



# Courses & Costs

2012

WWW.CIMIC-COE.ORG



&

ePRIME

100 % refund for  
CCOE courses!

## Excellent CIMIC courses for free with total refunds!

In close cooperation with ePRIME you'll get 100 % of your costs refunded, including tuition fee, board lodging and travel costs!

### For whom does this work and how?

ePRIME (Partnership Real-Time Information Management and Exchange System) is the official event management and education platform for NATO partnerships. It is a cooperative project between Switzerland (represented by the ISN) and NATO.

The ePRIME Partnership Cooperation Menu (PCM) covers the following cooperation programmes and countries:

- The Partnership for Peace (PfP)
- The Mediterranean Dialogue (MD)
- The Istanbul Cooperation Initiative (ICI)
- Military Training and Exercise Programme (MTEP)
- Afghanistan, Australia, Iraq, Japan, Republic of Korea, Mongolia, New Zealand, Pakistan.

ePRIME is operated under the authority of the Political-Military Steering Committee on Partnership for Peace (PMSC) and managed by NATO's International Staff and International Military Staff.

Professionalism  
for free!

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CIVIL-MILITARY COOPERATION  
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### How to apply?

## ePRIME

#### 1. Enter the portal of the ePRIME Database and request an account

Access to ePRIME is restricted to individuals active in the development, implementation and review of NATO training and education. It is also available to individuals working in NATO bodies, ministries and government agencies, as well as selected partner organizations. <https://prime.hq.nato.int/>

To use ePRIME, you must obtain log-in credentials and a secure-access certificate from your national ePRIME coordinator or the ePRIME database manager at NATO headquarters.

If you need support, please contact the ePRIME database manager: [prime@hq.nato.int](mailto:prime@hq.nato.int)

#### 2. Apply for one of our courses

Search for "CIMIC" in the ePRIME database and you'll find all relevant data in the ePRIME database, especially the course registration form.

For you, this is the single point for entry, no need to use any additional forms from the CCOE homepage.

If you need support from CCOE, please contact [CourseAdmin@cimic-coe.org](mailto:CourseAdmin@cimic-coe.org)

#### 3. Direct payment of the students invoice

CCOE takes care about your course administration and execution. In order to avoid prepayment, there is an application deadline of 6 weeks before the respective CCOE courses start.

The invitation letter for the respective course in the ePRIME database will show how to follow these procedures.

**Attention:** NATO HQ decides, whether they will reimburse money for all course applicants or only for a few, if several persons from one partner nation attend a course.



#### Calculation example

The following calculations are an example, based on the participation of a student from a PfP country, e.g. The Former Yugoslavian Republic of Macedonia.

Current travel costs may differ, depending on the means of transport, dates of travel and number of total participants. Please check these circumstances for your own calculation!

#### NATO CIMIC Field Worker Course 2012

Tuition Fee	375,- Euro	
Accommodation	120,- Euro	(12 x 10,- Euro)
Board/Meals	225,- Euro	(ca. 15,- Euro per day at CCOE Canteen + weekend + course dinner)
Transport	550,- Euro	(Flight ticket to Amsterdam, Train ticket to Enschede and back)
<b>Total</b>	<b>1270,- Euro</b>	
<b>Remaining Costs</b>	<b>0,- Euro</b>	(with 100 % refund via ePRIME)