

NAME: \_\_\_\_\_

COUNTRY OF CITIZENSHIP: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

## 2010 EDMUND S. MUSKIE GRADUATE FELLOWSHIP PROGRAM Supplementary Questions and Forms

23. **STATEMENT OF PURPOSE:** Please write a detailed essay describing your future career plans, why you want and need to study in the US at the graduate level, and how you hope to contribute to your country's democratic and economic development. Essays should be typewritten and cannot exceed 1000 words.
24. **PROGRAM OF STUDY ESSAY:** Please write a detailed essay describing your intended program of study in the US, including specific areas of interest, potential coursework, and/or research topics. Essays should be typewritten and can not exceed 500 words.
25. **REFERENCE FORMS:** Attach two completed Reference Forms (with an accurate English translation if necessary, which may be done by the applicant). The forms can be found later in this document. *NOTE: The form is mandatory. A reference letter may not be substituted for the form.*
26. **LIST OF COURSES AND GRADES:** Attach the courses and grades form if you need extra space to reply to Question #14. This form can be found later in this document.
27. **RESUME OR CURRICULUM VITAE (C.V.):** Attach a copy of your current resume or Curriculum Vitae (C.V.) This should not exceed two pages. A sample resume is included in the application instructions.
28. **SCORE REPORTS:** If you have taken the TOEFL, GRE and/or GMAT exams, please scan and send a copy of the score report per the request in Question #13.
29. **COPY OF INTERNATIONAL PASSPORT:** Please scan and include a copy of the first and second pages of your International Passport where your name, photograph and signature appear.

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## IREX Privacy Policy Statement and Application Certification

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 and the Bureau of Educational and Cultural Affairs;
- 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 G and 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.

**I certify that I completed this application myself, without assistance, that the information given in this application is complete and accurate and that I further certify that I fulfill all of the eligibility requirements as stated in the application instructions. I have carefully read and understand all notes and disclaimers provided therein.**

**I understand that IREX reserves the right to verify all the information listed in the application. I understand that giving false or misleading information in the application will result in exclusion from the competition or immediate dismissal from the Edmund S. Muskie Graduate Fellowship Program.**

Signature of applicant

Date

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## 2010 Edmund S. Muskie Graduate Fellowship Program Reference Form #1

**TO BE COMPLETED BY THE APPLICANT:**

Name of Applicant: \_\_\_\_\_ Country: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_ Title of Evaluator: \_\_\_\_\_

Work Institution of Evaluator: \_\_\_\_\_

Work Address of Evaluator: \_\_\_\_\_

Work Telephone of Evaluator: \_\_\_\_\_ E-mail: \_\_\_\_\_

This reference form may be completed by a supervisor at work, a professor/academic advisor/dean, or a community leader who knows the applicant well and is familiar with the applicant's academic and/or professional work. **Relatives and friends of the applicant may not complete this recommendation form.** This form should be typewritten in English, if possible. If not in English, an accurate translation (which may be done by the applicant) must be attached. All recommendations must be signed at the bottom. All references completed by individuals residing in Eurasia must be stamped. **Please return the completed reference form to the applicant** to be submitted with the completed application. Please **DO NOT** send reference forms directly to IREX.

**TO BE COMPLETED BY THE EVALUATOR:**

1. How long have you known the applicant? \_\_\_\_\_

2. In what capacity have you known the applicant? Please check all that apply.

- 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 in terms of the characteristics below:

	Excellent	Good	Fair	Poor	Unable to Judge
• Knowledge of field of study	<input type="checkbox"/>				
• Initiative	<input type="checkbox"/>				
• Creative and independent thinking	<input type="checkbox"/>				
• Adaptability	<input type="checkbox"/>				
• Analytical ability	<input type="checkbox"/>				
• Interpersonal skills	<input type="checkbox"/>				
• Leadership Potential	<input type="checkbox"/>				

4. Please choose one of the following:

- Recommend with confidence  
 Recommend with reservation  
 Do not recommend

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**5. EVALUATOR STATEMENTS**

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Please submit short statements giving a candid evaluation of the applicant's past academic and professional experiences. Your statements will be given careful consideration by the selection panels reviewing this application. Therefore, your comments should be as complete and as detailed as possible. Please answer the following questions in the space provided or on a separate sheet.

- 1. Applicant's ability to express his/her ideas clearly both in writing and verbally.**
  
  
  
  
  
  
  
  
  
  
- 2. Applicant's ability to interact well with other students and professors or with colleagues in a professional setting.**
  
  
  
  
  
  
  
  
  
  
- 3. Applicant's outstanding or distinguishing talents and characteristics.**
  
  
  
  
  
  
  
  
  
  
- 4. Applicant's preparedness to complete graduate level study in the United States.**
  
  
  
  
  
  
  
  
  
  
- 5. Applicant's creativity and problem-solving abilities.**

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

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Signature of Evaluator

Date

NAME: \_\_\_\_\_

COUNTRY OF CITIZENSHIP: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

## 2010 Edmund S. Muskie Graduate Fellowship Program Reference Form #2

**TO BE COMPLETED BY THE APPLICANT:**

Name of Applicant: \_\_\_\_\_ Country: \_\_\_\_\_

Name of Evaluator: \_\_\_\_\_ Title of Evaluator: \_\_\_\_\_

Work Institution of Evaluator: \_\_\_\_\_

Work Address of Evaluator: \_\_\_\_\_

Work Telephone of Evaluator: \_\_\_\_\_ E-mail: \_\_\_\_\_

This reference form may be completed by a supervisor at work, a professor/academic advisor/dean, or a community leader who knows the applicant well and is familiar with the applicant's academic and/or professional work. **Relatives and friends of the applicant may not complete this recommendation form.** This form should be typewritten in English, if possible. If not in English, an accurate translation (which may be done by the applicant) must be attached. All recommendations must be signed at the bottom. All references completed by individuals residing in Eurasia must be stamped. **Please return the completed reference form to the applicant** to be submitted with the completed application. Please **DO NOT** send reference forms directly to IREX.

**TO BE COMPLETED BY THE EVALUATOR:**

1. How long have you known the applicant? \_\_\_\_\_

2. In what capacity have you known the applicant? Please check all that apply.

- 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 in terms of the characteristics below:

	Excellent	Good	Fair	Poor	Unable to Judge
• Knowledge of field of study	<input type="checkbox"/>				
• Initiative	<input type="checkbox"/>				
• Creative and independent thinking	<input type="checkbox"/>				
• Adaptability	<input type="checkbox"/>				
• Analytical ability	<input type="checkbox"/>				
• Interpersonal skills	<input type="checkbox"/>				
• Leadership Potential	<input type="checkbox"/>				

5. Please choose one of the following:

- Recommend with confidence  
 Recommend with reservation  
 Do not recommend







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**(This is a Sample Resume Only—Please Do Not Include Sample in Submitted Application)**

**Applicant Name**  
**Applicant Address**  
**City, Index**  
**Country**  
**(367) 22-65-98**  
[e-mail](#)

**PROFESSIONAL EXPERIENCE**

**Uralskiy Vestnik** – Ekaterinburg, Russia

**Journalist** (10/2002-present)

- Conduct interviews of leading business persons
- Report on regional politics and business development
- Act as member of weekly editorial team

**Center for Journalism in Extreme Situations** – Ekaterinburg, Russia

**Program Manager** (01/2000-10/2002)

- Assist Ural regional expert with research and client case management
- Draft weekly reports to international funding groups
- Develop and oversee center budget

**British Council Small Grant Program Recipient**

**Conference Organizer** (01/2003-12/2003)

- Developed and managed a conference on independent media resources and the Internet for journalists and journalism students at Ural State University
- Drafted concept paper for funding of conference

**US Peace Corps** – Ekaterinburg, Russia

**Business Education and Community Development /BECD Project Manager** (10/1999-9/2002)

- Assessed business education needs at Institutions of Higher Education
- Developed and implemented project plans to address these needs within the Peace Corps mission

**EDUCATION**

**Ural State University** – Ekaterinburg, Russia

*diplom* (09/1994-07/1999)

Department of Journalism

**PROFESSIONAL DEVELOPMENT**

**Best Student Journalist, Uralskiy Vestnik and Ural Business Forum Sponsored Competition**

Winner for *Marketing Optimism and Entrepreneurial Spirit in the Urals*, published August 1999

**Journalists and the Internet Workshop** – Moscow, Russia 1998

Participant in workshop on internet resources and online ethics for students of journalism

**Teacher of Journalism, Advisor for Student Newspaper** – Ekaterinburg, Russia

Volunteer at alma mater, School Number 5, 1994-1998

**COMPUTER SKILLS**

Microsoft Word, Explorer, Excel, PowerPoint, Outlook, Adobe PhotoShop, PageMaker

**LANGUAGES**

Russian (fluent), English (excellent), French (basic).

**Applications are free of charge and may be duplicated**  
**Deadline: 5:00pm, Monday, November 2, 2009**