2016 SCHOLARSHIP OPPORTUNITIES | OAS – Instituto de Empresa (IE)

OAS Partnerships Program for Education and Training (PAEC)

Master Degrees in areas of Business, Communication and International Relations at Instituto de Empresa (Madrid, Spain)

The Organization of American States (OAS), through the Department of Human Development of Education and Employment (DHDEE) and IE, through the OAS Partnerships Program for Education and Training (PAEC), are offering scholarships to qualified candidates of the Americas to participate in Master Degree Programs.

<table>
<thead>
<tr>
<th>PROGRAMS:</th>
<th>Master Degree Programs in areas of Business, Communication and International Relations</th>
</tr>
</thead>
<tbody>
<tr>
<td>MODALITY:</td>
<td>On-site (Madrid, Spain)</td>
</tr>
<tr>
<td>LANGUAGE:</td>
<td>English and Spanish (depending on the program)</td>
</tr>
<tr>
<td>DURATION:</td>
<td>10 months maximum</td>
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</tbody>
</table>
| DEADLINES: | Scholarship application: May 23, 2016  
Program admission at IE: May 16, 2016 |
| BENEFITS: | 3 Scholarships of 35% tuition of Master in International Relations and 4 Scholarships of 20% tuition of selected Master Degree Programs as described in Table 1, part I of General Provisions |

IMPORTANT DATES:

- **16 May 2016**: Deadline to be admitted at IE
- **23 May 2016**: Deadline to apply to OAS-IE Scholarship
- **6 June 2016**: Publication of the results
- **13 June 2016**: Deadline to decline the OAS IE Scholarship
- **October 2016**: Classes begin at IE
- **July 2017**: Approximate end date of the study program
ABOUT THE IE AND THE OAS

Instituto de Empresa (IE)

Having a global perspective is vital for IE, in order to develop successful projects in both the public and private sectors. The main objective of the IE Foundation is to provide young people with the access to education and to provide training programs for professionals in different areas. The activities include processing scholarships, research projects and the creation of a special Fund for text publishing. Thus, the Foundation creates opportunities for young people starting their careers, fostering the international vocation, which is of vital importance for economic and social development.

The General Secretariat of the Organization of American States

The General Secretariat of the Organization of American States (OAS), through its Department of Human Development, Education and Employment (DHDEE) supports OAS Member States in creating policies and executing programs that promote human capacity development at all educational levels. By enabling formative opportunities to citizens, the DHDEE strengthens democratic values and security under the framework of regional integration. The DHDEE does this: (i) by supporting the efforts of OAS member states to improve the quality of and equity in education; and (ii) by assisting citizens of the Americas in realizing their full potential by giving them access to knowledge and skills through training that improves the standard of living for individuals, families and communities in the region.

I. GENERAL PROVISIONS

1. Student/Applicant’s profile: Academically outstanding individuals of the Americas interested in contributing to the development of their country upon completion of their studies.

2. Study Location/Modality: On-site in Madrid Spain and Part-time (depending on the Program).

3. Study programs, start date, end date, duration, language, costs, and scholarship waiver:

<table>
<thead>
<tr>
<th>Program</th>
<th>Modality</th>
<th>Language</th>
<th>Start Date</th>
<th>End Date</th>
<th>Total Programs Costs</th>
<th>Scholarships Waiver %</th>
<th>Cost to be covered by student</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master in International Relations</td>
<td>Onsite</td>
<td>English</td>
<td>October 2016</td>
<td>July 2017</td>
<td>30.200 €</td>
<td>35%</td>
<td>19.630 €</td>
</tr>
<tr>
<td>Master en Derecho Transnacional de los Negocios (LL.M.)</td>
<td>Onsite</td>
<td>Spanish</td>
<td>October 2016</td>
<td>July 2017</td>
<td>29.700 €</td>
<td>20%</td>
<td>23.760 €</td>
</tr>
<tr>
<td>LLM in International Business Law</td>
<td>Onsite</td>
<td>English</td>
<td>October 2016</td>
<td>July 2017</td>
<td>29.700 €</td>
<td>20%</td>
<td>23.760 €</td>
</tr>
<tr>
<td>Master in Corporate</td>
<td>Onsite</td>
<td>English</td>
<td>October 2016</td>
<td>Julio 2017</td>
<td>23.200 €</td>
<td></td>
<td>18.560 €</td>
</tr>
</tbody>
</table>
4. Admission process:

4.1 Before applying for admission, we encourage applicants to read the program description, and ensure that the study area fulfills their expectations and interests.

4.2 The student must possess a bachelor’s degree diploma or certificate of completion of undergraduate degree prior to the day the application is submitted.

4.1 The deadline to apply for a admission to the programs is May 16th, 2016, one-week before the due date of the Scholarship date line. For more information regarding the admission process please contact IE at: Mariam Al-Qas Petross (Mariam.Al-Qas@ie.edu)

**IMPORTANT: Please review all the information in your application before submitting it.**

8. IE Contact information:

- **Contact:**
  - Mariam Al-Qas Petross
  - Admissions Advisor
  - E-mail: Mariam.Al-Qas@ie.edu

II. SCHOLARSHIP BENEFITS AND PROGRAM COSTS

1. **Benefits:**

The scholarship will cover **35% of the tuition costs for the Master in International Relations and 20% of the tuition costs for the Masters described in Table 1, part I of General Provisions**; subject to the academic performance of the student. To maintain the scholarship, recipients should not be reported with low academic performance for not attending class and/or for failing a course.

2. **Financial Responsibilities of Awardees:**

2.1. Awardees will be responsible for covering the remaining **65% of tuition costs for the Master in International Relations and 80% of the tuition costs for the Masters described in Table 1, part I of General Provisions** as well as any other possible mandatory fees (e.g.: transcripts, issuance of diploma,
graduation ceremony, etc.), books, study materials, additional trips, etc.

2.2. For onsite courses, awardees will be responsible for their transportation to Spain, expenses and procedures related to obtaining a student visa (if required), health insurance, and any other expenses in which they may incur for the trip to Spain.

2.3. Any other expenses not expressly included in the benefits of this scholarship.

3. Scholarship Eligibility Requirements:

3.1 To qualify for the scholarship, the candidate must have completed their admission process and must have been effectively admitted in the study course¹.

3.2 The awardee must not have received other academic scholarships from the OAS or from IE for the same level of studies and/or programs as requested in the 2016 OAS-IE application.

3.3 Only nationals and/or legal permanent residents of any of the OAS Member State will be eligible to apply for the scholarship.

3.4 Officers of the OAS General Secretariat, persons under performance contracts with the General Secretariat, the staff of the permanent missions to the OAS, and their relatives is not eligible for OAS scholarships.

3.5 No type of employment or commercial relationship shall be established between the OAS or IE and the PAEC OAS-IE, whether civil, contractual or non-contractual, during the entire scholarship period.

4. Scholarship Application Process:

STEP 1 The candidate begins the admission process for the Master Degree Programs of his/her choice at IE.

STEP 2 Gather the following documents, which must be attached to the scholarship application form in the following order:

1. Letter of admission to the study course you are applying to, or confirmation that the admission process to IE has already begun (you can include the application confirmation number, ID number of the application, or the confirmation e-mail from the university informing that your application was successfully received);

2. Copy of government issued identification document;

3. Curriculum Vitae or Resume, without attachments such as diplomas or certificates;

4. Copy of diploma or degree title;

5. Full transcripts and grades of the degree attached;

6. One recommendation letter: from a university professor or from a current or most recent employer. The letter must includes: the professor’s/employer’s position, contact information, date and signature. We do not require a specific format.

¹ It is highly recommended applying for the OAS-IE scholarship as soon as the candidate begins her/his application process for the IE programs. However, please bear in mind that the scholarship can only be granted to candidates who hold an unconditional admission letter from IE.
7. Students whose native language is not English or Spanish will be required to submit a proof of English or Spanish proficiency depending on the program they are applying.  

- An official transcript verifying completion of studies in an English-speaking university in the last five years; OR
- A Test of English as a Foreign Language (TOEFL) score of 580 or higher for the paper based test, 237 for computer-based test, or an internet-based (IBT) score of at least 80; OR IELTS 6.5, OR equivalent.

TOEFL or IELTS certificates must not be older than two years from date in which the application is submitted.

NOTE: Applicants must ensure that all information provided as part of the OAS Scholarship Application is accurate, true and correct. While documents are sent electronically, applicants must be able to present physical and original copies of these documents if required to do so.

Please upload to your Application Form the following scanned documents grouped in one (1) single PDF file, no bigger than 5MB.

STEP 3

Draft the following essays: (each essay should have a minimum of 800 characters and a maximum of 2900 characters)

✓ Essay 1: Describe how acquiring this academic degree will directly impact and enhance your professional skills in your current job position or career.

✓ Essay 2: The OAS –IE Scholarship requires recipients to return to their country of citizenship or legal residence for 2 years upon completion of the studies. Please explain how you intend to apply the acquired knowledge and experience to contribute to the development of your country or region. Moreover, please explain the reasons why you are applying to the scholarship, your financial need and how you intend to cover additional expenses.

STEP 4

Complete and send the OAS/IE Scholarship Application Form, along with the documents listed in step 2, which should be attached in one single PDF document in the order specified. Please click on the link that applies to the course of your interest below to access the online application form:

Note: We strongly recommend applying for the scholarship as soon as the admission process to IE begins. Only candidates admitted by IE will be considered for the scholarship at the time of the selection process.

STEP 5

Evaluation and selection process; announcement of results.

Applications that meet all requirements and conditions established in this call will be subject to an

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2 For additional information contact IE’s Admission Advisor, Mariam Al-Qas Petross, at Mariam.Al-Qas@ie.edu.
evaluation and selection process in accordance with the criteria set forth herein. This procedure will be executed by an evaluation committee made up of representatives from the scholarship awarding Parties, including, experts from areas of the OAS related to the discipline of the study program, known for their outstanding career and prestige. The results of this Committee will be final.

The results will be announced after June 6th, 2016 at www.oas.org/scholarships.

STEP 6  The scholarship acceptance process will take place until June 13th, 2016. Only selected candidates will be contacted via e-mail with their official scholarship offer and further instructions on its acceptance.

STEP 7  Awardees prepare for the beginning of their study program: registering for classes, ordering course books, preparing their trip to Madrid (for onsite programs only), etc.

5. Scholarship Selection Criteria

- Overall academic and professional merit of the candidate.
- The candidate’s potential impact on society upon completion of the course of study and motivation to return to the country of origin.
- An extensive and equitable geographic distribution for the benefit of all Member States that takes into account their greater needs, according to the UN Human Development Index.
- Financial need of the applicant as indicated in the essays.
- Gender equality.

6. Duties and Responsibilities of the Student:

6.1 Selected awardees must complete and sign the "Scholarship Acceptance Form" and return it to the DDHEE via email to mfsilva@oas.org and Lcortes@oas.org.

6.2 Refrain from activities that are inconsistent with the status of an OAS Scholarship recipient, abiding by the regulations referred to in this form.

6.3 Comply with all academic guidelines and requirements for admission and permanence requested by IE and follow any updates made to these standards by IE’s academic authorities.

6.4 Comply with the provisions indicated in the "Financial responsibilities of awardees", section II.2 "ON THE GRANT".

6.5 To retain the scholarship, awardees should not have low academic performance (GPA lower than 7/10), due to absence from the program and/or course failure.

6.6 Applicants with special needs/disabilities should ensure that IE has the physical, communication skills, necessary technology, capacity and services infrastructure for their full inclusion and retention in the program before applying to the OAS-IE scholarship.
6.7 If applicable, the awardee must obtain a student visa from the Spanish government, and cover any costs incurred in this process (the student may contact Mariam Al-Qas Petross by email at Mariam.Al-Qas@ie.edu to obtain institutional support).

6.8 The scholarship can be declined by the awardee before the start date of the program without financial penalties. However, if s/he declines the scholarship after that date without proof of force majeur, the OAS and IE may require the awardee to reimburse all funding granted to her/him with the scholarship at the time in which the declination is processed.

6.9 Awardees must commit to return to work in their country of origin or legal residence; in one of the OAS Member States; or at an international organization, for at least the length of the duration of the scholarship. If the awardee fails to comply with this commitment, the OAS and IE may require the awardee to reimburse all funding granted to her/him with the scholarship at the time in which the declination is processed.

6.10 Neither the OAS nor IE assume any liability arising from the acceptance or rejection of Masters Degree Programs offered in this call by the government entity within the country of origin of the awardee.

For further information about the application process, please contact MFsilva@oas.org or Lcortes@oas.org

APPLY NOW!

www.oas.org/scholarships
scholarships@oas.org