

**CALL FOR APPLICATIONS BY THE NATIONAL SCIENCE AND TECHNOLOGY
COUNCIL (CONACYT) AND THE INTER-AMERICAN INSTITUTE FOR
COOPERATION ON AGRICULTURE (IICA) TO PROMOTE CAPACITY
DEVELOPMENT FOR AGRICULTURE IN THE AMERICAS**

On September 27, 2011, the National Science and Technology Council (CONACYT) and the Inter-American Institute for Cooperation on Agriculture (IICA) signed an agreement for collaboration to establish the program, as well as the terms and conditions for the support to be provided for the promotion, training, development and linking of high-level human resources to develop the knowledge required to improve the agricultural sector, through the award of scholarships to professionals in IICA member countries, to enable them to pursue specialized studies and Master's or Doctoral Degree in Mexico, in high-quality programs registered with the National Quality Postgraduate Studies Program (PNPC), in priority areas in which IICA provides technical cooperation, and, thereby contributing to achieving the objectives of the Program to Develop Capacities to Promote the Development of Agriculture in the Americas, and strengthening projects that are on the national agendas of the member countries of IICA.

CONACYT, in accordance with the provisions of the Law on Science and Technology and its Organic Law, and within the framework of its Program for the Promotion, Education, Development and Linking of Senior-level Personnel, and IICA, within its area of competence and in pursuit of its objective of regional development in the Americas:

INVITE

Professionals in IICA's member countries involved in developing the knowledge base required to improve the agricultural sector, to participate in the present Call, subject to the following provisions:

BASES

1. Eligibility of applicants (Target Group)

Professionals specializing in agriculture who, for at least one year before the commencement of his/her studies have³ been resident IICA member countries, who have received a letter of acceptance to one of the conventional face-to-face Doctoral, Master's or Specialist degree programs registered with the PNPC, and who pledge to study full time in the postgraduate program and to maintain the level of academic excellence established in the Scholarship Agreement and the CONACYT Rules Governing Scholarships.

2. Period of the Call

- Date of publication: December, 2011
- Starting date for applications : January 1, 2012.
- Closing date for applications : November 30, 2012

3. Coverage of the scholarships

- Payment of a monthly stipend, depending on the level of studies, beginning on the date established in the letter of award of scholarship and in the scholarship agreement. (See Table for National CONACYT Scholarships).
- Medical attention, provided by the *Instituto de Seguridad y Servicios Sociales de los Trabajadores del Estado* (ISSSTE), throughout the effective life of the scholarship, covering the scholarship recipient and, if applicable, his/her spouse and children, subject to the rules and regulations of ISSSTE.
- Exemption from payment of tuition and registration fees at the institutions that accept to participate in this program and, as required, by the nominating institutions and/or by the candidates themselves.
- Transportation costs of scholarship recipients, by the nominating institution, the candidate or any other organization, from their country of origin to Mexico and back, and, if necessary, travel costs related to research activities required by the respective program.

4. Life of the scholarship

Scholarships are subject to a time limit, which will depend on the official curriculum registered with the PNPC by the postgraduate program, but may not exceed the time periods established in the CONACYT Rules Governing Scholarships, published in the *Diario Oficial de la Federacion* on September 10, 2008.

When a scholarship recipient has partially completed the curriculum, the national scholarship will only cover the remaining period for him/her to conclude the studies undertaken and obtain the corresponding degree or certificate. This period may not exceed the maximum period, from the beginning date of his/her studies, established in the present Call for applications.

5. Requirements

- a. To be nominated by a national organization (Ministry of Agriculture, NARI, universities, NGO, Ministry of Science and Technology, National Science and Technology Council or other equivalent institution) within the member countries of IICA.
- b. To submit to IICA the **application form** and a research project that is in keeping with the requirements of the country where he/she resides.
- c. To be selected initially by IICA to participate in the present Call, and endorsed by the CICY.
- d. To be accepted into a postgraduate program registered with the PNPC that deals with agriculture and/or related field.
- e. To be nominated for a National CONACYT scholarship by the Academic Coordinator of the postgraduate program the candidate will enter.

6. Nomination of candidates

In the first phase, the applicant shall submit the necessary documentation to the IICA Office where he/she resides. Once the candidates have been selected by IICA, the information will be sent to the CICY for validation.

In the second phase, the applicant will deliver the required documentation to the Coordinator of the postgraduate program for admission and subsequent nomination for the scholarship in the Call for National CONACYT Scholarships, in keeping with the guidelines of the Call.

7. Documentation to be delivered with the application

Phase 1. Documentation required by IICA

- a. Letter of nomination
- b. Application form submitted to IICA requesting a scholarship and delivery of the IICA requirements for participating in the program.
- c. Description of the project, maximum two pages, which, if possible, should be aimed at addressing an important problem for the country in which the applicant resides.
- d. Validation by CICY of the relevance of the program to which he/she is applying.

Phase 2. Documentation required by CONACYT in the Call for National CONACYT Scholarships.

- a. Proof of acceptance or registration in the post-graduate program, issued by the IES-CII.

- b. Certificate or official transcript showing the grade point average earned in the preceding level of study.
- c. Official identification document bearing the photograph and signature of the applicant (national identification card, professional identification or valid passport).
- d. Letter of Commitment, in the format established in this Call, stating the responsibility of the applicant to engage in full-time studies in the post-graduate program and to maintain the level of academic excellence established or performance in the CONACYT Rules Governing Scholarships and the provisions of the present Call, as well as the other legal or administrative provisions applicable during the life of the scholarship to a conventional, face-to-face postgraduate program.
- e. For previous beneficiaries of a CONACYT scholarship: Letter of Recognition (Article 29 CONACYT Rules Governing Scholarships) or Letter of No Debt, issued by the CONACYT.
- f. For non-Mexican applicants, a copy of the FM-3immigration permit to study in Mexico (this form is required to open the bank account in which the payment to the scholarship recipient will be deposited), or a copy of the application for the FM-3 immigration permit, for those who are awaiting approval. The foreign student must be in Mexico and enrolled in the post-graduate program at the time that the request is made.

8. Selection process

- The selection process will be conducted by IICA, CICY and CONACYT.
- Only those nominations that comply fully with requirements and documentation established in this Call, and have been presented as and when requested, will be considered.
- For Phase 1, IICA will determine the eligibility of the candidates for scholarships, based on the needs of the country nominating the candidate, as well as the needs of IICA, and on any special conditions that may justify the nomination.
- Once the nomination is received, IICA will record the decision in its information system in accordance with the dates established in the schedule of this Call.
- Phase 2 will be adjusted to the provisions of the Call for National CONACYT Scholarships.

9. Award (Formalization) and Payments

- The applicant selected will sign with CONACYT the national scholarship award, which will be granted in accordance with the conditions of the national CONACYT scholarships. He/she will also sign a Scholarship Agreement with IICA, as well as additional documentation establishing conditions related to the support to be provided, and the responsibilities assumed by the scholarship recipient and the nominating institution.

10. Responsibilities of IICA

- To publicize the present Call among the institutions of higher education in its member countries.
- To conduct, together with the Scientific Research Center of Yucatan (CICY), the process of selecting candidates in the first phase of this Call.
- To designate a faculty advisor, who will assist the candidate selected during the process acceptance into the postgraduate program selected, ensure the consistency of the research project with the priorities of the country of origin, and facilitate his/her re-integration at the conclusion of his/her studies.
- To record the return of the scholarship holder to his/her country of residence and receive a copy of the degree obtained.
- To ensure that the institution, the national project from which the scholarship recipient was chosen, or some other source of funding, covers the costs of transportation as well as other travel costs related to research activities required by the respective program.

11. Responsibilities of the CICY

- To support IICA in publicizing the Call, identifying potential candidates, validating and selecting candidates in Phase 1.
- To support IICA and CONACYT in the management, evaluation and follow-up of the present Call.
- To provide the applicant with advice in selecting the program that is best suited to his/her needs.

12. Responsibilities of CONACYT

- To present the results of the application to the Academic Coordinator of the Postgraduate Program, to IICA and to the applicant, through the CONACYT scholarship system.

- CONACYT pledges to provide adequate support to cover basic maintenance costs, as well as medical attention, as indicated in numeral 3 of this Call, based on the availability of budgetary resources.

13. Responsibilities of Scholarship Receipt

- a) Make the application to IICA and submit to the evaluation process as outlined in Phase 1.
- b) Comply with all the requirements established by IICA, CONACYT and the institution where he/she is studying, within the time limits and parameters established.
- c) In the case of IICA employees, continue to work at the Inter-American Institute for Cooperation on Agriculture for a period equal to the duration of the scholarship, following the conclusion of his/her studies.
- d) In the event that the corresponding program is not completed for reasons attributable to the student, (except in cases of force majeure), the scholarship shall be immediately withdrawn, and in accordance with the CONACYT Rules Governing Scholarships, shall reimburse CONACYT for all financial support it has provided, and IICA for any expenses it has incurred to support his/her education.
- e) Sign the CONACYT scholarship agreement, undertaking to honor the provisions therein and to comply with the CONACYT Rules Governing Scholarships and other pertinent rules and regulations.
- f) Dedicate himself/herself to full time study in order to earn the degree within the time specified.
- g) Meet the deadlines established in the schedule indicated in the research proposal for carrying out the project, which should be related to a specific issue in his/her country of origin, be endorsed by the director of studies in Mexico assigned to the candidate in the PP and the PP coordinator.
- h) During the period of the scholarship, engage in activities in his/her country of origin as required under the program, not to exceed 50% of the total duration of the program, in order to complete the activities required as part of the curriculum.
- i) At the conclusion of the studies, return to his/her country of origin and re-enter the project or institution in the production, social or academic sector that nominated him/her. Submit a copy of the degree earned to CONACYT and IICA.
- j) During his/her stay in the host country, Mexico, respect its laws, regulations, usages and customs, reflecting at all times the quality and international prestige of IICA and of the CONACYT scholarship recipients.
- k) Give due recognition to “CONACYT” and to “IICA” as sponsors in the products generated during his/her studies, including in the corresponding Master’ thesis or Doctoral dissertation.

14. Responsibilities of the advisor

- a. To ensure that the research project is in keeping with the needs of the country that nominated the scholarship recipient.
- b. To assist the scholarship recipient during the registration process at the host institution.
- c. To oversee the academic progress of the scholarship recipient.
- d. To maintain constant communication with the thesis director and with the appropriate area of the Office of the Deputy Director of Postgraduate Studies and Scholarships of CONACYT.
- e. To keep IICA and the appropriate area of the Office of the Deputy Director of Postgraduate Studies and Scholarships informed of the scholarship recipient's progress in achieving the objectives established within the corresponding program.

15. Responsibilities of the host institution

The institutions of higher education in Mexico (destination) with graduate programs recognized by the PNPC wishing to welcome scholarship recipients under this program must:

- a) Offer the overseas scholarship recipient the possibility of exemption from payment of tuition and registration fees so that, if this is not possible, alternate sources of funding can be sought.
- b) Use the distance mode to monitor admission to the corresponding program.
- c) Inform CONACYT in a timely manner of the acceptance of the candidate for a scholarship under the IICA-CONACYT program.

16. Restrictions

CONACYT will consider an application as inadmissible in the following cases:

- The documentation is incomplete or was presented outside of the time frame established in the present Call.
- The applicant is the recipient or has been the recipient of equivalent or similar support funded with federal resources from Mexico for the same purpose.
- The applicant works in the same area in which the postgraduate program is offered.
- The applicant has debts or outstanding obligations with respect to the commitments undertaken with CONACYT, as a result of a previous scholarship. In such a case, he/she could, before signing the scholarship agreement, resolve all outstanding matters and submit the "Regularization Letter" issued by CONACYT to this effect.

In all cases, the institutions, the applicants and CONACYT, shall act in good faith; CONACYT reserves the right to carry out any verification deemed necessary.

17. General Considerations

- a. Issues relating to interpretation of the present Call, and any matter not included in it, shall be resolved by the Office of the Deputy Director of Post-graduate Studies and Scholarships and by the Directorate of Technical Cooperation of IICA.
- b. CONACYT reserves the right, at all times, to verify the information and documentation submitted by the persons who are entering the postgraduate programs as a result of this call for applications.
- c. Any information that is inconsistent with the provisions of the foregoing paragraph, as well as failure to comply with the provisions of the CONACYT scholarship regulations in force at the time of the award of the scholarship, with the provisions of the present Call or with the other legal and administrative directives applicable to the national scholarship process, shall provoke the suspension of funds to the institution and, subsequently, of all other actions to which CONACYT reservists the right, including cancellation of the scholarship and application of the resulting measures to the institution or centre. IICA will be informed of the irregular action so that the corresponding measures can be taken.

18. Schedule

Publication of the call	December, 2011
Period for receipt of applications by IICA	Applications will be received throughout the duration of the call and will take effect in keeping with the selected program of studies in the Mexican institutions.
Period for receipt of applications by CONACYT	Detailed schedule of receipt of National Becas CONACYT scholarships: January 2012 August 2012
Publication of results	Based on each program of studies.

The terms and conditions of the present Call are in keeping with the legal provisions of the Law on Science and technology as well as other applicable provisions. The results issued may only be questioned within the framework of this Law.

19. Annexes

The annexes listed below are an integral part of the present Call.

- a. Traditional face-to-face doctoral, masters and specialized programs
- b. Table of financial arrangements for national scholarships
- c. Regulations for CONACYT scholarships
- d. IICA application form
- e. Commitment letter

Decisions taken with respect to the scholarship will be final and irrevocable.

Presentation of nominations based on the terms of this call implies the express acceptance by the IES-CII and the applicant of the terms and annexes, as well the Regulations Governing Scholarships and other conditions rules outlined by CONACYT or applicable to each case.

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