

Checklist for documents submitted with your application to ICARDA-CAC

LAST NAME: _____ PATRONYMIC: _____

FIRST NAME(S): _____

GENDER: _____ NATIONALITY: _____

AGE/DATE OF BIRTH: _____ / _____

MARITAL STATUS: _____ Number of Children: _____

For a complete application you have to submit the following documents. Arrange the documents in the following order - this page on top - and send this check list on top of all documents along with your application to ICARDA-CAC This would facilitate our work!

| | |
|---|--------------------------|
| 1. Checklist | <input type="checkbox"/> |
| 2. Application form with a recent passport photo ¹⁾ (Page 6) | <input type="checkbox"/> |
| 3. Letter of application in English language | <input type="checkbox"/> |
| 4. Application form (Page 7 – 10) | <input type="checkbox"/> |
| 6. Curriculum Vitae in English language | <input type="checkbox"/> |
| 7. Plan of proposed research in English language ³⁾ | <input type="checkbox"/> |
| <p>Title of the research proposal:</p> <p>.....</p> <p>.....</p> | |
| 8. Abstract of the master or diploma thesis in English language | <input type="checkbox"/> |
| 9. Copies of all relevant academic certificates of degrees ⁵⁾ | |
| <p>Master / Diploma..... <input type="checkbox"/>, Bachelor.....<input type="checkbox"/>, High School Leaving Cert....<input type="checkbox"/></p> <p>Grades:.....//</p> | |
| 10. List of publications (if available) | <input type="checkbox"/> |
| 11. Certified proficiency in English – TOEFL or IELTS ⁷⁾ and GRE | <input type="checkbox"/> |
| 12. Statement from your current employer (if employed) ⁸⁾ | <input type="checkbox"/> |
| 13. If available a copy of a letter of award for a scholarship | <input type="checkbox"/> |
| 14. Reference form and letter of references from two referees ⁶⁾ | <input type="checkbox"/> |

Additional explanations on the documents to be submitted

All documents have to be in the English language!

Incomplete applications cannot be submitted to the Fellowship Selection Board!

1) Application form

Is attached (see below)

2) A plan of proposed research (8 – 10 pages)

We do not pre-review research proposals and specify research topics. It is always advisable to submit a research proposal of your interest and based on your previous research experience. Identify the problem and the goal of your research. Elaborate on the parameters that you would/could measure and describe in short the methods that you want to use. Provide us with an estimate of the expenses involved in carrying out the study you propose. Include also a time schedule.

The research proposal is to demonstrate the applicant's general ability to conceptualize a research project. It is usually adjusted or very much revised in the context of the first year of the doctoral studies.

The proposal should also indicate at which university the candidate wants to pursue this study, and justify this choice (why was this university chosen ?).

3) The doctoral research areas

The research plan to be submitted by candidates should be formulated in reference to the below stated research areas:

Germplasm improvement, seed supply systems, cropping systems and agricultural diversification, integrated system of livestock and fodder production, integrated on-farm soil, water and salinity management, conservation of plant genetic resources, small ruminants breed characterization, socioeconomic and policy research.

4) Copies of all relevant academic certificates of degrees obtained

A successful application requires an excellent master or equivalent degree in Soil and Plant Science, Biology, Political Science, Agricultural and Resource Economics, Geography, Natural Science or Agriculture.

If you are just finishing your MSc study, you may submit your certificate later. However, we need the transcript of your MSc study or at least a written proof of your grades during your MSc study.

5) Recommendation from two professors or supervisors

Please ask your referees to send us a recommendation. The recommendation letter should not exceed 1 page.

6) Certified proficiency of the instruction language

We request TOEFL (550 points) or IELTS (Band 6). This is not necessary for applicants who have English as mother tongue or as the language of instruction at school or university (proved by the university or school). Applicants a program's with other language of instruction should submit appropriate certificates of language proficiency.

7) Statement from your employer

If employed, a statement from your current employer will be helpful for your application. They should state that they are interested in having you pursue this doctoral study and are willing to grant you leave of absence for this purpose.

8) Additional documents

The submission of a successful GRE (www.gre.org) or GMAT (www.gmat.com) test, (especially for quantitative and analytical abilities) will enhance the chances of selection

Application for Admission

The application deadline for the fellowship is: **May 31, 2009**

This fellowship does not guarantee an admission and placement in a specific program and university. Applicants are encouraged to search and ensure admission from a graduate school of the university of their choice in advance.

The applicants should send all documents in the established order via e-mail (PDF file, size not exceeding 5Mb) to the ICARDA regional office in Tashkent (E-mail: icarda-tashkent@cgiar.org). The selection committee will consider applications during the Annual steering committee meeting in Tbilisi Georgia 2009. The selection of the adequate university will be discussed with the selection committee. For questions, please write to ICARDA-Tashkent to icarda-tashkent@cgiar.org.

The selection is carried out on a competitive basis.

Application for Admission

Recent photo

E-mail: icarda-tashkent@cgiar.org

Homepage: <http://www.icarda.org/CAC>

Please first read the instructions! Answer each question clearly and completely. Type or print in black or blue ink. If you need more space, attach additional pages of the same size.

The age limit for applicants is 32 years.

1. Personal Data

Full Name (*please underline the name officially used in passport. This will usually be your family name or surname*).

Postal address:

Private (residential) address:

Telephone: _____

Telephone: _____

Telefax: _____

E-mail: _____

Internet link: _____

Date of Birth(day, month, year): _____

Place of Birth: _____

Nationality at Birth: _____

Nationality: _____

Single Married

Male Female

Number of children: _____

Person to be notified in case of emergency:

(Name, address, telephone, relationship)

2. Educational Record (start with institution most recently attended and work backwards, including post-secondary and post-primary education)

| Educational Institution | Location | Major Field of Study | Degrees & Diplomas | Class of Degree | Years attended from to |
|-------------------------|----------|----------------------|--------------------|-----------------|------------------------|
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3. Master thesis

Have you written a Master or Diploma thesis? Yes No

The title of your Master or Diploma thesis:

4. Topic of the Proposed PhD Research

If necessary, continue on a separate page.

5. Employment Record (list in reverse order)

A. Present or most recent post

Employer: _____
Address of Employer: _____
Type of organization: Government/Semi-government/University/Non-government/Private*
Aims and activities of organization: _____

Position held: _____ from(year): _____ to: _____
Location of posting: _____
Description of your work, indicating personal responsibilities:

B. Previous post

Employer: _____
Address of Employer: _____
Type of organization: Government/Semi-government/University/Non-government/Private*
Aims and activities of organization: _____

Position held: _____ from(year): _____ to: _____
Location of posting: _____
Description of your work, indicating personal responsibilities:

If necessary, continue on a separate page.

* Please underline those that are applicable.

5. Language Proficiency

Mother tongue: _____
Language(s) used as medium of instruction in secondary school: _____

Language(s) used as medium of instruction in higher education: _____

Other language(s) of which you have a working knowledge: _____

Do you use English in your work? Yes No Sometimes

In order for your application to be processed you must add a proof that the medium of instruction at your school or university was English, or a certified statement from a recognized authority (e.g. TOEFL: 550, IELTS: 6, British Council) concerning your proficiency in English.

6. References

References are required from two people of high academic or professional standing who are well acquainted with you, your work and your studies. Please indicate below the names and address of those from whom we can expect to receive these letters.

Name:

Address:

1. _____

2. _____

You are kindly requested to ask your referees to send us a recommendation letter (1 page) directly to the selection board .

7. Other Information

Please give any information you think might be important for consideration by the Selection Committee, e.g. other experience in public affairs, relevant travel abroad.

If necessary, continue on a separate page.

8. How did you learn about CGIAR ?

To help us with our promotion activities, we are interested to learn how you were informed about CGIAR. Please indicate if this was through:*

Internet / e-mail / friends / colleagues / supervisor / conference /

announcement in journals and brochures (please give name: _____),/

current or previous student or staff member of CGIAR Center (please give

name: _____)/ or other sources _____

