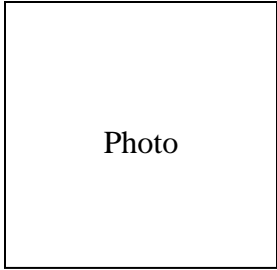


INSTRUCTIONS TO APPLY FOR THE FULBRIGHT GRADUATE PROGRAM

1. Before you start preparing the application form and the documents required, please read all the instructions, requirements and information about the Fulbright Graduate Scholarship Program.
2. Each applicant must present a **COMPLETE ORIGINAL IN ENGLISH** (application and all documents required) and **TWO COPIES** of the original application and supporting documents. The three sets **MUST** be stapled separately. Disorganized sets will be immediately **REJECTED**. Academic records, diplomas and recommendation letters can be in Spanish and do not require translation in this stage of the process.
3. Applicants must be Costa Ricans or legal permanent residents. Costa Ricans born in the U.S., U.S. citizens, Costa Ricans bearing green cards (U.S. residency permits), or the children of U.S. father, mother or both, cannot be taken into consideration.
4. Applicants must have **completed**, at least, a bachelor's degree that makes him/her eligible to pursue graduate studies in one of the designated fields approved by the Program. A higher academic degree might be requested for some fields.
5. Candidates must have full command of the English language. A valid TOEFL score or TOEIC will be required as part of the documentation needed to complete this application form.
6. Candidates who have studied in the U.S. during the last four years, and/or former grantees of the Fulbright scholarship programs, will not be considered.
7. The candidate's field of study must be within the disciplines of social sciences, natural sciences, humanities or arts. Priority will be given to candidates who propose to specialize in science and technology fields; environmental affairs/sustainable development; international relations; teaching of English and related fields; journalism; government/public administration; and the culture, history or literature of the United States. Applications in other fields will be considered on a case-by-case basis.
8. Complete academic records will be required (reflecting all the courses taken, whether completed or dropped and from all universities or colleges attended). **No partial academic records** (showing approved courses only) will be accepted.
9. Applicants must read and accept all the conditions listed on the last page of the application form, **and then sign the form.**
10. **Those who are selected as grantees of the Fulbright Scholarship must commit to return and reside in Costa Rica for at least 24 months after completion of their program.** Fulbright grantees are expected to become active members of the Fulbright Alumni Association upon return.
11. The last day to present all documentation required at the U.S. Embassy, Thursday, April 26, 2018, not later than 3:30 p.m. Applications must come in an envelope, with three separate sets (stapled – one for each original and two copies). The envelope must be addressed to Programa Fulbright, Oficina de Asuntos Culturales. Please include your name and field of study in the lower right corner of the envelope too.
12. Do not include this instructions page when you submit your application.

**APPLICATION FOR POSTGRADUATE
STUDY IN THE UNITED STATES
UNDER THE FULBRIGHT PROGRAM**



Instructions:

- Applications must be complete. If a question does not apply, please write N/A. **Incomplete applications will not be accepted.**
- Applications will be accepted only from Costa Rican citizens and permanent legal residents. Those holding a U.S. passport, born in the U.S. or whose mother, father or both are U.S. citizens do not qualify.
- Applicants who do not reside in Costa Rica will not be accepted.

A complete application consists of:

- All ten pages of this form;
- **Complete official transcripts** showing all courses taken and grades earned (subsequent to secondary school); **partial academic records showing only the "approved" courses, are not acceptable**; **Note:** official transcripts refers to academic records, it does not mean translations;
- Copies of degrees and honors earned (subsequent to secondary school). Only applicants who have completed at least a university bachelor's degree will be considered; in some areas, the licenciatura degree will be required;
- Documentation of English proficiency (results of TOEFL or TOEIC). Only applicants who can demonstrate fluency in English will be considered;
- **Three letters** of recommendation must accompany this application;
- Hand-written applications will not be accepted.
- **Original plus two copies** of application and all attachments are REQUIRED. Applications without the copies will NOT be accepted.

NOTE:

- Original and copies MUST be presented in the order requested above. Failure to comply with this item will end in refusal of the application.
- Applications and documents **will not** be returned to non-selected applicants.

Field of Study _____

Degree Sought _____

Date of Application _____

I. PERSONAL DATA

Complete Name:

First family name Second family name Name

Date of Birth: Month _____ Day _____ Year _____ Age: _____

Country of Birth: _____ Province: _____ Cédula No. _____

Gender: Marital Status: Number of Children Citizenship:

_____ Male Married _____ _____

_____ Female Single _____

Other _____

PERSONAL DATA, CONTINUED

Permanent Street Address:

e-mail _____

Father:

1st. family name 2nd. family name Name

Cédula Number _____

Citizenship _____

Present Occupation _____

If retired, indicate last occupation

Spouse:

Number of Children _____

Person(s) to notify in case of emergency:

1st. family name 2nd. family name Name

Address _____

Telephones _____

1st. family name 2nd. family name Name

Address _____

Telephones _____

Post Office Box: _____

City _____

Telephone and fax where you can be reached:

Home _____ Mobile _____

Office _____

Message _____

Mother:

1st. family name 2nd. family name Name

Cédula Number _____

Citizenship _____

Present Occupation _____

If retired, indicate last occupation

Cédula Number _____

Date of Birth _____

Citizenship _____

Occupation _____

Relationship _____

Relationship _____

In the space provided, write a brief autobiography touching on your family, your place of origin, experiences with schooling or work; your personal interests and hopes for the future. Limit 800 words

2. WORK EXPERIENCE

Do you work: Full time? _____ Part time? _____

Do you attend school and work at the same time? _____

Present Employer:

Name of firm or institution _____

Address _____

Name and position of immediate supervisor _____

Exact title of your position _____

Date you began this employment _____

The institution for which you work is (please mark one) :

Private for profit Mixed public/private

Private not for profit Voluntary

Public, government entity

Total years with the same employer _____

Number of employees you supervise _____

Brief description of your duties

WORK EXPERIENCE, CONTINUED

Previous Employer:

Name of firm or institution _____

Address _____

Name and position of immediate supervisor _____

Exact title of your position _____

Date you began this employment _____

Date you left this employment _____

The institution for which you worked was (please mark one) :

- | | | | |
|--------------------------|---------------------------|--------------------------|----------------------|
| <input type="checkbox"/> | Private for profit | <input type="checkbox"/> | Mixed public/private |
| <input type="checkbox"/> | Private not for profit | <input type="checkbox"/> | Voluntary |
| <input type="checkbox"/> | Public, government entity | | |

Total years with the same employer _____

Number of employees you supervise _____

Brief description of your duties

3. EDUCATIONAL BACKGROUND

Are you currently enrolled in any institution of higher education?

Yes No If yes, please give name and address.

Name _____

Address _____

City _____ Province _____

Complete Education Background

Please list in chronological order all educational institutions attended from primary school to present.

| <u>Name of Institution</u> | <u>Field of Study</u> | <u>Dates</u> From To | <u>Degree or Certificate</u> | <u>Date Received</u> |
|----------------------------|-----------------------|------------------------------|------------------------------|----------------------|
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The highest degree you received was (check one):

University bachelor

Masters degree

Licenciatura

Doctorate

Other (specify) _____

Grade point average in all university studies _____

(Please do not convert your grade point average to the U.S. system unless you obtained a degree in the U.S. All courses – even those failed – must be taken into account)

EDUCATIONAL BACKGROUND, CONTINUED

Have you taken any of the following tests? Please indicate (yes) or (no) and the score received the last time you took the test.

TOEFL Score _____ Date exam taken _____

GRE Score _____ Date exam taken _____

SAT Score _____ Date exam taken _____

GMAT Score _____ Date exam taken _____

TOEIC Score _____ Date exam taken _____

Have you studied outside Costa Rica under a student exchange or scholarship program? Please Indicate

| <u>Country</u> | <u>Date</u> | <u>Exact name of exchange/scholarship</u> |
|----------------|-------------|---|
| | | |
| | | |
| | | |

4. DESIRED TRAINING

In the space provided below please describe the kind of training you wish to receive if you are granted a scholarship. Also indicate how you would apply these skills upon your return to Costa Rica.

DESIRED TRAINING, CONTINUED

Which universities or colleges in the U.S. would you prefer if you were granted the scholarship? If possible, tell which specific programs or departments within these institutions have the training you seek. (Please note that students who receive scholarships are not necessarily placed in institutions which they name as their preferences).

[Empty response area for desired training information]

5. AGREEMENT

In the event that I receive a scholarship to study in the United States under the Fulbright Program, I agree to abide the rules and regulations of that program.

I understand that:

1. Upon completion of the course of studies financed by the scholarship, or upon being notified that the scholarship has terminated, **I agree to return and reside in Costa Rica for at least 24 months.**
2. It is my responsibility to fulfill the academic requirements of the institution where I undertake my studies and that if I do not fulfill those requirements the scholarship will no longer be in effect.
3. The Fulbright Program does not provide funds for the maintenance of dependents of its scholarship grantees. I understand that I am responsible for all expenses related to such dependents (travel, school expenses, room and board, etc.)
4. The Fulbright Program provides only basic medical insurance for the grantee. Any additional medical insurance whether for myself or my dependents is my responsibility.

I certify that:

1. I have reviewed the statements I have made in this application, and that they are true, complete and presented in good faith.
2. The academic records attached to this application reflect all the courses I have taken at institutions of higher education, and all the grades I have received.

Name of applicant (type)

Signature of applicant

Date