**STUDY OF THE U.S. INSTITUTES (SUSI) FOR SCHOLARS 2018**

**NOMINATION FORM**

**A. Title of Institute**

**B. Full name (exactly as it appears on passport)**

Last Name:

First Name:

Middle Name:

**C. Gender:**

**D. Date of Birth:** (mm/dd/yyyy)

**E. City of Birth:**

**F. Country of Birth:**

**G. Citizenship:** (Include secondary if applicable)

**H. Residency:**

**I. Medical, Physical, Dietary or other Personal Considerations**

Please describe any pre-existing medical conditions, including any prescription medication the candidate may be taking, allergies, or other dietary or personal consideration. This will not affect candidate selection, but will enable the host institution to make any necessary accommodations.

**J. Candidate Contact Information**

Address:

No. P.O. BOX.

City:

Home State or Province:

Postal Code:

Home Country Name:

Email:

Phone:

Emergency Contact Name & Relationship:

(Example: John Doe, Husband)

Emergency Contact Phone:

Emergency Contact Email:

**K. Current Position, Title, Institution**

Position Type:

( ) Senior University Official (President, Provost), Government Minister, Senior Executive, etc.

( ) University Dean, Government Advisor, Vice President, Junior Executive

( ) Senior Professor, Department Chair, Director, Editor, Officer, etc.

( ) Associate Professor, Senior Researcher/Think –Tank Fellow, Senior Staff, etc.

( ) Assistant Professor, Assistant Editor, Coordinator, mid-level Staff Researcher/Think-Tank Fellow, etc.

( ) Lecturer, Teacher, Consultant

( ) Teaching Assistant, Instructor

( ) Other

Title:

Institution Name:

Institution Country:

**L. Work Experience, including previous positions and titles**

|  |  |  |
| --- | --- | --- |
| **From** | **To** | **Title/Institution (Please specify if position is part-time)** |
|  |  |  |

**M.** **Education, Academic and Professional Training**

Please list all earned degrees beginning with most recent. Degrees listed should reflect the closest U.S. equivalent.

|  |  |  |
| --- | --- | --- |
| **Degree earned**  (B.A., M.A., Ph.D, etc) | **Year earned** | **Specialization / Institution** |
|  |  |  |

**Additional Professional Training:**

**N. Active Professional Memberships**

Active Professional Memberships independent of current professional responsibilities. These should not include university committee work or other professional duties directly related to current employment.

|  |  |  |
| --- | --- | --- |
| **Position** | **Title** | **Organization** |
|  |  |  |

**O. Publications Related to the Institute Theme (up to 10)**

Please list all foreign titles in English, including whether book, chanter, journal article, newspaper article, web article, etc.

|  |  |  |
| --- | --- | --- |
| **Publication Type** | **Year** | **Title Publisher** |
|  |  |  |

**P. Previous Experience in the United States**

|  |  |  |  |
| --- | --- | --- | --- |
| **Purpose** | **From** (mm/dd/yy) | **To**  (mm/dd/yy) | **Description** |
|  |  |  |  |

**Q. Family /Friends Residing in the United States**

(Please include city and state (Example: John Doe – Chicago Il.)

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**R. Evidence of English Fluency**

**S. Professional Responsibilities**

Please discuss your professional responsibilities in greater detail, including research interests, administrative responsibilities (ex. Curriculum design), and/ or other pertinent information.

**Current Courses Taught**:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Course Title** | **Level of Students** | **Classroom Hours Per Semester** | **# Students** | **U.S.Studies Content (%)** |
|  |  |  |  |  |

**Current Student Advising:**

Advising is not the same as teaching. We are looking for the number of students, their level, and hours the nominee spends providing assistance in helping students clarifying personal and career goals, and evaluating progress towards those goals. This section can also include those that supervise PhD and graduate students.

|  |  |  |
| --- | --- | --- |
| **Number of Students Advised Studying U.S. Related Topics** | **Level of Students**  (Undergrad, masters, Ph.D) | **Hours of Advising Per**  **Student Per Year** |
|  |  |  |

**Other Potential Outcomes:**

Please select any likely potential professional outcomes of this program.

( ) Update Existing Course ( ) Create New Course ( ) Create New Program

( ) University Curriculum Redesign ( ) National Curriculum Redesign ( ) New Research Project

( ) New Publication ( ) Professional Promotion ( ) Government or Ministry Pol

( ) New Professional Organization ( ) New Institution Linkages ( ) Raise Institutional Profile

**T. Personal Essay** **(Limit 250 words)**

Please discuss how your participation would enhance your personal and professional goals, the current state of U.S. studies in your home country, or upon the institute. Include how attending this Institute would help you achieve the “Other Potential Outcomes’” you have checked above. In addition, describe your capacity to amplify the impact of the program beyond your research and knowledge.

**U. Statement by Institution and Post Commission justifying participation of nominee in the Institute**

**(Limit 250 each)**

Please discuss why this candidate has been nominated above all other potential candidates from your institution, and how this candidate’s participation fits into the profile. Would this candidate’s participation enhance the content of U.S. Studies in your university courses for a greater understanding of the United States?

Are there any plans to create a course on U.S. Studies at your university? Would this participant be have a special role in academic activities about the United States, U.S. Studies, U.S. culture, history, economy or politics are the topic or among the topics to be presented or discussed?

How would the participation of this candidate in the Study of the United States Institute benefit the Academic Unit where he teaches?

DEADLINE: Friday, January 5, 2017. Submit to: exchangessanjose@state.gov

**Para dudas o consultas:**

Carolina Quirós Tel. 2519-2211

Shirley Brenes Tel. 2519-2282

Sección Cultural Embajada de los Estados Unidos

Email: [exchangessanjose@state.gov](mailto:exchangessanjose@state.gov)