

Thomas Jefferson Scholarship Program's 2020-2021 Tunisia Community College Scholarship Program (TCCSP)

APPLICATION INSTRUCTIONS



U.S. Embassy Tunis



PROGRAM OVERVIEW

ACADEMIC PROGRAM

As a part of the **Thomas Jefferson Scholarship Program, the 2020-2021 Tunisia Community College Scholarship Program**, a program sponsored by the U.S. Department of State with funding provided by the U.S. Government and supported in its implementation by IREX, provides opportunities for young students from Tunisia studying at ISETs (Institut Supérieur des Études Technologiques), IHET (Institut des Haute Études Touristiques), and ISSATs (Institut Supérieur des Sciences Appliquées et de Technologie) who wish to improve their vocational skills by spending one academic year studying at accredited U.S. community colleges with the goal of earning a professional certificate in eligible fields of study from their U.S. institution. Participants may submit U.S. transcripts to their home institution for review upon completion of the program to determine if the credits are transferrable. Participants will attend accredited community colleges and will live in on-campus housing (dormitories) or in off-campus housing. **Participants may not choose their U.S. host institution.**

For the 2020-2021 Academic Year the following fields of study are eligible:

- Applied Engineering
- Business Management and Administration
- Information Technology
- Tourism and Hospitality Management

Fields of Study Definitions and Sample Certificate Programs: The following defines each broad field of study and provides a *sample* list of certificate programs. Certificate program availability varies by individual community college and may not match those listed below in the samples.

Apply online at: <https://www.irex.org/project/tccsp> Application Deadline: Monday, November 18, 2019 at 5:00 pm.
This Application is free and may be duplicated.

This program is sponsored by the U.S. Department of State with funding provided by the U.S. Government and supported in its implementation by IREX.

The Thomas Jefferson Scholarship Program does not discriminate against applicants on the basis of race, color, religion, sex, age, national origin, disability, or any other protected characteristic as established by U.S. law.

Applied Engineering: This field of study teaches students to become experts in technological concepts and develop design skills in a variety of engineering technologies. Sample certificate programs include: *Applied Electronics, Architectural Technology, Building Construction Technology, Fire Protection Technology, Mechanical Design Technology, Petroleum Industrial Mechanics, Solar Energy Technology, Utility Management, and Waste and Water Technology.*

Business Management and Administration: This field of study teaches students how to effectively operate and/or manage a business. Sample certificate programs include: *Accounting, Business Administration, Entrepreneurship, Management Supervision, Marketing, Office Administration, and Small Business Management.*

Information Technology: This field of study teaches students to become experts in the business and communications applications of various telecommunications tools. Sample certificate programs include: *3-D Animation, Computer Forensics/Network Security, Computer and Network Support, Computer Programming, Information Technology Management, Network Communications (LAN), Network Communications (WAN), Web Development, and Wireless Communications.*

Tourism and Hospitality Management: This field of study teaches students to become experts in the preparation, planning, and management of tourism and hospitality services. Sample certificate programs include: *Culinary Arts, Event Planning, Hospitality and Tourism Management, Hotel Operations, Lodging Management, Travel Management, and Sales and Marketing.*

PROFESSIONAL TRAINING

To support students in developing the skills, knowledge, and attitudes to build strong foundations for professional leadership success contributing to Tunisia's development, participants engage in experiential learning components in addition to their academic programs:

Cultural Engagement: To develop students' interpersonal and cross-cultural skills, participants will be required to give a minimum of one country presentation during their program; complete cross-cultural activities each semester; and develop a virtual cultural exchange activity.

Service Learning: To expose participants to the principles of community service and social responsibility in the United States, participants will be required to participate in a minimum of two Service Learning days throughout their academic program.

Part-Time Internship/Practicum: Internships/practicums provide an essential opportunity for participants to gain professional experience and skills that can be applied in their future careers in their home countries. Program participants will be required to intern for a minimum of 60 hours during their second semester. Each participant's internship/practicum must be related to their field of study.

Apply online at: <https://www.irex.org/project/tccsp> Application Deadline: Monday, November 18, 2019 at 5:00 pm.
This Application is free and may be duplicated.

This program is sponsored by the U.S. Department of State with funding provided by the U.S. Government and supported in its implementation by IREX.

The Thomas Jefferson Scholarship Program does not discriminate against applicants on the basis of race, color, religion, sex, age, national origin, disability, or any other protected characteristic as established by U.S. law.

TECHNICAL ELIGIBILITY REQUIREMENTS

The Thomas Jefferson Scholarship Program does not discriminate against applicants on the basis of race, color, religion, sex, age, national origin, disability, or any other protected characteristic as established by U.S. law.

Competition for the Tunisia Community College Scholarship Program is merit-based and open to anyone who:

- Is a citizen of Tunisia;
- Is currently residing in Tunisia;
- Is currently enrolled as a first- or second-year full-time undergraduate (Licence) student in good academic standing at the time of application at an ISET (Institut Supérieur des Etudes Technologiques), IHET (Institut Supérieur des Etudes Touristiques), or ISSAT (Institut Supérieur des Sciences Appliquées et de Technologie);
- Has a demonstrated record of academic excellence
- Is able to receive and maintain a U.S. J-1 visa;
- Is committed to returning to Tunisia after completion of the program;
- Is able to achieve a TOEFL score of 500 (PBT); and
- Is at least 18 years old by July 1, 2020.

Individuals in the following circumstances are NOT eligible for TCCSP:

- Part-time students;
- U.S. citizens and permanent residents of the United States;
- Individuals currently participating in academic, training or research programs in the United States;
- Individuals currently residing or working outside of Tunisia;
- Individuals who have participated in an Exchange Visitor program sponsored or funded by the United States Government (e.g. the Bureau of Educational and Cultural Affairs, Public Affairs Sections of U.S. Embassy, MEPI, U.S. Agency for International Development or other U.S. government agencies) for a period of more than six weeks, and who have not fulfilled their two-year home residency requirement by the time of application;
- Individuals who have applied for U.S. permanent residency in the past three years;
- Employees and their families of non-profit organizations who administer TCCSP on behalf of the U.S. Department of State. This provision does not disqualify self-supporting members of families who live apart from their parents;
- Locally employed staff (LES) of the U.S. Embassy in Tunisia who work for the U.S. Department of State or U.S. government agencies are ineligible for grants during the period of their employment and for one year following the termination of employment;
- Immediate family members (i.e. spouses and dependent children) of U.S. Department of State employees for a period of one year following the termination of such employment. This provision does not disqualify self-supporting members of families who live apart from their parents; and
- Persons arrested for, charged with, or convicted of a crime as further detailed by the Bureau.

Apply online at: <https://www.irex.org/project/tccsp> Application Deadline: Monday, November 18, 2019 at 5:00 pm.
This Application is free and may be duplicated.

This program is sponsored by the U.S. Department of State with funding provided by the U.S. Government and supported in its implementation by IREX.

The Thomas Jefferson Scholarship Program does not discriminate against applicants on the basis of race, color, religion, sex, age, national origin, disability, or any other protected characteristic as established by U.S. law.

The U.S. Department of State and IREX reserve the right to verify all of the information included in the application. In the event that there is a discrepancy, or information is found to be false, the application will immediately be declared invalid and the applicant ineligible.

Under the terms of this program, participants must return to Tunisia **immediately** upon completion of the program. Participants are not eligible for visa extensions under any circumstances. No exceptions will be made. Additionally, participants must abide by the two year home residency rule as required by their exchange visas, and must pledge to return to Tunisia to share the skills and knowledge they have gained as Thomas Jefferson Scholars.

Applications not meeting the above technical eligibility requirements will not be forwarded to the selection committee.

FINANCIAL PROVISIONS OF THE GRANT

- J-1 visa support;
- Round-trip travel from participant's home city to host institution in the United States;
- Accident and sickness coverage;
- Tuition and mandatory university fees;
- Room and board (housing and meals);
- Small incidentals allowance;
- Limited allowance for books;
- A wide variety of alumni networking and training opportunities.

SELECTION PROCESS AND CRITERIA

TCCSP is conducted as an open, merit-based competition. After the deadline, all eligible applications will be reviewed by a panel of academic specialists. Chosen semi-finalists will be interviewed in Tunisia by a committee of U.S. Embassy representatives, USG exchange program alumni, and/or U.S. specialists, and must take the Test of English as a Foreign Language (TOEFL) in early 2020. All applicants will be notified of their status by spring 2020.

Selection panels will use the following criteria to evaluate applications (not in order of importance):

- Demonstrated academic and/or technical interest in one of the identified fields of study;
- Quality of academic marks and academic standing;
- Cross-cultural interest;
- Flexibility and adaptability as an exchange student;
- Demonstrated leadership potential and commitment to community engagement;
- Proficiency in written and spoken English;
- Expressed commitment to contribute to Tunisia's development;
- Preference will be given to students who represent disadvantaged and underrepresented communities.

Women, minorities, persons with disabilities and applicants from all governorates in Tunisia are strongly encouraged to apply.

Apply online at: <https://www.irex.org/project/tccsp> Application Deadline: Monday, November 18, 2019 at 5:00 pm.
This Application is free and may be duplicated.

This program is sponsored by the U.S. Department of State with funding provided by the U.S. Government and supported in its implementation by IREX.

The Thomas Jefferson Scholarship Program does not discriminate against applicants on the basis of race, color, religion, sex, age, national origin, disability, or any other protected characteristic as established by U.S. law.

GENERAL APPLICATION INSTRUCTIONS

- Please answer **ALL** questions on the application in English;
- Include your full legal name. Family name (surname), first name, middle name as spelled on your international passport (if available). Do not translate name spellings;
- Include complete contact information (including postal codes for all addresses and city/country codes for all phone and fax numbers). Street and city names should be written in French or English.
- Do NOT leave a space blank. If a question does not apply to you, enter N/A (not applicable);
- Applicants must complete the application online at www.irex.org.

A completed application includes:

- **Application Questions:** Applicants must provide complete information for all questions.
- **Short Answers (1–7):** Applicants must answer each question and use no more than 250 words per response. Answers must be the applicant's own work.
- **IREX Privacy Statement and Application Certification:** Applicants must read and sign this form in order to verify that they understand IREX's privacy policy and that they have completed their applications truthfully.
- **Two Recommendations:** Applicants must have a recommendation completed by two different people for a total of two recommendations. If the recommendation form is completed in a language other than English, there must be an accurate translation submitted with the original recommendation form. The translation may be done by the applicant.
- **Course Listings:** This space is provided for the applicants to detail all higher education course history. Applicants must list the academic year the course was taken, the course title, and the grade received for the course in order for the form to be completed. If there was no grade for a course, please indicate either "pass" or "fail." Participants must list courses from your most recently completed year of study, either secondary school or higher education in order for the form to be completed.

IF SELECTED TO THE SEMIFINALIST ROUND, APPLICANTS MUST PROVIDE THE FOLLOWING DOCUMENTATION AT THE TIME OF THEIR INTERVIEW:

- A copy of applicant's high school diploma with an accurate English translation, which may be done by applicant;
- A copy of applicant's transcript (or academic grade book) for most recent year of study completed (high school or undergraduate). The transcript may be in the language of instruction, with an English translation, which may be done by the applicant;
- Proof of institutional enrollment (if applicable);
- A copy of applicant's international passport (if available) or government-issued identification. *It is highly recommended to apply for an international passport in anticipation of being selected, as it may take a significant amount of time to receive your international passport.*

Apply online at: <https://www.irex.org/project/tccsp> Application Deadline: Monday, November 18, 2019 at 5:00 pm.
This Application is free and may be duplicated.

This program is sponsored by the U.S. Department of State with funding provided by the U.S. Government and supported in its implementation by IREX.

The Thomas Jefferson Scholarship Program does not discriminate against applicants on the basis of race, color, religion, sex, age, national origin, disability, or any other protected characteristic as established by U.S. law.

SUBMISSION GUIDELINES

The deadline for applications for TCCSP is Monday, November 18, 2019, 5:00pm Tunis time. Late applications will not be accepted. Applications may be submitted via the IREX website at: <https://www.irex.org/project/tccsp>. Please read the instructions and Frequently Asked Questions (FAQ) carefully prior to beginning the application.

Late applications will not be accepted. Do not send applications to the IREX offices in Tunis or Washington, DC. Faxed, emailed, and paper applications will not be accepted.

Applications will not be returned to the applicants after the end of the competition; applicants should keep a copy for their own records.

Tunisia Community College Scholarship Program Timeline

November 18, 2019:	TCCSP application deadline at 5:00 pm Tunis time
February 2020:	Interview committees conduct semifinalist interviews and semifinalists take the TOEFL exam
March – April 2020:	Finalists and alternates notified
Spring - Summer 2020:	Pre-Departure Orientation in Tunis
August – September 2020:	All participants depart for their U.S. host institutions

Apply online at: <https://www.irex.org/project/tccsp> Application Deadline: Monday, November 18, 2019 at 5:00 pm.
This Application is free and may be duplicated.

This program is sponsored by the U.S. Department of State with funding provided by the U.S. Government and supported in its implementation by IREX.

The Thomas Jefferson Scholarship Program does not discriminate against applicants on the basis of race, color, religion, sex, age, national origin, disability, or any other protected characteristic as established by U.S. law.