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**2004/2005 Hubert H. Humphrey
Fellowship Program**

The Office of Public Affairs of the American Embassy invites applications for the 2004/2005 Hubert H. Humphrey Fellowship Program. The Fellowships, named after the late American Vice-President Hubert H. Humphrey, who was well-known for his dedication to the needs of developing nations, allow Jamaican professionals and administrators an opportunity to spend one year at an American university to enhance their professional competence.

The Humphrey Program brings accomplished mid-career professionals from developing countries to the United States for study and related practical professional experiences. Fellows are nominated by the Office of Public Affairs in Kingston based on their potential for national leadership. By providing these future leaders and policymakers with a shared experience of U.S. society and culture and current U.S. approaches to the fields in which they work, the program intends to provide a basis for lasting, productive ties between Americans and their professional counterparts in other countries. Thus the Humphrey Program fosters an exchange of knowledge and mutual understanding through which the U.S. joins in a significant partnership with developing countries. **This program is not designed to lead to a degree.** Rather, Fellows pursue tailored study programs at participating U.S. institutions. There is no provision for Fellows to request a particular university for placement. Applicants should not assume that they can become degree candidates after they arrive in the U.S.

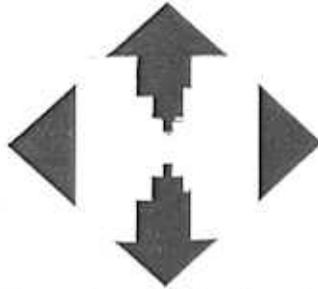
Fellowships are granted competitively to professional candidates with a commitment to public service in both the public and private sectors, specifically in the fields of communications/journalism, natural resources and environmental management, public policy analysis and public administration, economic development, agricultural development/agricultural economics, finance and banking, human resource management/personnel, law and human rights, urban and regional planning, public health policy and management, technology policy and management, and educational planning. An additional substance abuse component of the field of public health policy and management emphasizes drug education, treatment, and prevention.

Prospective Fellows should be policy - rather than research - oriented, with a minimum professional experience of five years, and should be between the ages of 35 and 45. Preference will be given to applicants who have not lived, studied, or worked overseas within the last five years. Preliminary application forms are available from the Office of Public Affairs, First Floor, Mutual Life Building (South Tower), 2 Oxford Road, Kingston 5 (tel: 935-6053; fax: 929-3637).

Office of Public Affairs (OPA) deadline for receipt of applications:

Friday, September 5, 2003

Interviews of pre-screened candidates will be held in OPA on **TUESDAY, SEPTEMBER 16, 2003**



**Application for Admission to the
Hubert H. Humphrey Fellowship Program
for Mid-Career Professional Study
in the United States**



UNITED STATES
DEPARTMENT OF STATE



INSTITUTE OF
INTERNATIONAL EDUCATION



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

INFORMATION AND APPLICATION INSTRUCTIONS
(PLEASE READ CAREFULLY)

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, nondegree programs developed specifically for small clusters of Humphrey Fellows at selected U.S. universities. 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) administers the program on behalf of the Department of State.

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 June 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 tuition and university fees, a monthly maintenance allowance, a book and supplies allowance, 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 available 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 to 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).

PROGRAM FIELDS: The programs arranged for Humphrey Fellows are related to one of the following fields: agricultural development, communications/journalism, educational planning, natural resources/environment, public health policy/management, human resource management, law/human rights, public administration, technology policy, economic development, urban and regional planning, finance and banking, and drug abuse education, treatment and prevention. The university programs do not address themselves to the scientific or technical aspects of these fields, but rather to the broad policy-making and problem-solving issues.



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

INFORMATION AND INSTRUCTIONS (CONTINUED)

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, nor 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.**



Bio-Sheet A

1

TYPE OR COMPUTER-GENERATE IN ENGLISH ONLY USING BLACK INK

1. NAME OF APPLICANT (enter full name; <u>underline</u> family name) <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Dr.		4. SEX <input type="checkbox"/> Male <input type="checkbox"/> Female	
2. PERMANENT ADDRESS OF APPLICANT Telephone number: _____ Fax: _____ (city code) (number) e-mail address: _____		5. PLACE OF BIRTH (city or town and country)	
		6. DATE OF BIRTH	Month Day Year
3. POSTAL ADDRESS OF APPLICANT (If same as above, write 'same')		7. COUNTRY OF PRESENT CITIZENSHIP	
		8. COUNTRY OF PRESENT RESIDENCE	
		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.

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. CURRENT OCCUPATION Name and address of employer	Job Title	Dates of Employment (month and year)
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13. GIVE A 50-WORD SUMMARY OF YOUR PROPOSED PROGRAM PLAN (more complete plan to be outlined on page 3).

FOR IIE USE ONLY:
STATUS OF CANDIDATE: Principal _____ Alternate _____ Ranking _____ Placement _____

FOR FSB USE ONLY: Approve _____ Disapprove _____ Abstain _____

COMMENTS:

FSB NAME (print) _____ SIGNATURE _____ DATE _____



Bio-Sheet B

2

TYPE OR COMPUTER-GENERATE IN ENGLISH ONLY USING BLACK INK

14. Describe your current job responsibilities:

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

Name & address of employer	Job Title	Dates of Employment	
		From	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	To

Persons to be notified in case of emergency:

In home country:

Name/address

In the United States

Name/address

Telephone:

Relationship:

Telephone:

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 also agree to return to my home country upon the expiration of my program in the United States of America.

Date

Signature of Applicant (required)



Program Plan

3

TYPE OR COMPUTER-GENERATE IN ENGLISH ONLY USING BLACK INK

Name of Applicant

Country

18. (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 course work, internship experiences, and/or professional training experiences you would like to undertake.
- (3) Describe how these plans relate to your professional goals and how the acquisition of new knowledge and skills will assist you in meeting the development goals of your country.
- (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 four questions. Please use the space provided.

19. Why are you seeking acceptance into the Hubert H. Humphrey Fellowship Program at this time?

20. Please state your career 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

21. Discuss how you have demonstrated leadership ability/potential in your professional career or personal life.

22. Describe a situation/problem (personal or professional) that required innovation and creativity on your part to solve. What did you do? What was the outcome?

