



UNFCCC FELLOWSHIP PROGRAMME

Application Form

Please type or print your answers clearly and do not leave any blanks. All questions must be answered fully and accurately.

A. PERSONAL DATA: SUMMARY SHEET

1. Name: _____
Last (Family) First Middle

2. Gender: Male Female

3. Nationality: _____

4. Permanent Address: _____

Telephone: _____ Fax: _____

4. Current Address (If applicable) : _____

Telephone: _____ Fax: _____

E-mail: _____

6. Date of Birth: _____
(Day) (Month) (Year)

7. Highest Degree: _____

8. Current Occupation: _____

Applicant's Name: _____
Last (Family) First Middle

B. ACADEMIC INFORMATION (Highest degree first)

Name and Address of Institution _____

Duration of the Degree Programme _____
From: | To:

Degree Awarded: _____

If applicable, please indicate the English equivalent of the above degree: _____

Subject/Field: _____

Name and Address of Institution _____

Duration of the Degree Programme _____
From: | To:

Degree Awarded: _____

If applicable, please indicate the English equivalent of the above degree: _____

Subject/Field: _____

Name and Address of Institution _____

Duration of the Degree Programme _____
From: | To:

Degree Awarded: _____

If applicable, please indicate the English equivalent of the above degree: _____

Subject/Field: _____

Applicant's Name: _____
Last (Family) First Middle

C. EMPLOYMENT RECORD

Please give a record of each full-time position you have held, listing your current employment first. Attach additional sheets if necessary.

Organization: _____

Address: _____

Telephone: _____ Fax: _____

Title of your Position: _____

Supervisor's Name: _____

Date of Service: From: _____ To: _____

In the space below, please provide details of your professional responsibilities, projects undertaken, and other professional accomplishments. Emphasis should be given to responsibilities with particular relevance to climate change or sustainable development.

Applicant's Name: _____
Last (Family) First Middle

Organization: _____

Address: _____

Telephone: _____ Fax: _____

Title of your Position: _____

Supervisor's Name: _____

Date of Service: From: _____ To: _____

In the space below, please provide details of your professional responsibilities, projects undertaken, and other professional accomplishments. Emphasis should be given to responsibilities with particular relevance to climate change or sustainable development.

Applicant's Name: _____

Last (Family)

First

Middle

Please provide any other information related to your professional development which you deem relevant to your application.

What inspired your interest in issues related to climate change?

Applicant's Name: _____

Last (Family)

First

Middle

D. PROPOSED RESEARCH ACTIVITY

Please state here the work project you would propose to pursue if awarded a fellowship. Indicate the field of work and the objective of the project. Please also provide a concise reasoning for the work project you have outlined and specify how the work would be of relevance to your country or region, as well as the global benefits it would yield. Attach additional sheets if necessary.

Applicant's Name: _____
Last (Family) First Middle

E. REFERENCES

Please provide the names of 3 referees available to provide you with reference letters. On page 10, you will find a sample reference letter. Please make a copy for each of your referees. We recommend that you enclose the letters of reference, in sealed envelopes, together with your completed application package. You may, however, request your referees to send the letters directly to the secretariat, to arrive no later than the application deadline.

Name: _____ Title: _____
Address: _____
Telephone _____
In what capacity do you know this referee? _____

Name: _____ Title: _____
Address: _____
Telephone _____
In what capacity do you know this referee? _____

Name: _____ Title: _____
Address: _____
Telephone _____
In what capacity do you know this referee? _____

Applicant's Name:

Last (Family)

First

Middle

F. SUPPORTING DOCUMENTATION

- Please enclose a sample of your written work, in English, which demonstrates your ability to communicate ideas. This could be, for example, a publication or an article, part of a dissertation or an essay.
- Please also submit the following documentation with your application:
 1. A copy of your highest degree and proof of any additional post-graduate diplomas.
 2. Proof of nationality and date of birth (e.g., copy of relevant passport pages).
 3. Permission from your employer for leave of absence for the term of the fellowship.
 4. Written certification from your employer that the subject of the proposed training is relevant to the needs of the institution you are working for.
 5. Written certification from your employer that, after termination of the fellowship, you will return to your Party's governmental institution and address climate change issues for at least six month.
- All certificates must be translated into English.
- Documents cannot be returned. You should therefore send copies of all supporting documentation and not the originals. Do not send materials not requested.
- Please ensure that all the specified documentation is included in your completed application package.

G. IMPORTANT INFORMATION

- You will receive an acknowledgement of receipt of your application, but should expect no other communication from the Fellowship Programme Office until after the selection has take place.
- The decisions of the selection panel are final and confidential.

Applicant's Name: _____
Last (Family) First Middle

DECLARATION

I certify that the information contained in this application form is accurate to the best of my knowledge. I understand that failure to give accurate answers to any question may result in the award of a fellowship being retracted. If awarded a Fellowship, I agree to abide by the terms of the award and to participate in the programme as outlined in my proposed work activity. I also understand and accept that the UNFCCC reserves the right to publish the product of my study or research.

I understand that I am responsible for obtaining all clearances that may be required to take part in the UNFCCC Fellowship Programme, including any necessary clearance or permission of the government of my home country and employer.

(Signature)

(Date)

Finally, in order to help us disseminate information on the UNFCCC Fellowship Programme more widely, please tell us where you heard of the Fellowship Programme:

Applications for the current selection round must reach the Fellowship Programme Office at the following address:

**Fellowship Programme,
United Nations Framework Convention on Climate Change
secretariat
P.O. Box 260124
D-53153 Bonn
Germany**

UNFCCC FELLOWSHIP PROGRAMME

LETTER OF REFERENCE

Referee's Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: _____ Fax: _____
How long have you known the applicant? _____
In what capacity? _____

To the Referee: Your assessment of the above-named applicant is an important part of the fellowship programme's review process. The questions posed below suggest the kind of information which the reviewers find useful, but you are welcome to give us your views in whatever format you find suitable.

The reference letter is confidential. Please return the letter to the applicant in a sealed envelope with your signature across the flap.

