



How to complete the “Caribaea Initiative Master’s Grant” application form

Application procedure

Once they are sure that all conditions are satisfied, candidates should send their original application within the deadline, by **e-mail** exclusively to the Office of the Caribaea Initiative at the following address: contact@caribaea.org. Each application will be first checked for completeness, accuracy and relevance. Admissible applications will be submitted for review by the Scientific Council. Final decision will be made by the Board of Directors, based upon recommendations from the Scientific Council, and depending on the amount of funding currently available.

NOTE: only complete applications submitted within the deadlines will be examined.

Candidates are responsible for ensuring that all documents and supporting information are submitted as requested. Caribaea Initiative will not inform applicants if any documents are missing, incomplete or not in compliance, and no further action will be taken regarding the “Caribaea Initiative Master’s grant” application. The Board of Directors does not have to justify the response or the evaluation grid.

Deadline for applications

The application should reach the Office of the Caribaea Initiative at least three months before the beginning of the master project.

Conditions to be met for a “Caribaea Initiative Master’s Grant” application

- The student must be of a native of the Caribbean region or a person of Caribbean descent.
- The student must be ideally aged under 30 years at the time the master project will start. However, in exceptional cases, some exemptions may be granted for a person over 30 years old with a relevant professional experience.
- The student must have a bachelor degree in biology/ecology, or any other equivalent qualification.
- The master research project must address a scientific question relevant to the study and/or conservation of the Caribbean fauna.
- The master project must be co-supervised by one researcher affiliated to a Caribbean-based institution (the local supervisor) and one researcher affiliated to a research and/or conservation institution situated outside of the Caribbean region (the external supervisor).

Content of the application with a view to obtaining a “Caribaea Initiative Master’s grant”

- “Caribaea Initiative Master’s Grant” forms A and B duly completed.
- a certified/authorized copy of the bachelor diploma, as well as any supplement to the diploma. A certified translation is required for documents not written in French, English or Spanish.
- a certified copy of all records of marks obtained in all exams during the bachelor degree. A certified translation is required for documents not written in French, English or Spanish.
- a copy of the programme description of the final semester of the Bachelor’s degree, if the Bachelor’s degree has not yet been obtained.
- a complete curriculum vitae.
- a covering letter in support of the grant application.
- a copy of official attestations of knowledge of French and English if the envisaged Master’s is taught in a different language from the applicant’s native language. Applicants are reminded of the need to be fluent in the teaching language. Difficulties understanding French or English jeopardize the chances of success in the Masters.
- an official certificate of parent’s annual income.
- where relevant, copies of a dissertation and/or diploma work already written and accepted; a copy of publications accepted or published.
- a copy of the passport or identity card.



Caribaea Initiative Master's Grant Form A

REGISTRATION TO BEGIN THE MASTER'S IN THE AUTUMN SEMESTER 201 / SPRING SEMESTER 201

1. **Full name of the Master's:**
2. **Name and address of the University:**
3. **Duration of course (min. number of semesters according to programme regulations):**
4. **Last Name Maiden Name:**
5. **First Name(s):**
6. **Date of Birth:**
7. **Nationality:**
8. **Place of Birth:**
9. **Native language:**
10. **Place of birth of the father:**
11. **Place of birth of the mother:**
12. **Marital Status:** single married divorced widow/er registered partnership
13. **Phone and E-mail:**
14. **Permanent address:**
15. **Future plans** (profession, employment, etc):

I hereby certify:

- that I have answered all the above questions truthfully and completely, under penalty of being excluded from any funding support from the Caribaea Initiative.
- that the Caribaea Initiative is authorised, if necessary, to verify my diplomas and results with the school or university that issued them.
- that I undertake, if the grant is awarded, to follow the planned study programme and comply with all regulatory conditions.
- that I will not perceive any other salary or grant, nor engage in any other paid activity during the duration of the master course, without the written consent of the Caribaea Initiative.

Date:

Signature:



Caribaea Initiative Master's Grant Form B

Description of the master research project

- 1. Title:**
- 2. Summary (up to 500 words):**
- 3. Key words (up to 5):**
- 4. Name, affiliation, e-mail address, and CV of the intended local supervisor:**
- 5. Name, affiliation, e-mail address, and CV of the intended external supervisor:**
- 6. A detailed description of the research project not exceeding 3 pages and containing the scientific project, a research agenda, institutional partnerships, indications regarding the dissemination of results:**

- 7. A provisional budget indicating the amount of total funding for the master research project, other sources of funding applied for and obtained, funding required from Caribaea Initiative (nature of expenses):**