



UNITED NATIONS OFFICE AT VIENNA      OFFICE DES NATIONS UNIES A VIENNE  
**OFFICE FOR OUTER SPACE AFFAIRS**  
VIENNA INTERNATIONAL CENTRE  
P.O. BOX 500, A-1400 VIENNA, AUSTRIA  
PHONE: (43 1) 26060-4953; FAX: (43 1) 26060-5830; E-MAIL: oosa@unvienna.org

**Terms of participation in the long-term fellowship programmes  
offered through and/or administered by  
the United Nations Programme on Space Applications**

1. **Participation**

Applicants should be (i) nationals of developing countries or countries with economy in transition, (ii) duly nominated by their governments, (iii) age of candidate should not exceed forty (40) years, (iv) should have the academic and professional backgrounds required by the specific fellowship programme, and (v) should be able to make professional use of the experience gained in the study programme.

2. **Documentation Required**

- a) **Fellowship Application Form** - should be (i) duly completed by the applicant (two copies), (ii) certified on behalf of the nominating government by the certifying officer\* and (iii) forwarded by the certifying officer to the United Nations Expert on Space Applications, through the Resident Representative of the United Nations Development Programme (UNDP) in the applicant's country.

An advanced copy of completed and certified application form should be directly send by fax or e-mail to the Office for Outer Space Affairs.

*Documents (b), (c) and (e) described below should be completed and forwarded directly to the United Nations Expert on Space Applications by the institution(s) or individual(s) providing the requested information but definitely not by the applicant(s):*

- b) **Referee Reports.** Three (3) completed Referee reports should be sent by the 3 referees, one of whom should be the employment or study supervisor of applicant, directly to the United Nations as indicated on the form.
- c) **Academic certificate.** Two official copies of the education certificate as well as academic transcripts indicating the subjects and examination grades (marks) received in each subject should be submitted directly to the United Nations Expert on Space Applications.
- d) **Curriculum vitae** signed and dated by you.

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\* The certifying officer shall not be lower in rank than the Head of the applicant's Department, Institution or Ministry. The certifying officer attests to the accuracy of the information provided by the applicant in his/her application form and the *bona fide* status of the applicant in his/her institution.

- e) **Diploma or certificate of competence in the language of the fellowship programme.** If the official language of the applicant's country is different from the language of the fellowship programme, a diploma or certificate of competence in the language should be submitted directly to the United Nations Expert on Space Applications. This diploma/certificate should be issued by an accredited language institution or by the local UNDP upon satisfactory establishment of the applicant's competence in the language concerned.

### 3. **Administrative Arrangements**

#### a) **Responsibilities of the United Nations**

The United Nations will advertise the information on available fellowships and will, in consultation with the offering government/institutions, select qualified applicants as recipients of fellowship award.

The United Nations also may provide a number of selected participants with international round trip air ticket between the participant's international airport of departure and Turin, Italy.

#### b) **Responsibilities of the nominating government/agency**

The nominating government/agency will bear the following costs on behalf of the selected participant:

- i) All expenses in the home country for preparing the abroad travelling, including passport and visa fees, medical examinations, inoculations, and other miscellaneous items, and domestic travel to and from the international airport of departure, in the home country;
- ii) Salary and related allowances to which a participant may be entitled in his/her country during the period of the fellowship programme;
- iii) Life insurance and health insurance for the benefit of the participant for the duration of the fellowship programme study.

*Special consideration will be given to applicants in the case of their nominating government/agency taking responsibility for covering the round-trip international travel fair from home country to Turin, Italy.*

#### c) **Applicants for a fellowship programme should note that the United Nations and the government/institutions offering the fellowships will NOT assume responsibility for the following expenditures:**

- i) Any costs incurred by dependent or spouse who accompany the participant;
- ii) Costs incurred by the participant with respect to travel insurance;

- iii) Loss or damage of personal property while enrolled in the fellowship programme;
  - iv) Compensation in the event of death or disability of the participant in connection with his/her enrolment in the fellowship programme;
  - v) Any claim toward expenses incurred by participants other than what is specified in the fellowship programme description document.
- d) **Termination of fellowship.**

The United Nations, in consultation with the offering government/institutions, reserves the right to terminate the fellowship programme of any participant if upon commencement of the study:

- i) the participant's academic background regarding the subject of the fellowship programme is found to be inadequate; and/or
- ii) the participant's knowledge and understanding of the language of the fellowship programme are found to be inadequate to pursue the programme of study; and/or
- iii) the participant fails to observe proper conduct during the course of the fellowship programme study.

#### 4. **Deadlines for Receipt of Applications**

Only applicants whose completed application forms and all other supporting documents are received by the United Nations in Vienna before or by the deadline established for the fellowship programme, will be considered in the selection process for the fellowship concerned.

**Special notice:** Applicants should note that selection of fellowship recipients is made on a very competitive basis, as a large number of applications are generally received for a limited fellowships that are available.