

APPLICATION FORM FOR ESTONIAN SCHOLARSHIP UNDER THE BILATERAL AGREEMENTS

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

Choose which scholarship you are applying for:

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		
	Gender Male <input type="checkbox"/> Female <input type="checkbox"/>	Citizenship		Date of birth	
2. 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				
3. Educational background	<i>List in chronological order, starting from current education</i>				
	Name and place of institution	Duration		Main field of study	Degree and/or qualification obtained
		From	To		
4. Work experience*	Time (from/to)	Employer		Post Held	
*required for researchers and university staff					
5. Language skills	<i>0 – none; 1 – poor; 2 – fair; 3 – good; 4 – fluent</i>				
		Reading	Comprehension	Speaking	Writing
	English				
	Estonian				
	Other				
	Other				
	Native language				
6. Planned 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
	Are you applying for other scholarships or awards for the period of this proposed study/research visit? YES <input type="checkbox"/> NO <input type="checkbox"/>
	If yes, please give more details:
7. Detailed motivation letter (min 800 symbols max 2500 symbols)	

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 (see the next page) 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 for the applicants

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

As a rule, the scholarships are intended for research visitors or exchange students. Since the courses do not lead to awarding 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 these scholarship. If accepted to the chosen degree-studies it is important to keep in mind that this scholarship will not cover the tuition fee of these studies. For further information the candidates should contact the responsible university (international student offices).

Applications must be submitted in two ways: through the Foundation webpage and by post. **DOCUMENTS MUST BE SUBMITTED IN BOTH WAYS.**

1. The application form with all required documents must be filled in, printed out and scanned. Documents must be submitted in one (1) pdf or jpeg file. All documents must be submitted through the following webpage: <http://archimedes.ee/en/foundation/document-submission-form/>.
Deadline: 24th of April.
2. All original documents or confirmed copies must be sent by post directly to the Foundation (address: Archimedes Foundation, Bilateral agreements, Koidula 13a, 10125 Tallinn, Estonia) or to the local authority, who will determine the deadline for submitting the applications.
Deadline: 1st May.

The following documents must be enclosed together with this application form:

Students	Researchers	Summer courses
CV	CV	CV
Detailed working plan of intended study	Detailed working plan of research	
Official letter of invitation from the proposed host institution*	Official letter of invitation from the proposed host institution*	letter of invitation from the proposed host institution (e-mail)
Letter of recommendation**	letter of recommendation	letter of recommendation
Certificate of proficiency in English	Certificate of proficiency in English	
For exchange: Official transcript of academic records from the home institution*** Official certification of student's status at home institution ****	Copy of obtained higher education diploma with supplement. If possible, certification of university staff's at home institution	Official transcript of academic records from the home institution*** Official certification of student's status at home****
For degree studies: Copy of obtained higher education diploma with supplement. If possible, official transcript of academic records from the home institution.		Application forms for summer courses

*When asking for the letter of invitation applicants are requested to point out that they are applying for a scholarship under an international bilateral agreement;

** Letter of recommendation should be preferably from home university;

*** Transcript of academic records **MUST be in English or officially translate and confirmed by the institution;**

****Certification of status at home institution must contain information on applicants current cycle of studies (1st, 2nd or 3rd cycle), year of studies and expected date of graduation;

Application form and all the enclosed documents should be completed in two (2) sets (one set must be original or confirmed copies). Diplomas with transcripts must be translated into English. All the documents must be written in or translated into English/Estonian. Documents must be typed and handwritten documents will not be accepted. Application documents will not be returned. Any incomplete applications or applications submitted after the deadline cannot be taken into consideration. Please fill in personal details as clearly as possible.

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, 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 consult our webpage:

www.studyinestonia.ee