Procedures and Guidelines for awarding DNA GT Classroom Scholarships

a) Applicant must be a full time permanent employee of an ACI member based in a country as defined by the United Nations Office of the High Representative for the Least Developed Countries, Landlocked Developing Countries and Small Island Developing States (UN-OHRLLS) and the Organisation for Economic Co-operation and Development Assistance Committee (OECD-DAC) official development assistance recipient list.
b) Host ACI member must be in good standing in relation to membership dues.
c) The candidate must submit the registration form for their desired GT classroom course and must also include a letter of reference from the Chief Executive of the Member where the participant works, stating the employee's capabilities and development needs, the likely career path for the employee at the airport, and the expected benefit to the airport of the training for which ACI financial assistance is required. The letter must have the CEO's signature and official company stamp.
d) All applications will be submitted to the Member's ACI Regional office in conjunction with the ACI DNA Programme for approval.
e) The DNA GT Classroom Scholarship will only subsidize the course fees for the ACI GT course; participants will be responsible for the cost of their air fare, accommodations, and other related travel expenses.
f) DNA GT Classroom Scholarships are not applicable to courses scheduled in Abu Dhabi, UAE (Gulf Centre for Aviation Studies). Additional exceptions may apply.
g) Due to limited ACI funds, only one candidate per member airport may benefit from financial assistance every two years. There will be no limit to the number of DNA Training participants per course.
h) Please note that for whatever reason, if a scholarship recipient is unable to attend the course for which they have been granted assistance, their scholarship is still considered as "awarded". As such, they will still be subject to the beneficiary timelines as indicated in point g above).