Application for Admission to the Hubert H. Humphrey Fellowship Program for Mid-Career Professional Development in the United States in 2008-2009

• A Fulbright Program •

UNITED STATES
DEPARTMENT OF STATE

INSTITUTE OF
INTERNATIONAL
EDUCATION

2008

APPLICATION FOR ADMISSION TO THE HUBERT H. HUMPHREY FELLOWSHIP PROGRAM FOR MID-CAREER PROFESSIONAL STUDY IN THE UNITED STATES

INFORMATION AND APPLICATION INSTRUCTIONS

PROGRAM DESCRIPTION: The Humphrey Fellowship Program provides mid-career professionals from designated countries of Africa, Asia, Latin America, the Caribbean, the Middle East, Europe and Eurasia with an opportunity to enhance their professional capabilities through participation in specialized, 10-month, nondegree programs developed specifically for small clusters of Humphrey Fellows at selected U.S. universities. The Humphrey Program was initiated in 1978 to honor the memory and accomplishments of the late Senator and Vice President, Hubert H. Humphrey. Fellows are selected based on their potential for national leadership and commitment to public service, in either the public or private sector. The program provides a basis for establishing long-lasting productive partnerships and relationships between citizens of the United States and their professional counterparts in other countries, fostering an exchange of knowledge and mutual understanding throughout the world.

Funding for the Humphrey Program is provided by the U.S. Government through the United States Department of State and other co-sponsors. The Institute of International Education (IIE) collaborates with the State Department's Bureau of Educational and Cultural Affairs in administering the program. The types of university programs arranged for Humphrey Fellows depart from a traditional discipline-oriented focus and have a problem-solving and experience-sharing emphasis. The programs are not degree-related or aimed at providing scholarly preparation or basic training in a field. The objective is to provide Humphrey Fellows with an overall experience that broadens their perspectives, enhances their capability to assume greater career responsibilities, and provides opportunities to establish useful professional contacts. To accomplish these objectives, programs are designed to include various combinations of course work, independent projects, internships, consultations with U.S. faculty or experts, field trips, and special seminars. Under the guidance of a designated faculty advisor or "coordinator," Fellows plan programs that best suit their individual career development needs.

DURATION OF GRANT: The program arranged for Humphrey Fellows extends from August or early September to the following June. Applicants who need additional English training may be required to arrive in the United States as early as April for intensive language study before beginning their regular university program. Candidates must be able to participate in the full period of the English and/or university programs.

NONDEGREE STATUS: The program designed for Humphrey Fellows does not result in the awarding of a degree. While Fellows are able to enroll in courses relevant to their professional interests, **the Humphrey Program is not appropriate for those who wish to concentrate on academic work required for a U.S. degree.** Humphrey Fellows spend a considerable portion of their time engaged in off-campus activities such as internships, field trips, workshops, and special projects that give them practical experience in their professional fields. Fellows who successfully complete the program are awarded a Certificate of Participation.

FINANCIAL PROVISIONS: The Humphrey Fellowship provides a monthly maintenance allowance, a book and supplies allowance, tuition and fees when applicable, round-trip international travel to the host institution (and to the Fellow's English-language training program when applicable) and domestic travel to Washington, D.C. for a special seminar. Supplementary funds are provided for professional activities such as field trips or attendance at conferences. **Humphrey Fellowships are not renewable.**

Humphrey Fellows should plan to bring with them some personal funds to cover incidental expenses not covered in the grant. **Humphrey Fellowships do not include funds for dependents (family members).** Humphrey Fellows are responsible for providing travel, insurance, and financial support for any dependents accompanying them in the United States. Please note that English and orientation centers cannot accommodate dependents. Therefore, dependents should not arrive in the United States until the Fellows are settled in their academic year programs and have secured housing (at least 30 days after the Fellow's arrival) at the host campus.

PROGRAM FIELDS: The programs arranged for Humphrey Fellows are related to one of the following fields: agricultural development/agricultural economics; communications/journalism; economic development/finance and banking; educational administration, planning and policy; HIV/AIDS policy and prevention; human resource management;

(continued on inside back cover)

INFORMATION AND INSTRUCTIONS (CONTINUED)

PROGRAM FIELDS (cont.): law and human rights; natural resources and environmental management; public health policy and management; public policy analysis and public administration; substance abuse education, treatment and prevention; teaching of English as a foreign language; technology policy and management; trafficking in persons, policy and prevention; urban and regional planning. The university programs do not address themselves to the scientific or technical aspects of these fields, but rather to broad policy-making and problem-solving issues.

PLACEMENT IN UNIVERSITY PROGRAMS: Candidates who are selected for fellowships are placed in clusters by field of interest at U.S. universities specially designated to host a group of Humphrey Fellows. IIE, therefore, is not able to make placements at specific universities requested by candidates, or to award fellowships enabling candidates to attend a U.S. university on the basis that they have already been admitted. **Candidates should not apply directly to U.S. institutions.**

APPLICATION INSTRUCTIONS:

1. Each page of the enclosed application carries its own instructions and should be read carefully before proceeding. **All forms must be completed in English and typewritten or computer-generated.** Please answer every question as completely as possible (except for the Substance Abuse form, page 5A of the application, which should only be completed by candidates in the field of substance abuse).
2. **Please take special notice of #12, "Give a 50-word summary of your proposed program plan."** This section is very important as members of the J. William Fulbright Scholarship Board read this summary and determine whether to approve Humphrey nominations. Please be sure to provide a succinct but substantive summary statement.
3. The completed application must be returned to the office or nomination committee in your home country **according to the instructions provided by them. (Do not submit the application to IIE.)**
4. **You must attach complete and certified academic documents covering your entire period of study at universities or other postsecondary institutions, including advanced degrees. Documents must be accompanied by complete English translations.**
   Your academic documents must consist of:
   - A certified official record (transcript) from each university or other postsecondary institution, listing the subjects you studied and the grades (marks) you received during each year of your enrollment. Include all postsecondary institutions you attended, even those from which you did not receive a degree or diploma.
   - Certified, official evidence of each postsecondary or university degree, diploma, or certificate awarded to you.

   To be considered official, each academic document **must bear the seal of the issuing institution** as well as the signature of its officials. Copies of original documents will be accepted only if they are separately certified as being authentic duplicates of originals. Certification of copies may be made by the issuing institution, by your selection committee, or by a U.S. consular official.
5. You are required to submit two letters of reference, **one of which must be from your immediate supervisor in your current position. The letters of reference should be written in English or should include an English translation.**
6. **Important information about TOEFL:** The Test of English as a Foreign Language (TOEFL) is required by all U.S. universities. **Absence of TOEFL scores could jeopardize your chance of obtaining a Fellowship.** After passing a preliminary English test, you must register for TOEFL **immediately** and take it as early as possible and **no later than November 2007**. For information and/or test registration forms, contact the Binational Education/ Fulbright Commission or U.S. Embassy in your home country. You must indicate that you want your score reports sent to Institute of International Education (Hubert H. Humphrey Fellowship Program) Code Number **9616.** You must be sure to indicate this code **(9616)** on the registration forms or on the answer sheets provided at the time you take the examination. TOEFL fee vouchers will be given to finalists by the Binational Commission or U.S. Embassy.
   As soon as you receive your TOEFL score, please present it to the Binational Commission or U.S. Embassy.
7. As part of your application, you also must have a formal English language interview and submit the enclosed **English Language Report Form (page 7 of the application).**

Bio-Sheet A

1

TYPE OR COMPUTER-GENERATE IN ENGLISH ONLY USING BLACK INK

1. NAME OF APPLICANT (example: FAMILY NAME, First Name, Middle Name)

☐ Mr.
☐ Ms.
☐ Dr. (Note: Name must appear exactly as it is shown on your passport.)

4. SEX ☐ Male ☐ Female

5. PLACE OF BIRTH (city or town, country)

2. PERMANENT ADDRESS OF APPLICANT

Telephone number:_____ Fax: _____
(city code) (number)

E-mail address: _____

6. DATE OF BIRTH

Month	Day	Year

7. COUNTRY OF PRESENT CITIZENSHIP

8. COUNTRY OF PRESENT RESIDENCE

3. POSTAL ADDRESS OF APPLICANT (If same as above, write 'same')

9. INDICATE YEAR & COUNTRY OF ANY PREVIOUS FULBRIGHT GRANTS (If none, write 'none.')

10. EDUCATION List **all post-secondary** educational institutions attended, beginning with the most recent, including any in which you are currently enrolled. Copies of diplomas, academic transcripts, certificates, and English translations should be attached.

Name of institution, university or professional school, and location	Major field(s) of study	Dates attended (month and year)		Actual name of diploma or degree (do not translate)	Date received or expected
		From	To		

11. Name your **most significant** publications/honors/awards/projects/other accomplishments.

12. GIVE A 50-WORD SUMMARY OF YOUR PROPOSED PROGRAM PLAN (more complete plan to be outlined on page 3; be sure this summary captures the essence of your program plan).

13. CURRENT OCCUPATION
Your job title
Dates of Employment (month & year)
Name and address of your place of employment

14. Describe your current job responsibilities:

Bio-Sheet B

TYPE OR COMPUTER-GENERATE IN ENGLISH ONLY USING BLACK INK

15. Previous positions held (begin with most recent):

Name & address of place of employment	Job Title	Dates of Employment From (in years)	To

16. Please indicate your computer proficiency and level of skill in word processing, spreadsheets, electronic mail, etc. Please be specific.

17. Please indicate countries outside your own, including the United States, in which you have lived, travelled, or studied. Please list dates (months/years) and reasons for each visit. Please attach an additional sheet if necessary.

Country visited	Reason for visit (e.g. study, work, tourism, conference)	Dates of Visit From (mo./yr.)	To (mo./yr.)

18. Persons to be notified in case of emergency:

In home country: Name/address	**In the United States :** Name/address
Telephone:	Telephone:
Relationship:	Relationship:

I certify that all information given in this application is complete and accurate to the best of my knowledge. I acknowledge that I have completely read and understood the Information and Application Instructions and I agree to comply with all regulations described there. I agree to abide by the Policies governing the selection of Fulbright/Humphrey grantees, as established by the J. William Fulbright Foreign Scholarship Board (FSB) (complete policies available at http://exchanges.state.gov/education/fulbright/ffsb/policies/2004/) which supercede all other documents relating to my application for a Humphrey Fellowship. I also agree to return to my home country upon the expiration of my program in the United States of America.

Date	**Signature** of Applicant (You must sign here in ink.)

Program Plan 3

TYPE OR COMPUTER-GENERATE IN ENGLISH ONLY USING BLACK INK

Name of Applicant	Country

19. (1) Please describe your major area of interest and explain how this area addresses the specific development needs of your country.

(2) Describe the type of Humphrey program you would like to undertake in order to meet these challenges. Indicate the kinds of academic coursework, internship experiences, and/or professional training experiences you would like to undertake.

(3) Describe how the acquisition of new knowledge and skills will assist you in helping your country to achieve its development goals. (Please attach additional sheet if necessary.)

Personal Statements A 4

TYPE OR COMPUTER-GENERATE IN ENGLISH ONLY USING BLACK INK

Name of Applicant	Country

Write a paragraph answering each of the following three questions. Please use **only** the space provided.

20. Please describe how you have demonstrated a strong commitment to public service in your professional/personal life.

21. Please state your professional goals for the next five years and indicate how the training received under the Humphrey Program will contribute to your managerial skills, leadership ability, and commitment to public service.

Personal Statements B 5

TYPE OR COMPUTER-GENERATE IN ENGLISH ONLY USING BLACK INK

Name of Applicant	Country

22. Describe a problem or challenging situation that you resolved by using your initiative. What was the outcome? Please select this example carefully. It should illustrate something that you want the review panel to know about your problem-solving, leadership abilities, or commitment to public service.

Substance Abuse Field of Study 5A

TYPE OR COMPUTER-GENERATE IN ENGLISH ONLY USING BLACK INK

NOTE: THIS PAGE SHOULD BE FILLED OUT ONLY BY THOSE APPLICANTS WHOSE PROPOSED FIELD OF STUDY IS SUBSTANCE ABUSE

Please contact the U.S. Embassy or the Binational Educational Commission in your country before completing the following. (Your comments should be continued on a separate sheet if more space is needed.)

1. Briefly describe what you know about current substance abuse problems in your country.

2. Briefly describe recent substance abuse research project(s) in which you have been engaged, the extent of your role in these project(s), and list any publications in connection with research work that you have done.

3. Briefly describe an area of substance abuse research that you would like to pursue based on the needs in your country.

Personal Information 6

TYPE OR COMPUTER-GENERATE IN ENGLISH ONLY USING BLACK INK

I. PERSONAL FINANCIAL INFORMATION *(Indicate all funds in your local currency.)*

1. Your annual salary_____
   Income per year from other sources_____

2. Will your salary be continued during your stay in the U.S.?
   (If yes, what percentage?)
   ☐ Yes ☐ No

II. DEPENDENTS: The Hubert H. Humphrey Fellowship Program does not provide allowances for dependents. If your dependents accompany you, you will be responsible for providing all travel, adequate medical insurance, and support for them. **English/Orientation Centers cannot accomodate dependents.** Dependents may not arrive until you are settled in your academic program and have found housing (at least 30 days after your arrival at academic placement).

1. Marital Status ☐ Married ☐ Widowed ☐ Single ☐ Divorced

2. List the relationships and ages of any persons who will require financial assistance from you during your academic year in the U.S.

3. Will any dependents be with you in the U.S.? ☐ Yes ☐ No
   (If yes, give name(s), relationship(s), date(s) of birth, and state how you intend to provide for them during your year of study in the U.S.)

III. ENGLISH LANGUAGE PROGRAM

1. If required, will you be able to arrive for English language training as early as April, May, June or July?
   ☐ Yes ☐ No

2. Will you be able to obtain a leave of absence from your current position for a period of 11 months, or up to 14 months if you require English training? ☐ Yes ☐ No

3. When will you take a standardized test that assessed you English language ability, such as TOEFL?
   _____
   (If you have not scheduled this test before October 1, 2007, you must notify the Binational Educational Commission or U.S. Embassy in your home country **immediately**.)

IMPORTANT

1. An official TOEFL score (no more than two years old) is required for all countries except the English-speaking Caribbean.

2. You must indicate that you want your TOEFL score reports sent to: Institute of International Education (Hubert Humphrey Fellowship Program) Code Number 9616. You must be sure to indicate this code (9616) on the registration forms or on the answer sheets provided at the time you take the examination.

3. As soon as you receive your TOEFL score, report it to the Binational Educational Commission or U.S. Embassy.

4. Please sign below as authorization for IIE to receive your TOEFL score.

   I hereby authorize the Institute of International Education to receive my TOEFL score report.

Date	Signature of Applicant (in INK):

English Language 7

TYPE OR COMPUTER-GENERATE IN ENGLISH ONLY USING BLACK INK

NAME OF APPLICANT | COUNTRY OF RESIDENCE

(THIS SECTION TO BE COMPLETED BY APPLICANT) | APPLICANT'S NATIVE (HOME) LANGUAGE

A. HISTORY OF APPLICANT'S FORMAL STUDY OF ENGLISH

LEVEL	NUMBER OF YEARS	NUMBER OF MONTHS PER YEAR	NUMBER OF HOURS PER WEEK	NATIVE LANGUAGE OF INSTRUCTOR
SECONDARY SCHOOL				
UNIVERSITY				
PRIVATE STUDY				

B. ENGLISH LANGUAGE TESTS

Indicate the date on which you took or will take the official Test of English as a Foreign Language (TOEFL): _____

NOTE: All U.S. Universities require a TOEFL score taken within 2 years or less.

Indicate the TOEFL score earned: _____

In addition, if you have recently taken or are planning to take one of the following English language proficiency tests, please indicate the test date and the score (with TOEFL conversion):

☐ Institutional TOEFL (ITP): date:_____ score:_____

Please note: The ALIGU and Michigan Tests are not acceptable as pre-screening tools. The ITOEFL is the only acceptable for initial screening; you still must provide an official TOEFL score report.

(PRIVATE & CONFIDENTIAL: Please return to the Selection Committee in the applicant's country. Under no circumstances should the completed form be returned to the applicant.)

C. THIS SECTION TO BE COMPLETED BY ONE OF THE FOLLOWING (CHECK ONE):

☐ A director of courses in English of a Binational Center
☐ An official of the U.S. Embassy
☐ A professor of English as a Foreign Language who speaks English as his/her native language

(PURPOSE OF THIS REPORT: The person named is applying for a grant to enable him/her to study at an advanced level in his/her field at a university in the United States. Consideration must be given to the applicant's ability in English. This report form seeks a reliable evaluation of the applicant's **present** command of English, including comments as to additional language training which appears to be necessary.)

METHOD: Please indicate briefly how the evaluation was conducted. (Format, topics, length) _____

_____

_____

I. ABILITY: Check the appropriate boxes to indicate your opinion of the applicant's **present** ability in English from the standpoint of the language proficiency **usually needed for effective pursuit of graduate studies at a university in the United States.**

A. **Speaks English** (check one):

☐ Fluently and colloquially
☐ With ease but with occasional errors
☐ Haltingly with frequent errors
☐ No ability

B. **Understands spoken English** (check one):

☐ With good comprehension
☐ With some hesitation
☐ Simple vocabulary only
☐ Not at all

C. **Understands written English** (check one, specify text used):

☐ Comprehends advanced level material
☐ Comprehends intermediate level material
☐ Comprehends elementary level material
☐ No ability

D. **Expresses thoughts in written English** (check one):

☐ With fluency and facility
☐ With ease but ungrammatically
☐ On an elementary level only
☐ No ability

II. ADDITIONAL TRAINING:

A. In your opinion, how much additional English training does this candidate require to undertake graduate-level study in U.S. institutions of higher learning? ☐ None ☐ Number of weeks _____ ☐ Number of months _____

B. What English language study is the candidate planning to take before coming to the U.S.? _____

EVALUATION AND REPORT PREPARED BY:

Name (print) _____ Title _____

Address _____

Signature (in ink) _____ Date _____

APPLICATION FOR ADMISSION TO THE
HUBERT H. HUMPHREY FELLOWSHIP PROGRAM
FOR MID-CAREER PROFESSIONAL DEVELOPMENT IN THE UNITED STATES

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CONFIDENTIAL LETTER OF REFERENCE FROM CURRENT EMPLOYER

This letter of reference must be written by the applicant's current supervisor in his/her professional position.
If this letter is not written in English, an accurate translation must be attached.

Name of Applicant	Country

Name and Title of Evaluator _____

Organization or Employer _____

How long have you known the applicant? _____

Your Signature (in ink) _____ Date _____

PROGRAM DESCRIPTION

The Humphrey Fellowship Program provides mid-career professionals from designated countries of Africa, Asia, Latin America, the Caribbean, the Middle East, and Eurasia with an opportunity to enhance their professional capabilities through participation in specialized 10-month programs developed specifically for small clusters of Humphrey Fellows at selected U.S. universities. Primary funding for the Humphrey Program is provided by the U.S. Government through the United States Department of State. The Institute of International Education (IIE) administers the program on behalf of the State Department.

The types of university programs arranged for Humphrey Fellows depart from a traditional discipline-oriented focus and have a problem-solving and experience-sharing emphasis. The programs are not degree-related and not aimed at providing scholarly preparation or basic training in a field. The objective is to provide Humphrey Fellows with an overall experience that broadens their perspectives, enhances their capability to assume greater career responsibilities, and provides opportunities to establish useful professional contacts. To accomplish these objectives, programs are designed to include various combinations of course work, independent projects, internships, consultations with U.S. faculty or experts, field trips, and seminars. Under the guidance of a designated faculty advisor or "coordinator," Fellows plan programs that best suit their individual career development needs.

I. In the rating chart below, please evaluate the applicant in comparison with other professionals whom you have known during your career.

	Excellent	Very Good	Average	Below Average
Intellectual Ability				
Knowledge of Field				
Work Habits				
Seriousness of Purpose				
Commitment to National Development				
Resourcefulness and Initiative				
Emotional Maturity				
Adaptability to New Situations				
Leadership Qualities				

(PLEASE TURN OVER)

II. Please assess the candidate's suitability for the Hubert H. Humphrey Fellowship Program based on his/her educational background, work experience and individual needs for career development. (A description of the Humphrey Program is on the front of this page.) Include a candid evaluation of the applicant's ability to pursue serious academic work in the context of a mid-career professional program. Indicate also how this program will directly benefit not only the candidate's career but his/her country and society. Also discuss the candidate's leadership potential and commitment to public service. (Your comments should be continued on a separate sheet if more space is needed.)

Please return directly to the Selection Committee in the applicant's country or to the Cultural Affairs Officer of the U.S. diplomatic mission in the applicant's country. Under no circumstances should this letter of reference be returned to the applicant.

NOTE: IIE cannot guarantee this letter's confidentiality once it becomes part of a university's records.

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HUBERT H. HUMPHREY FELLOWSHIP PROGRAM
FOR MID-CAREER PROFESSIONAL DEVELOPMENT IN THE UNITED STATES

TYPE OR COMPUTER-GENERATE IN ENGLISH ONLY USING BLACK INK

CONFIDENTIAL LETTER OF REFERENCE

This letter of reference must be written by a professor, professional mentor, or other associate outside the candidate's current work setting. Personal friends or family members are NOT acceptable references. If this letter is not written in English, an accurate translation must be attached.

Name of Applicant	Country

Name and Title of Evaluator _____

Organization or Employer _____

Signature _____ Date _____

In what capacity have you known the applicant?

☐ Teacher or Professor ☐ Other (please specify) _____

How long have you known the applicant? _____

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I. In the rating chart below, please evaluate the applicant in comparison with other professionals whom you have known during your career.

	Excellent	Very Good	Average	Below Average
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Knowledge of Field				
Work Habits				
Seriousness of Purpose				
Commitment to National Development				
Resourcefulness and Initiative				
Emotional Maturity				
Adaptability to New Situations				
Leadership Qualities				

(PLEASE TURN OVER)

II. Please assess the candidate's suitability for the Hubert H. Humphrey Fellowship Program based on his/her educational background, work experience and individual needs for career development. (A description of the Humphrey Program is on the front of this page.) Include a candid evaluation of the applicant's ability to pursue serious academic work in the context of a mid-career professional program. Indicate also how this program will directly benefit not only the candidate's career but his/her country and society. Also discuss the candidate's leadership potential and commitment to public service.
(Your comments should be continued on a separate sheet if more space is needed.)

Please return directly to the Selection Committee in the applicant's country or to the Cultural Affairs Officer of the U.S. diplomatic mission in the applicant's country. Under no circumstances should this letter of reference be returned to the applicant.

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Nomination Committee Report P-1

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HUMPHREY FELLOWSHIP PROGRAM
NOMINATION COMMITTEE EVALUATION AND TRANSMITTAL FORM
2008-2009 Program Year

A completed nomination committee evaluation form must be attached to each application submitted to IIE. This form should be prepared and signed by an authorized representative of the Binational Educational Commission/Foundation or U.S. Embassy. If additional space is needed, please use the reverse side of the form.

CANDIDATE	HOME COUNTRY

Please answer each point and begin each answer with the corresponding number:

(1) How did you determine the ranking of this candidate vis-à-vis the other candidates submitted? Please explain your rationale.
(2) What impressed you most/least about the candidate during the interview?
(3) How do the candidate's professional qualifications and program plan fit within the context of the Mission's plan and objectives and the goals of the Humphrey Fellowship Program?
(4) What is the relevance of the candidate's position and organization within the context of his/her country and its development plans?
(5) What kind of academic and professional experience would be most useful for the candidate's future work?
(6) Discuss the candidate's leadership potential and commitment to public service, and the impact he/she may have on his/her home country as a result of this fellowship.

Indicate the committee's ranking of the candidate_____
(first, second, etc.)
Total number of candidates submitted to IIE_____

Name of Nominating Officer _____ Title _____

Signature _____ Date _____

Long Term English Program P-1A

TYPE OR COMPUTER-GENERATE IN ENGLISH ONLY USING BLACK INK

LTE NOMINATION FORM
2008-2009 Program Year
NOTE: THIS PAGE SHOULD BE FILLED OUT ONLY FOR THOSE APPLICANTS WHOM YOU ARE NOMINATING TO PARTICIPATE IN THE LONG-TERM INTENSIVE ENGLISH TRAINING PROGRAM.

CANDIDATE	HOME COUNTRY

If approved by the Candidate Review Committee panel, Long Term English candidates may be required to attend an intensive 20-25 week pre-academic program to improve their language skills.

Please note: the Long-Term English program is offered in addition to the regular pre-academic English programs. Candidates being nominated for Long-Term English should have sufficiently poor English skills as to make it necessary for them to receive this intensive 20-25 week training prior to the beginning of the program.

1. Please describe, using the space below, the candidate's English language abilities (particularly listening and speaking skills), based on your formal and informal interactions with him or her.

2. Please state briefly why you are recommending this candidate for the Long Term English program.

Please also complete the Nomination Committee Report P-1, Recruitment Report P-2, and the Application Checklist P-3 as well for this candidate. Please rank this candidate among the total candidates submitted.

Recruitment Report P-2

TYPE OR COMPUTER-GENERATE IN ENGLISH ONLY USING BLACK INK

HUMPHREY FELLOWSHIP PROGRAM
RECRUITMENT AND NOMINATION REPORT
2008-2009 Program Year

1. Total number of initial inquiries: _____

2. Total number of applications received: _____

3. Number of candidates interviewed: _____

4. Composition of nomination committee (please list name and affiliation for each):

5. How was this program advertised?

6. Please describe the interview process (e.g. sample questions, length of interview, and list of interviewers if different from # 4 above).

7. Additional information regarding the recruitment and nomination process:

Application Checklist P-3

TYPE OR COMPUTER-GENERATE IN ENGLISH ONLY USING BLACK INK

This form is to be completed by the US Embassy or the Fulbright Commission, not by the candidate.

COUNTRY	TOTAL # OF NOMINATIONS

CANDIDATE'S NAME (last/first/middle)
☐ Mr. ☐ Ms. ☐ Dr.

☐ Male ☐ Female	DATE OF BIRTH (month/day/year)

CURRENT POSITION (title in English)

NAME OF ORGANIZATION/EMPLOYER (in English)

FIELD OF STUDY (SELECT ONE FIELD ONLY):
- ☐ Agricultural Development/Economics
- ☐ Communications/Journalism
- ☐ Economic Dev/Finance & Banking
- ☐ Educational Admin, Planning & Policy
- ☐ HIV/AIDS Policy & Prevention
- ☐ Human Resource Management
- ☐ Human Rights
- ☐ Law
- ☐ Natural Respurces/Envir. Mgmt
- ☐ Public Health Policy & Mgmt
- ☐ Public Policy Analysis/Public Admin
- ☐ Substance Abuse Educ, Trmt & Prev
- ☐ Teaching of English as a For. Lang.
- ☐ Technology Policy & Mgmt.
- ☐ Trafficking in Persons, Policy & Prevt
- ☐ Urban & Regional Planning

SUBFIELD WITHIN THE MAJOR FIELD ABOVE (FOCUS OF CANDIDATE'S PROGRAM PLAN):

HIGHEST U.S. DEGREE EQUIVALENT:
- ☐ No degree
- ☐ A A
- ☐ BA/BS
- ☐ MA/MS
- ☐ PhD/MD
- ☐ Other (name)_____

HOW DOES EMBASSY/COMMISSION RANK THIS CANDIDATE? (1ST, 2ND, ETC.)
_____

STATUS OF APPLICATION (Please check appropriate status)	ATTACHED	FORTHCOMING
• **Nomination Committee Report Form (P1)**	☐	☐
• **Recruitment Report (P2)**	☐	☐
• **Application (Pages 1, 2, 3, 4, 5, 6)**	☐	☐
• **Drug Abuse Page (5A) (for candidates in the field of drug abuse only)**	☐	☐
• **Completed English Proficiency Form (Page 7)**	☐	☐
• **Preliminary English Test** ☐ Institutional TOEFL Score:_____ Date taken: _____	☐	☐
• **Official TOEFL or IELTS (Please circle one)** Score:_____ Date taken: _____	☐	☐
• **1st Letter of Reference (employer) (Pages 8 & 8A)**	☐	☐
Translation	☐	☐
• **2nd Letter of Reference (academic/other) (Pages 9 & 9A)**	☐	☐
Translation	☐	☐
• **Transcripts and Diplomas**		
1st degree		
Translation	☐	☐
2nd degree (if applicable)	☐	☐
Translation	☐	☐
3rd degree (if applicable)	☐	☐
Translation	☐	☐

Applicant Checklist

PLEASE SAVE THIS FORM AND REFER TO IT IN SUBMITTING YOUR APPLICATION.

APPLICANT CHECKLIST
FOR SUBMISSION OF APPLICATION

- ☐ COMPLETED APPLICATION (FORMS 1-2-3-4-5-6)
- ☐ REPORT ON ENGLISH PROFICIENCY (FORM 7)
- ☐ OFFICIAL TRANSCRIPTS AND DIPLOMAS WITH TRANSLATIONS IF NECESSARY
- ☐ 1ST LETTER OF REFERENCE (FORMS 8 AND 8A)
- ☐ 2ND LETTER OF REFERENCE (FORMS 9 AND 9A)
- ☐ SUBSTANCE ABUSE FORM IF APPLICABLE (FORM 5A)
- ☐ CONTACT U.S. EMBASSY/BINATIONAL COMMISSION TO REGISTER FOR TOEFL EXAM
  DATE OF EXAM _____