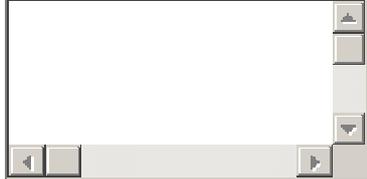
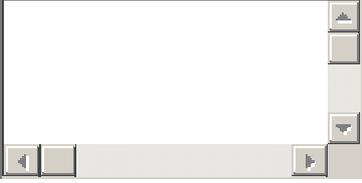


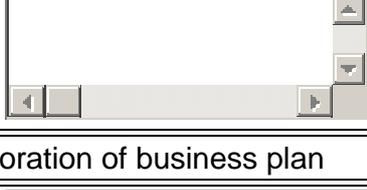
Sender		
	Name	<input type="text"/>
	E-Mail	<input type="text"/>
1. Individual-related Information		
1.1	Family name	<input type="text"/>
1.1.1	First name	<input type="text"/>
1.1.2	Family status	<input type="checkbox"/> single <input type="checkbox"/> married <input type="checkbox"/> living apart <input type="checkbox"/> divorced <input type="checkbox"/> widowed <input type="checkbox"/> no statement
1.1.3	Family members in host country	<input type="checkbox"/> father/mother <input type="checkbox"/> brothers/sisters <input type="checkbox"/> spouses <input type="checkbox"/> children <input type="checkbox"/> other relatives <input type="checkbox"/> none <input type="checkbox"/> no statement
1.1.4	Number of children in host country	<input type="text"/>
1.2	Country of origin	keine Angabe 
1.2.1	Member of a minority: if yes, which one?	
1.3	Gender	<input type="checkbox"/> m <input type="checkbox"/> f
1.4	How many years did he/she live outside country of origin?	<input type="text"/>
1.5 Qualification profile		
1.5.1	School education: highest degree obtained/country	

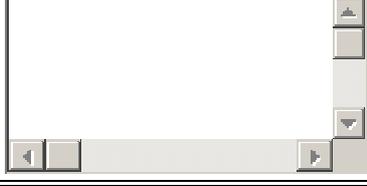
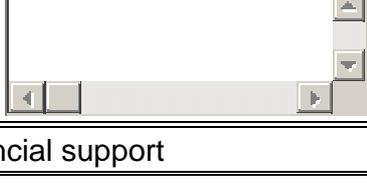
1.5.2	Vocational education: degrees obtained/dropout/country	
1.5.3	Work experience: sector, occupation, duration/country	
1.5.4	Language skills	
1.5.5	Other skills (computing, care-taking, sports, cars, etc. )	
1.5.6	Experience from the informal sector (please name)	
1.6	Date of birth (d/m/y)	0 ▾ 0 ▾ 0 ▾
<b>2. Counselling Genesis</b>		
2.0	When did the counselling process start? (d/m/y)	0 ▾ 0 ▾ 0 ▾
2.1	Name of counselling institution	<input type="text"/>
2.2	Initial counselling or reference counselling?	<input checked="" type="checkbox"/> initial <input type="checkbox"/> reference
2.3	Is there already an orientation to return?	<input type="checkbox"/> yes
2.3.1	If yes: What are the reasons?	
2.3.2	If yes: Was it developed	<input checked="" type="checkbox"/> prior to the counselling process <input type="checkbox"/> during the counselling process
2.4	Is there an orientation to set up a business?	<input type="checkbox"/>

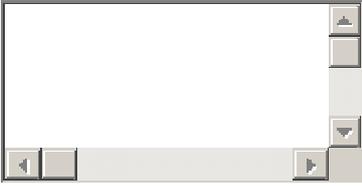
2.4.1	If yes: What are the reasons given by the client?	
2.5	What alternatives to business start up does the client see himself/herself?	
2.6	Is there a business idea?	<input type="checkbox"/>
2.6.1	If yes, what idea?	
<b>3. Assesment of the Counsellor</b>		
3.1	Were entrepreneurial competencies noticed in other counselling or training contexts?	<input type="checkbox"/>
3.2	Did the client take part in competence analysis, assesments, job application training or others? If yes:	<input type="checkbox"/>
3.2.1	What type of assessment?	
3.2.2	By which institution?	
3.2.3	What were the results?	
3.3	To your opinion, what professional competencies with regard to business start up does the client have?	
3.4	Does the client have social competencies such as	<input type="checkbox"/>

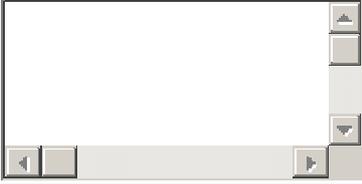
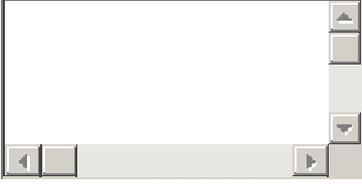
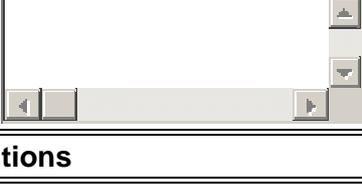
	decisiveness, communication skills, motivation and target-orientation?	
3.5	If applicable, what does the family of the client think about the return and business start up plans?	
3.6	Is the client ready to prepare the start up by getting information, working out business ideas, participating in further training courses (if there are any) such as bookkeeping, professional qualification etc.?	
3.7	Was financial assistance asked for/is it expected/is it planned on?	
3.8	Do you dispose of any material or financial assistance/can you decide on such assistance?	<input type="checkbox"/>
3.9	Do you need for this case further information about the situation in the country of origin?	<input type="checkbox"/>
3.10	If yes: Which one?	
3.10.1	If yes: How do you intend to get it?	
<b>4. Other Information on the Counselling Process</b>		
4.1	What questions and what requests for assistance did the client ask you with regard to his future planning?	
4.2	To the clients opinion, what questions/problems need priority solutions prior to return?	

**5. Activities/Measures arising from Counselling - Prior to Return**

5.1	Search for business partners in host country	
5.2	Involvement of family members	
5.3	Upgrading of technological know how	
5.4	Acquirement/upgrade of commercial skills	
5.5	Courses/information meetings of migrant organisations, chambers of commerce, adult education centre for preparation of business start up	
5.6	Participation in orientation courses for people interested in return in the field of business start up	
5.7	Is the involvement of other specialised institutions/counselling planned? if yes, which ones?	
5.8	Collecting information and elaboration of business plan	
5.8.1	Without information from country of origin	
5.8.2	With information from country of origin	

5.9	Are there any contacts to family/community in the country of origin?	
5.10	Contacts with organisations in the country of origin	
5.10.1	International organisations, which ones? What was the aim? What are the results?	
5.10.2	Local organisations, which ones? What was the aim? What are the results?	
5.10.3	Host country organisations, which ones? What was the aim? What are the results?	
5.11	Procurement of material and equipment	
5.11.1	Donations	
5.11.2	Second hand equipment	
5.11.3	New acquisition	
5.12	Clarification of transport possibilities and conditions	
5.13	Travel planning/time planning	
5.14	Clarification of financial support	

5.14.1	In host country	
5.14.2	Disbursement in home country	
<b>6. Process and Result of Counselling</b>		
6.1	Number of counselling sessions/hours per client	
6.2	Ratio between efforts timewise on organisational issues and issues regarding content (in percent)	
6.3	Estimate of likeliness in percent	
6.3.1	of return	
6.3.2	of realisation of the business idea	
6.3.3	of other employment	
6.4	Possibility/necessity to keep contact after return	
6.5	Agreement for the time frame	

6.5.1	up to return	
6.5.2	after return	
6.6	Date of return?	
6.7	Was contact with local organisations established? what is the result?	
6.8	Information about steps on the way to setting up the business	
6.8.1	by the client	
6.8.2	by third parties	
6.9	What criteria are important for successful reintegration? after what time?	
<b>7. Framework Conditions</b>		
7.1	Agreement of the client for case status is on hand	<input type="checkbox"/>
7.2	Pictures/photos can be used	<input type="checkbox"/>
7.3	Video sequences from counselling/training/everyday life of the client are possible/existing	<input type="checkbox"/>
7.4	Documents concerning the concept are available	<input type="checkbox"/>

7.5	Monitoring after return is possible, contact information in country of origin:	
7.6	Addresses of AGEF offices in selected countries handed over for establishment of contact/support by the local office	
7.7	Potential reservations concerning the use of information/materials/fotos/videos	
<b>8. Entry Date</b>		
8.1	What date did you fill out this form?	<input data-bbox="975 712 1114 757" type="text" value="21.05.2007"/>
<input data-bbox="719 790 796 837" type="button" value="send"/>		