

SCHOLARSHIP APPLICATION FORM

for the period 1st October 2010 till 30th September 2011

to be filled out **typed**, in English or in French, **in triplicate**
January 15th 2010 at the latest.

1 Presenting Union / Single Club

Name of Union	Name of Single Club
Name of Club	

2 Applicant's Status

<input type="checkbox"/> Soroptimist Starting year	<input type="checkbox"/> Non-Soroptimist What is your connection to the club presenting you?
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3 Personal data

Name in full (Family name, First names)	
Date of birth	Place of birth (Country)
Marital Status	Children
Country of Citizenship (passport)	
Permanent Address	
Telephone / Mobile	
E-mail	

4 Purpose of Scholarship / Grant

1. Supporting women in profession undertaking continuing education within their present chosen profession/vocation; regardless of educational level or discipline.
2. Supporting women in profession undertaking a pending career change; regardless of educational level or discipline.
3. Supporting women from developing countries with an existing SI/E Club, towards professional and/or vocational training.

Note: Preference might be given to applicants attending the last year of their studies or training courses.

5 CURRICULUM VITAE

Present occupation or employment

Full-time Part-time Start (mm/yy):

Previous employments (last or 3 most relevant)

Job title	Employer	Full-time	Part-time	Dates (mm/yy) start - finish
		<input type="checkbox"/>	<input type="checkbox"/>	-
		<input type="checkbox"/>	<input type="checkbox"/>	-
		<input type="checkbox"/>	<input type="checkbox"/>	-

Educational, professional / technical or other qualifications (degrees, diplomas, certificates, licenses, etc. where and when received) - no more than 3 most relevant

Qualification	Where received (Institute and Country)	When (mm/yy) – latest first

Other information (e.g. prizes, grants, articles, exhibitions) * see instructions

Languages spoken, only if relevant concerning this application (indicate proficiency) * see Appendix: INSTRUCTIONS AND CONDITIONS

6 Programme of study or training for which the scholarship/grant is requested**Study Programme / training**

Title:

Establishment / Institution where studies would be undertaken

Name:

Adresse:

Website:

Candidate has been accepted: Yes (add document of acceptance) NoIf not, document of acceptance has to be sent not later than by the **end of March 2010** to the Committee Chairman.**Start and duration of the whole study programme / training:**

- (mm/yy – mm/yy) (give proof of ongoing studies/training)

Period to be covered by the SI/E scholarship/grant (maximum one year: 1st October 2010 – 30th September 2011)

- (mm/yy – mm/yy)

Impact of study programme or training on you and how do you expect to use the newly gained experience and / or knowledge or the benefit of your career and the society?

7 Budget of the Study Programme / Training	
Total costs of the studies/training in Euros for the period to be covered by the SI/E scholarship/grant	
* see Appendix: INSTUCTIONS AND CONDITIONS	
<input type="checkbox"/> Registration fees	€
<input type="checkbox"/> Tuition fees	€
<input type="checkbox"/> Housing, living expenses	€
<input type="checkbox"/> Books, software, paper	€
<input type="checkbox"/> Health and Insurance	€
<input type="checkbox"/> Other costs	€
Total	€
NOTE : Costs which are not accepted: Hardware (computer etc.) Travel costs between countries	
What amount in Euros do you apply for (no more than 10 000 Euros)?	€
If you need more than the maximum amount of the Soroptimist scholarship/grant to carry out your programme, how will you cover these costs?	
Do you get other scholarships/grants?	
Period covered	- (mm/yy – mm/yy)
Amount	Euros

8 Signature by the Applicant	
I, the undersigned, hereby certify that all information given in this application is complete and accurate to the best of my knowledge. I have attached all required documents and have provided for the necessary papers to be forwarded to the President of the sponsoring Soroptimist Club.	
I agree to all the terms and conditions governing this scholarship/grant given in the Appendix: INSTUCTIONS AND CONDITIONS.	
Signature of the Applicant	Date
The following documents belonging to the application are attached/enclosed:	
<input type="checkbox"/> Applicant's letter of presentation	
<input type="checkbox"/> Recommendation by a professional person	
<input type="checkbox"/> Recommendation by a Soroptimist (only for non-Soroptimists and Soroptimist relatives)	
<input type="checkbox"/> Document of acceptance	
<input type="checkbox"/> Other documents (list):	

9 Endorsement of Unions / Single Clubs

Union Endorsement	
<p>(name of candidate) who has been proposed by the Club of (name of the Club) is presented as a candidate for a SI/E scholarship/grant by the Union of .</p> <p>The Union President or the Scholarship Committee Chairman of the Union forwards this application to the SI/E Scholarship Committee Chairman 2009-2011:</p> <p>Annabeth Studer Allwinden 4 CH-6047 Kastanienbaum Switzerland</p> <p style="text-align: right;">January 15th 2010 at the latest!!!</p>	
Name (Union President)	Date
e-mail:	
Signature	
Name (Union Scholarship Committee Chairman)	Date
e-mail:	
Signature	
Club Endorsement	
Name (President of sponsoring Club)	Date
e-mail:	
Signature	

or

Single Club Endorsement	
<p>(name of candidate) is presented as a candidate for a SI/E scholarship/grant by the Single Club of (name of Single Club).</p> <p>The President of the Single Club forwards this application to the SI/E Scholarship Committee Chairman 2009-2011:</p> <p>Annabeth Studer Allwinden 4 CH-6047 Kastanienbaum Switzerland</p> <p style="text-align: right;">January 15th 2010 at the latest!!!</p>	
Name (Single Club President)	Date
e-mail:	
Signature	

SI/E Scholarship Fund

Appendix: INSTRUCTIONS AND CONDITIONS for Applicants

General information

- Use the Scholarship APPLICATION FORM for the period 2010-2011.
- The application must be **typed** in English or French.
- The application must be transmitted, including all supplementary sheets, and other relevant documents, **in triplicate** to the sponsoring Club President.
- Questions must be answered fully.
- Do not use abbreviations.
- All certificates and recommendations in languages other than English or French must be accompanied by a translation.
- Handling the electronic form:
 - when using the electronic form, space will increase as you type;
 - when printing a paper copy of the electronic form, increase the space before printing it;
 - when typing on a printed form, if space is insufficient, attach supplementary sheets, write your name on every supplementary sheet, and indicate the subject.

Curriculum vitae (5)

- Other information: such as prizes, grants, publications, articles, exhibitions, videos, musical recordings, personal grants that are relevant for your study programme or training.
- A language certificate, issued by a qualified person or institution, is needed if you wish to study in a country where the language is different from your own.

Budget (7)

- All fees have to be documented. Give details of all fees. Other expenses have to be listed in details and documented as far as possible.

Signature (8)

- The application has to include a short letter of presentation.
- A Soroptimist applicant needs a letter of recommendation from a member of her profession/vocation.
- A non-Soroptimist and a Soroptimist relative applicant need a letter of recommendation from a Soroptimist as well as from a member of her profession/vocation.

Before signing your application, read the following conditions:

- If granted a scholarship/grant by Soroptimist International of Europe, I will:
 1. inform myself about Soroptimist International,
 2. be in contact with the Soroptimist Club,
 3. be ready to commence and proceed with my studies without undue delay, at the time stated on my programme, and in any case within the 1st of October 2010 when the grant was assigned, and the 30th of September 2011,
 4. refund the sum received for the amount I did not utilise, as soon as possible, in case I become physically or otherwise unable to carry out my commitments, and
 5. submit a final report to the sponsoring Club at the end of the study period and not later than December 31st 2011. (You will get the SI/E Scholarship FINAL REPORT FORM from the Club when granted.)