



UNESCO FELLOWSHIPS PROGRAMME IN SUPPORT OF
PROGRAMME PRIORITIES (2008-2009)



Criteria and Conditions

I. CRITERIA

A. **Target: Graduate and postgraduate candidates for study abroad wishing to:**

- Pursue training;
- Undertake advanced research;
- Upgrade skills; or
- Attend specialized or refresher courses.

B. **Priority attention:**

- Women candidates;
- Candidates from **LDCs** (Least Developed Countries), **SIDS** (Small Island Developing States) as well as from **PCPD** countries (post conflict/post disaster) and/or in transition.

C. **Qualifications required:**

- University degree, i.e. minimum a B.A. or B.Sc.;
- Aged 45 maximum.

D. **Additional qualifications:**

Applicants must have exceptional merit and have demonstrated that they possess outstanding potential to contribute to the social, cultural and economic development of their country.

E. **Fields of study:**

All applications **must be** closely aligned with “UNESCO’s expected strategic objectives and programme priorities” as decided by the 161st and 165th sessions of the Executive Board (161 EX/Decision 3.6.3 and 165 EX/Decision 8.6 respectively).

It is therefore recommended that the proposed study programme(s) coincide(s) with the designated priorities for each of the five Major Programmes as described in the approved Programme and Budget for 2008-2009 (34 C/5) (please see page 4 of this Annex).

F. **Language proficiency:**

Candidates must be proficient in reading and writing the language of instruction in the proposed country of study.

II. CONDITIONS

A. How to apply:

Completed application form(s) should be sent by **not later than 12.00 noon on Monday 21st April 2008** to

Fellowships Programme Section
The Chairman
Maltese National Commission for UNESCO,
c/o Guse Pullicino Building, University of Malta,
Tal-Qroqq.

Incomplete applications, as well as candidatures that do not fulfil the requirements mentioned in this Annex, will be disqualified.

B. Who submits:

The National Commission for UNESCO of the candidate's country submits the application(s), clearly indicating the order of priority. Applications from individuals will not be accepted.

C. Duration of studies:

Minimum: 1 (one) month;
Maximum: 6 (six) months.

D. Dates of study:

Any time between 1 September 2008 and 31 December 2009.

E. Number of candidatures that may be submitted:

Two, listed in order of priority. The second candidature will serve as an alternate in case of cancellation or withdrawal of the first.

F. Programme of study:

Candidates should specify the type of study/research programme(s) they wish to undertake and draw up a precise and comprehensive detailed proposal (see "Guidelines" in page 4 of this Annex).

G. Responsibility for programme arrangements:

Priority will be given to well-planned programmes, particularly those for which the necessary contacts have been made in advance with the host institution. Confirmation from the host institution(s) of their acceptance to receive the fellow is indispensable prior to the award of the fellowship.

H. Host institution and country of study:

The host institution's address, the place of study as well as the name of the contact person (including his/her phone and fax numbers as well as e-mail address), should be clearly indicated on the application form. **Countries of study within the same region (ie. Europe) as that of the candidate's are highly recommended.**

I. Estimated costs:

Applicants should be realistic in compiling their proposed budgets. The estimate should indicate, exclusively:

- the cost of international and domestic travels for the proposed itinerary;
- tuition fees, if any; and
- stipend to cover subsistence abroad.

Applications where funds requested are judged to be excessive in relation to the real costs are likely to be awarded smaller grants. With a view to ensuring equitable distribution of funds, UNESCO applies standard rates for stipend and other entitlements.

J. Maximum cost of fellowship:

Entitlements of fellows, including health and accident insurance, are standardized, in accordance with the rules and regulations governing Fellowships Programmes.

In any event, the maximum cost should not exceed **\$15,000** to cover either partially or fully expenses related to the study programme. Should the proposed study programme need additional funds, other sources must be sought by the candidate to ensure completion of studies. Written confirmation issued by other funding sources will be required.

K. Evaluation of applications:

UNESCO's relevant Programme Sector evaluates the technical and substantive suitability of the request. The budget for the fellowship is examined and confirmed by the Fellowships Programme Section in conformity with the standard rates applied by the entire United Nations system.

L. Selection of beneficiaries:

An Intersectoral Screening Committee, chaired by the Assistant Director-General for External Relations and Cooperation (ADG/ERC), will examine each application with a view to ensuring transparency, equitable geographical distribution, and conformity with strategic objectives and programme priorities as defined in the 34 C/4 and 34 C/5 documents.

III. GUIDELINES FOR THE PREPARATION OF CANDIDATES' DOSSIERS

All applications must be submitted with the required supporting documents using the prescribed UNESCO application form, attached. Each Member State may nominate **not more than two candidatures**

The candidates' dossiers should include, in three sets, the following:

1. The application form with the candidate's photograph duly completed in one of the Organization's three principal working languages, i.e. English

2. A comprehensive research/study programme indicating:
 - (i) the details of the studies to be undertaken;
 - (ii) the place of study (candidates are encouraged to choose only one country, preferably in the same region);
 - (iii) the host institution(s);
 - (iv) the time frame (dates of commencement and termination of the study); and
 - (v) an exhaustive account of the future work assignment envisaged by the candidate at the end of the fellowship.
3. Certified copies of the candidates' university diploma (Bachelor of Arts or Bachelor of Science degree) translated into French or English, including the complete transcript of grades obtained;
4. A copy of the letter of admission issued by the proposed host institution, ensuring that the programme supervisor's contact information are indicated in the letter;
5. A realistic budget estimate covering international travel expenses, tuition fees, book and subsistence allowances; and
6. A certificate of language proficiency of the country of study (if different from the candidate's mother tongue) duly completed by an official authority, i.e. the British Council, *Alliance Française*, or a qualified teacher.
The Maltese National Commission for UNESCO will confirm language proficiency in the case of Maltese candidates

NOTE: Applications must bear the seal and signature of the nominating National Commission for UNESCO (page 1 of the prescribed form IMP/0023A (x.95)) and be accompanied by a covering letter of endorsement from this national body.

Programme Priorities for UNESCO's Five Major Programmes Approved Programme and Budget for 2008-2009 (34 C/5)

Education	Natural sciences	Social and human sciences	Culture	Communication and Information
<p><i>Biennial sectoral priority 1:</i></p> <ul style="list-style-type: none"> ■ Leading EFA, ensuring global coordination and providing assistance to Member States to achieve the EFA goals and education-related MDGs based on the Global Action Plan. <p><i>Biennial sectoral priority 2:</i></p> <ul style="list-style-type: none"> ■ Fostering quality education for all at all levels and in both formal and non-formal education throughout life, with particular emphasis on vulnerable and disadvantaged groups 	<p><i>Biennial sectoral priority 1:</i></p> <ul style="list-style-type: none"> ■ Promoting research and capacity-building for the sound management of natural resources. <p><i>Biennial sectoral priority 2:</i></p> <ul style="list-style-type: none"> ■ Promoting policies and strengthening human and institutional capacities in science, technology and innovation, with special emphasis on the basic sciences. <p><i>Biennial sectoral priority 3:</i></p> <ul style="list-style-type: none"> ■ Promoting knowledge networks for disaster preparedness and mitigation and enhancing national and regional coping capacities. 	<p><i>Biennial sectoral priority 1:</i></p> <ul style="list-style-type: none"> ■ Promoting principles, practices and ethical norms relevant for scientific and technological development. <p><i>Biennial sectoral priority 2:</i></p> <ul style="list-style-type: none"> ■ Enhancing research-policy linkages relevant to social transformations. <p><i>Biennial sectoral priority 3:</i></p> <ul style="list-style-type: none"> ■ Contribute to the dialogue among civilizations and cultures and to a culture of peace through philosophy, the human sciences, the promotion of human rights, the fight against discrimination. 	<p><i>Biennial sectoral priority 1:</i></p> <ul style="list-style-type: none"> ■ Promoting cultural diversity through the safeguarding of heritage in all its dimensions and enhancement of cultural expressions. <p><i>Biennial sectoral priority 2:</i></p> <ul style="list-style-type: none"> ■ Promoting social cohesion by fostering pluralism, the dialogue of cultures and the establishment of a culture of peace. 	<p><i>Biennial sectoral priority 1:</i></p> <ul style="list-style-type: none"> ■ Fostering free, independent and pluralistic communication and universal access to information. <p><i>Biennial sectoral priority 2:</i></p> <ul style="list-style-type: none"> ■ Promoting innovative applications of ICTs for sustainable development.



United Nations Educational, Scientific and Cultural Organization

7, place de Fontenoy, 75352 Paris 07 SP
 telephone: (33.1) 45.68.10.00
 telex: 204461 Paris
 270602 Paris
 telefax UNESCO: (33.1) 45.66.94.29

APPLICATION FOR FELLOWSHIP

under the
 UNESCO FELLOWSHIPS PROGRAMME

Instructions: The application form should be submitted by the appropriate governmental body and each part should be answered completely and accurately. *The application should be submitted in three copies.* The information requested should be either typed or written in ink in block capitals. Where additional space is needed, a separate sheet should be used and attached in three copies.

A. Official presentation

The Government of presents herewith
 the candidature of for a UNESCO fellowship
 in the field of
 for a duration of to begin
 under Programme and/or Project

The undersigned certifies that it is the Government's intention to have organized a programme of study such that will permit the candidate to increase his contribution to the development of his country in the future.

If a fellowship is granted, the Government will:

(a) provide the necessary assistance to the fellow for departure to begin the study programme;

(b) assist the fellow in meeting personal and family responsibilities during the period of his fellowship by maintaining, if necessary, continuation of the whole or part of his present remuneration;

(c) facilitate employment of the fellow in the assignment mentioned in this application upon completion of the fellowship.

It is certified that information contained herein is complete and accurate.

PRESENTED FOR: BY:

(seal) Governmental unit Name and title of responsible officer

 Date Signature

B. Background data concerning the candidate

Family name (surname)		First and middle names		Nationality	Occupation
.....	
Permanent address			Telephone.....	Please attach photo here (Optional)	
.....			E-mail.....		
Mailing address..... (if different from above).....			E-mail.....		
Date of birth day month year	Country and place of birth		Sex		
.....		
Marital status	Full name of spouse	Number and age of children	Name and address of person to notify in case of accident		
.....		

Education

Name, place and country of educational establishments	Years attended		Degrees, diplomas: Indicate main subjects	Date obtained
	from	to		
Secondary, technical, etc.
Post-secondary, university, or equivalent

IMPORTANT: This application is not considered complete unless accompanied by certified copies of diplomas received and academic transcripts of courses followed and grades or marks obtained

Other studies

Mention any other studies undertaken, including training/refresher courses

Fellowships and scholarships

Which of the above studies were undertaken with a fellowship or scholarship? Mention the sponsor of the grant

Visits abroad

List any significant visits abroad not mentioned above

Publications and research

List any significant publications (including publisher and date of publication) and any major research projects undertaken

Languages

Mother tongue:

Other languages	Read		Understand (spoken)		Speak		Write	
	Easily	Not easily	Easily	Not easily	Fluently	Not fluently	Easily	Not easily
.....
.....
.....

The UNESCO certificate of language knowledge should be completed and attached to this application

References

List three persons, not related to the candidate, who can provide information on his/her qualifications. These persons should normally be teachers or supervisors acquainted with the candidate's previous academic work

Full name	Title and address
.....
.....
.....

Details of proposed studies

(If additional space is needed, separate sheets should be attached)

Give precise details of studies to be undertaken

Give realistic budget estimates for the fellowship requested (return travel, monthly allowance, tuition fees, etc.)

Expected results and future assignment

Indicate how it is envisaged to make the best use of the results achieved and specify what position will be taken up at the end of the fellowship with a description of future responsibilities

Candidate's statement

If UNESCO grants me a fellowship I agree to take up after my period of study the position to be assigned to me as described above. I certify the information I have provided is complete and accurate

Candidate's signature



United Nations Educational, Scientific and Cultural Organization

7, place de Fontenoy, 75352 Paris 07 SP
telephone: (33.1) 45.68.10.00

APPLICATION FOR FELLOWSHIP

CERTIFICATE OF LANGUAGE KNOWLEDGE

Name of candidate	Language																												
Address of candidate																													
<p>(1) ABILITY TO UNDERSTAND</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">(a) Understands without difficulty when addressed at normal rate.....</td> <td style="width: 20%; text-align: center;">□</td> </tr> <tr> <td>(b) Understands almost everything, if addressed slowly and carefully.....</td> <td style="text-align: center;">□</td> </tr> <tr> <td>(c) Requires frequent repetition and/or translation of words and phrases.....</td> <td style="text-align: center;">□</td> </tr> <tr> <td>(d) Does not understand spoken language.....</td> <td style="text-align: center;">□</td> </tr> </table> <p>(2) ABILITY TO SPEAK</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">(a) Speaks fluently and accurately and is easily intelligible.....</td> <td style="width: 20%; text-align: center;">□</td> </tr> <tr> <td>(b) Speaks intelligibly, but is not fluent or altogether accurate.....</td> <td style="text-align: center;">□</td> </tr> <tr> <td>(c) Speaks haltingly, and is often at a loss for words and phrases.....</td> <td style="text-align: center;">□</td> </tr> </table> <p>(3) ABILITY TO WRITE</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">(a) Writes with ease and accurately.....</td> <td style="width: 20%; text-align: center;">□</td> </tr> <tr> <td>(b) Writes slowly and/or with only a moderate degree of accuracy.....</td> <td style="text-align: center;">□</td> </tr> <tr> <td>(c) Writes with difficulty and makes frequent mistakes.....</td> <td style="text-align: center;">□</td> </tr> </table> <p>(4) READING ABILITY AND COMPREHENSION</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">(a) Reads fluently, with full comprehension.....</td> <td style="width: 20%; text-align: center;">□</td> </tr> <tr> <td>(b) Reads slowly, but understands almost everything he reads.....</td> <td style="text-align: center;">□</td> </tr> <tr> <td>(c) Reads with difficulty, and only with frequent recourse to the dictionary.....</td> <td style="text-align: center;">□</td> </tr> <tr> <td>(d) Cannot read.....</td> <td style="text-align: center;">□</td> </tr> </table> <p>(5) TECHNICAL LANGUAGE</p> <p>Certain fellowships require a particular knowledge of specialized or technical language. In such cases, please evaluate candidate's ability with reference to paras. 1, 2, and 4 above.</p> <p>(6) Please indicate any further facts about candidate's language knowledge which may be of value in the development of his programme:</p>		(a) Understands without difficulty when addressed at normal rate.....	□	(b) Understands almost everything, if addressed slowly and carefully.....	□	(c) Requires frequent repetition and/or translation of words and phrases.....	□	(d) Does not understand spoken language.....	□	(a) Speaks fluently and accurately and is easily intelligible.....	□	(b) Speaks intelligibly, but is not fluent or altogether accurate.....	□	(c) Speaks haltingly, and is often at a loss for words and phrases.....	□	(a) Writes with ease and accurately.....	□	(b) Writes slowly and/or with only a moderate degree of accuracy.....	□	(c) Writes with difficulty and makes frequent mistakes.....	□	(a) Reads fluently, with full comprehension.....	□	(b) Reads slowly, but understands almost everything he reads.....	□	(c) Reads with difficulty, and only with frequent recourse to the dictionary.....	□	(d) Cannot read.....	□
(a) Understands without difficulty when addressed at normal rate.....	□																												
(b) Understands almost everything, if addressed slowly and carefully.....	□																												
(c) Requires frequent repetition and/or translation of words and phrases.....	□																												
(d) Does not understand spoken language.....	□																												
(a) Speaks fluently and accurately and is easily intelligible.....	□																												
(b) Speaks intelligibly, but is not fluent or altogether accurate.....	□																												
(c) Speaks haltingly, and is often at a loss for words and phrases.....	□																												
(a) Writes with ease and accurately.....	□																												
(b) Writes slowly and/or with only a moderate degree of accuracy.....	□																												
(c) Writes with difficulty and makes frequent mistakes.....	□																												
(a) Reads fluently, with full comprehension.....	□																												
(b) Reads slowly, but understands almost everything he reads.....	□																												
(c) Reads with difficulty, and only with frequent recourse to the dictionary.....	□																												
(d) Cannot read.....	□																												
LANGUAGE TEST HAS BEEN MADE BY	Address:																												
Name:																												
Title:																												
.....	Date:																												
COMMENTS:																													
.....																													
.....																													