Signature: _____