**RIIKIDEVAHELISTE LEPINGUTE PROGRAMMI TAOTLUS VÄLISÜLIÕPILASELE**

**APPLICATION FORM FOR ESTONIAN GOVERNMENT SCHOLARSHIPS 2011/2012**

***Please read carefully the important notes on the last page of the form. Incomplete applications will not be considered.***

*Long-term Scholarship for bachelor studies* *[ ]*

*Long-term Scholarship for master studies [ ]*

*Long-term Scholarship for doctoral studies [ ]*

*Scholarship for Estonian language Summer Course* *[ ]*

*Scholarships for university teachers, lectors and researchers – short-term stay (up to 21 days) [ ]*

*Scholarships for university teachers, lectors and researchers – long-term stay (more than 21 days) [ ]*

Country of origin

|  |  |  |
| --- | --- | --- |
| 1. *Personal information*
 | First name(s) | Surname |
| GenderMale [ ]  Female**[ ]**  | Citizenship | Date of birth       |
| 1. Contact information
 | Permanent address (street, postal code, city, country)      |
| E-mail  |
| Telephone      | Mobile phone      | Fax      |
| Person to contact in case of emergency  | Name        |
| E-mail        | Telephone       |
| Address       |
| 1. Educational background
 | *List in chronological order, starting from current education* |
| Name and place of institution | Duration | Main field of study | Degree |
| From | To |
|       |       |       |       |
|       |       |       |       |
|       |       |       |       |
|       |       |       |       |
|       |       |       |       |
|       |       |       |       |
| 1. Work experience
 | Time (from/to) | Employer | Post Held |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
| 1. Languageskills
 | *0 – none; 1 – poor; 2 – fair; 3 – good; 4 – fluent* |
|  | Reading | Comprehension | Speaking | Writing |
| English |       |       |       |       |
| Estonian  |       |       |       |       |
| Other |       |       |       |       |
| Other |  |  |  |  |
| Native language       |
| 1. Planed study or research in Estonia
 | Period of stay in Estonia. From d/m/y       to d/m/y       |
| Chosen university / institution in Estonia:       |
| Name of professor / department contacted:       |
| Field of study / research:       |
| Purpose of stay: |
| Former scholarships for studies abroad during the past 3 years                |
| 1. Detailed motivation letter
 |       |

I certify that information provided in this application is complete and true. I agree to inform Archimedes Foundation immediately of any changes. I confirm that I have read and fully understood the instructions to applicants for Estonian Government scholarships and I will comply with the rules enumerated therein if I should be granted a scholarship.

***Place and date* Name *Signature***

**Instructions to the applicants**

**GENERAL INFORMATION**

Long-term scholarship is granted for a period of maximum 10 months. The study or research related visits must take place from September 2011 to July 2012 (except for summer courses that are held from July to August 2011).

As a rule, the scholarships are intended for research visitors or exchange students. Since the courses do not lead to the award of a degree, applicants are not required to sit entrance examinations and pay the tuition fees. In case of degree-studies the applicant must pass admission examinations or an admission audition (or other form of assessment of his/her creative work) independent from the application procedure for the scholarship. For further information the candidates should contact the responsible university (international student offices).

Applicants should apply in the country of their citizenship even if they currently reside in another country. It is not possible to submit the application directly to the Archimedes Foundation (except for the applicants from France and Denmark ). Candidates need to apply through the local authority, who will determine the deadline for submitting the applications. The authorities shall then forward the selected applications to Archimedes Foundation before the 1st of May 2011.

All the documents must be written in or translated into English. Application form and all the enclosed documents should be completed in two sets. Any incomplete applications or applications handed in after the deadline cannot be taken into consideration. Application documents will not be returned.

**APPLICATION PROCEDURE**

The following documents must be enclosed with application form:

1. Curriculum Vitae;
2. Detailed working plan;
3. Certified copy of university diploma with transcripts;
4. Letter of invitation from the proposed host institution in Estonia;
5. One letter of recommendation;
6. Certification of student’s (or university staff’s) status at home institution;
7. Certificate of Proficiency in English (for non-EU countries).

All the documents must be written in or translated into English. Please type or use capital letters.

Please fill in personal details as clearly as possible, preferably printed. This information will be used to contact you during the processing of your application, so please specify any additional mailing address, telephone numbers and e-mail addresses. Please specify any previous academic experience you have including your current enrolment. Note in the application the beginning of your studies, the estimated period of studies and the degree you will receive after graduating.

Applicants need to contact the selected university and request a letter of invitation from the relevant department / international student office. Applicants are requested to point out that they are applying for a scholarship funded on the basis of the bilateral agreement.

Please note that, if you need a visa, you need to have all the necessary documents for a visa prepared before you apply for the scholarship.

The scholarship is meant to cover the living expenses of one person only, so there is no additional financing or visa exemption available for accompanying members of the family or any other person. The scholarship does not cover the tuition fees (with exception of tuition fees for summer courses). Scholarships are granted by the Estonian Ministry of Education and Research.

For detailed information about study and research opportunities in Estonia please visit our webpage: [www.studyinestonia.ee](http://www.studyinestonia.ee)