

## AY2015-2016 HUMPHREY FELLOWSHIP PROGRAM

### 2015-2016 HUBERT H. HUMPHREY FELLOWSHIP PROGRAM FOR MID-CAREER PROFESSIONAL DEVELOPMENT IN THE UNITED STATES Program Information

**PROGRAM DESCRIPTION:** The Humphrey Fellowship Program provides mid-career professionals from designated countries around the world with an opportunity to enhance their professional capabilities through participation in specialized, 10-month, non degree programs developed specifically for small clusters of Humphrey Fellows at selected U.S. universities. The Humphrey Program was initiated in 1978 to honor the memory and accomplishments of the late Senator and Vice President, Hubert H. Humphrey. Fellows are selected based on their potential for national leadership and commitment to public service, in either the public or private sector. The program provides a basis for establishing long-lasting productive partnerships and relationships between citizens of the United States and their professional counterparts in other countries, fostering an exchange of knowledge and mutual understanding throughout the world.

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) collaborates with the State Department's Bureau of Educational and Cultural Affairs in administering the program. 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. 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. Humphrey Fellows pursue tailored study programs at participating host institutions, where the freedom from the requirements of a degree program gives each Fellow the flexibility to pursue a self-directed individualized program. 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, special seminars, and a professional affiliation. The professional affiliation provides first-hand exposure to an American work environment on a full-time basis for a minimum period of 6 weeks. 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 April 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 cannot transfer from non-degree status to degree status under any circumstances.** 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 a monthly maintenance allowance, a book and supplies allowance, tuition and fees when applicable, 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 provided 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 in 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) at the host campus.**

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**PROGRAM FIELDS:** The programs arranged for Humphrey Fellows are related to one of the following fields. **Please note that applicants from Egypt can only apply in one of the following fields:**

1. Communication and Journalism
2. Economic Development/Finance & Banking
3. Human Resource Management
4. Law and Human Rights
5. Public Health Policy and Management
6. Public Policy Analysis and Public Administration
7. Substance Abuse Education, Treatment and Prevention

The university programs do not address themselves to the scientific or technical aspects of these fields, but rather to broad policy-making and problem-solving issues.

**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, or to award fellowships enabling candidates to attend a U.S. university on the basis that they have already been admitted. Approximately 18 campuses have been selected through a competitive process to host Fellows in groups with similar interests. Each university is chosen based on institutional resources and the level of support and guidance it offers to the participants. Each campus has a designated faculty coordinator for academic and administrative support. In addition, faculty advisors also assist Fellows in pursuing balanced academic and professional programs .

**Candidates should not apply directly to U.S. institutions.**

**ELIGIBILITY CRITERIA:** The program is designed to meet the requirements of policy-makers, planners, administrators, and managers who have a public service orientation, are committed to their country's development and have demonstrated leadership potential.

- **Egyptian Nationality:** holders of a U.S. citizenship or a green card are NOT ELIGIBLE to apply for the program.
- **Bachelor degree** in an appropriate field of study. There should be evidence that the candidate's academic background is strong, both in terms of the type of academic preparation and the level of achievement, to enable the person to successfully undertake graduate-level study at a major U.S. University.
- **Mid-career professionals** (age between 30-50), in management leadership positions with potential for professional advancement. Prospective Fellows should have a minimum of five years full-time professional experience (prior to August 2014) in the relevant field, after completing a university degree. A candidate's age will be considered in light of professional experience to date and potential. Candidates under 30 must demonstrate five years of progressive professional experience and must especially demonstrate sufficient experience and maturity. Candidates over 50 must demonstrate sufficient capacity to contribute in a substantial way to their profession upon return to home country and their advancement potential.
- Candidates should be **policy rather than research or technically oriented**, with at least five years of substantial and progressive professional experience.
- **Fluency in spoken and written English with a minimum valid Local TOEFL score of 525 Paper-Based (PBT), or 195 Computer-Based (CBT), or 70 Internet-based (IBT) or IELTS 5.5.** Applicants must submit a valid institutional TOEFL or IELTS score by the **July 20 deadline**. **Absence of a local TOEFL score at the time of application could jeopardize the chance of obtaining a Fellowship.** A TOEFL score is valid for two years and exams are held at AMIDEAST (located at 38 Mohie El Din Abou El Ezz Street, Dokki or 15 Abdel Hamid El Abbady Street, Roushdy, Alexandria, General Tel: 19263) or any of the ETS approved centers listed below

Center	Designated Governorates
American Canadian Center	Menoufia , Kafr El Sheikh, Qalubiya, and Gharbia.
Beni Suef University	Beni Suef
Mansoura University	Dakahlia
MASRYA	Sohag, Assiut, New Valley, Qena, Luxor, & Aswan.

**In case of nomination by the Commission**, you will receive a TOEFL voucher to register for the international TOEFL and you should arrange to take it as early as possible and **no later than November 2014**. You must indicate that you want your score report to be sent to Institute of International Education (Hubert H. Humphrey Fellowship Program) Code Number **9616**. Be sure to indicate this code (**9616**) on the registration forms or on the answer sheets provided at the time you take the examination. Please present your TOEFL score to the Fulbright Commission upon receipt.

- **Long-Term English (LTE) language training:** Excellent candidates who meet all Humphrey program requirements, including leadership ability and commitment to public service, but lack the necessary language skills are encouraged to apply. If nominated and selected they will travel to the U.S. for an intensive 20-25 week pre-academic program to improve their language skills. **A minimum valid Local TOEFL score of 450 Paper-Based (PBT) is required.**
- **Qualified women** are encouraged to apply.
- Currently employed with an assurance of re-employment after completion of the Humphrey Program.

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### **Special Eligibility Criteria for Substance Abuse Education, Treatment and Prevention:**

- Mid-career level in a university, non-governmental organization, government ministry, health care profession, or other drug abuse-related occupation
- Demonstrated research experience

**Ineligible candidates** include recent university graduates (even if they have significant positions), university teachers or academic researchers with no management responsibilities (except in the fields of Substance Abuse Education, Prevention, and Treatment), individuals who have attended a graduate school in the United States for one academic year or more during the seven years prior to August 2015; and individuals with other recent U.S. experience of any kind (more than six months during the five years prior to August 2015). A candidate with recent third-country experience, especially in developed countries, may have a less compelling need for the Humphrey Program than a candidate who has never had a significant professional stay abroad.

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### APPLICATION GUIDELINES:

1. Please read the instructions for completing this application carefully before proceeding. Answer every question as completely as possible. All questions must be completed in English.

2. **Please take special notice of question 13 within Step 2: Application Forms, in which the question reads "Give a 50-word summary of your proposed program plan.** This section is very important as members of the J. William Fulbright Scholarship Board read this summary and determine whether to approve Humphrey nominations. Please be sure to provide a succinct but substantive summary statement.

3. **Important information about TOEFL:** The Test of English as a Foreign Language (TOEFL) is required by all U.S. universities. **Absence of TOEFL scores could jeopardize your chance of obtaining a Fellowship.** After passing a preliminary English test (institutional local TOEFL) at the time of application and in case of nomination to the fellowship by the Commission, you must register for the TOEFL (iBT) **immediately** and take it as early as possible and no later than **November 2014**. For information and/or test registration forms, contact the Bi-national Fulbright Commission in Egypt. You must indicate that you want your score reports sent to the Institute of International Education (Hubert H. Humphrey Fellowship Program) Code Number **9616**. You must be sure to indicate this code (**9616**) on the registration forms or on the answer sheets provided at the time you take the examination. TOEFL fee vouchers will be given to finalists by the Bi-national Fulbright Commission in Egypt. As soon as you receive your TOEFL score, please present it to the Commission.

6. As part of your application, you also must have a formal English language interview and submit the enclosed **English Language Report Form (page 8, within Step 2: Application Form)**.

**Note:** Once you have submitted your application you will no longer have access to it or be able to view it.

### IMPORTANT NOTES: SUPPORTING DOCUMENTATION NEEDED TO COMPLETE YOUR APPLICATION

Your application is not considered complete until the Fulbright Commission in Egypt receives all your supporting documentation. The following **HARD COPIES** must be given to the Commission prior to or by the deadline on **July 20, 2014 (Do not submit the application to IIE):**

1. One copy of the application form
2. Confirmation of application submission form
3. Valid minimum institutional (local) TOEFL score of 525 Paper-Based (PBT) from AMIDEAST, or 195 Computer-Based (CBT), or 70 Internet-based (iBT) or IELTS 5.5
4. For Long Term English candidates, valid minimum institutional (local) TOEFL score of 450 is required.
5. Two letters of reference, one of which must be from your immediate supervisor in your current position. The letters of reference should be written in English or should include an English translation
6. Copies of complete and certified academic documents covering your entire period of study at universities or other postsecondary institutions, including advanced degrees. Arabic documents must be accompanied by complete English translations. To be considered official, each academic document must bear the seal of the issuing institution as well as the signature of its officials  
Your academic documents must consist of:
  - An official transcript from each university or other postsecondary institution, listing the subjects you studied and the grades (marks) you received during each year of your enrollment. Include all postsecondary institutions you attended, even those from which you did not receive a degree or diploma
  - An official certificate, or official evidence of each postsecondary or university degree, diploma, or certificate awarded to you
7. One passport size photo

**Tentative dates and Time Frame for the Nomination Process:** The Nomination process consists of a technical and qualitative review. While the Fulbright Commission is the nominating agency, final selections will be made by the Humphrey Program Office, Institute of International Education (IIE), in the U.S.

Announcement of the Program	May 5, 2014
Deadline for submitting applications	July 20, 2014
Technical review of applications	August, 2014
Personal Interviews	August / September, 2014
Nomination	October, 2014
Announcement of final selection by IIE	March 2015

**Contact Information:** For inquiries, please contact Ms. Deena Omar, at the Fulbright Commission on **Mondays and Wednesdays from 11:30 a.m-3:30 p.m.**

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Tel. #: 3335-9717 / 7978 – Ext.139  
Fax: 37627346  
E-mail: [domar@bfce.eun.eg](mailto:domar@bfce.eun.eg)  
Website: [www.fulbright-egypt.org](http://www.fulbright-egypt.org)

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### FIELDS OF STUDY DESCRIPTION

#### • **Communications/Journalism**

Appropriate candidates include those using electronic, mass media and telecommunication to facilitate national development in the areas of agriculture, health, family planning, nutrition and education. These individuals might manage the aforementioned media strategies for nongovernmental organizations or for state-run media. Journalists engaged in public affairs reporting, magazine and feature writing, and interpretive writing on social issues and international affairs also are suitable.

#### • **Economic Development/Finance and Banking**

This field may be interpreted very broadly. Suitable candidates include policy makers and administrative managers focusing on contemporary development issues including population growth, agriculture and industrial development, poverty and income distribution, sustainable development, labor markets and foreign trade, international and development economics, macroeconomics, monetary economics, public economics, econometrics, international finance and trade, banking and finance, foreign credits, structural adjustment, economic management, monetary theory and policy, investment and capital markets, environmental economics, labor and population economics, aggregate economic analysis, transition economies, exchange rate systems, small business development, micro-credit/finance, entrepreneurship, cooperatives and credit unions, financing in rural and urban settings, social marketing and privatization, . Individuals in this field are not suitable if they are primarily concerned with expanding a corporate entity's market share.

#### • **Human Resource Management**

The most suitable candidates in this field are those individuals dealing with institutional change, setting personnel policies and procedures. These might be human resource managers or individuals from various fields who have been charged with re-organizing a department or ministry, for example.

#### • **Law and Human Rights**

Attorneys, judges, and human rights activists are the most suitable candidates in this field. The range of law specializations is far reaching. Some of the more common include: constitutional, criminal, business, civil rights, family/child, alternative dispute resolution, international humanitarian, international trade, international business, intellectual property, and telecommunications. Individuals engaged in legal and judicial reform and the administration of justice also are appropriate candidates.

#### • **Public Health Policy and Management**

Physicians, clinicians with management responsibilities, health educators, and other practitioners with policy-making responsibility in this field are suitable candidates. Past Fellows' interests have included: management of public health care organizations, health care delivery through community-based organizations, reproductive, adolescent, and child health, and epidemiology in public health practice. Candidates who are primarily practitioners in their field are not appropriate. For example, dentists whose program goals are to be better dentists in a clinical setting are not appropriate candidates for the program. Instead, dentists or other practitioners who are interested in acquiring skills and knowledge to become better administrators of public health programs, which might for example promote health education in their community or country, would be a better fit for the program.

#### • **Public Policy Analysis and Public Administration**

This field may be interpreted very broadly. Policy issues that past Fellows addressed have included: regional, economic and workforce development planning; public management and leadership; financial management in public and non-profit organizations; poverty and inequality; gender; public finance and revenue administration; domestic and foreign development policies; political transition to market-based democracy; planning and the global knowledge economy; private sector development.

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### • Substance Abuse Education, Treatment and Prevention

The National Institute on Drug Abuse (NIDA), one of 27 research institutes and centers of the National Institutes of Health (NIH) of the U.S. Department of Health and Human Services, will co-fund with ECA several Humphrey Fellows in the field of drug abuse prevention and treatment. These grants will provide mid-career professionals with exposure to scientific methodologies and research advances and will help to establish research links that will lead to on-going international collaborations with NIDA in the field of drug abuse prevention and treatment.

Candidates for Humphrey Fellowships that will be co-funded with NIDA must meet all the regular selection criteria, including demonstrated potential for leadership and commitment to public service. In addition, although candidates who hold a doctoral degree in medicine, health, biomedical, behavioral or social science will be preferred, candidates holding a master's degree and who have substantial professional experience and/or research background will also be considered. Policy-makers without a research background will be considered if they demonstrate an interest in learning how to understand and apply research about drug abuse.

Appropriate candidates for these fellowships include mid-level researchers, research managers and policy makers in universities, drug abuse prevention or treatment programs, nongovernmental organizations, government ministries, healthcare professions, or other drug abuse related occupations.

Law enforcement candidates are not eligible unless they are qualified to participate in a program based in a school of public health and propose programs focused on drug abuse research, education, treatment and prevention, or demand reduction, as opposed to interdiction policies.

All candidates applying for fellowships in the field of drug abuse should fill out the special form for candidates in this field regardless of degree held, the number of their publications, or their research experience.

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## Applicant Checklist

PLEASE SAVE THIS FORM AND REFER TO IT  
BEFORE SUBMITTING YOUR APPLICATION!  
DEADLINE: JULY 20, 2014

Hard Copy of the Submitted Online Application	
Substance Abuse Field of Study form - <b>if applicable</b>	
Valid Local TOEFL above 450 or equivalent IELTS	
Copies of official certificates and diplomas with translations if necessary	
Copies of official transcripts with translations if necessary	
First Letter of Reference (from Current Employer)	
Second Letter of Reference	
Confirmation of Submission Form	
One passport size photo	