

## Fields of Study Descriptions

### Agricultural and Rural Development

Suitable candidates include individuals from the public sector, non-governmental organizations, and business focused on agricultural and food system development and/or rural development. The field includes, but is not limited to, the following areas of specialization: food security, sustainable farming systems, agricultural research, extension management, agricultural marketing and value-chain management, post-harvest technology and food safety, trade and food policy, and rural livelihood enhancement.

### Communications/Journalism

Appropriate candidates include those using electronic, mass media, and telecommunications to facilitate national development in the areas of agriculture, health, family planning, nutrition, and education. These individuals might manage the aforementioned media strategies for non-governmental organizations or for state-run media. Journalists engaged in public affairs reporting, magazine and feature writing, and interpretive writing on social issues and international affairs are also suitable.

### Economic Development

This field may be interpreted very broadly. Suitable candidates include policy makers and administrative managers focusing on contemporary development issues including population growth, agriculture and industrial development, poverty and income distribution, labor markets, and foreign trade. Individuals who are working in the fields of sustainable development and micro-finance in the public or private sector are also appropriate.

### Educational Administration, Planning and Policy

Individuals who are contributing to national or regional education planning, policy development and implementation make good candidates. University professors with an exclusively academic focus are not suitable; however, university professors in administrative or policy-making positions are eligible. Candidate profiles also include those focused in the more technical areas of education: curriculum development, instruction and learning assessment techniques, program design and adult learning, teacher training, and the use of technology in higher education. These individuals may be teachers if they also have additional responsibilities in the areas above.

### Finance and Banking

Suitable candidates include individuals who are involved in the management of financial institutions, the regulation of depository institutions and securities, transnational lending and trade financing, or public-private partnerships. Corporate financial managers and analysts are appropriate if they are interested in and able to convey how their work will impact the development of the country. Individuals in this field are not suitable for the Humphrey Fellowship Program if they are primarily concerned with expanding a corporate entity's market share.

### Higher Education Administration

This field of study is intended for individuals who devote a significant portion of their professional life to policy formation, strategic decision-making, planning and management in higher education. Individuals holding administrative or policy-making positions at institutions of higher education, non-profit organizations or government ministries are eligible. Suitable candidates also include those focused on functional areas of higher education, such as curriculum design techniques for instruction and learning assessment, vocational and life-long learning programs, and areas of higher education administration such as financial management, student affairs, academic affairs, business affairs, recruitment and admissions, development and alumni relations, and the use of technology in higher

education. These individuals can be faculty at institutions of higher education if they also have significant responsibilities in the areas listed above.

### **HIV/AIDS Policy and Prevention**

Physicians, health educators, communication specialists, and policy analysts who are interested in HIV/AIDS policy, treatment and prevention are appropriate candidates for this field. Candidates with a primary focus on clinical treatment are not appropriate.

### **Human Resource Management**

The most suitable candidates in this field are those individuals dealing with institutional change and setting personnel policies and procedures. These might be human resource managers or individuals from various fields who have been charged with re-organizing a department or ministry, for example.

### **Law and Human Rights**

Attorneys, judges, and human rights activists are the most suitable candidates in this field. The range of law specializations is far reaching; some of the more common include: constitutional, criminal, business, civil rights, family/child, alternative dispute resolution, international humanitarian, international trade, international business, intellectual property, and telecommunications law. Individuals engaged in legal and judicial reform and the administration of justice also are appropriate candidates.

### **Natural Resources, Environmental Policy, and Climate Change**

Natural resource and environmental managers are appropriate candidates for this field. Policy makers working on the protection of natural resources, water quality, pollution control, land use, conservation, and environmental impact assessment are also suitable. Climate change is a critical emerging field open to professionals working in a range of disciplines, including policy development, clean technologies, carbon management, and response planning or adaptation to new climate patterns.

### **Public Health Policy and Management**

Physicians, clinicians with management responsibilities, health educators, and other practitioners with policy-making responsibilities in this field are suitable candidates. Past Fellows' interests have included: management of public health care organizations, health care delivery through community-based organizations, reproductive, adolescent and child health, and epidemiology in public health practice. Candidates who are primarily practitioners in their field are not appropriate. For example, dentists whose program goals are to be more effective dentists in a clinical setting are not appropriate candidates for the program. Instead, dentists or other practitioners who are interested in acquiring skills and knowledge to become better administrators of public health programs, which might, for example, promote health education in their community or country, would be a better fit for the program.

### **Public Policy Analysis and Public Administration**

This field may be interpreted very broadly. Policy issues that past Fellows addressed have included: regional economic and workforce development planning; public management and leadership; financial management in public and non-profit organizations; poverty and inequality; gender; public finance and revenue administration; domestic and foreign development policies; political transition to market-based democracy; planning and the global knowledge economy; and private sector development.

### **Substance Abuse Education, Treatment and Prevention**



Appropriate candidates for Fellowships in substance abuse education, treatment and prevention include mid-level researchers, research managers and policy makers in universities, drug abuse prevention or treatment programs, nongovernmental organizations, government ministries, healthcare professions, or other drug abuse-related occupations. Although candidates who hold a doctoral degree in medicine, health, biomedical, behavioral or social science will be preferred, candidates holding a master's degree and who have substantial professional experience and/or background in research will also be considered. Policy makers without a research background will be considered if they demonstrate an interest in learning how to understand and apply research about drug abuse. Law enforcement candidates are not eligible unless they are qualified to participate on a program based in a school of public health and propose programs of study focused on drug abuse research, education, treatment and prevention, or demand reduction, as opposed to interdiction policies.

### **Teaching of English as a Foreign Language**

Appropriate candidates include teacher trainers and master teachers in the field of Teaching English as a Foreign Language if they are interested in teacher training, curriculum development, and methodology.

### **Technology Policy and Management**

Network administrators, engineers, and urban planners involved in formulating technology policy and planning and managing technological change and systems are suitable candidates in this field. Officials in the Ministry of Education and educators who teach technology and science in higher education institutions and can demonstrate leadership in curriculum development or administration in this field are also appropriate candidates.

### **Trafficking in Persons Policy and Prevention**

Candidates include foreign government officials, NGO activists, and media specialists who are focused on anti-trafficking issues. Humphrey Fellows can focus in areas of public administration, NGO administration, law and human rights, social work, communications and journalism, and public health as applied to anti-trafficking program management and policy-making.

### **Urban and Regional Planning**

Appropriate candidates for this field include architects, engineers, planners, urban designers, urban economists and sociologists, and historic preservation specialists. The field of Urban and Regional Planning should be broadly interpreted to include the following: urban infrastructure, transportation policy and planning, water and sanitation, town and rural planning, land use and urban design, housing and real estate development, international and comparative planning, environmental protection and planning, ecological land development, public policy, social policy, urban redevelopment policy, economic development and planning, regional economic integration, economic conversion, urban finance management, and urban spatial analysis using geographic information systems.



**APPLICATION FOR ADMISSION TO THE  
HUBERT H. HUMPHREY FELLOWSHIP PROGRAM  
FOR MID-CAREER PROFESSIONAL DEVELOPMENT IN THE UNITED STATES**

**8**

**CONFIDENTIAL LETTER OF REFERENCE FROM CURRENT EMPLOYER**

**This letter of reference must be written by the applicant's current supervisor in his/her professional position. If this letter is not written in English, an accurate translation must be attached.**

Name of Applicant \_\_\_\_\_

Country of Residence \_\_\_\_\_

Name of Evaluator \_\_\_\_\_

Title of Evaluator \_\_\_\_\_

Organization or Employer \_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_

Your Signature \_\_\_\_\_

Date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**PROGRAM DESCRIPTION**

The Humphrey Fellowship Program provides mid-career professionals from designated countries around the world with an opportunity to enhance their professional capabilities through participation in specialized 10-month programs developed specifically for small clusters of Humphrey Fellows at selected U.S. universities. Primary funding for the Humphrey Program is provided by the U.S. Government through the United States Department of State. The Institute of International Education (IIE) administers the program on behalf of the State Department.

The types of university programs arranged for Humphrey Fellows depart from a traditional discipline-oriented focus and have a problem-solving and experience-sharing emphasis. The programs are not degree-related and not aimed at providing scholarly preparation or basic training in a field. The objective is to provide Humphrey Fellows with an overall experience that broadens their perspectives, enhances their capability to assume greater career responsibilities, and provides opportunities to establish useful professional contacts. To accomplish these objectives, programs are designed to include various combinations of course work, independent projects, internships, consultations with U.S. faculty or experts, field trips, and seminars. Under the guidance of a designated faculty advisor or "coordinator," Fellows plan programs that best suit their individual career development needs.

I. Please evaluate the applicant in comparison with other professionals whom you have known during your career.

<b>Knowledge of Field</b> - (has substantial educational background and/or relevant experience that applicant can build upon during Fellowship.)	
<b>Work Habits</b> - (takes initiative, is self-motivated, defines goals demonstrates achievement.)	
<b>Seriousness of Purpose</b> - (is committed to making a difference/ impact in his/her professional field.)	
<b>Commitment to National Development</b> - (is dedicated to addressing the development needs of his/her country.)	
<b>Resourcefulness and Initiative</b> - (is able to identify needs and seek out resources in order to address those needs.)	
<b>Emotional Maturity</b> - (functions in a sensible manner. Takes responsibility for actions.)	
<b>Adaptability to New Situations</b> - (demonstrates ability to embrace change and flexibility to adjust to unfamiliar surroundings.)	
<b>Leadership Qualities</b> - (demonstrates potential in providing direction and guidance to others in order to achieve goals.)	





APPLICATION FOR ADMISSION TO THE  
HUBERT H. HUMPHREY FELLOWSHIP PROGRAM  
FOR MID-CAREER PROFESSIONAL STUDY IN THE UNITED STATES

TYPE OR COMPUTER-GENERATE IN ENGLISH ONLY USING BLACK INK

II. Please assess the candidate's suitability for the Hubert H. Humphrey Fellowship Program based on his/her educational background, work experience and individual needs for career development. (A description of the Humphrey Program is on the front of this page.) Include a candid evaluation of the applicant's ability to pursue serious academic work in the context of a mid-career professional program. Indicate also how this program will directly benefit not only the candidate's career but his/her country and society. Also discuss the candidate's leadership potential and commitment to public service. (Your comments should be continued on a separate sheet if more space is needed.)

Please return directly to the Selection Committee in the applicant's country or to the Cultural Affairs Officer of the U.S. diplomatic mission in the applicant's country. Under no circumstances should this letter of reference be returned to the applicant.  
NOTE: IIE cannot guarantee this letter's confidentiality once it becomes part of a university's records.

	<b>APPLICATION FOR ADMISSION TO THE HUBERT H. HUMPHREY FELLOWSHIP PROGRAM FOR MID-CAREER PROFESSIONAL DEVELOPMENT IN THE UNITED STATES</b>		<b>9</b>
<b>CONFIDENTIAL LETTER OF REFERENCE</b>			
<p><b>This letter of reference must be written by a professional mentor, professor, or other associate outside the candidate's current work setting. Personal friends or family members are NOT acceptable references. If this letter is not written in English, an accurate translation must be attached.</b></p>			
Name of Applicant _____			
Country of Residence _____			
Name of Evaluator _____			
Title of Evaluator _____			
Organization or Employer _____			
Signature _____ Date ____ / ____ / ____			
In what capacity have you known the applicant? _____			
If Other, please specify _____			
How long have you known the applicant? _____			
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## HUMPHREY FELLOWSHIP PROGRAM 2018-2019

Application Deadline: September 9, 2017

The Hubert H. Humphrey Fellowship Program is a Fulbright program that brings accomplished young and mid-career professionals with demonstrated leadership potential to the United States for a year of non-degree graduate-level study, leadership development, and substantive professional collaboration with U.S. counterparts. By providing future leaders and policy makers with experience in U.S. society, culture, and professional fields, the program provides a basis for lasting, productive ties between Americans and their professional counterparts overseas. Fellows are nominated by embassies based on potential for leadership and commitment to public service. Thematic programs are developed specifically for small clusters of Humphrey Fellows at selected U.S. universities. The Humphrey Program was launched in 1978 to honor the memory and accomplishments of the late U.S. Senator and Vice President, Hubert H. Humphrey.

### PROGRAM OBJECTIVE:

During their year-long stay at an American university, Humphrey Fellows are invited to take graduate courses relevant to their professional interests. However, as the Humphrey Fellowship is not a degree program, participants spend a considerable portion of their time engaged in professional development activities including: consultations and affiliations with U.S. faculty and experts, field trips, translations, research projects and the development of professional and strategies that could be applied in the Fellows' home countries.

### FIELDS OF STUDY:

#### *Sustainable Development*

- Agricultural and Rural Development
- Economic Development
- Finance and Banking
- Natural Resources, Environmental Policy, and Climate Change
- Urban and Regional Planning

#### *Democratic Institutions & Rule of Law*

- Communications/Journalism
- Law and Human Rights
- Public Policy Analysis and Public Administration
- Trafficking in Persons Policy and Prevention
- Technology Policy and Management
- Human Resource Management

#### *Education*

- Educational Administration, Planning and Policy
- Higher Education Administration
- Teaching of English as a Foreign Language

#### *Public Health*

- Public Health Policy and Management
- HIV/AIDS Policy and Prevention
- Substance Abuse Education, Prevention, and Treatment (Note: For substance abuse programs, candidates must have a research background in the field or demonstrated ability to learn the results and policy implications of current research. These candidates



must complete the supplementary field-specific page of the Humphrey application for this topic area.)

**REQUIREMENTS TO APPLY:**

- Algerian citizenship
- An undergraduate (first university or Bachelor's) degree
- English language ability as measured by TOEFL or IELTS (minimum 71 on TOEFL)
- A minimum of five years of full-time, professional experience
- Demonstrated leadership qualities and record of public service in the community
- Limited or no prior experience in the United States
- A commitment to returning to Algeria after completing the program and a clear vision on how Fellows, home institution, and Algeria will benefit from the Humphrey experience

**THOSE INELIGIBLE FOR CONSIDERATION INCLUDE:**

- Recent university graduates (even if they hold significant positions)
- University teachers with no management or policy responsibilities, except for teachers of English as a Foreign Language and specialists in drug abuse prevention and treatment
- Individuals who have attended a graduate school in the U.S. for one academic year or more during the seven years prior to the date of application
- Individuals with recent U.S. educational or work experience (more than six months during the five years prior to the date of application)

**PROCESS AND SELECTION CRITERIA:**

The Humphrey Fellowships are highly competitive, and applicants must fulfill the eligibility criteria outlined above. After a pre-selection process by the Selection Committee, including an interview for the top applicants, the names of selected applicants are then sent to the J. William Fulbright Foreign Scholarship Board (FSB) in Washington, D.C for final approval.

**HOW TO APPLY:** Candidates who meet the above criteria are encouraged to fill out an application via the online application system, and upload the following documents.

- Online application on Embark: <https://iie.embark.com/apply/humphreyfellowship>
- Copy of diploma along with its translated version
- Three letters of recommendation
- TOEFL score report of a minimum of 71 of TOEFL IBT (Nominees should use 9616 as the institution code to ensure that their scores are sent to the IIE office. Nominees should register to take the TOEFL no later than September 2017.)
- Copy of the university academic transcripts and its English-language translated version
- Work of experience of minimum of 5 years (copy of work certificate and its English language translated version);
- Resume

The deadline to submit applications online is September 9, 2017.

**ADDITIONAL INFORMATION:**

For any additional information please contact the Public Affairs Office of the United States Embassy at: [ouhenianx@state.gov](mailto:ouhenianx@state.gov).

**Testing Centers  
TOEFL IBT****In-Tuition School**

Cite Said Hamdine  
(near hotel d'Hydra)  
Hydra  
Alger  
Tel: 021-54-65-66 a 67/0770-94-94-98

**Universal Language Center (ULC)**

11 Rue Abane Ramdane  
Constantine  
Tel: 031-91-15-21

**Sibawath Oran**

14 Rue Gambetta  
Oran  
Tel: 041-53-27-87/0770-32-07-79

**Important Note:**

Plagiarism: Plagiarism is unacceptable. All applications will be checked and rejected in case of plagiarism. Plagiarism is using someone else's ideas or work without proper or complete acknowledgment. Plagiarism encompasses many things, and is by far the most common manifestation of academic fraud. For example, copying a passage straight from a book into a paper without quoting or explicitly citing the source is blatant plagiarism. In addition, completely rewording someone else's work or ideas and using it as one's own is also plagiarism. It is very important that students properly acknowledge all ideas, work and even distinctive wording that are not their own. However, certain information in any discipline is considered "common knowledge" and may be used without acknowledgment. What is considered to be common knowledge varies among fields; when in doubt consult a professor or TA. Students unsure of how to properly acknowledge a source are encouraged to consult an RA, TA, professor or manual of style.



**The Hubert H. Humphrey Fellowship Program**

A Program for Mid-Career Professionals Sponsored by the U.S. Department of State

**PROGRAMME DE BOURSE HUBERT H. HUMPHREY****2018-2019****(Traduction non officielle)**

Le Programme de bourses Humphrey offre aux jeunes professionnels des pays désignés en Afrique, en Asie, en Amérique latine, les Caraïbes, le Moyen-Orient, en Europe et en Eurasie la possibilité d'améliorer leurs capacités professionnelles par le biais de leur participation à des programmes non sanctionnés de diplômes, d'une période de dix mois d'étude spécialisés et développés spécifiquement pour les boursiers Humphrey auprès des universités américaines sélectionnées.

Fondé en 1978 à la mémoire du Sénateur et Vice-Président Hubert H. Humphrey, ce programme est parrainé par le Département d'Etat, Bureau des Affaires Educatives et Culturelles.

**Les objectifs du programme Humphrey:**

Durant leur année de séjour auprès de l'université américaine hôte, les boursiers Humphrey sont invités à suivre une formation pratique, liées à la profession et au domaine de chacun des boursiers. Le programme Humphrey n'est pas un programme d'études et les participants passent une partie considérable de leur temps à des activités de perfectionnement professionnel, notamment: consultations, séminaires et affiliations avec les professeurs américains, des experts, des visites sur le terrain, participation à des ateliers, des projets de recherche et l'élaboration de stratégies pratiques et utiles qui pourraient être appliquées dans le pays d'origine du boursier. L'objectif du programme est d'établir des relations durables entre des cadres américains et étrangers et favoriser ainsi des échanges susceptibles de promouvoir une meilleure connaissance et une compréhension mutuelle entre les Etats-Unis et les pays en développement.

**Domaines dans lesquels les bourses sont octroyées:**

La bourse est destinée à des candidats du secteur public ou privé dans les domaines suivants: la communication et le journalisme, la gestion des ressources naturelles et de l'environnement, l'administration publique et l'analyse de la politique publique, la gestion des ressources humaines, la politique et la gestion de la technologie, le développement économique et agricole, la planification de l'éducation, la politique et la gestion de la santé publique, la prévention et les

recherches relatives à l'utilisation des stupéfiants, les finances et les opérations bancaires, la planification urbaine et régionale, le droit, la société civile, les droits de l'homme et le développement démocratique, la politique et le traitement du HIV/SIDA et la prévention du trafic des personnes humaines.

**Critères d'éligibilité :**

- Cadres du secteur public ou privé, ayant une expérience professionnelle d'au moins cinq ans, qui s'emploient à promouvoir le développement économique et social de leur pays.
- Cadres ayant un solide bagage universitaire (de préférence un diplôme de post-graduation), un bilan remarquable de réalisations professionnelles et une carrière au cours de laquelle ils se sont vu confier des responsabilités croissantes et ont fait preuve de qualités de commandement.
- Cadres qui participent à l'élaboration et à la conception de la politique du secteur dans lequel ils travaillent (plutôt qu'à la recherche ou la production).
- Cadres ayant eu très peu ou pas du tout de contact avec les Etats-Unis.
- Cadres ayant une bonne maîtrise de l'anglais : les candidats devront subir obligatoirement les épreuves du TOEFL IBT (Test of English as a Foreign Language – Internet-based test - IBT), avec un score de 71 (minimum).
- Etre titulaire de la nationalité algérienne et résident en Algérie
- S'engager à revenir en Algérie à la fin du programme

**Note :** ce programme ne conduit pas à l'obtention d'un diplôme.

**Candidats non éligibles aux conditions d'admission au programme Humphrey:**

Les candidats universitaires récemment diplômés (même si ils/elles occupent des postes importants), les enseignants d'université sans responsabilités de gestion ou de la politique du secteur sauf pour les enseignants de la langue anglaise en tant que langue étrangère ainsi que les spécialistes en matière de prévention et de traitement de la toxicomanie, les candidats qui ont fréquenté un établissement d'étude supérieure aux États-Unis pour une année académique ou plus au cours des sept dernières années précédant la date de la demande et les candidats ayant une expérience récente des Etats-Unis (plus de six mois au cours des cinq années précédant la date d'application au programme Humphrey).



**Critères et processus d'admission et de sélection:**

Les critères de sélection aux bourses Humphrey sont très compétitifs et les candidats doivent satisfaire tous les critères d'admission énoncés ci-dessus. Après un processus de pré-sélection par le comité de sélection composé de représentants de l'ambassade et d'anciens boursiers algériens, les noms des candidats retenus sont ensuite transmis à la Commission des bourses William Fulbright (FSB) à Washington, D.C. pour approbation finale.

Les candidats qui répondent aux critères ci-dessus sont invités à remplir le formulaire en ligne sur le lien Web suivant: <http://apply.embark.com/student/humphrey/fellowship/>

- Résultat du TOEFL (Un score minimum de 80 pour le TOEFL IBT est requis)
- Trois lettres de recommandation
- Copies de diplômes et relevés de notes de tout le cursus universitaire ainsi que la traduction en anglais de ces documents.
- Curriculum vitae détaillé
- Attestation de travail

**Note :**

Tous les documents sus- mentionnés doivent être transférés via le système Embark avec le formulaire en ligne : <https://ije.embark.com/apply/humphreyfellowship>.

**La date limite de dépôt des dossiers en ligne est arrêtée au 9 septembre 2017.**

Pour de plus amples renseignements, veuillez contacter Mademoiselle Nadia Ouhenia à l'adresse courriel : [ouhenianx@state.gov](mailto:ouhenianx@state.gov).

Les institutions concernées par les tests du TOEFL IBT sont les suivantes:

In-Tuition School  
Cite Said Hamdine  
(à côté de l'hôtel d'Hydra)  
Hydra  
Alger  
Tel: 021-54-65-66 a 67/0770-94-94-98

Universal Language Center (ULC)  
Rue Abane Ramdane  
Constantine  
Tel: 031-91-15-21

Sibawaih Oran  
Gambetta  
Oran  
Tel: 041-53-27-87/0770-32-07-79

**Note Importante :**

Plagiat: Le plagiat est inacceptable. Toutes les demandes seront vérifiées et rejetées en cas de plagiat. Le plagiat est l'utilisation des idées ou mots appartenant à une autre personne sans citer la source originale. Le plagiat peut prendre plusieurs formes différentes et est de loin la plus commune des fraudes académiques. Par exemple, copier un extrait directement d'un texte sans citer la source originale constitue un plagiat flagrant. De plus, reformuler complètement les mots ou les idées d'un autre auteur en les présentant comme les siens—sans citation—constitue aussi un plagiat. Il est très important que chaque étudiant cite bien toute idée, travail, et formulation distinctive qui ne sont pas les siens. Cependant, certaines informations sont considérées comme « bien connues », et peuvent être utilisées sans citation. Ce qui constitue une information « bien connue » varie selon la matière, donc il est important de consulter un professeur ou un manuel de style si vous avez des questions.