



## RON BROWN FELLOWSHIP PROGRAM 2004

### OVERVIEW

Subject to the availability of funds for FY 2004, the Bureau of Educational and Cultural Affairs (ECA) of the U.S. Department of State is pleased to announce the competition for the Ron Brown Fellowship Program. Fellowships will be offered to citizens of Albania, Bosnia and Herzegovina, Bulgaria, Croatia, Estonia, Kosovo, Lithuania, Macedonia, Romania, Serbia and Montenegro, and Slovenia to pursue graduate study at the Master's degree level in the United States for one or two academic years. Eligible fields of study are business administration, economics, educational administration, environmental management, journalism/mass communication, law, public administration, and public policy. Recruitment, screening and selection of a pool of well-qualified candidates will be the responsibility of the Fulbright Commissions or the U.S. Embassies' Public Affairs Sections (PAS) in each of the participating countries. The final selection, placement, monitoring, program enhancements and follow up activities will be the responsibility of a contracting agency in the United States. ECA will continue to provide guidance and oversee the implementation of the program.

### PROGRAM DESCRIPTION

The Ron Brown Program is based on an open competition and merit based selection. Grantees will be placed in programs which will allow them to earn a graduate degree or to undertake a professional development, non-degree program at an accredited U.S. institution of higher learning.

Most institutions require two years of study for a Master's degree, with the exception in law (LLM degree) which is one year. To receive a degree, fellows must take all of the courses required by the department and the university in which they are enrolled. Additional elective courses are often offered as well. Some universities require students to take comprehensive examinations, write a thesis, and conduct individual research as part of the degree program. Faculty advisors at host universities will assist fellows in planning their course of study and meeting all requirements.

Those selected to receive a fellowship will be enrolled in an American university beginning in the fall 2004 (some may start in January or the fall of 2005). Fellows will also have the opportunity to receive practical training in the form of a summer internship. Information on obtaining an appropriate internship will be distributed during the academic year. Preference for grants will be given to those who have not studied at a U.S. university before, and who show strong potential to return to mid- or upper-level positions in their respective professions (in their home country) upon completion of the fellowship.

This program does not support Ph.D. study. Also, it does not allow for extension of visas in order to permit participants to pursue Ph.D. programs or other interests on their own following the completion of their fellowships.

Placement: With ECA approval, fellowship recipients will be placed at high-caliber U.S. institutions that best fit their academic needs and qualifications. The program will also consider placing a grantee at a U.S. university of his/her choice if a) the university meets with ECA and contracting organization approval, b) the grantee has a letter of acceptance, and c) the university is willing to cost-share tuition fees.

### ELIGIBILITY

Competition for the Ron Brown Fellowships is open and selection is based upon the merits of individual applicants. All applicants must meet the following basic criteria at the time of application:

1. Applicants must be citizens of Albania, Bosnia and Herzegovina, Bulgaria, Croatia, Estonia, Kosovo, Lithuania, Macedonia, Romania, Serbia and Montenegro, and Slovenia.
2. Applicants must be under the age of 40 at the time of application.
3. Applicants must be in their home country at the time of application and available for personal interview.
4. Applicants must hold an undergraduate degree or diploma in an appropriate field from a recognized institution in their country.
5. Applicants must be proficient in written and spoken English and have a valid TOEFL score of at least 550 or 213 on computer-based tests.
6. Applicants must have a valid GRE or GMAT score, as appropriate to their field of study.
7. Applicants must be able to demonstrate professional aptitude and leadership potential.
8. Applicants must be able to begin study in August 2004.

**PLEASE NOTE:** Individuals who are enrolled in U.S. academic programs, or who are gainfully employed in the USA, or who are U.S. citizens, or who have a close relative (spouse, mother, father, sister or brother) who is a U.S. citizen, or legal resident (green card holder) are **NOT** eligible for a Ron Brown Fellowship. In addition, individuals who are employed by the U.S. Department of State or have applied for an immigrant visa or political asylum to any country are **NOT** eligible for a fellowship. Receipt of a fellowship is contingent upon the applicant's ability to receive and maintain a U.S. visa.



The Ron Brown Fellowship Program will not discriminate on the basis of race, color, sex, religion, national and ethnic origin, handicap or disability.

### SELECTION PROCESS

Selection of fellows will be based on academic excellence, knowledge of English, professional aptitude and leadership potential in the field of specialization. Completed applications will be reviewed by the Fulbright Commission or the Public Affairs Section of the U.S. Embassy. Semi-finalists will be interviewed by a panel chosen by the Embassy/Fulbright and will be required to take a Test of English as a Foreign Language (TOEFL). A minimum TOEFL score of 550, or 213 on the computer-based scale is required. Semi-finalists in business administration are also required to take the Graduate Management Admission Test (GMAT), and semi-finalists in economics are required to take the Graduate Record Examination (GRE). The cost of testing for the finalists will be covered by the Fellowship.

### FINANCIAL TERMS OF THE FELLOWSHIP

Ron Brown fellowships cover the cost of tuition, textbooks, international transportation, domestic transportation within the U.S., and health insurance. Grantees will also receive a monthly stipend of \$1,010 to \$1,705 depending upon the cost of living at the university at which they are enrolled. Fellows will participate in a predeparture orientation program. In addition, fellows will have the opportunity to participate in professional and cultural enrichment activities as well as gain practical training through an internship.

**PLEASE NOTE:** This program does not provide financial support for: (a) Fellows who leave the U.S. during school breaks, and (b) accompanying dependents. Visas will not be issued to dependents for the first semester of study, and we strongly discourage dependents from accompanying grantees at any time during the program. Successful completion of a degree or professional development program depends on the grantee's ability to devote his or her full attention and time to the academic program.

### PARTICIPANT RESPONSIBILITY

Fellows must uphold the academic standards of the host institution and undertake full-time study for the duration of the fellowship. They must also adhere to the established curriculum of the host university. Fellows will not be able to undertake independent research and will not be permitted to change their areas of specialization once awarded a fellowship. During the internship, fellows must uphold professional standards and meet the expectations of the organization sponsoring the internship. Failure to maintain academic and professional standards may result in loss of the fellowship.

***Fellows will receive J visas from the Government of the United States. Under U.S. law, J visa holders are required to return to their home country upon completion of their program and to reside a full two years in their home country before they are eligible to apply for residency in the United States. J visa holders may not accept employment outside the parameters of their exchange program.***



# RON BROWN FELLOWSHIP PROGRAM

## APPLICATION FOR GRADUATE STUDY IN THE UNITED STATES

### 2004

**READ ALL INSTRUCTIONS AND INFORMATION CAREFULLY BEFORE COMPLETING APPLICATION**

### INSTRUCTIONS

Upon receipt of your application through Fulbright Commissions or U.S. Embassies, The Institute of International Education (IIE) will make every effort to secure admission for you at a suitable educational institution. **YOU SHOULD NOT MAIL THIS FORM DIRECTLY TO ANY UNIVERSITY IN THE UNITED STATES.**

1. All forms in this application are to be completed in English and typewritten in black ink or printed from a computer.
2. Each page of the following application carries its own instructions which should be read carefully before proceeding.
3. Every question must be answered completely and carefully. Please make every effort to limit your responses to the space provided.
4. Incomplete applications will not be considered.
5. *Do not mention the names of any U.S. universities you wish to attend in the five page application. The Confidential Information Sheet is included for that purpose.*

### APPLICATION

*A complete application consists of the following components:*

#### I. COVERSHEET

#### II. APPLICATION

In the first six pages you will state biographical information, study objectives, personal statement, resume, and other information. Please review the following important information:

**Item 1--Name:** It is very important that you list your name exactly as it appears (or will appear) on your passport.

**Item 17 -- Institutions Attended:** Please list all post-secondary institutions attended in reverse order (putting the most recently attended first). List all post-secondary institutions attended even those from which you did not achieve a degree.

**Item 31--Study Objective:** The study/research objective description that you provide is an essential and highly important part of your application. You should take great care to write a clear and very detailed description of the program you want to pursue. Clearly identify the area(s) within your field of study in which you want to specialize or concentrate. If there is specific research that you want to accomplish, please describe.

**Item 32 -- Personal Statement:** The personal statement is a narrative statement in which you can include information about your education, practical experience, special interests, career plans, and your purpose in applying for study in the U.S.

**Item 33 -- Additional Information:** It is recommended that you attach a professional one-page resume.

**Page 7 -- Personal Information:** The information provided on this form will be used by the U.S. Embassies, Fulbright Commissions, U.S. Department of State, and IIE for internal purposes only.

**Page 9 -- University Preference:** Please note carefully, it is **not** an expectation that you will have U.S. university preferences. However, if you do, please be specific. Do not just list the name of a university. Provide the name of the department and the specific program within that department in

which you are interested. If you have been in contact or correspondence with a faculty member, please provide the name and contact information for that individual.

You can also use this form to provide other information that is important to you, e.g. climate, large vs. small institution, urban vs. rural location, etc.

If you have applied to a U.S. university within the past three years, please list the programs and the results. If you have letters of admission, letters of invitation, or other correspondence from a school, especially a preferred program, please forward a copy (not the original) of this correspondence with the application.

#### III. SUPPLEMENTAL FORMS

**Letter of Reference/Recommendation:** You must have three

letters of reference (or recommendation) submitted on your behalf.

Letters of reference are extremely important. All letters of reference should be written by teachers under whom you have studied or pursued research or by someone who has supervised you in work related to your proposed field of study. Letters of reference should not be written by persons related to you either by blood or marriage or by personal friends. At least one academic and one professional or work related letter should be included among the letters. The letters should be written in English if possible. If they are not, an original English translation must be provided.



#### IV. SUPPORTING DOCUMENTATION

##### 1. Transcripts

Applicants must attach official, complete and certified academic documents covering the entire period of study at universities and other post-secondary institutions. Documents must be accompanied by complete official English translations. These documents must consist of:

- One certified, official record (transcript) from each university or post-secondary institution you attended, even those schools from which you did not receive a degree or diploma. These transcripts should list the subjects you studied and the grades you received during each year of your enrollment. Include all post-secondary institutions you have attended, even those from which you did not receive a degree or diploma. Official transcripts must be submitted in sealed envelopes.

- Certified, official evidence of each post-secondary or university degree, diploma or certificate awarded to you should be included as part of the completed application.

##### 2. Standardized Tests

You are required to take one or more of the following standardized tests to gain admission to U.S. universities. For instructions on registration, contact your Fulbright Commission, U.S. Embassy, Selection Committee or the Educational Testing Service at your Regional Registration Center or at Princeton, New Jersey 08541, USA ([www.ets.org](http://www.ets.org)).

#### V. REQUIRED TEST

**1. Tests of English as a Foreign Language (TOEFL):** TOEFL is an admissions requirement at U.S. institutions for applicants whose native language is not English. All non-native English speaking candidates should immediately register for TOEFL.

**2. Graduate Records Examination (GRE):** The GRE is required by U.S. graduate schools and/or departments for candidates in most fields other than Business Administration and Law. Applicants should make every effort to register for the earliest possible test date.

**3. Graduate Management Admissions Test (GMAT):** GMAT is an admissions requirement for applicants proposing to study Business or Management, as well as any fields which may fall within the scope of offerings of a Business school or department. Arrangements should be made immediately to take the GMAT.

***IMPORTANT:***

You must indicate that you want your score reports sent to

**INSTITUTE OF INTERNATIONAL EDUCATION (IIE)**

**CODE NUMBER 2326**

**and Ron Brown Program (5778)**



## 2004 RON BROWN FELLOWSHIP APPLICATION COVER SHEET

NAME: \_\_\_\_\_  
*Family First Middle Maiden Name*

PERMANENT  
ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

COUNTRY OF CURRENT CITIZENSHIP: \_\_\_\_\_

COUNTRY OF BIRTH: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_  MALE  FEMALE

MOST RECENT POSITION: \_\_\_\_\_ *Since* \_\_\_\_\_

### ACADEMIC DEGREES

| <i>Degree</i> | <i>Major</i> | <i>Date Received</i> | <i>Institution</i> |
|---------------|--------------|----------------------|--------------------|
|---------------|--------------|----------------------|--------------------|

### FELLOWSHIPS AND HONORS

### PUBLICATIONS AND RESEARCH

DEGREE OBJECTIVE:  Master's  Non-degree/Professional Development

### PROPOSED FIELD OF STUDY AND DESCRIPTION OF STUDY OBJECTIVES

FUTURE PLANS (Upon return to home country. Please note that the same information can be added to item 16)



# RON BROWN PROGRAM

## APPLICATION FOR STUDY IN THE UNITED STATES

### GENERAL INFORMATION

1. NAME: (As it appears or will appear on your passport.)

Mr.                                       Family                                      First                                      Middle  
Ms.

2. NAME ON PREVIOUS ACADEMIC RECORDS: (If different from above.)

**Do not complete shaded area. For internal use only.**

3. CURRENT MAILING ADDRESS: **Institute of International Education**  
**C/O** \_\_\_\_\_  
**809 United Nations Plaza**  
**New York, NY 10017-3580**  
**Tel: 212 984-** \_\_\_\_\_  
**Fax: 212 984-5395**  
**E-mail: \_\_\_\_\_@iie.org**

Valid Until \_\_\_\_\_

4. PERMANENT MAILING ADDRESS:

Street \_\_\_\_\_

City \_\_\_\_\_

State/Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Country \_\_\_\_\_

5. DATE OF BIRTH: (Month/Day/Year) \_\_\_\_\_

6. GENDER: Male  Female

7. BIRTHPLACE: (City, State/Province, Country) \_\_\_\_\_

8. DO YOU NOW HAVE, OR HAVE YOU EVER HELD:

U.S. CITIZENSHIP?                       Yes     No  
U.S. DUAL CITIZENSHIP?               Yes     No  
U.S. PERMANENT RESIDENCY?         Yes     No

9. COUNTRY OF CITIZENSHIP: \_\_\_\_\_

10. COUNTRY OF RESIDENCE: \_\_\_\_\_

11. MARITAL STATUS: (Single, Married, Divorced, Separated, Widow, Widower, etc.) \_\_\_\_\_

12. AGES OF CHILDREN, IF ANY: \_\_\_\_\_

### STUDY PLANS

13. DEGREE OBJECTIVE:     Master's                                       Non-Degree/Professional Development

#### STUDY PLANS

14. WHAT IS YOUR PROPOSED FIELD OF STUDY?

Business Administration               Public Administration/Public Policy               Environmental Management  
 Economics                                       Educational Administration  
 Law (LL.M.)                                       Communication/Journalism

15. In what area of your field do you plan to specialize in? \_\_\_\_\_

16. FUTURE PLANS: (Describe the career you plan to pursue after completion of study in the U.S., e.g. teaching, government, business, industry or any plans you might have for continued study or research in your home country. Also indicate if you will be returning to former employment, or if you have been promised a position in your home country after completing your U.S. education.)



**EDUCATION**

17. LIST EDUCATIONAL INSTITUTIONS ATTENDED IN REVERSE CHRONOLOGICAL ORDER, INCLUDING ANY IN WHICH YOU MAY BE PRESENTLY ENROLLED.

| INSTITUTION AND LOCATION<br><i>(List in reverse order. Write name in full.<br/>Do not abbreviate)</i> | MAJOR FIELD OF STUDY | DATES (Month/Year) |    | ACTUAL NAME OF DEGREE OR DIPLOMA<br><i>(Do not translate)</i> | DATE RECEIVED OR EXPECTED |
|---|----------------------|--------------------|----|---|---------------------------|
|   |                      | From               | To |   |                           |
|   |                      |                    |    |   |                           |
|   |                      |                    |    |   |                           |
|   |                      |                    |    |   |                           |
|   |                      |                    |    |   |                           |
|   |                      |                    |    |   |                           |

18. LIST SCHOLARSHIPS OR FELLOWSHIPS HELD AT PRESENT OR IN THE PAST. *(Give source or sponsor, amount, where held, and duration.)*

19. INDICATE ANY ACADEMIC HONORS OR PRIZES WHICH YOU HAVE RECEIVED, WITH TITLES AND DATES.

20. LIST ANY BOOKS, ARTICLES OR THESES PUBLISHED BY YOU, ESPECIALLY IN YOUR PROPOSED FIELD OF STUDY. *(Give title, place and date of publication.)*

21. LIST PROFESSIONAL SOCIETIES, FRATERNITIES OR OTHER ORGANIZATIONS IN WHICH YOU NOW HOLD MEMBERSHIP OR IN WHICH YOU HAVE BEEN ACTIVE IN THE PAST. *(Indicate if you have held an elective office.)*

22. TEACHING EXPERIENCE: *(Include any teaching positions you have held or currently hold.)*

23. RESEARCH: *(Include any research you have completed or in which you are currently involved.)*



**OCCUPATIONAL EXPERIENCE**

24. IDENTIFY YOUR CURRENT POSITION OR OCCUPATION. (Write the position title which best describes the activity in which you are currently involved.)

\_\_\_\_\_

25. OCCUPATIONAL EXPERIENCE: (List positions held, beginning with the most recent employment, if any.)

| NAME AND ADDRESS OF EMPLOYER | TITLE/TYPE OF WORK | DATES (Month/Year) |    |
|------------------------------|--------------------|--------------------|----|
|                              |                    | From               | To |
|                              |                    |                    |    |
|                              |                    |                    |    |
|                              |                    |                    |    |

26. LANGUAGE SKILLS: (Rate yourself Excellent, Good, Fair, or Poor. Include all languages in which you have some competence.)

Mother Tongue \_\_\_\_\_

| LANGUAGE | READING | WRITING | SPEAKING |
|----------|---------|---------|----------|
| English  |         |         |          |
|          |         |         |          |
|          |         |         |          |
|          |         |         |          |

27. HOW MANY YEARS HAVE YOU STUDIED ENGLISH? \_\_\_\_\_

**EXAMINATION RESULTS**

28. EXAMINATION DATES AND TEST SCORES: (Date if taken or future date for taking exams (Month/Year))

| Date                  | Score | Percentile | Date                   | Verbal Score | %     | Quantitative Score | %     | Analytical Score | %     |
|-----------------------|-------|------------|------------------------|--------------|-------|--------------------|-------|------------------|-------|
| TOEFL _____           | _____ | _____      | GRE General Exam _____ | _____        | _____ | _____              | _____ | _____            | _____ |
| TSE _____             | _____ | _____      |                        |              |       |                    |       |                  |       |
| TWE _____             | _____ | _____      |                        |              |       |                    |       |                  |       |
| GMAT _____            | _____ | _____      |                        |              |       |                    |       |                  |       |
| Other _____           | _____ | _____      |                        |              |       |                    |       |                  |       |
| Other test name _____ |       |            |                        |              |       |                    |       |                  |       |

29. IF YOU HAVE TRAVELLED, LIVED, OR STUDIED IN ANY COUNTRY OTHER THAN YOUR OWN FOR MORE THAN A MONTH, INDICATE PLACES, DATES AND REASONS. (Education, research, business, vacation, etc.)

30. EMERGENCY CONTACT: NAME, ADDRESS AND TELEPHONE NUMBER OF INDIVIDUALS TO BE NOTIFIED IN CASE OF AN EMERGENCY

| IN YOUR HOME COUNTRY | IN THE UNITED STATES |
|----------------------|----------------------|
|                      |                      |



NAME:

COUNTRY:

31.

### STUDY OBJECTIVES

Write a clear and detailed description of your study objectives, and give your reasons for wanting to pursue them. Be specific about your major field and your specialized interests within this field. Describe the kind of program you expect to undertake, and explain how your study plan fits in with your previous training and your future objectives. This statement is an essential part of your application. **Do not mention specific U.S. universities at which you would like to study.**



NAME:

COUNTRY:

32.

### PERSONAL STATEMENT

This personal statement should be a narrative statement describing how you have accomplished your goals to date. It should not be a mere listing of facts. It should include information about your education, practical experience, special interests, and career plans. Describe any significant factors that have influenced your educational or professional development. Comment on the number of years of practical experience already completed in the field in which academic work will be done in the U.S. **Do not mention specific U.S. universities at which you would like to study.**



NAME:

COUNTRY:

33.

**ADDITIONAL INFORMATION**

In this section please attach a **professional one-page resume** (usually required for professional degrees such as law and MBA's).



NAME: \_\_\_\_\_ COUNTRY: \_\_\_\_\_

**PERSONAL / UNIVERSITY INFORMATION**

34. CURRENT MAILING ADDRESS:

Street: \_\_\_\_\_ Apartment Number: \_\_\_\_\_  
 City: \_\_\_\_\_ State/Province: \_\_\_\_\_  
 Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_  
 Home Telephone: \_\_\_\_\_ Work Telephone: \_\_\_\_\_  
 Email: \_\_\_\_\_ Fax Number: \_\_\_\_\_

35. PLEASE DESCRIBE ANY PHYSICAL IMPAIRMENT YOU MAY HAVE. *(This information is gathered for statistical purposes and to ensure appropriate placement. The Ron Brown Program does not discriminate on the basis of race, color, religion, sex, national origin, and/or physical impairment.)*

36. REFERENCES: List the names of persons from whom you have requested letters of reference.

| Name | Position | Address |
|------|----------|---------|
| 1.   |          |         |
| 2.   |          |         |
| 3.   |          |         |

37. HOW DID YOU LEARN OF THIS YEAR'S COMPETITION? *(Please indicate all that apply.)*

|   |   |   |
|---|---|---|
| <input type="checkbox"/> Friend or relative | <input type="checkbox"/> University <i>(specify)</i>        | <input type="checkbox"/> Embassy Website                |
| <input type="checkbox"/> Previous Ron Brown | <input type="checkbox"/> Newspaper <i>(specify)</i>         | <input type="checkbox"/> Internet link <i>(specify)</i> |
| <input type="checkbox"/> Poster/Flyer       | <input type="checkbox"/> Other Publication <i>(specify)</i> | <input type="checkbox"/> Previous Fulbrighter           |

38. It is not a requirement nor is it expected for you to identify U.S. institutions at which you would like to study. However, if you do have preferences, please list in priority order three schools of your choice. Indicate specific departments and/or programs. Give specific reasons for each choice. If you have been in contact with professors, please provide names, email, and/or phone contacts for each one. Your preferences will be taken into consideration insofar as possible.

INSTITUTIONS

| University | Name of Department, Professor, Other Office or Person contacted with telephone numbers and/or email address |
|------------|---|
|            |   |

39. INSTITUTIONS TO WHICH YOU HAVE APPLIED

It is not expected that you will have applied for admission to U.S. institutions; however, if you have already submitted an application directly to any universities in the past three years, list the names of these institutions and indicate the response you have received, if any.

**Please attach letters of admission, letters of invitation, and deferral requests to your application.**

| University/Department | Date of Application | Response to Application |
|-----------------------|---------------------|-------------------------|
|                       |                     |                         |
|                       |                     |                         |
|                       |                     |                         |



NAME:

COUNTRY:

**SIGNATURE FORM**

By my signature,

I authorize the Ron Brown Fellowship Program or its administrative agency:

- 1) to receive, and/or to request my TOEFL, GRE, GMAT, or any other test score reports;
- 2) to send any of the above score reports to U.S. institutions on my behalf;
- 3) to apply on my behalf to U.S. institutions;
- 4) to request and receive information on the status of my application, including financial aid, from U.S. institutions; and,
- 5) to accept and decline offers of admission and financial aid on my behalf.

AND

I certify that the information given in this application is complete and accurate to the best of my knowledge.

I understand that I am not entitled to hold, nor do I hold, U.S. citizenship or permanent residence.

I understand that formal award of a grant is dependent upon my acceptance to a U.S. institution for study and my eligibility for a visa to the United States.

Upon the completion of an authorized stay in the United States under the Ron Brown Fellowship Program, I agree to return to my home country for two (2) years to fulfill my home residency requirement.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date (Month/Day/Year)**

NOTE: You must sign and date this form and include it with the application.



**APPLICATION FOR STUDY IN THE UNITED STATES  
FOR A FELLOWSHIP, SCHOLARSHIP, ASSISTANTSHIP OR OTHER EDUCATIONAL GRANT**

**CONFIDENTIAL LETTER OF REFERENCE**

This letter of reference must be written by a teacher under whom the applicant has studied or pursued research in the proposed field of study or by someone who has supervised the applicant in work related to the proposed field of study. This letter must be typewritten and in English. If not in English, then an accurate translation must be attached.

|                          |                |
|--------------------------|----------------|
| NAME OF APPLICANT: _____ | COUNTRY: _____ |
|--------------------------|----------------|

NAME OF REFEREE: \_\_\_\_\_

TITLE \_\_\_\_\_

INSTITUTION OR BUSINESS \_\_\_\_\_

1. HOW LONG HAVE YOU KNOWN THE APPLICANT?
2. IN WHAT CAPACITY HAVE YOU KNOWN THE APPLICANT?  
 Teacher or Professor     Employer or Job Supervisor     Research Adviser     Other (Please specify) \_\_\_\_\_
3. PLEASE PROVIDE A CANDID EVALUATION OF THE APPLICANT'S PAST PERFORMANCE AND ABILITY TO PURSUE AND SUCCESSFULLY COMPLETE A PROGRAM OF STUDY IN THE PROPOSED FIELD. Your statement will be given considerable importance by the U.S. universities reviewing this student's application and should, therefore, be as complete and detailed as possible. Your comments should be continued on the following page if more space is required.



NAME OF APPLICANT: \_\_\_\_\_

COUNTRY: \_\_\_\_\_

**CONFIDENTIAL LETTER OF REFERENCE (Continued)**

4. EVALUATION OF APPLICANT (Continued)

5. IN THIS RATING CHART, PLEASE EVALUATE THE APPLICANT IN COMPARISON WITH OTHER STUDENTS WHOM YOU HAVE KNOWN DURING YOUR PROFESSIONAL CAREER.

|  | Excellent | Very Good | Average | Below Average |
|--|-----------|-----------|---------|---------------|
| Intellectual Ability                                   |           |           |         |               |
| Knowledge of Field                                     |           |           |         |               |
| Work Habits  |           |           |         |               |
| Motivation to Pursue Graduate Study                    |           |           |         |               |
| Seriousness of Purpose                                 |           |           |         |               |
| Potential For Significant Future Contribution in Field |           |           |         |               |
| Resourcefulness and Initiative                         |           |           |         |               |
| Emotional Maturity                                     |           |           |         |               |
| Adaptability to New Situations                         |           |           |         |               |
| Leadership Qualities                                   |           |           |         |               |
| Teaching Potential                                     |           |           |         |               |

NAME (print): \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

*PLEASE RETURN DIRECTLY TO THE APPLICANT IN A SEALED ENVELOPE.*

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



**APPLICATION FOR STUDY IN THE UNITED STATES  
FOR A FELLOWSHIP, SCHOLARSHIP, ASSISTANTSHIP OR OTHER EDUCATIONAL GRANT**

**CONFIDENTIAL LETTER OF REFERENCE**

This letter of reference must be written by a teacher under whom the applicant has studied or pursued research in the proposed field of study or by someone who has supervised the applicant in work related to the proposed field of study. This letter must be typewritten and in English. If not in English, then an accurate translation must be attached.

NAME OF APPLICANT:

COUNTRY:

NAME OF REFEREE: \_\_\_\_\_

TITLE \_\_\_\_\_

INSTITUTION OR BUSINESS \_\_\_\_\_

1. HOW LONG HAVE YOU KNOWN THE APPLICANT?
2. IN WHAT CAPACITY HAVE YOU KNOWN THE APPLICANT?  
 Teacher or Professor     Employer or Job Supervisor     Research Adviser     Other (Please specify) \_\_\_\_\_
3. PLEASE PROVIDE A CANDID EVALUATION OF THE APPLICANT'S PAST PERFORMANCE AND ABILITY TO PURSUE AND SUCCESSFULLY COMPLETE A PROGRAM OF STUDY IN THE PROPOSED FIELD. Your statement will be given considerable importance by the U.S. universities reviewing this student's application and should, therefore, be as complete and detailed as possible. Your comments should be continued on the following page if more space is required.



NAME OF APPLICANT: \_\_\_\_\_

COUNTRY: \_\_\_\_\_

**CONFIDENTIAL LETTER OF REFERENCE (Continued)**

4. EVALUATION OF APPLICANT (Continued)

5. IN THIS RATING CHART, PLEASE EVALUATE THE APPLICANT IN COMPARISON WITH OTHER STUDENTS WHOM YOU HAVE KNOWN DURING YOUR PROFESSIONAL CAREER.

|  | Excellent | Very Good | Average | Below Average |
|--|-----------|-----------|---------|---------------|
| Intellectual Ability                                   |           |           |         |               |
| Knowledge of Field                                     |           |           |         |               |
| Work Habits  |           |           |         |               |
| Motivation to Pursue Graduate Study                    |           |           |         |               |
| Seriousness of Purpose                                 |           |           |         |               |
| Potential For Significant Future Contribution in Field |           |           |         |               |
| Resourcefulness and Initiative                         |           |           |         |               |
| Emotional Maturity                                     |           |           |         |               |
| Adaptability to New Situations                         |           |           |         |               |
| Leadership Qualities                                   |           |           |         |               |
| Teaching Potential                                     |           |           |         |               |

NAME (print): \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

*PLEASE RETURN DIRECTLY TO THE APPLICANT IN A SEALED ENVELOPE.*

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



**APPLICATION FOR STUDY IN THE UNITED STATES  
FOR A FELLOWSHIP, SCHOLARSHIP, ASSISTANTSHIP OR OTHER EDUCATIONAL GRANT**

**CONFIDENTIAL LETTER OF REFERENCE**

This letter of reference must be written by a teacher under whom the applicant has studied or pursued research in the proposed field of study or by someone who has supervised the applicant in work related to the proposed field of study. This letter must be typewritten and in English. If not in English, then an accurate translation must be attached.

NAME OF APPLICANT: \_\_\_\_\_

COUNTRY: \_\_\_\_\_

NAME OF REFEREE: \_\_\_\_\_

TITLE \_\_\_\_\_

INSTITUTION OR BUSINESS \_\_\_\_\_

1. HOW LONG HAVE YOU KNOWN THE APPLICANT?
2. IN WHAT CAPACITY HAVE YOU KNOWN THE APPLICANT?  
 Teacher or Professor     Employer or Job Supervisor     Research Adviser     Other (Please specify) \_\_\_\_\_
3. PLEASE PROVIDE A CANDID EVALUATION OF THE APPLICANT'S PAST PERFORMANCE AND ABILITY TO PURSUE AND SUCCESSFULLY COMPLETE A PROGRAM OF STUDY IN THE PROPOSED FIELD. Your statement will be given considerable importance by the U.S. universities reviewing this student's application and should, therefore, be as complete and detailed as possible. Your comments should be continued on the following page if more space is required.



NAME OF APPLICANT: \_\_\_\_\_

COUNTRY: \_\_\_\_\_

**CONFIDENTIAL LETTER OF REFERENCE (Continued)**

4. EVALUATION OF APPLICANT (Continued)

5. IN THIS RATING CHART, PLEASE EVALUATE THE APPLICANT IN COMPARISON WITH OTHER STUDENTS WHOM YOU HAVE KNOWN DURING YOUR PROFESSIONAL CAREER.

|  | Excellent | Very Good | Average | Below Average |
|--|-----------|-----------|---------|---------------|
| Intellectual Ability                                   |           |           |         |               |
| Knowledge of Field                                     |           |           |         |               |
| Work Habits  |           |           |         |               |
| Motivation to Pursue Graduate Study                    |           |           |         |               |
| Seriousness of Purpose                                 |           |           |         |               |
| Potential For Significant Future Contribution in Field |           |           |         |               |
| Resourcefulness and Initiative                         |           |           |         |               |
| Emotional Maturity                                     |           |           |         |               |
| Adaptability to New Situations                         |           |           |         |               |
| Leadership Qualities                                   |           |           |         |               |
| Teaching Potential                                     |           |           |         |               |

NAME (print): \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

*PLEASE RETURN DIRECTLY TO THE APPLICANT IN A SEALED ENVELOPE.*

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