



# Organization of American States

## Department of Human Development, Education and Culture (DHDEC)

### OAS SCHOLARSHIPS FOR GRADUATE AND UNDERGRADUATE ACADEMIC STUDIES OR GRADUATE RESEARCH FOR THE 2012-2013 CYCLE

**To begin studies between January 2012 and March 2013**

#### About OAS Academic Scholarships

OAS Academic Scholarships are awarded to persons to undertake undergraduate or graduate studies (Bachelor's, Master's, or Doctorate degree) and/or graduate research that lead to a degree at a university or higher learning institution in an [OAS Member State](#), with the exception of his/her own sponsoring country. Studies must be carried out on a full-time basis, and may be pursued by on-site or by distance education or a combination of both.

The scholarship is awarded for a period of no more than 2 academic years, and the renewal for the second academic year is subject to the availability of funds and granted only to continue the same program of study for which the scholarship was initially awarded.

The total financial award from the OAS may not exceed US\$30,000.00 per academic year which includes tuition, other scholarship benefits, and administrative costs.

The OAS/DHDEC does not award scholarships for studies in the [Medical Sciences](#) and the learning of new languages.

#### Types of Academic Scholarships

**Graduate scholarships:** there are two types of graduate scholarships:

- **Self-Placed:** Candidates apply directly for admission to the universities or educational institutions of their choice. **The average number of self-placed scholarships the OAS will award for each Member State is one per country. Thus, applicants who elect the self-placed scholarship option will have a smaller probability of being awarded an OAS scholarship.**
- **OAS-Placed:** The OAS/DHDEC seeks placement for those candidates selected for scholarships to universities or higher learning institutions within the OAS Consortium of Universities taking into consideration the candidates' preferred countries of study to the fullest extent possible.

**Undergraduate Scholarships** are offered only to candidates from the English-speaking Caribbean Member States, as a Self-Placed scholarship, for the last two years of study leading to an undergraduate degree (Bachelor's degree). To apply for this classification of scholarship, the student must: 1) be enrolled in the program of study and eligible to graduate within 2 academic years from the date of the award, or 2) be accepted into the university where he/she plans to study for the last two years of the undergraduate degree (admission letter must state that the applicant will complete the program of studies within 2 academic years). For option 2, applicants that need to transfer credits from previous post-secondary studies in order to comply with the OAS requirement to graduate within 2 academic years must complete this process with the host institution on their own. If a candidate is selected to receive an OAS

scholarship, he/she will need to provide the OAS with an official letter from the host institution attesting to the total number of credits successfully transferred before the scholarship award documents can be issued.

### **Key Eligibility Requirements for Applicants**

1. Applicants must be citizens or permanent residents of an OAS Member State.
2. Applicants for graduate studies must have obtained a university degree by the time they submit their scholarship applications to their [National Liaison Offices](#) (ONE).
3. Applicants must be in good physical and mental health to complete the program successfully.
4. Applicants must possess the language competence to undertake studies in the language of the institution or country of study. Applicants interested in studying or doing research in Brazil could be offered intensive Portuguese language training if awarded an OAS scholarship.
5. Applicants for on-site studies must agree to return to reside in the sponsoring country for a period of no less than twenty-four (24) months after completing the program of study covered by the OAS scholarship. Applicants for online studies must agree to remain in the sponsoring country for the same period of time.

### **Application Documents**

1. OAS Scholarship Application Form:
  - Graduate Studies:  
<https://www.oas.org/fms/Announcement.aspx?id=294&Type=1&Lang=eng>
  - Undergraduate Studies:  
<https://www.oas.org/fms/Announcement.aspx?id=295&Type=1&Lang=Eng>
2. Copy of the **diploma for the highest degree obtained**.
3. Copies of **transcripts of grades for all degrees obtained completed**. If the applicant is currently enrolled in a program of study, he/she will need to submit the current transcript.
  - For undergraduate studies applicants only: copy of transcript of grades for the Bachelor's degree program in which currently enrolled. Applicants that intend to transfer credits from previous studies to undertake only the last two years of a Bachelor's degree program must submit copies of the diploma and transcripts for the Associate's degree previously obtained.
4. Two **recommendations from 2 different current or former professors** using only the [Recommendation Statement Form \(099/01/07\)](#) properly signed.
5. One **recommendation from a current or previous employer** using only the [Recommendation Form for Employer/Institution \(100/01/07\)](#) properly signed and sealed. If unemployed or never employed, obtain a third recommendation using the [Recommendation Statement Form](#) above.  
**Note: Recommendation letters from relatives of the applicant may not be submitted.** Relatives are defined as: spouse, son or daughter, stepson or stepdaughter, father or mother, stepfather or stepmother, brother or sister, half-brother or half-sister, stepbrother or stepsister, father- or mother-in-law, and brother- or sister-in-law.
6. **Resume** (must not exceed 2 pages; please do not attach pictures, publications, other diplomas or certificates)
7. **Medical History Form:** OAS Scholarship awardees (those selected to receive an OAS scholarship) will be required to submit a [Medical History Form](#) that attests to the sound mental and physical health of the candidate to undertake and complete the program of studies. All costs associated with complying with the medical examination requirement are the responsibility of the awardees.

The following documents are only required from applicants to OAS-placed scholarships:

8. [Certificate of Language Proficiency Form](#): This form must be completed by applicants who intend to pursue studies in Spanish, Portuguese or French. This form must be filled out and signed by a language instruction institution or competent authority for applicants who intend to study in a language other than their native language.
9. [TOEFL](#):

- Applicants that wish to study in the **United States, or Canada**: the minimum required score is 600/677 for the paper based exam, 250/300 for the computer exam, and 100/120 for the Internet exam.
- Applicants that wish to study in the **English-speaking Caribbean**: the minimum required score is 550/677 for the paper based exam, 213/300 for the computer exam, and 90/120 for the Internet exam.

The OAS institutional code for the **TOEFL** is **9358**.

10. **GRE** or **GMAT**: only for applicants that wish to study in the United States or Canada. The OAS institutional code for the GRE is **2354**. It is the sole responsibility of applicants to OAS placed scholarships to establish if the proposed program of study, within the OAS Consortium of Universities, requires either one of these certificates.

**Awardees granted with an OAS-placed scholarship**, will be required to submit original documents and notarized/stamped copies of the diploma for placement purposes.

Awardees granted with an OAS-placed scholarship to study in a country where the curriculum is taught in a language other than the one in which he or she completed previous studies will be required to submit official translations of the diploma and transcripts of highest degree obtained at the time of the announcement of selected candidates.

### Selection Process

1. Applicants apply for an OAS scholarship through their sponsoring country **ONEs**
2. Each ONE establishes a deadline for applicants to submit their scholarship applications, with special consideration for the schedule established by the DHDEC in order to receive, evaluate and submit preselected candidates to the OAS in Washington DC in a timely manner.
3. All complete applications received on time that meet the eligibility requirements stated in this scholarship announcement are evaluated and ranked by the sponsoring country's National Commission who, in turn, recommends a list of 11 pre-selected candidates (8 graduates and 3 undergraduates) to the OAS/DHDEC.
4. The ONEs forward the application files of sponsored pre-selected candidates to OAS Headquarters ranked and with a written justification for said ranking.
5. The OAS/DHDEC presents only complete applications of pre-selected candidates that comply with eligibility requirements to an international committee -the Academic and Technical Studies Scholarship Selection Committee (ATSSSC)- appointed by the Secretary General of the OAS. This Committee reviews, evaluates and ranks candidates to recommend for OAS scholarships to the Secretary General of the OAS.
6. Based on available financing and using the ranked, selected candidates list prepared by the ATSSSC, the OAS/DHDEC determines how many scholarships can be financed and awarded, and presents a list to the OAS Secretary General for his approval.
7. The OAS/DHDEC informs the Permanent Mission of the Member States to the OAS, the OAS Country Offices, and the ONEs about the OAS scholarships awards. ONEs will in turn notify the awardees of the selection results.
8. Self-placed awardees (already admitted to an educational institution), will receive an OAS Scholarship contract specifying the terms of the scholarship.
9. OAS-placed awardees must sign a preliminary placement agreement issued by the OAS/DHDEC. The OAS Scholarship contract will be issued once the placement in the institution of higher learning has been completed and approved.
10. If feasible, the sponsoring country will enter into a separate contract with the awardee to ensure reimbursement of the scholarship cost to the OAS/DHDEC if the awardee fails to return to reside in his/her sponsoring country after completion of the program of study covered by the scholarship, or violates any of the terms and conditions set forth in the Scholarship Contract and the Manual of Procedures.

### Evaluation Criteria

## **Important Dates**

OAS scholarships will be awarded to begin studies in January 2012 through March 2013.

<b>STEPS OF THE PROCESS</b>	<b>PROPOSED DATES</b>
<b>Deadline for reception of applications at OAS Headquarters</b>	<b>Please contact the ONE in your sponsoring country</b>
<b>U.S. citizens or permanent residents:</b> Deadline for submission of application and supported documents at OAS Headquarters in Washington DC	March 31 <sup>st</sup> , 2011
<b>Self Placed candidates:</b> Deadline for submission to OAS Headquarters of letters of admission from self-placed applicants who will begin studies <u>between January and April of 2012</u>	October 21 <sup>st</sup> , 2011
<b>Self Placed candidates:</b> Deadline for submission to OAS Headquarters of letters of admission from self-placed applicants who will begin studies <u>later on in 2012</u>	June 29 <sup>th</sup> , 2012

## **IMPORTANT INFORMATION:**

- ✓ The OAS/DHDEC will only consider complete applications from eligible candidates.
- ✓ OAS/DHDEC regulations require that all documents submitted by applicants remain at OAS Headquarters for a year after the date of selection. After said year all documents will be disposed of and the OAS/DHDEC will not be responsible for returning them to the applicants.
- ✓ Applicants who have questions regarding the status of their applications during the recruitment and selection process for OAS academic scholarships should contact their National Liaison Offices (ONEs).
- ✓ Questions about the eligibility/documents requirements and the application process may be sent to [scholarships@oas.org](mailto:scholarships@oas.org). Please indicate in your e-mail if your question relates to the graduate or the undergraduate scholarship program.

## **Glossary of Terms**