



JUNIOR FACULTY DEVELOPMENT PROGRAM (JFDP)

2018 Application Form

The Public Affairs Section of the U.S. Embassy Kabul is soliciting applications from university level teachers with 1-5 years of teaching experience to participate in a 10-week U.S. based teacher training program. The Junior Faculty Development Program (JFDP) provides intensive professional training at a U.S. university for public and private Afghan universities. The program aims to enhance and broaden the professional skill sets of junior faculty in various fields of study. Participants will also have the opportunity to develop language and professional skills to strengthen eligibility for graduate studies at international institutions. Activities and seminars during the program will focus on theoretical and practical topics such as teaching methodology, pedagogy, resources, and technology. The program will take place from January to March 2018, with exact dates to be determined. For more information about the JFDP program please visit U.S. Embassy Kabul website: http://kabul.usembassy.gov/junior_faculty.html

READ AND SIGN THE CHECKLIST CAREFULLY BEFORE COMPLETING APPLICATION	
Application Form	<ul style="list-style-type: none"> Follow the instructions carefully and answer all questions completely. Each part of the application form must be completed in English. Incomplete applications will not be considered. Do not exceed the space provided in text boxes.
Personal Identity	<ul style="list-style-type: none"> Applicant must enter his/her personal information accurately as it appears (or will appear) on his/her passport.
Citizenship Requirement	<ul style="list-style-type: none"> Must be Afghan citizens, currently residing in Afghanistan. Applicants with a pending immigrant visa application, including SIV, are not eligible. Program support for the recipient ONLY. Dependents, including spouses cannot accompany the recipient.
Who Can Apply?	<ul style="list-style-type: none"> Teachers/lecturers with 1-5 years of teaching experience at the university level
English Language Requirement	<ul style="list-style-type: none"> It is imperative that all candidates demonstrate English language fluency. Participants will be expected to handle substantial reading assignments in English and to be active participants in all seminar and panel discussions. English fluency is vital to a successful experience.
Professional Objective Statement	<ul style="list-style-type: none"> A narrative Professional Objective Statement include your professional objectives over the next five years and how you hope this program will help you achieve those objectives. How you plan to implement what you learn through participation in the program upon your return to your home country, which elements of faculty development and/or academic capacity building do you hope to concentrate on during your grant (e.g. curriculum development, assessment, educational leadership, educational administration, academic governance, use of technology in the classroom, new methods/research tools in your field, etc.)
Personal Statement	<ul style="list-style-type: none"> A narrative Personal Statement describing why you want to participate in this program, your personal philosophy, your professional responsibilities, how your participation in this program will enhance your personal and professional development, and how you will use your experience to help your country.
Resume/CV	<ul style="list-style-type: none"> An up-to-date curriculum vitae (CV) or resume is required and is part of the application package.
Letters of Recommendation	<ul style="list-style-type: none"> One recommendation letter from your current employer is required. Letters of recommendation must NOT be written by an applicant's relatives or friends. All recommendation letters must be scanned and included in the application package.
Degree Requirement	<ul style="list-style-type: none"> Applicants must have at least a Bachelor's degree
Supplemental Materials (Check ✓ when completed)	<div style="background-color: #cccccc; padding: 2px; margin-bottom: 5px;">A complete application should include the following components</div> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> Completed Application Form </div> <div style="width: 45%;"> <input type="checkbox"/> Signed Application Instruction page </div> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> Three recommendation letters </div> <div style="width: 45%;"> <input type="checkbox"/> Updated CV </div> </div>
Submitting Complete Application	<p>Applicants must print out this Checklist form, sign, scan and convert, with the completed Application Form and the rest of the Supplemental Materials, into one single PDF file. The PDF file name should include your full name and field of study.</p> <p>Send the completed application in PDF and Word format by email to KabulJFDP@state.gov before the deadline (Wednesday, August 30, 2017, 11:59 PM Kabul time). The subject line of your email must also include your full name and program name.</p>
	<p style="text-align: center;">Applicant Name _____ Signature _____ Date _____</p>



JFDP APPLICATION FORM

(Please read instructions carefully. All sections must be completed in English and be typewritten)

1. PERSONAL INFORMATION:

Gender: Male Female

Last Name: **Full name should match to your passport*

First Name:

Date of Birth*: (Month-Day-Year): **This should match the date listed on your passport*

Current Age:

Birthplace: (City, Province)

Country of Birth:

National Identification Number/Tazkira:

Marital Status:

2. TEACHING EXPERIENCE: How many years of experience do you have as a full-time university lecturer?

DO YOU NOW HAVE, OR HAVE YOU EVER HELD: U.S. CITIZENSHIP? Yes No

DO YOU HAVE DUAL CITIZENSHIP WITH ANY OTHER COUNTRY? Yes No

DO YOU HAVE U.S. LAWFUL PERMANENT RESIDENCY (GREEN CARD)? Yes No

3. PAST VISA APPLICATIONS: Have you ever applied for the **Visa Lottery (Diversity Visa)**? If so, please list the year(s) you applied. If someone else has applied on your behalf, or if your spouse or child has applied, please also include that information.

Has anyone ever filed an **immigrant visa** petition on your behalf or on behalf of your spouse or child? If so, list their name, relationship to you and when they filed the petition.

Have you, your spouse, or child ever applied for a **Special Immigrant Visa**? If so, please specify who, when, and what is the current status.

Have you ever applied for any **other type of visa**? If so, please list when, and what was the result.



Are you aware of any factor that might make you **ineligible to receive a U.S. visa**? If so, please explain.

4. CURRENT ADDRESS AND CONTACT INFORMATION:

Street:

City:

Province:

Country:

Telephone:

Work Phone:

Mobile Phone:

E-mail:

5. EMERGENCY CONTACT IN AFGHANISTAN:

NAME, ADDRESS, EMAIL AND TELEPHONE NUMBER OF INDIVIDUALS TO BE NOTIFIED IN CASE OF AN EMERGENCY:

Name:

Phone:

E-mail:

Relation to you:

6. INFORMATION FAMILY/CONNECTIONS IN UNITED STATES:

Please provide Name, Address, E-mail and Telephone number of individual contacts, relatives, or family members in the **United States** or **Canada**:

7. MEDICAL, PHYSICAL, DIETARY OR OTHER PERSONAL CONSIDERATIONS:

Please state if you have any existing medical conditions or are currently taking any prescription medication. This will not affect candidate selection, but will enable the host institution to make any necessary accommodations.



8. EDUCATIONAL BACKGROUND

LIST EDUCATIONAL INSTITUTIONS ATTENDED IN REVERSE CHRONOLOGICAL ORDER, INCLUDING ANY IN WHICH YOU MAY BE PRESENTLY ENROLLED:

INSTITUTION AND LOCATION (List in reverse order and write name in full)	MAJOR FIELD OF STUDY	DATES (Month and Year)		ACTUAL NAME OF DEGREE OR DIPLOMA (Do not translate)	DATE RECEIVED OR EXPECTED
		From	To		

9. IDENTIFY YOUR CURRENT POSITION OR OCCUPATION.

Write the position title which best describes the activity in which you are currently involved.

10. OCCUPATIONAL EXPERIENCE:

(List 5 years work experience, beginning with the most recent employment)

NAME AND ADDRESS OF EMPLOYER	TITLE and SUBJECT(S) TAUGHT	DATES (Month and year)	
		From	To

11. FUTURE PLANS: (Please state your professional goals for the next five years. How will the AJFDP Program help you reach these goals? Indicate if you will be returning to your current employment or if you have been promised a position in Afghanistan after completing AJFDP).



12. FELLOWSHIPS AND HONORS

13. LIST SCHOLARSHIPS OR FELLOWSHIPS HELD AT PRESENT OR IN THE PAST *(Give source or sponsor, amount, where held, and duration.)*

14. INDICATE ANY ACADEMIC HONORS OR PRIZES WHICH YOU HAVE RECEIVED, WITH TITLES AND DATES

15. LIST ANY BOOKS, ARTICLES OR THESES PUBLISHED BY YOU, ESPECIALLY IN YOUR PROPOSED FIELD OF STUDY *(Give title, place and date of publication)*

16. LIST PROFESSIONAL SOCIETIES, FRATERNITIES OR OTHER ORGANIZATIONS IN WHICH YOU NOW HOLD MEMBERSHIP OR IN WHICH YOU HAVE BEEN ACTIVE IN THE PAST *(Indicate if you have held an elective office.)*

17. RESEARCH: *(Including any research you have completed or in which you are currently involved.)*

18. TEACHING EXPERIENCE: *(Including any teaching positions you have held or currently hold, and the subjects you have taught.)*

19. KNOWLEDGE OF LANGUAGES: *(Rate yourself Excellent, Good or Fair Include all languages in which you have some competence.)*

Mother Tongue

LANGUAGE	READING	WRITING	SPEAKING



20. HOW MANY YEARS HAVE YOU STUDIED ENGLISH?

21. TOEFL IBT RESULTS (in case you have it, please write the examination date and test score, include any other evidence of English proficiency)

22. Please indicate countries outside your own, including the United States, in which you have lived, traveled, or studied. Please list dates (months/years) and reasons for each visit.

Reason for visit	Country visited	Dates of visit	
		From (mo/yr)	To ((mo/yr)
1.			
2.			
3.			
4.			
5.			

23. OTHER SCHOLARSHIPS: Indicate if you are planning to apply for a fellowship, scholarship, assistantship or other educational grant or loan from another organization, government or educational institution. Please also mention if you have applied for, or received any other scholarships in the past from the U.S. government. If you were not selected for the scholarship, please mention this. Please indicate the year(s) you applied and/or participated.

24. CONTACTS/ASSOCIATES: Do you know anyone else who has applied for a U.S. Embassy-sponsored scholarship or is applying for a scholarship now? If so, please name the person(s) and which scholarship they applied for or are applying for. If they have participated in an exchange program, please specify which one, and where the person is now.

25. RECOMMENDATION: List the name of a person from whom you have requested a recommendation letter.

	NAME	POSITION	PHONE AND E-MAIL ADDRESS
I.			
J.			
K.			



26. HOW DID YOU LEARN OF THE JFDP PROGRAM? *(Please indicate all that apply.)*

Friend or relative *(Specify who)*

Previous SUSI participant *(Specify who)*

U.S. Embassy Kabul Website

Poster/Flyer

Other Internet Link *(Specify)*

University *(Specify)*

Newspaper *(Specify)*

Other Publication *(Specify)*

Other *(Specify)*



27. Professional Objective Statement

This description, along with the Personal Statement is the most important component of the application, and should include your professional objectives over the next five years and how you hope this program will help you achieve those objectives. This section is essential to your application. You should take great care to write a clear and detailed description of the program you intend to pursue. Please be certain to answer the following questions in this section:

- How do you plan to implement what you learn through participation in the program upon your return to your home country?
- Which elements of faculty development and/or academic capacity building do you hope to concentrate on during your grant (e.g. curriculum development, assessment, educational leadership, educational administration, academic governance, use of technology in the classroom, new methods/research tools in your field, etc.)?

NOTE: Please limit your response to the size of this page.



28. PERSONAL STATEMENT

Write about your education, practical experience, special interests, career plans, and your purpose in applying. Respond to the following questions:

- Why do you want to participate in the Junior Faculty Development Program?
- What is your current teaching philosophy?
- How will this program enhance your work and support your future goals?
- What aspects of your own culture, history, etc. would you like to share with American faculty and others in the United States.?
- How will participation in the program benefit not only you, but also others (students, department, and administrators) at your home institution, and others in Afghanistan?

NOTE: Please limit your response to the size of this page.

By checking this box, I certify that all of the information provided in my application and questionnaire is true and complete, and that if I lie about anything during the application process I may be banned from this government program and will be forever ineligible to participate in any other U.S. Embassy-sponsored program in Afghanistan. I also understand that if I have committed fraud or misrepresentation on this application, the U.S. Embassy may inform other scholarship-granting organizations that I have committed fraud. I understand that my candidacy for this program may be terminated at any time if it is found that I have lied during the application process or in my correspondence with the U.S. Embassy.