



FORD FOUNDATION
INTERNATIONAL
FELLOWSHIPS PROGRAM

Fellowship Application

The International Fellowships Program (IFP) provides opportunities for advanced study to exceptional individuals who will use this education to become leaders in their respective fields, furthering development in their own countries and greater economic and social justice worldwide. The IFP fellowship will be awarded to individuals who have shown academic excellence, leadership skills/potential and commitment to community service despite systematic challenges encountered in accessing higher education.

2011/12

GENERAL GUIDELINES

Applicants are advised to read carefully through the whole booklet before completing the form.

The International Fellowships Program provides support for up to two years of formal graduate-level study. Fellows will be selected from countries in Africa and the Middle East, Asia, Latin America and Russia where the Foundation maintains active overseas programs. U.S. nationals are not eligible, although Fellows may study in the United States.

Fellows are chosen on the basis of their academic excellence, leadership skills potential and commitment to their community or nation. Fellows may enrol in Master's-level program and may pursue any academic discipline or field of study that is consistent with the interests and goals of the Foundation. The Foundation currently works in twelve fields to strengthen democratic values, reduce poverty and injustice, promote international cooperation, and advance human achievement.

Once selected, Fellows may enrol in any of a large number of universities all over the world, including in their country of residence. The Program will provide placement assistance to Fellows.

IFP will also support Fellows to undertake appropriate language study and training in research and computer skills prior to graduate school enrolment. The program enables new Fellows to attend orientation sessions, while current Fellows may participate in learning and discussion activities designed to create ongoing information and exchange networks.

Who is Eligible?

IFP Fellows must be residents or resident nationals of Ghana, Nigeria and Senegal

In addition, all IFP Fellows must:

- Hold a Bachelor's degree or equivalent as the case may be.
- Have at least **3 years'** work experience.
- Have substantial experience in community service or development-related activities.
- Possess leadership potential evidenced by their employment or at the community level.
- Propose to pursue a master's degree that will directly enhance their leadership capacity in a practical, policy, academic, or artistic discipline or field corresponding to one or more of the Foundation's areas of endeavor.
- Present a plan specifying how they will apply their studies to social problems or issues in their country.
- Commit themselves to working on these issues following the Fellowship period.

The Application Process

All completed applications together with supporting documents must be submitted to IFP Centers in the country where the applicant resides; in envelopes clearly marked "**IFP APPLICATION**" on the top left hand corner. Applications are reviewed and evaluated by a local or regional panel composed of scholars and practitioners from various academic fields, who also make the final selections. The level and duration of the award will be determined as part of the placement process. Ford Foundation staff and their family members may not serve on selection panels and are not eligible to apply for IFP awards. Members of selection committees, staff of IFP implementing organizations and their family members are also ineligible for IFP awards.

THE APPLICATION DEADLINES AND SELECTION SCHEDULE WILL BE DETERMINED BY THE IFP FELLOWSHIP OFFICE.

*PLEASE **WRITE LEGIBLY OR TYPE** WITHIN THE BOXES. DO NOT EXCEED THE SPACES PROVIDED.*

THIS FORM IS FREE OF CHARGE.

CHECKLIST

- Please complete **ALL** sections of the application form. **Leave NO BLANK sections.** Incomplete applications will not be considered.
- Tick items in the applicant section of the checklist below to indicate information / documents provided.

APPLICANT	FOR OFFICE USE ONLY
1. <input type="checkbox"/> Passport Photograph 2. <input type="checkbox"/> Personal Information (pages 2-5) 3. <input type="checkbox"/> Educational Background (pages 6-7) 4. <input type="checkbox"/> Proposed Field of Study (page 8) 5. <input type="checkbox"/> Employment History (page 9) 6. <input type="checkbox"/> Other Activities (page 10) 7. <input type="checkbox"/> Personal History (page 12) 8. <input type="checkbox"/> Academic Plan (page 13) 9. <input type="checkbox"/> Professional Goals (page 14) 10. <input type="checkbox"/> Social Impact (pages 15-16) 11. <input type="checkbox"/> Referees' Information (page 17) 12. <input type="checkbox"/> Declaration / Certification (page 18) 13. <input type="checkbox"/> 3 Completed, Signed and Sealed IFP Referees' Forms 14. <input type="checkbox"/> Supporting Documents <input type="checkbox"/> Original Official University Transcripts <input type="checkbox"/> Certified Copies of Post Secondary and Academic Degree Certificates <input type="checkbox"/> Evidence of Admission to Postgraduate Program (if applicable) <input type="checkbox"/> Writing Sample	1. <input type="checkbox"/> Passport Photograph 2. <input type="checkbox"/> Personal Information (pages 2-5) 3. <input type="checkbox"/> Educational Background (pages 6-7) 4. <input type="checkbox"/> Proposed Field of Study (page 8) 5. <input type="checkbox"/> Employment History (page 9) 6. <input type="checkbox"/> Other Activities (page 10) 7. <input type="checkbox"/> Personal History (page 12) 8. <input type="checkbox"/> Academic Plan (page 13) 9. <input type="checkbox"/> Professional Goals (page 14) 10. <input type="checkbox"/> Social Impact (pages 15-16) 11. <input type="checkbox"/> Referees' Information (page 17) 12. <input type="checkbox"/> Declaration / Certification (page 18) 13. <input type="checkbox"/> 3 Completed, Signed and Sealed IFP Referees' Forms 14. <input type="checkbox"/> Supporting Documents <input type="checkbox"/> Original Official University Transcripts <input type="checkbox"/> Certified Copies of Post Secondary and Academic Degree Certificates <input type="checkbox"/> Evidence of Admission to Postgraduate Program (if applicable) <input type="checkbox"/> Writing Sample

Returning Completed Forms

Completed forms should be returned to one of the **Centers** in the country of residence of the applicant.

Additional Information about the IFP

Further information about the IFP may be obtained from the following local offices:

GHANA

Association of African Universities
 Aviation Road Extension
 Airport Residential Area
 P.O. Box AN 5744, Accra, GHANA
 Tel: (233) 21 774495 / 761588
 Fax: (233) 21 774821
 E-mail: ifp@aau.org
 Website: www.aau.org/ifp

NIGERIA

Pathfinder International
 35 Justice Sowemimo St.
 Off Gen T.Y. Danjuma St.
 Asokoro, Abuja FCT, NIGERIA
 Tel: (234) 9 314 7378/9
 Fax: (234) 9 314 7380
 E-mail: ifpnigeria@pathfind.org
 Website: www.pathfind.org/ifp

SENEGAL

West African Research Center (WARC)
 Rue E x Léon G. Damas,
 Fann Résidence
 PO Box: 5456, Dakar Fann, SENEGAL
 Tel: (221) 33 825 05 86/ 33 865 22 77
 Fax: (221) 33 824 20 58
 Email: ifp.senegal@warc.sn
 Website: www.warc-croa.org

Graduate Fellowship Application

Affix a recent
(no more than
6 months)
passport
photograph
here

PERSONAL INFORMATION I

A: BIO-DATA

APPLICATION ID: *(for official use only)*

FAMILY NAME: *(Surname / Last name)*

GIVEN NAME(S) *(First name; Middle name(s))*

COMPLETE NAME:

PHYSICAL ADDRESS: *(this should be a physical address to which a courier service such as DHL, FedEx, UPS, etc. can deliver a letter)*

E-MAIL ADDRESS: *(Essential. MUST be provided and should be active; please write legibly)*

HOME TELEPHONE:

BUSINESS TELEPHONE:

FAX NUMBER:

MOBILE (CELL PHONE) NUMBER:

MARITAL STATUS Single Married Divorced Separated Widow(er) Engaged

Previous Application

Please tick appropriate box(es)

Have you applied for a Ford Foundation International Fellowship before? _____

If yes when? 2001 2002 2003 2004 2005 2006 2007 2008 2009

Have you been invited for an IFP interview before? _____

If yes when? 2001 2002 2003 2004 2005 2006 2007 2008 2009

PERSONAL INFORMATION II

B: BIO-DATA continued

GENDER: Male Female

DATE OF BIRTH: _____ (Use DD/MM/YY format)

NATIONALITY AT BIRTH: _____

CURRENT NATIONALITY: _____

NATIVE LANGUAGE: _____

CORRESPONDENCE LANGUAGE: _____

STATE OR REGION OF ORIGIN: _____

LOCAL GOVERNMENT AREA/ DISTRICT: _____

CITY/TOWN/VILLAGE OF ORIGIN (HOMETOWN): _____

CLASSIFICATION (Rural / Semi-Urban / Urban): _____

CURRENT PLACE OF RESIDENCE (City /Town): _____

CLASSIFICATION: (Rural /Semi-Urban /Urban) _____

AREA/WARD /CONSTITUENCY OF CURRENT RESIDENCE: _____

DO YOU HAVE ANY DISABILITY (IES)? _____

IF YES, NAME THE DISABILITY (IES) _____

IF INVITED FOR AN INTERVIEW, WOULD YOU NEED:

(a) A Sign Language Interpreter? _____

(b) Any Special Type of Assistance? (Specify) _____

SPOUSE AND CHILDREN INFORMATION

C. SPOUSE DATA

NAME OF SPOUSE: _____

NATIONALITY BY BIRTH: _____

CURRENT NATIONALITY: _____

ADDRESS _____

CURRENT EMPLOYMENT: _____

CURRENT POSITION: _____

(If spouse is deceased or retired, state the last employment and position)

HIGHEST ACADEMIC QUALIFICATION OF SPOUSE: _____

None Primary Secondary Tertiary Other (specify) _____

DECEASED: Yes No

NO. OF CHILDREN WITH SPOUSE: _____

(If more than one spouse, please provide information on additional sheet maintaining the same format as above)

HIGHEST ACADEMIC QUALIFICATION OF CHILDREN: _____

None Primary Secondary Tertiary Other (specify)

DEPENDANTS:

Number of Biological Children (*Under 18 yrs*) _____

Number of Biological Children (*Above 18 yrs*) _____

Other Dependants (*Under 18 yrs*) _____

Other Dependants (*Above 18 yrs*) _____

FAMILY INFORMATION

D. PARENTAL DATA

MOTHER

Highest Academic Qualification: None Primary Secondary Tertiary Other (specify) _____

Status: Alive Deceased

Occupation (*even if retired or deceased, state last employment and position*): _____

FATHER

Highest Academic Qualification: None Primary Secondary Tertiary Other (specify) _____

Status: Alive Deceased

Occupation (*even if retired or deceased, state last employment and position*): _____

E. SIBLING DATA

Number of Brothers: _____ Number of Sisters: _____

How many of these are you responsible for? _____

What is your birth position in the family? (*e.g. 3rd born in a family of X siblings*) _____

Highest Academic Qualification of Siblings:

None Primary Secondary Tertiary Other (specify) _____

EDUCATIONAL BACKGROUND I

A: TERTIARY EDUCATION

Please provide details for the most *current* degree obtained.

Current Degree: _____

Date Obtained: _____ Class of Degree (where applicable): _____

Concentration / Specialization: _____

Institution/University Where Degree Was Obtained _____

Country of Institution: _____

Dates Attended (MM/YY): From _____ To _____

Status of Institution / University (*Tick appropriate box*) Public Private

Institution's Address (*Not P.O. Box*) _____

Telephone (Academic Section) _____

Email (Academic Section): _____

In addition list ALL other tertiary schools attended in chronological order and explain any gaps. Indicate ALL degrees/diplomas/certificates obtained, attempted or in progress (use additional paper if necessary but maintain the same format).

Institution (<i>Name and Location</i>)	Country	Dates Attended		Degree/ Diploma/ Certificate Obtained	Class of Degree	Date Obtained	Concentration / Specialization
		From	To				
		MM/YY					

EDUCATIONAL BACKGROUND II

B: SHORT COURSES: 3 – 6 MONTHS *(In chronological order, list ALL short courses attended; use additional paper if necessary but maintain the same format.)*

Institution <i>(Name and Location)</i>	Country	Dates Attended From (MM/YY) To	Certificate Obtained	Date Obtained

C: SECONDARY EDUCATION *(In chronological order, list ALL secondary schools attended; use additional paper if necessary but maintain the same format.)*

Institution <i>(Name and Location)</i>	Country	Dates Attended From (MM/YY) To	Certificate Obtained	Date Obtained

D: PRIMARY EDUCATION *(In chronological order, list ALL primary schools attended; use additional paper if necessary but maintain the same format.)*

Institution <i>(Name and Location)</i>	Country	Dates Attended From (MM/YY) To	Certificate Obtained	Date Obtained

PROPOSED FIELD OF STUDY

A: Master's in _____

B: Have you applied or do you have admission to any institution (s)? Yes No If yes, state below:

1. Institution: _____

Department/School: _____

Proposed area / discipline of study: _____

Address of Institution: _____

Admitted? _____

2. Institution: _____

Department /School: _____

Proposed area / discipline of study: _____

Address of Institution: _____

Admitted? _____

3. Institution: _____

Department /School: _____

Proposed area / discipline of study: _____

Address of Institution: _____

Admitted? _____

C: Have you been in contact with any professor and or possible advisor in any of the above institutions?

Yes No If yes, please provide name and contact information (*address, telephone, fax, and email*).

1. _____

2. _____

3. _____

D: Are you applying for support from other sources? Yes No

If yes, name the sources: _____

Have you received support from other sources? Yes No

If yes, from where and how much? _____

EMPLOYMENT HISTORY

A: CURRENT EMPLOYMENT

Employer	City/Town/Village	Country	Position(s) Held	Dates Employed			
				From		To	
				MM	YY	MM	YY

Duties:

B: OTHERS. *In chronological order, list ALL other employment excluding A above (use additional sheets if necessary but maintain the same format; account for all years, do NOT leave any gaps.)*

Employer	City/Town/Village	Country	Position(s) Held	Dates Employed			
				From		To	
				MM	YY	MM	YY

Duties:

C: NATIONAL SERVICE/INTERNSHIP/MEDICAL HOUSEMANSHIP/ ETC.

Employer	City/Town/Village	Country	Position(s) Held	Dates Employed			
				From		To	
				MM	YY	MM	YY

Duties:

OTHER ACTIVITIES

A: COMMUNITY SERVICE

Describe OTHER important ways OUTSIDE of your job (remunerated or not) in which you have made contributions to community development (service clubs, voluntary associations, charities, etc.) State in each case, the name and location of the community, your position (member/office bearer etc.), your specific role/contribution, duration of the program (with dates), challenges you encountered, strategies you used to overcome them and specific outcomes of each intervention. Indicate any recognition you may have been accorded (from the community, institutions, etc.) as a result of any of these activities. Maximum of 4 key programs. (Do not exceed one extra sheet).

These CLAIMS WILL BE VERIFIED during and after the application.

OTHER ACTIVITIES

B: LEADERSHIP ACTIVITIES/AWARDS

List any significant accomplishments/leadership positions/roles you have achieved/held/played. Indicate any awards or recognition you may have received as a result of your activities. Please be specific, give name/title of award/ recognition, dates, name of donor etc. **These CLAIMS WILL BE VERIFIED during and after the application.**

C: PUBLICATIONS ETC.

List publications (title, author(s), journal, date, place of publication, etc.) relevant to your application (do not exceed 4). Exclude university dissertations/theses except papers from them published in peer reviewed journals or turned into books.

PERSONAL HISTORY

Briefly describe, in the space provided below, significant factors including your early years which have influenced your educational or professional development. What challenges have you overcome in pursuit of your professional development? Describe the challenges as well as any insights, perspectives, or skills you gained in overcoming them. *(Please do not exceed space provided.)*

ACADEMIC PLAN

- (a) What **discipline** or **academic field** do you plan to study? (Please be specific. Do NOT copy IFP Eligible Fields.)
- (b) In your own words, give a brief **proposal** of your study/research activities related to (a).
- (i) Title:
- (ii) Objectives:
- (iii) Relevance/Justification:
- (iv) Methods:
- (v) Expected Outcomes:

LETTERS OF REFERENCE

Please provide information on three referees. Referees should be individuals who have supervised the applicant's academic work or professional employment, related to the proposed field of study. At least one of the references should be academic. You should request your referees to complete the **IFP Confidential Letter of Reference**, sign, seal, and return to you for inclusion with your application form.

First Referee

Title and name _____

Position _____

Address _____

E-mail _____ Telephone _____

How long have you known this referee _____

What is his/her professional relationship to you _____

Second Referee

Title and name _____

Position _____

Address _____

E-mail _____ Telephone _____

How long have you known this referee _____

What is his/her professional relationship to you _____

Third Referee

Title and name _____

Position _____

Address _____

E-mail _____ Telephone _____

How long have you known this referee _____

What is his/her professional relationship to you _____

DECLARATION/CERTIFICATION

By signature below, I certify that the information provided in all parts of my application is accurate and complete, and that IFP is hereby given the permission to cross-check any information contained in this application.

Name (in block capitals) _____

Signature of applicant _____ Date _____

SUPPORTING DOCUMENTS

All applicants must submit the following supporting documents:

1. **Official** University Transcripts and **certified** photocopies of degree and Post Secondary academic certificates
2. Evidence of admission to post-graduate program (if applicable)
3. Three (3) IFP Letter of Reference, completed, signed and sealed and delivered together with your application form to one of the **Centers** in the country of residence of the applicant.

Applications should be submitted in an envelope clearly marked “IFP APPLICATION” on the top left hand corner.

POLICY GUIDELINES

- 1. Location of study** — The International Fellowships Program is designed so that Fellows may study in any country or institution that best meets their educational needs and Fellows are encouraged to explore options both at home and abroad. If overseas study is proposed, Fellows must clearly state why similar programs are not available in their home countries.
- 2. Areas of emphasis** — The International Fellowships Program strongly encourages applicants to pursue Master's studies that are multi-disciplinary and combine disciplinary specializations with an emphasis on important topical or substantive areas. Proposed study programs must have a clear application to pressing issues in the Fellows' home country or region. They must also be consistent with the programs and goals of the Foundation. The Foundation currently works in twelve fields* to strengthen democratic values, reduce poverty and injustice, promote international cooperation, and advance human achievement.
- 3. Duration and related considerations** — Fellowships may be for up to a maximum of two years in duration. All grants must be renewed on an annual basis based on the Fellow's progress and available funding. Students must engage in full-time study and be enrolled in formal degree programs.
- 4. Other Financial support** — IFP Fellows are responsible for informing their local IFP offices on other grants, fellowships, and financial aid they have received for their study program. Award amounts may be renegotiated on the basis of this information. Failure to report additional financial support can constitute grounds for revocation of the award.
- 5. Language requirements** — Award recipients studying in a language other than their native tongue are expected to meet the necessary language proficiency requirements of the host institution. Pre-fellowship funding for language study will be awarded on a case-by-case basis.
- 6. Successful progress** — Recipients of IFP fellowships are expected to excel in their studies and show success in their course work, research, or fieldwork. Transcripts from the host universities must be forwarded to the IFP offices on annual basis. In addition, Fellows will be required to submit periodic reports on their progress.
- 7. Disbursement of funds** — IFP funds will be disbursed directly to Fellows, with the exception of tuition and related fees, which will be disbursed directly to the educational institution. Applicants are expected to take advantage of on-campus housing and meal plans when possible.
- 8. Award amounts** — Fellowship award amounts are determined by IFP to ensure compliance with budgetary guidelines. Final awards are based entirely on the discretion of the Program, and may cover the full or partial cost of proposed study plans.
- 9. Placement** — The Program encourages clustering of its Fellows and will assist in placing Fellows in those institutions with whom it has strategic partnerships.
- 10. Logistics** — The Program will, where possible, assist Fellows in making logistical arrangements related to visas, travel, and insurance.
- 11. Taxes** — For students in countries where fellowships may be considered taxable income, the Program will assist the Fellow with tax preparation any withholding to cover tax liability.
- 12. Travel** — Economy-class travel for one round trip to the point of destination and return to home country will be provided for the Fellow.
- 13. Selection committee** — Final selection of Fellows is made by a locally determined Selection Committee comprising scholars and practitioners from the region in question. All determinations are final.
- 14. Deadline** — All applications must be postmarked as submitted to the IFP country/regional offices by the stated deadline. No late or incomplete applications will be accepted.
- 15. Revocation of award** — Grounds for possible revocation or termination may include (1) violating the laws of the host country; (2) engaging in acts that offend the host country or institution; (3) failing to maintain satisfactory academic progress; (4) failing to meet appropriate professional standards; (5) suffering from a physical or mental illness that prevents the Fellow from continuing the program of study.

ELIGIBLE FIELDS

Any academic discipline or field of study related to The Ford Foundation's grant making areas:

Asset Building & Community Development	Knowledge, Creativity & Freedom	Peace & Social Justice
<ul style="list-style-type: none"> • Work-Force Development • Development Finance & Economic Security • Environment & Development • Community Development 	<ul style="list-style-type: none"> • Education and Scholarship • Sexuality & Reproductive Health • Religion, Society and Culture • Media • Arts & Culture 	<ul style="list-style-type: none"> • Human Rights • Governance • Civil Society

The International Fellowships Program is the largest single program ever supported by the Ford Foundation. By investing \$355 million over fifteen years, the Foundation expects to build on a half century of support for higher education. As in the past, Foundation programs have maintained the highest educational standards. Ford Fellowship recipients have gone on to become leaders in institutions around the world and have helped build global knowledge in fields ranging across the natural and social sciences as well as the humanities and the arts. The International Fellowships Program draws on this tradition and underscores the Foundation's belief that education enables people to improve their own lives as well as to assist others in the common pursuit of more equitable and just societies.

www.fordifp.net

www.fordfound.org

IFP INTERNATIONAL PARTNERS:

Brazil

Carlos Chagas Foundation (CCF)

www.programabolsa.org.br

Chile

La Fundacion Equitas

Email: fundacionequitas.org

China

Institute of International Education

Beijing Office

www.china-ifp.org

Egypt

America-Mideast Educational and Training Services (AMIDESAT)

www.amideast.org/

Guatemala

Center for Research on the Mesoamerica Region (CIRMA)

www.cirma.org.gt

India

United States Educational Foundation in India (USEFI)

www.ifpsa.org

Indonesia

Indonesian International Education Foundation (IIEF)

www.iief.or.id/ifp/ifp.html

Kenya

The Forum for African Women Educationists (FAWE)

Www.ifpeastafrica.org

Mexico

Center for Research and Higher Studies in Social Anthropology (CIESAS)

Www.ciesas.edu.mx/ciesas-ford/Intro.htm

Mozambique

Africa-America Institute (AAI)

www.ifpmoz.co.mz

Palestinian Territories

America-Mideast Educational and Training (AMIDEAST)

www.amideast.org

Peru

Instituto de Estudios Peruanos (IEP)

www.iep.org.pe/programa.shtml

Philippines

Philippines Social Science Council (PSSC)

www.pssc.org.ph/programs/ifp

Russia

Institute of International Education (IIE) Russia Office

www.iie.ru/IFP

South Africa

Africa-America Institute (AAI)

www.aaisa.org.za [Internet Explorer Only]

Tanzania

Economic and Social Research Foundation

www.esrftz.org/ifp

Thailand

Asian Scholarship Foundation (ASF)

www.asianscholarship.org

Uganda

Association for Advancement of Higher Education Development (AHEAD)

www.ifpeastafrica.org

Vietnam

Center for Educational Exchange with Vietnam (CEEVN)

www.acls.org/ceevn/ifpguidelines.htm

West Africa (Ghana, Nigeria, Senegal)

Association of African Universities (AAU)

E-mail: ifp@aau.org

www.aau.org/ifp