**Guide to Downloading Submitted Application Forms and Supporting Documents**

1. **Access the Portal**
Go to the Single Access Portal of your National Patent Office using the following link [on the SAP tool](https://epn.epo.org/admin/candidate-support-programme-submissions).
2. **Log In**
Log in using your credentials.
3. **View Candidate Information**
After logging in, you will see a list of candidates along with their personal details from the application form.



1. **Download Application Form**
	* + You can download the submitted candidate's application forms in pivot format as a **CSV** file.
		+ To open it in Excel, save the CSV file and open it with Excel.

**Note:** The page will display candidate data only if submissions have been made.

1. **Download Supporting Documents**
By scrolling to the far right of the table listing the personal details, you will find the documents submitted by each candidate. These must include:
	* + Motivation Letter
		+ Support Letter from the employer
		+ Proof of permanent residency
		+ Proof of Enrolment for the EQE 2026

Click on the document name to download it in **PDF** format.

