**DAFI Scholarship Programme Application Form**

Please read the instructions carefully and make sure you understand the criteria and conditions of the scholarship before applying. Women and persons with specific needs are encouraged to apply.

The deadline for submission of this application is: **Sunday 30 June 2019**

ABOUT THE DAFI SCHOLARSHIP PROGRAMME

Since 1992, the German Government has financed the annual [Albert Einstein German Academic Refugee Initiative (DAFI)](http://www.unhcr.org/dafi-scholarships.html), which aims to help young refugees around the world to start or continue their higher education.

The DAFI programme aims to support qualified, academically strong young refugee women and men who meet the requirements to access higher education in their first country of asylum. The DAFI scholarship aims to empower young women and men equally to contribute knowledge, skills and leadership to the refugee community, and to facilitate peaceful coexistence, social cohesion, and the development of host communities during displacement. To achieve this, each sponsored student is expected to contribute to their community and society not only through their academic and professional careers, but also through their personal engagement, supporting and inspiring other community members, especially refugee children and youth.

DAFI scholarships are awarded for a maximum of four years of study at bachelor or equivalent degree levels in accredited higher education institutions. The DAFI programme does not support Master’s level study.

A DAFI scholarship covers the cost of tuition and fees, study and learning materials and other education-related costs such as for research or internships. The scholarship also provides a subsistence allowance to defray the cost of food, transport, accommodation and other expenses associated with participation in a higher education degree programme.

DAFI scholars participate in social, peer and community engagement and skills development activities. UNHCR and education partners maintain close contact with each scholar and with the higher education institutions they study at to ensure the academic success and well-being of each student.

ELIGIBLITY CRITERA

To apply for a DAFI scholarship you must meet the following criteria:

* You are an individual who has been granted **refugee status** in the host country or you are considered as in need of international protection by UNHCR and/or the host country.
* **You are 28 years or younger** at the start of your studies. (Exceptions to the age limitation may apply if you started your bachelor studies in your home country but had to interrupt your studies due to flight, or if you faced particular challenges to access higher education programmes because of a specific factor such as: parenting or child care responsibilities, disability, etc.)
* **You have a high/secondary school diploma and you can present the original documents attesting your achievements.** If you do not possess the relevant documents, please contact UNHCR or the project partner and explain your situation prior to submission of your application. Indicate the reason you cannot submit an original certificate on the application form.
* **You achieved above average results in high/secondary school.**
* You are **proficient in the language of instruction** of the degree programme in which you wish to enrol.
* You are **not currently receiving a scholarship** from another source.
* **You are in need of financial assistance** to pursue your studies.
* **You have a strong motivation** to contribute to your community through leadership, volunteering, community service, mentoring, community development or similar.

TERMS AND CONDITIONS OF THE SCHOLARSHIP

The DAFI scholarship may be renewed each year for up to four years based on regular class attendance, successful completion of each semester and academic year, progress towards the degree within the regular study time foreseen by the higher education institution, and participation in DAFI programme activities such as the DAFI club and community engagement.

At the beginning of each academic year, DAFI scholars sign a Scholarship Agreement form. DAFI scholars are expected to work diligently towards the successful completion of the programme of study and to inform UNHCR, the project partner or a counsellor at the higher education institution if you are experiencing challenges, whether personal or academic. In cases of fraud or misconduct, the scholarship will be discontinued immediately. In case of repeated absenteeism, underperformance or academic failure, continuation or discontinuation of the scholarship will be determined by the partners taking into account the circumstances, reasons or explanation provided.

Tuition and required study fees are paid directly to the university based on record of successful academic performance. The student allowance is paid directly to the scholar on a monthly basis.

APPLICATION INSTRUCTIONS

The application must include all required documents. Incomplete applications will not be considered.

1. **Application process**
* Collect all necessary documents for your application and complete the application form.
* Obtain information about fields of study, which higher education institutions offer the study programme you wish to follow and what the admission requirements are.
* Submit your completed and signed application **before or on the** **due date with all required documents**.
* Wait to receive further information from UNHCR or the project partner regarding your application. If your application meets the formal application and eligibility criteria, you will receive an invitation for an interview. Given the high number of applications received, you will only be contacted if you are shortlisted.
* If after the interview your application is considered, you will be contacted by UNHCR or the project partner. The scholarship comes into effect after the signing of a scholarship agreement and your respective acceptance of the scholarship.
1. **Collect and prepare the required documents**
* Letter of motivation explaining your motivation to study, professional aspirations, and plans for the future; how your personal, family, and/or social situation make you suited for and deserving of the scholarship; any specific details concerning your situation such as the lack of documentation and certificates. The letter should be no longer than 500 words and written in the language of instruction of your programme of study.
* One completed and signed application form
* Two passport photos, with your name on the back stapled to your application form
* Copy of UNHCR refugee certificate or FACT SHEET [where applicable]
* Copy of registration with the national authorities [where applicable] showing international protection status (refugee or asylum seeker)
* Copy of your high school transcripts and diploma or certification of completion (if issued in another country, transcript should be validated by the Ministry of Education certifying recognition of the diploma)
* If you have previously been enrolled in higher education, copy of transcript of prior learning or credit completed.
* If you have already been admitted or enrolled in a higher education institution in your first country of asylum, submit record of enrolment or letter of acceptance/admission [where applicable]
1. **Application submission**
* Once the call for applications has been made Submit only the Scholarship Application Form (pages 4-13 of this packet) and required supplementary documents
* Submit complete application materials to the designated address before or on the due date:
	+ Send application documents via email to: nigab@unhcr.org and copy wallae@unhcr.org
	+ Submit paper based documents in an envelope with your name on the outside to:
	+ UNHCR Ogoja Sub Office, Number 10 Hon. Paul Adah Way, GRA, Ogoja, Ogoja Local Government Area, Cross River State, Nigeria OR
	+ UNHCR Lagos Field unit, 13 Awolowo Road Ikoyi Lagos OR
	+ UNHCR Sub Office, 6 Clement Ebri Street Calabar OR
	+ UNHCR Field Unit, Former SOSO Rock Guest House, behind INEC Office, Adikpo OR
	+ UNHCR Branch Office, 9 Udo Udoma Crescent Asokoro FCT Abuja

# Scholarship Application Form

To be filled out by the applicant. Please complete all items and ensure handwriting is legible.

# Part I - General information

|  |  |
| --- | --- |
| 1. Family name
 |  |
| 1. Given name(s)
 |  |
| *Please write names exactly as they appear in your identity or academic documents.* |

|  |  |
| --- | --- |
| 1. Date of birth (DD/MM/YYYY)
 |  |
| 1. Place of birth
 | Country: City/Village:  |
| 1. Nationality(ies)
 |  |
| 1. Refugee ID number
 |  |
| 1. Month and year of entry to where?
 |  |
| 1. Marital status (Please select one)
 | Single Married Divorced Widowed |
| 1. Children
 | No children Children (please add number):  |
| 1. Current occupation/ activity (Please select one)
 | * High school graduate (just completed high school)
* University student (already enrolled in university)
* Previous university studies complete, interrupted due to:
* Employed, please specify:
* Self-employed, please specify:
* Casual work, please specify:
* Other, please specify:
 |

|  |  |
| --- | --- |
| 1. Physical address
 |  |
| 1. Mobile number
 |  |
| 1. Whatsapp, if different from mobile number
 |  |
| 1. E-mail address
 |  |

# Part II - Family situation

1. **Parent/Caregiver information**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Last name | First name | Date of Birth (DD/MM/YYYY) | Location (country, deceased, other) |
| 1. Father
 |  |  |  |  |
| 1. Mother
 |  |  |  |  |
| 1. Main caregiver (if different from parent)
 |  |  |  |  |

1. **Siblings**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Last name, first name | Female/ Male (F/M) | Age | Do they attend school? Y/N | If yes, what grade/level?  | Do they work? Y/N | If yes, what type of work? | Do you live in the same household? Y/N |
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1. **Dependent information**

*Provide information about your spouse, children, and/or other dependents. If there are more than two dependents, please include additional information on a separate sheet of paper.*

* I do not have children or dependents
* If you do have children or dependents, please complete the following:

|  |
| --- |
| **Dependent (1)** |
| Last name: | First name: |
| Relationship (spouse, child, etc.) |  |
| Age |  |
| Date of birth | Day: Month: Year: |
| Place of birth | Country: City/Village: |
| Current residence | Country: City/Village: |
| **Dependent (2)** |
| Last name: | First name: |
| Relationship (spouse, child, etc.) |  |
| Age |  |
| Date of birth | Day: Month: Year: |
| Place of birth | Country: City/Village: |
| Current residency | Country: City/Village: |

1. **Specific needs**

*Please indicate if you or another close family member are living with a disability or serious medical condition or any other special circumstances that should be taken into account. If possible, include medical record with your application.*

* I have a specific need
* One of my family members has a specific need:
	+ *Last name, first name, age and relationship to you:* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* I have a specific need and a family member has a specific need
* Not applicable

|  |  |
| --- | --- |
| 1. **Type of condition (Please select what applies)**
 | * Visual impairment
* Hearing impairment
* Physical impairment
* Chronic disease, please specify:
* Injury, please specify:
* Serious medical condition, please specify:
* Other, please specify:
 |
| 1. **Type of specific assistance needed** (medication, therapy, special food, protection, accommodation, care, reading material, hearing aids, etc.)
 |  |
| **If you have a specific need,** please indicate whether it will impact your studies and any additional accommodations/ assistance that may be required to support you in your studies (e.g. accessible accommodation/ sign language interpreter). |  |

# Part III - Social/economic situation

1. **Parents’ profession and education level**

|  |  |  |
| --- | --- | --- |
|  | Father (or caregiver) | Mother (or caregiver) |
| Level of education (highest level of education achieved **or** number of years in school) |  |  |
| Profession |  |  |

1. **Parents’ current work/job**

|  |  |  |
| --- | --- | --- |
|  | Father (or caregiver) | Mother (or caregiver) |
| Current work/job  |   |  |
| Estimated monthly income |  |  |

1. **Family/household monthly income (please indicate currency)**

|  |  |
| --- | --- |
| 1. Total monthly income (estimated)
 | Amount/currency:  |
| 1. Who earns most of the monthly household income?
 | Amount/currency:  |
| 1. Amount and source of household financial resources if you, your parents/ caregiver/ head of household are not working. (relative, church, *etc.)*
 | Amount/currency: Source: |
| 1. Do you receive cash-based support?
 | * Yes
* No
 |
| 1. If you receive cash-based support, from which source?
 | * UNHCR
* WFP
* Other UN agency
* Government agency
* Non-governmental agency, please specify:
* Other, please specify:
 |

# Part IV - Academic background

1. **High school**

|  |  |
| --- | --- |
| 1. Dates of attendance
 | From (mm/yyyy): To (mm/yyyy):  |
| 1. Location of school
 | Country: City: |
| 1. Name of school
 |  |
| 1. Student number (where applicable)
 |  |
| 1. Year graduated
 |  |
| 1. Grade average (as reported in the country of study)
 |  |
| 1. Official/certified copy of the high school diploma attached
 | * Yes
* No

*If no, please explain why not:* |
| 1. If applicable: equivalence certificate from the Ministry of Education of the country of asylum attached
 | * Yes
* No

*If no, please explain why not:* |

1. **Higher education**

*Complete this section only if you have previously enrolled in higher education but were forced to interrupt you studies, whether in the country of origin or the country of asylum.*

* I did not previously enrol in higher education, not applicable
* If applicable, please provide the following information:

|  |  |
| --- | --- |
| 1. Dates of attendance
 | from (mm/yyyy): to (mm/yyyy):  |
| 1. Number of semesters completed
 |  |
| 1. Location of school
 | Country: City: |
| 1. Name of school
 |  |
| 1. Subject studied
 |  |
| 1. Degree obtained (Y/N)
 |  |
| 1. Reason studies were interrupted
 | *If yes, the reason was:** I was forced to flee.
* I lacked the financial means to support myself.
* Illness
* Needed to support my family and had to work
* Other, please specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 |
| 1. Official/ certified copy of the results attached
 | * Yes
* No

*If no, please explain why not:* |
| 1. If applicable: equivalence certificate from the Ministry of Education of the country of asylum attached
 | * Yes
* No

*If no, please explain why not:* |

1. **Languages**

*Indicate language level [native (N), excellent (E), good (G), and basic (B)] for each category. Include the language of instruction applicable to the course you seek to enrol in.*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Languages *Indicate: N-native; E-excellent; G-good; B-basic* | Comprehension | Reading | Writing | Speaking | Proficiency certificate (Y/N) |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
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1. **Computers and technology**

*Check which apply to the availability of a personal computer to you:*

* *I own a personal computer*
* *I do not own a personal computer*
* *We have one personal computer in the family that I can use from time to time*
* *I only have a smartphone which connects to the internet*
* *I do not have access to any means of connectivity to the internet.*
* *Other, please specify:*

 *Please check (x) which apply to your skills in working with a computer and using the internet. Lack of experience or skills with technology will not impact your likelihood of selection.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Skill/ Experience | Never used/ no experience | Limited knowledge | Some practical knowledge | Advanced practical knowledge |
| General computer use |  |  |  |  |
| Microsoft Word  |  |  |  |  |
| Microsoft Excel |  |  |  |  |
| Email functions |  |  |  |  |
| Search functions |  |  |  |  |
| Programming |  |  |  |  |
| Statistical work |  |  |  |  |
| Other: |  |  |  |  |
| Other:  |  |  |  |  |

1. **Professional experience**
* I do not have any professional experience, not applicable
* If applicable, please provide the following information:

|  |  |  |  |
| --- | --- | --- | --- |
| Name of company, organisation, agency | From*(month/year)* | To*(month/year)* | Type of work or position held |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

1. **Social and community engagement/volunteering:**

*List community, social, sports, school, other activities you regularly participate in.*

* I do not participate in any activities, not applicable
* If applicable, please provide the following information:

|  |  |  |  |
| --- | --- | --- | --- |
| Type of activity  | From*(month/year)* | To*(month/year)* | Details of activity, role and position held |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

1. **Hobbies**

*Explain your interests and hobbies (reading, social engagements, arts, sports, etc.), 200 words or less.*

|  |
| --- |
|  |

# Part V - Your study plan for this scholarship

|  |  |
| --- | --- |
| 1. What subject would you like to study? Provide three options in order of preference.
 | Option 1:Option 2:Option 3: |
| 1. In which higher education institution would you like to study?
 | Option 1:Option 2:Option 3: |
| 1. Have you already applied for admission or been placed at one of the institutions mentioned above for the current or next academic year? If yes, please attach the proof/letter of admission if available.
 | * No
* Yes

I have applied for admission at the following institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Letter of admission attached:* Yes
* No

If no, please explain:* Response pending
* Admission rejected
 |
| 1. What is the estimated duration of the programme of study? (number of academic years or semesters)
 |  |
| *Please explain your personal and professional motivation for your preferred field of study. Mention employment opportunities, relevance to personal or community development, other factors influencing your choice? (200 words or less)* |

Part VI - Additional information

|  |  |
| --- | --- |
| 1. Have you received a higher education scholarship before?
 | * No
* Yes

If yes: * Name of scholarship provider:
* Period for which scholarship was provided: (mm/yyyy) to (mm/yyyy)
* Country in which scholarship was received:
* Field of study or degree supported:
* Study completed/degree obtained: yes/no
 |

1. **If you are awarded a DAFI scholarship, what would be expected of you in terms of caring for your family/dependents during your studies? (200 words or less)**
* I am not responsible for the care of any dependents or family members, not applicable
* If applicable, please explain.

|  |
| --- |
|  |

Part VI - Information certification

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereby certify that my statements in response to the above questions are true, complete and accurate. I understand that any false information provided in this application will affect my chances of selection. I undertake to inform UNHCR of any significant changes to my circumstances without delay.

I confirm that I am not receiving funding/scholarship from any other organisation or donor to pursue my tertiary education.

I understand that this application does not guarantee selection for the scholarship. If selected, I will make myself available for an interview and provide any additional information required.

I certify that I have read and understood the terms and conditions of the DAFI scholarship.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Signature*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Full name Place and date*

Part VII - Declaration of Consent

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, understand and agree to the following:

* UNHCR or its designated partner will share personal data contained in this application form with a DAFI Selection Committee. The Selection Committee will use the data for the preparation and conduct of interviews and the selection of candidates for the DAFI scholarship.
* Members of the DAFI Selection Committee are representatives from a variety of institutions and organisations including UNHCR and possibly including the German Embassy, academic institutions, government officials, non-governmental organisations active in education, youth or livelihoods sectors, private or public sector representatives, other UN agencies, or other organisations involved in higher education. All members of a DAFI Selection Committee engage in respecting the confidentiality of the personal data contained in this application form.
* UNHCR or its designated partner may need to share data contained in this application form with higher education institutions and other relevant scholarship providers, strictly limited to that concerning the scholarship and in due respect of data confidentiality.
* Apart from the above, UNHCR will keep all my personal data confidential.
* I may request access to, correction and deletion of my personal data or object to its further processing. I understand that in the event of an objection to further processing of data during the selection process, it may impact my ability to proceed in the DAFI scholarship selection process. I can make requests by contacting:

Walla – 09087395454

Irene – 08090161432

Solomon – 08090529092

Felicia - 08095271573

* I understand that in the event that I am selected for a DAFI scholarship, a request to delete my personal data may not be granted by UNHCR for monitoring and accountability purposes.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Applicant signature*

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*Full name Place and date*