
FREE OF CHARGE - APPLICATION MAY BE COPIED

**ATTACH
PHOTO
HERE**

(Taken within the
last year-Please
write your name
on the back)

APPLICATION

2002-2003 Regional Scholar Exchange Program

**A program of the Bureau of Educational and Cultural Affairs,
United States Department of State, and administered by the
International Research & Exchanges Board (IREX) and
the Kennan Institute of the
Woodrow Wilson International Center for Scholars**

Personal and Professional Data

1 NAME (AS IT APPEARS IN YOUR INTERNATIONAL PASSPORT):

Last

First

Patronymic

2 GENDER: ☐ Male ☐ Female

3 COUNTRY OF CITIZENSHIP (NOT Commonwealth of Independent States or USSR) :

COUNTRY OF LEGAL RESIDENCE:

4 AGE: DATE OF BIRTH: Month: Day: Year:

5 PLACE OF BIRTH (City, Country):

6 MARITAL STATUS: ☐ Single ☐ Married CITIZENSHIP OF SPOUSE:

7 CURRENT HOME ADDRESS:

Street Apt

City Country Index

Telephone Alternate Telephone

8 FIELD OF RESEARCH: (Please select one RSEP academic discipline from page iii.)

- | | | |
|--|--|--|
| <input type="checkbox"/> American Studies (including literature | <input type="checkbox"/> Education (including university administration) | <input type="checkbox"/> Labor Relations |
| <input type="checkbox"/> Anthropology | <input type="checkbox"/> Ethics | <input type="checkbox"/> Law |
| <input type="checkbox"/> Business Administration (including business and management education) | <input type="checkbox"/> Foreign Policy and International Relations | <input type="checkbox"/> Library Science |
| <input type="checkbox"/> City Planning and Urban Studies | <input type="checkbox"/> Geography | <input type="checkbox"/> Management |
| <input type="checkbox"/> Civic Education | <input type="checkbox"/> Government | <input type="checkbox"/> Military Science |
| <input type="checkbox"/> Conflict Resolution | <input type="checkbox"/> History | <input type="checkbox"/> Philosophy |
| <input type="checkbox"/> Criminal Justice | <input type="checkbox"/> Information Technology (Internet and the application of new information technologies in higher education) | <input type="checkbox"/> Political Science |
| <input type="checkbox"/> Demography | <input type="checkbox"/> Journalism and Communications | <input type="checkbox"/> Psychology |
| <input type="checkbox"/> Economics (including international trade, finance and investment) | | <input type="checkbox"/> Public Administration |
| | | <input type="checkbox"/> Social Work |
| | | <input type="checkbox"/> Sociology |
| | | <input type="checkbox"/> Women's Studies |

NOTE: Information Technology is not an eligible category for the Kennan Institute RSEP Fellowship

9 PROPOSAL TITLE:
(Please limit your proposal title to no more than ten words.)

10 CURRENT WORK ADDRESS:

Position or Title: _____

Employment Institution: _____

Department (if applicable): _____

Street Address: _____

City: _____ Country Index: _____

Telephone: _____ Fax: _____

E-mail: _____

I work an average of _____ hours per week in this position.

SECONDARY PROFESSIONAL POSITION(S) HELD:

Position or Title: _____ Employment Institution: _____

Department (if applicable): _____

Street Address : _____

City: _____ Country Index: _____ Telephone: _____

Fax: _____ E-mail: _____

I work an average of _____ hours per week in this position.

11 SUGGESTED US HOST INSTITUTION: (In order of preference with department, individual, and contact information if available)

For Russian and Ukrainian applicants to the RSEP fellowship at the Kennan Institute, ONLY the Kennan Institute in Washington, DC should be listed.

- 1.
- 2.
- 3.

12 PREVIOUS TRAVEL TO THE UNITED STATES:

<u>Dates</u>	<u>Duration</u>	<u>Location</u>	<u>Sponsor</u>	<u>Purpose</u>
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13 OTHER INTERNATIONAL TRAVEL: (in the last 10 years)

<u>Dates</u>	<u>Duration</u>	<u>Country</u>	<u>Sponsor</u>	<u>Purpose</u>
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14 PROVIDE YOUR EMPLOYMENT HISTORY FOR THE PAST 10 YEARS - LIST MOST RECENT FIRST:
(attach additional page if necessary)

<u>Employer Name</u>	<u>Address</u>	<u>Position</u>	<u>Dates</u>
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15 IF APPLICABLE, INDICATE TITLE AND BRIEF DESCRIPTION OF DISSERTATION FOR *KANDIDAT* OR *DOCTOR* DEGREE (most recent):

16 EDUCATIONAL BACKGROUND:
(List educational institutions attended or currently attending after middle school.)

<u>University/Institute</u>	<u>Field of Study</u>	<u>Dates</u>	<u>Degree/Date Received</u>
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17 IF APPLICABLE, LIST COURSES TAUGHT OR CURRENTLY TEACHING. ALSO LIST POSSIBLE LECTURE TOPICS FOR US AUDIENCE (if asked by your US host institution or community):

18 PUBLICATIONS, AWARDS AND OTHER ACCOMPLISHMENTS: Total number of publications: _____

List up to five of your most significant publications and/or professional accomplishments:

Title/Publication or Accomplishment

City

Year

19 EMERGENCY CONTACT INFORMATION: List name, address, phone number, and relationship of person(s) for contact in case of an emergency.

20 FORMAL STUDY OF ENGLISH:

	<u>Dates</u>	<u>Months per year</u>	<u>Hours per week</u>
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University

Private Study

21 NATIVE LANGUAGE CONTACT INFORMATION:

During the selection process it may be necessary for one of our offices to contact you. To assist our offices in maintaining accurate records, please complete the following section in your native language.

Name: _____

Country _____ City _____ Index _____

Address _____

22 ATTACH YOUR TWO PAGE (700-1200 WORD) PERSONAL STATEMENT AND YOUR FOUR PAGE (1400-2400 WORD) RESEARCH PROPOSAL TO THE APPLICATION.

Certification of Intent

I certify that the information given in this application is complete and accurate. I certify that I completed this application myself, without any aid or assistance. I understand that final approval of my application and my status as a program grantee is dependent on my placement at an appropriate American university or institution and on my ability to receive and maintain a J-1 visa to the United States.

As required by the J-1 visa, I agree to return to my home country for two years immediately upon the conclusion of the program.

I understand that my program may be terminated for giving false information, for general misconduct, or non-compliance with the terms and conditions of the Regional Scholar Exchange Program.

Signature of Applicant

Date

IREX Privacy Policy Statement

Your privacy is important to IREX. That is why we request that all applicants read the following privacy policy statement carefully.

1. Applicant and Participant Information Content and Storage

Information about program applicants and current and past participants consists of data contained in their applications, information derived from interviews, and information gathered during the course of their program and as program alumni. IREX stores this information in written and electronic form indefinitely. Some data, such as contact information and professional experience, is continually updated.

2. Use of Information

Information, which is described above, may be:

- A. Used by selection committees and interviewers to review applicants;
- B. Supplied to the program's funding organization;
- C. Submitted to potential host schools, universities, or organizations and/or organizations that provide internship opportunities;
- D. Used for the evaluation of an individual's participation in the program and in the collection of data for general program evaluation by IREX, funding agencies or other organizations contracted to conduct evaluations;
- E. Used for notifying program participants/alumni of upcoming events and programs;
- F. Provided to participants/alumni of this and other US government-sponsored programs for the purpose of fostering alumni networking;
- G. Provided to non-commercial, nongovernmental organizations for the purposes of promoting professional development among program participants/alumni; and
- H. Used by IREX for general promotional purposes in written or electronic form, including program directories, newsletters, web sites and other promotional materials.

If the applicant or current/past participant does not want to be included in points E-H, it is their responsibility to notify their specific program administrator at IREX/Washington.

IREX does not sell applicant, or current/past participant information.

The principles stated herein are binding only to IREX; other organizations involved in the administration of these programs may adhere to other privacy or similar policies.

Signature of Applicant

Date

Supplementary Information

The following information will NOT be considered in the evaluation of your application. The information is needed for logistical purposes if you are selected to this program. Submit this page with your official application.

1 How often do you use e-mail? ☐ Daily ☐ 2-3 times per week ☐ Once per week ☐ Once per month ☐ Never
 How often do you use the Internet? ☐ Daily ☐ 2-3 times per week ☐ Once per week ☐ Once per month ☐ Never
 If you use Internet or e-mail, where do you use it? (circle all that apply) ☐ Home ☐ Office ☐ Other _____
 How would you characterize your Internet abilities? ☐ Beginner ☐ Intermediate ☐ Advanced
 Would you be interested in receiving additional computer training before you leave for the United States? ☐ Yes ☐ No
 If so, what? (circle all that apply) ☐ Basic computer literacy ☐ E-mail usage ☐ Internet searching ☐ Internet resources available for your academic or professional specialization ☐ Other _____

2 Do you have an external passport? ☐ Yes ☐ No Passport Number: _____
 Issuing Country: _____ Series: _____

3 Have you ever received a J visa? If so, please indicate the duration of this visa (exact dates), and name of the program: _____

4 If you have ever received a Social Security Number from the US government, please list: ____ - ____ - _____

5 IREX does not discriminate against grant applicants because of race, color, religion, sex, national origin, disability, or any other protected characteristic as established by US law. In order for IREX to respond to required Federal inquiries, please check the box below, on a voluntary basis, if you have the following disabilities:
☐ Hearing Impairment ☐ Speech Impairment ☐ Visual Impairment ☐ Orthopedic Impairment ☐ Learning Disorder
☐ Other (specify): _____

6 How did you first learn about the Regional Scholar Exchange Program?
☐ Educational Information Center ☐ Lecture by US specialist
☐ IREX office ☐ Workplace
☐ Office of other US non-profit organization ☐ US Embassy
☐ Friend ☐ Newspaper advertisement
☐ University/Institute International Office ☐ Program Alumni Name _____
☐ Internet ☐ Other (please specify) _____
☐ Television/radio

7 Are you applying to any other US Government sponsored educational exchange program?
 Yes _____ No _____
☐ FSA Contemporary Issues Fellowship Program (CI) ☐ Junior Faculty Development Program (JFDP)
☐ Edmund Muskie/FSA Graduate Program ☐ Fulbright Program
☐ Russia/U.S. Young Leadership Program ☐ Other _____

8 Have you previously applied for any ECA-sponsored exchange program (FSA FLEX, FSA Undergraduate Program, Muskie/FSA Graduate Program, RSEP, CI, JFDP, Fulbright) or other exchange programs sponsored by a US institution or organization? If so, indicate the program(s), the year(s) in which you applied, and the result(s).

Program(s): _____ Exact Dates: _____

Result(s) (Choose **only** Finalist, Alternate, Semi-Finalist, Declined, or Not accepted): _____

Definitions:

Finalist = Participated and traveled to the United States

Semi-Finalist = Interviewed but not selected for participation

Alternate = Selected as a possible alternate for a withdrawn Finalist, but did not travel to the United States

Declined = Selected as a Finalist but withdrew from the program before traveling to the United States

Not accepted = Applied for the program but not selected as a Finalist, Alternate, or Semi-Finalist

IREX does not discriminate on the basis of gender, race, religion, ethnic group,

physical challenge, or sexual orientation.

Application Checklist

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED. DOCUMENTS SENT SEPARATELY WILL NOT BE CONSIDERED.

ALL APPLICANTS MUST review, sign, and return this checklist with the application.

Have you:

- ☐ Typed or printed your application in English?
- ☐ Made five copies of ALL DOCUMENTS of your application to submit to IREX or Kennan Institute offices, IREX representatives, Educational Information Centers, or IREX-administered IATP sites?
- ☐ Included index codes for *all* addresses and city and country codes for *all* telephone and fax numbers?
- ☐ Enclosed your curriculum vitae (c.v.)?
- ☐ Enclosed your four-page (1400-2400 word) research proposal; and
- ☐ Enclosed your two page (700-1200 word) personal statement?
- ☐ Enclosed at least two completed recommendation forms with an attached English translation if necessary?
- ☐ Made a copy of this application for yourself?

I have completed and enclosed all items which are checked above with this application.

Signature of Applicant

Date

Reference Form

(To be completed by the applicant):

Name of Applicant _____
 Country _____
 Name of Evaluator _____
 Title of Evaluator _____
 Work Institution _____
 Work Address of Evaluator _____
 Work Telephone of Evaluator _____ Fax _____ E-mail _____

(To be completed by the evaluator)

This reference form must be written by a colleague familiar with the applicant's previous academic and professional work and with the applicant's current professional pursuits. This form should be typewritten in English, if possible. If not in English, an accurate translation must be attached.

1 How long have you known the applicant?

2 In what capacity have you known the applicant ?

☐ Teacher/Professor ☐ Employer or Job Supervisor ☐ Research Advisor ☐ Other (please specify) _____

3 Please compare the applicant with others you have known in your professional field and evaluate him/her in terms of the characteristics below:

	Excellent	Good	Fair	Poor
➤ Knowledge of field of study	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Creative and independent thinking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Ability to express ideas clearly in native language (written and verbally)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Ability to express ideas clearly in English (written and verbally)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Analytical ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Interpersonal skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Leadership skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Ability to influence higher education in professional field	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4 Please choose one of the following:

☐ Recommend with confidence ☐ Recommend ☐ Recommend with reservation ☐ Do not recommend

5 EVALUATION

Please attach a signed letter to this form, providing a candid evaluation of the applicant's past performance. Your statement will be given considerable importance by the selection committee reviewing this application. Therefore, your comments should be as complete and detailed as possible. The statement should address the following subjects:

1. Applicant's ability to independently pursue and successfully complete the proposed topic of research.
2. Applicant's ability to significantly contribute to his/her field of study.
3. Applicant's ability to express his/her ideas clearly both in writing and verbally.
4. Applicant's outstanding talents and characteristics.

I hereby confirm that the answers on this form are my own and represent my professional opinion of the applicant.

Signature of Evaluator _____ Date _____

Reference Form

(To be completed by the applicant):

Name of Applicant _____
Country _____
Name of Evaluator _____
Title of Evaluator _____
Work Institution _____
Work Address of Evaluator _____
Work Telephone of Evaluator _____ Fax _____ E-mail _____

(To be completed by the evaluator)

This reference form must be written by a colleague familiar with the applicant's previous academic and professional work and with the applicant's current professional pursuits. This form should be typewritten in English, if possible. If not in English, an accurate translation must be attached.

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3 Please compare the applicant with others you have known in your professional field and evaluate him/her in terms of the characteristics below:

	Excellent	Good	Fair	Poor
➤ Knowledge of field of study	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Creative and independent thinking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Ability to express ideas clearly in native language (written and verbally)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Ability to express ideas clearly in English (written and verbally)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Analytical ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Interpersonal skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Leadership skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
➤ Ability to influence higher education in professional field	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4 Please choose one of the following:

☐ Recommend with confidence ☐ Recommend ☐ Recommend with reservation ☐ Do not recommend

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7. Applicant's ability to express his/her ideas clearly both in writing and verbally.
8. Applicant's outstanding talents and characteristics.

I hereby confirm that the answers on this form are my own and represent my professional opinion of the applicant.

Signature of Evaluator _____ Date _____

SAMPLE RESUME

Anna Stepanova

16 Gogolya Ylitsa, kv. 20

Vladivostok, Russia

tel: 7 (4232) 558296 fax: 7 (4232) 558553

EXPERIENCE:

February 1997 - present

Associate Professor, Vladivostok State University, Vladivostok, Russia

- Teach three classes of political science courses
- Advise and direct student's class schedules and research projects
- Recently published "Election Strategies" in *Modern Technologies and Business*

November 1995 – February 1997

Research Associate, Military–Political Institute, Vladivostok, Russia

- Coordinated fellowship program on Political Science.
- Gathered data for textbooks on political science.
- Developed political science courses for students in technical universities.
- Researched elections and campaign technologies in Russia and the USA.
- Advisor to local deputy.

October 1997-November 1997, October 1992-December 1994

Political Consultant, Kraevaya Duma regional elections.

November 1994 -February 1995

Project Coordinator, Regional Institute of Management and Finance, Vladivostok, Russia

- Coordinated all scientific programs
- Gathered data for research project on the Russian-American relationship in the Russian Far East.
- As the only fluent English speaker on the project, I translated all English data into Russian.

1993-1994

Senior Lecturer, Far Eastern State University, Vladivostok, Russia

- Courses taught: Introduction to Political Science, Russian Far East and Asia-Pacific Region (Social-Economic Processes, Politics, International Relationship).
- Advised students' research projects.
- Organized discussions on problems/challenges of the Russian-American relationship in the Russian Far East and the role of the Russian-Far East in the Asia-Pacific Region.

EDUCATION:

Moscow State University, Moscow, Russia, Improvement of Teacher's Qualifications Program, 1991

St. Petersburg State University, St. Petersburg, Russia, Kandidat, Philosophy, 1992

Far Eastern State University, Vladivostok, Russia, "Diplom" with Honors, History, 1987

PUBLICATIONS:

Selected Publications:

- Lectures on Political Science. VSUE, Vladivostok (1996)
- Introduction to Political Science. FESU Press, Vladivostok (1995)
- "Social Political Status of American Women" Social Legal Status: Woman in Historical Perspective. Ivanovo (1997)
- "Elections Technologies in the Primorsky Region" Social-Economic and Political Processes in the Countries of the Asia-Pacific Region. Vladivostok (1997)

Fluent in Russian, Ukrainian and English