

# CALL FOR SCHOLARSHIP APPLICATIONS

## **Programme AlBan European Union Programme of High Level Scholarships for Latin America**

### **1. Publication reference**

AlBan/CA/2004

### **2. Programme and financing source**

Programme AlBan – European Union Programme of High Level Scholarships for Latin America.

Subvention contract no. ALR/AIDCO/2002/0380 signed between the European Commission and the Asociación Grupo Santander.

### **3. Nature of activities**

The Programme AlBan aims at the reinforcement of the European Union – Latin America co-operation in the area of Higher Education and covers studies for postgraduates (Master and Doctorate) as well as Higher Training for Latin American experienced professionals and/or future decision-makers, in Institutions or Centres in the European Union.

The present Call is issued with a view to the award of:

- AlBan post-graduate level scholarships:

Scholarships to be awarded to the best of Latin American young graduates willing to undertake post-graduate studies at Master and Doctorate levels in eligible Higher Education Institutions in any of the fifteen European Union Member States.

- AlBan specialisation scholarships:

Scholarships to be awarded to experienced professionals or senior managers, for their specialised training or skill upgrading in any eligible organisation (including enterprises), recognised for Higher Training, in any of the fifteen European Union Member States.

### **4. Geographical area**

European Union fifteen Member States:

Austria, Belgium, Denmark, Finland, France, Germany, Greece, Ireland, Italy, Luxembourg, The Netherlands, Portugal, Spain, Sweden, United Kingdom.

Latin American eighteen countries:

Argentina, Bolivia, Brazil, Chile, Colombia, Costa Rica, Cuba, El Salvador, Ecuador, Guatemala, Honduras, Mexico, Nicaragua, Panama, Paraguay, Peru, Uruguay, Venezuela.

Eligible institutions located in any of the fifteen European Union Member States may host AlBan selected scholarship holders.

Eligible Latin American countries are the home countries of potential AlBan scholarship holders.

### **5. Scholarship duration:**

Scholarships may last from a minimum of 6 months to a maximum of 36 months of actual education/training in the European Union.

For details, see the Programme AlBan Guidelines for Applicants 2004 referred to in item 13.

### **6. Eligibility criteria**

Applicants to AlBan scholarships must fulfil the following eligibility criteria:

(Please note that (b) and (c) are mutually excluding criteria)

- (a) Be citizens of one of the eighteen Latin American countries indicated in item 4 and be permanent residents of one of those countries, at least, since 1<sup>st</sup> September 2002.
- (b) Have completed minimum university qualifications to be accepted for post-graduate studies at Master or Doctorate levels by Higher Education Institutions of the European Union, when applying to an AlBan scholarship in the context of a Master or a Doctorate degree.

Have the support for their education project of a Higher Education Institution from the home country.

Applicants aiming at education at Post-doctoral level (either in full or in part) are not eligible for an AlBan scholarship.

Applicants to AlBan scholarships for Master and Doctorate level should not be older than 45 years of age. That means that they must have been born on or after 01 September 1958.

- (c) Be experienced professionals or senior managers, having been working for at least 7 years in the profession (they must have been awarded their university graduation prior to 01 September 1996) at any recognised organisation in one of the eligible Latin America countries, wishing to obtain a Higher professional training or skill upgrading in any of the fifteen Member States of the European Union, when applying to an AlBan specialisation scholarship.

Count on the support of their own home country organisation for their training project.

Post-doctoral projects (either in full or in part) are not eligible for an AlBan scholarship; professionals, senior managers, holding a doctorate degree have to demonstrate that the higher training sought is not related to the scientific area of their doctorate.

Applicants to AlBan specialisation scholarships should be between 30 and 50 years of age: they must have been born on or after 01 September 1953 and before 01 September 1973.

- (d) Prepare a clear and well-structured project workplan that must be integral part of the application to be submitted by means of the relevant official Programme AlBan Application Form 2004/2005 (Cf. item 10 below).
- (e) Have taken contact and must have been accepted by one Higher Education Institution or Higher Level Training Centre located in one of the fifteen Member States of the European Union. Applications that identify alternative host eligible higher education/training institution/organisation of the European Union Member States will not be accepted. As indicated under section 2.1.3 (g) of the Guidelines for Applicants 2004, the identification of more than one host institution/organisation is possible in the context of education/training programmes whose structure has been officially accredited/established as such. In such cases, eligible education/training is eventually to be undertaken in eligible institutions/organisations of the European Union Member States.
- (f) Have to demonstrate how they will be reintegrated, as active members of an institution or organisation in their home country, once the education/training period in the European Union is over.

For specific details, see section 2.1. of the Programme AlBan Guidelines for Applicants 2004 referred to in item 13.

## **7. Eligible subject areas**

Applicants to AlBan scholarships for the academic year 2004/2005 may submit an application to undertake education or training in eligible institutions/organisations of any of the fifteen member states of the European Union for all areas of study (cf. codes as in Annex 2 of the Programme AlBan Guidelines for Applicants 2004 referred to in item 13) with the exception of language learning be it 'Modern EC Languages' (9.1), 'Non-EC Languages' (9.6) or 'Less Widely Taught Languages' (9.8).

## **8. Provisional notification date of results of the award process**

July 2004

## 9. Award criteria

See details in section 3. of the Programme AlBan Guidelines for Applicants 2004 referred to in item 13.

## 10. Application formats and proof of evidence

- (a) Three different official Application Forms 2004/2005 are available in line with the three types of scholarships for education/training in the context of, respectively:
  - a Master degree
  - a Doctorate degree
  - Specialisation training
- (b) The applications to the Programme AlBan should be submitted preferably using the relevant electronic application form available from the Portal AlBan:  
<http://www.programalban.org>.
- (c) Applications may also be sent on paper, by mail (though the Programme AlBan privileges the submission of applications on-line, Cf. (b) above). The official relevant Programme AlBan Application Form 2004/2005 is available for downloading and printing from the European Commission, DG EuropeAid Programme AlBan EC website:  
<http://europa.eu.int/comm/europeaid/projects/alban>  
and from the Portal AlBan:  
<http://www.programalban.org>
- (d) Only applications making use of the relevant official Programme AlBan Application Form 2004/2005 will be considered.
- (e) Application Forms are available in English, French, Portuguese and Spanish.
- (f) Application forms must be completed in one of the above mentioned four languages, which are the official languages of the Programme AlBan. However, specific sections of the application form call for the use of two of the official languages. While filling in such sections, once applicants have chosen one pair of the (4) official languages must keep such a choice (of pair of languages) throughout the application.
- (g) When an application is received in both electronic and paper format, only the electronic copy will be considered as valid.
- (h) When more than one application of whatever type (master, doctorate, specialisation) is received from one same applicant, only the last one received is considered.
- (i) Applications to AlBan scholarships received by fax, digital copy, e-mail or hand-written will be considered non eligible, without further.
- (j) The original and one copy of an application submitted on paper, by mail, preferably by certified or registered post, or by courier carrier, must be submitted inside one same envelope, respecting the deadline of submission (Cf. item 11 below) and should reach the postal address as indicated under item 13 below.

- (k) All data supplied by the applicant will have to be confirmed. Failing to present the required written and official hard-copy proofs of any of the information items related to the eligibility requirements and/or having a role in the evaluation/ranking process will lead to immediate cancellation of the application. Similarly, in the case of any false declarations (Cf. item 12 below).
- (l) Each one of the AlBan Application Forms 2004/2005 clearly indicates what data need to be confirmed by means of hard-copy evidence and how to submit it.

### **11. Deadline for scholarship applications submission**

The deadline for applications is as follows:

On-line submission by Internet:

- **22nd JANUARY 2004, 24h00 CET (Central European Time).**

Paper submission by mail/courier carrier/hand delivery:

- **05th JANUARY 2004;**
- applications sent by mail bearing a postmark later than 05th JANUARY 2004 will not be considered;
- applications sent by courier carrier or received by hand delivery must be received by 05th JANUARY 2004, 17h00 CET (Central European Time).

### **12. Deadline for the submission of proof of evidence**

Original documents or certified copies confirming the statements made in applications for the Programme AlBan scholarships for the academic year 2004/2005 must be sent by mail, courier carrier or delivered by hand to the AlBan Office. The eligible applicants will be notified, by e-mail, in due course. Such a notification will clearly state the deadline (date and time) to be respected, in line with the stipulated under section 2.3.5 of the Programme AlBan Guidelines for Applicants 2004. Similar procedure will be followed with respect to the selected applicants.

### **13. Detailed information**

Further information in relation to the object of the present Call for Scholarship Applications, the Programme AlBan Application Forms 2004/2005 and the Guidelines for Applicants 2004 are available from the following addresses:

**Internet:** <http://www.programalban.org>  
<http://europa.eu.int/comm/europeaid/projects/alban>

**E-mail:** [info@programalban.org](mailto:info@programalban.org)  
[europeaid-infoalban@cec.eu.int](mailto:europeaid-infoalban@cec.eu.int)

**Post:** AlBan Office  
Asociación Grupo Santander  
Universidade do Porto  
Rua de Ceuta, 118 - 5º - s/35  
4050-150 PORTO – Portugal

All questions regarding the present Call for Scholarship Applications 2004 should be sent by email to: [info@programalban.org](mailto:info@programalban.org) or [europaaid-infoalban@cec.eu.int](mailto:europaaid-infoalban@cec.eu.int)

All applicants are encouraged to regularly consult the above Internet pages before the deadline for Scholarship applications since the most frequently asked questions ("FAQ") and the corresponding replies will be published there.