

# PAN EUROPEAN SEAL TRAINEESHIP

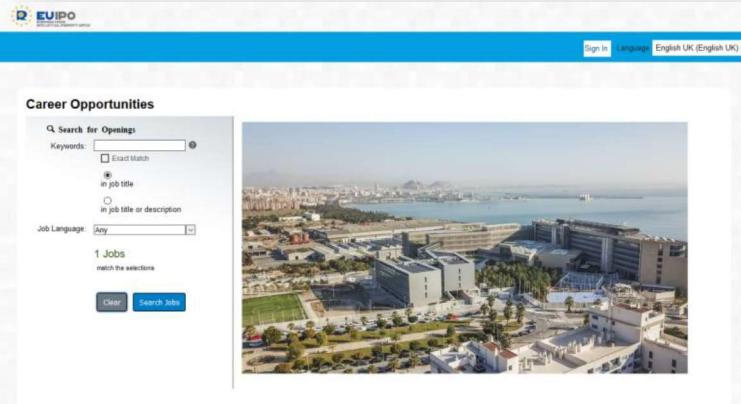
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**how to register:**

- 1. to submit your on-line application**
- 2. to complete the obligatory on-line courses**

## 1. How to create an account to apply for a traineeship

1. Visit the [EUIPO Traineeships webpage](#)

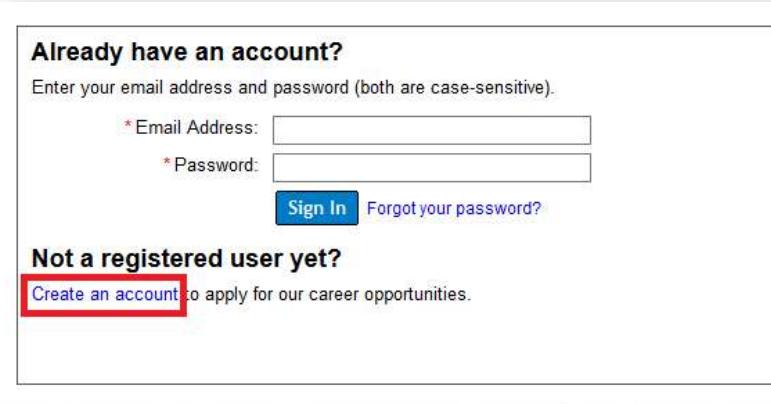


2. On the top-right corner click on „Sign In“ button

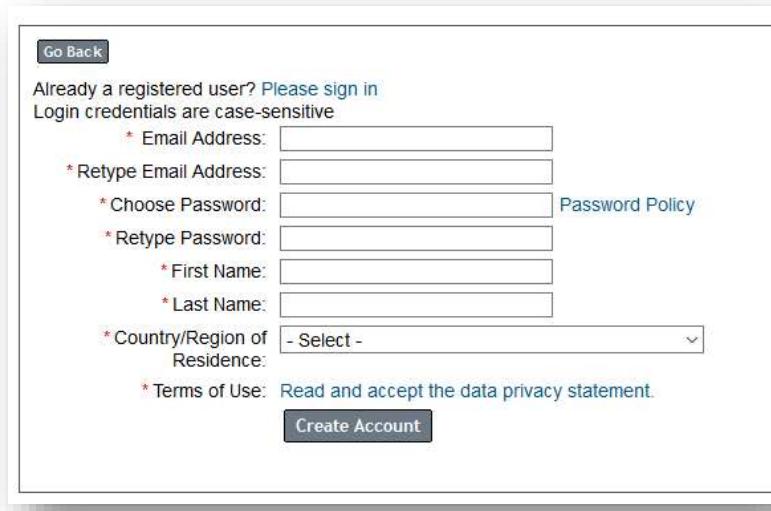


For complete information about the traineeships programmes, please visit:  
<https://euipo.europa.eu/ohimportal/en/traineeships>

3. On the following screen, click on the „Create an account“ link



4. Fill in the information and click on „Create an account“ button



## 2. ACADEMY LEARNING PORTAL – Obligatory on-line courses

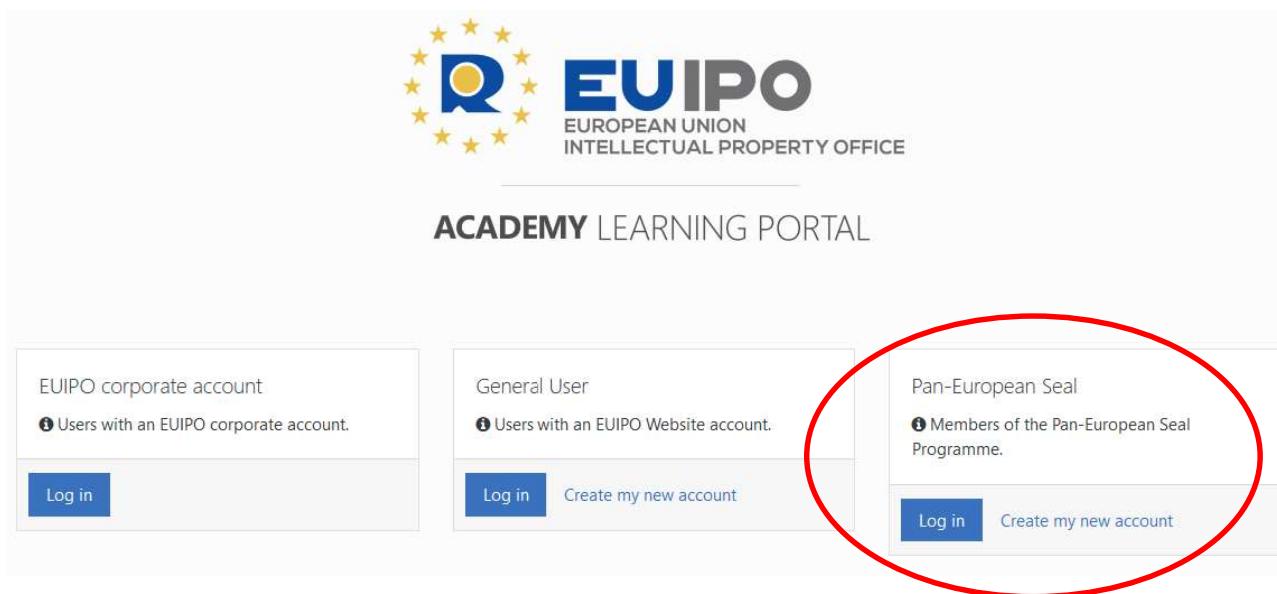
### How to create a new PES user account in the ALP

**Step 1** – go to the [Academy Learning Portal](#) and click on *Log In*



The screenshot shows the EUIPO website header. On the left is the EUIPO logo. In the center, there are navigation links: 'CATALOGUE', 'ABOUT US', and 'ENGLISH (EN)'. On the right, it says 'ACADEMY LEARNING PORTAL' and 'You are currently using guest access (Log in)'. A red circle highlights the 'ACADEMY LEARNING PORTAL' text.

**Step 2** – under the option *Pan-European Seal*, click on *Create my new account*



The screenshot shows the 'ACADEMY LEARNING PORTAL' login page. It features three options: 'EUIPO corporate account', 'General User', and 'Pan-European Seal'. The 'Pan-European Seal' option is circled in red. Each option has a 'Log in' button and a 'Create my new account' link. The 'Pan-European Seal' section also includes a note: 'Members of the Pan-European Seal Programme.'

## 2. ACADEMY LEARNING PORTAL – Obligatory on-line courses

**Step 3 – Fill the form and click on *Create my new account***



New account

▼ Choose your username and password

Username	<input type="text"/>	<small>The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 non-alphanumeric character(s) such as *, -, or #</small>
Password	<input type="password"/>	

▼ More details

Email address	<input type="text"/>
Email (again)	<input type="text"/>
First name	<input type="text"/>
Surname	<input type="text"/>
City/town	<input type="text"/>
Country	<input type="text"/>
Training preferences	Selected preferences

▼ Other fields

Nationality	<input type="text"/>
Date of birth	<input type="text"/>
LinkedIn	<input type="text"/>
Facebook	<input type="text"/>
Twitter	<input type="text"/>

▼ Pan-European Seal fields

University/Center	<input type="text"/>
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**Create my new account** Cancel

There are required fields in this form marked .

## 2. ACADEMY LEARNING PORTAL –Obligatory on-line courses

**Step 4** –complete at least 1 of the 2 online courses



[EUTM in a Nutshell](#)



[EUD in a Nutshell](#)

If you have problems using your ALP account, please contact the Learning Portal team at the following email address: [LearningPortal@eipo.europa.eu](mailto:LearningPortal@eipo.europa.eu)