



# HUBERT H. HUMPHREY FELLOWSHIP



2022-2023

## ***INFORMATION ABOUT THE HUBERT H. HUMPHREY FELLOWSHIP PROGRAM AND APPLICATION INSTRUCTIONS***

### **PROGRAM DESCRIPTION:**

The Hubert H. Humphrey Fellowship Program provides mid-career professionals from developing countries, an opportunity to enhance their professional capabilities through participation in a specialised 10-month program at selected U.S. universities. Funding for the Humphrey Program is provided by the Bureau of Educational and Cultural Affairs (ECA) of the U.S. Department of State.

The Humphrey Program is not a traditional degree program, aimed only at providing scholarly preparation or basic training in a field. The academic programs designed for Humphrey Fellows differ from the traditional discipline-oriented programs, and emphasize on problem-solving and experience-sharing. The objective of the program is to provide Humphrey Fellows a multi-faceted experience that broadens their perspectives and enhances their capacity to assume greater career responsibilities. Hence, these academic programs are designed to include course work, independent projects, internships, consultations with U.S. faculty specialists, field trips, and special seminars. Under the guidance of a faculty adviser or co-ordinator, Fellows plan their programs that best suit their proposed Humphrey Program plan and their individual professional and career development needs.

### **DURATION OF GRANT:**

The Humphrey Program is 10 months in duration, beginning in August/September and ending in June the following year. Candidates who are identified as requiring supplemental English language training, may be required to arrive in the United States as early as May; for intensive English language study prior to start of the Humphrey Program. Participation in the full period of the Humphrey Program is mandatory, including any supplemental English language training if required.

### **NON-DEGREE STATUS:**

The Humphrey Program **does not** result in the awarding of a degree. While Fellows are able to enrol in courses relevant to their proposed Humphrey Program that will meet their professional interests, the Humphrey Program is not appropriate for those who wish to pursue academic work required for a U.S. degree or culminating in a degree. Humphrey Fellows spend a considerable portion of their time engaged in activities such as internships, field trips and special projects that give them practical experience in their professional fields.

### **PROGRAM FIELDS:**

The Humphrey Program is open only to the following broad fields/disciplines:

Agricultural and Rural Development; Communications/Journalism; Contagious and Infectious Diseases; Economic Development; Educational Administration, Planning & Policy; Environmental Policy and Climate Change; Finance and Banking; Higher Education Administration; HIV/AIDS Policy and Prevention; Human Resource Management; International Religious Freedom; Law and Human Rights; Natural Resources, Public Health Policy and Management; Public Policy Analysis and Public Administration; Substance Abuse Education, Prevention & Treatment; Teaching of English as a Foreign Language; Technology Policy and Management; Trafficking in Persons, Policy and Prevention; and Urban and Regional Planning.

## **PLACEMENT IN UNIVERSITY PROGRAMS:**

Grantees selected for Fellowships are placed in clusters by fields of interest at U.S. institutions selected to host Humphrey Fellows. Therefore, neither the candidate nor the U.S.-Sri Lanka Fulbright Commission is able to choose the U.S. university or request a change to the university once placement is confirmed. At no time should a Humphrey candidate or nominee apply directly to a U.S. higher educational institution.

## **APPLICATION INSTRUCTIONS:**

1. **Online Application: Applications Open April 01, 2021.** All applications must be completed and submitted online using the application link available on the US-SLFC website announcement for the Hubert Humphrey Fellowship Award. Before you begin an application, read the instructions on the US-Sri Lanka Fulbright Commission's website.

You must make sure you meet all the eligibility criteria and must read all instructions below, in the application, fully and carefully prior to completing the application.

**The Deadline: June 30, 2021. This includes the online application and all required supplemental forms, academic credentials and letters of reference.**

**Create an online account to complete the application:** You are required to have an email address to create an online account to access the application and then complete it.

**Record username and password on your online account in a safe place:** Your personal email address is your username. When you create an account for this online application, record your password in a secure place. You can log in and out of the application as frequently as you like, prior to the deadline. If necessary, you can reset your password by clicking the "Forgot Your Password" link on the log-in page.

**Complete the Application:** You do not need to complete this application at one time. You can re-enter at any time, prior to the deadline, to complete or edit your application using your username and password. However, once you SUBMIT your application, you CANNOT make any changes to the application.

To complete your application correctly, please answer all questions fully and carefully to ensure accuracy. Review these additional tips:

- Use upper and lower-case letters (e.g., John Smith). Avoid using all capital letters (e.g., JOHN SMITH). Do not use special characters, such as accent marks.
- You can copy and paste information into all text boxes.
- Limit your responses to the space provided in all text boxes. Responses to questions on the application must adhere to established character limits.
- Prepare required documents and save them in PDF format. It is highly recommended that to preserve any formatting and special characters in your documents, you upload them in PDF format.
- Some questions are "required." They are marked with an asterisk (\*). You will not be able to submit your application until all required items are complete.
- All information provided must be true and original/your own. Material misrepresentation (including plagiarism) during application or at any time during the Humphrey award program is grounds for disqualification and termination from the Humphrey Awards competition and/or program and from applying to any Fulbright awards programs in the future.

**Manage the Application:**

**Editing your application prior to submission**

1. You may log in at any time to review and edit your application form, upload documents, and enter recommender information.
2. Remember to save your application after completing each page by pressing the *Continue* button at the bottom of each page.  
**Note:** The application will automatically log you out after 60 minutes of inactivity, so it is best to save your application frequently.

#### **Reviewing your application prior to submission**

1. After you SUBMIT your application, you CANNOT make any changes.
2. You may continue to log in to your account to view the information you have submitted, save a PDF of your application form, and manage your recommenders.
3. You can manage your recommenders by clicking on the *Recommendations* section of the online application.

#### **Submit the Application:**

Once you have entered all required information, including recommenders, review your application for errors. If all information is correct, submit your application. Once you submit you CANNOT make changes to your application.

2. **Letters of Reference:** You are required to submit **two letters of reference**, one of which must be from your employer. Letters of recommendation will be submitted directly to Fulbright Commission in Sri Lanka by the recommenders you registered via your application and must be received **by the application deadline of June 30, 2021.**

If your recommender is unavailable, you will have the option to exclude the recommender and add an alternative recommender after you submit the application.

3. **TOEFL:** TOEFL scores, which are a mandatory requirement for all Humphrey Fellowship nominees, are not required at this stage. Applicants selected as nominees will be advised to take the test. The Fulbright Commission will bear the cost involved. For your information, it is an advantage to have a score of **over 71** or more in Internet-based TOEFL (iBT). If you have taken the TOEFL exam and it is currently valid, you may submit a copy of the score report with your academic credentials.
4. Once you have completed and submitted the online application, please print out a copy for your records

**Only candidates short-listed for interviews will be notified**